

TRILOGY LA QUINTA WOMEN'S NINE HOLE GOLF CLUB

BY-LAWS ARTICLE I: GENERAL

Section 1.

The name of this organization shall be: "Trilogy La Quinta Women's Nine Hole Golf Club" (the Club). The purpose of the Club shall be to promote the sport of golf for women who prefer to play nine-hole golf and who are learning and improving their game and to foster sociability and friendship among members through both golf and social events.

Section 2.

This organization shall be operated as a nonprofit Club in accordance with California Statutes, and the By-laws of Trilogy La Quinta Maintenance Association (TLQMA).

Section 3.

These By-Laws willfully comply with TLQMA Club Rules, Regulations and Procedures. In the event of a conflict between these By-Laws and the above stated governing documents of TLQMA, TLQMA documents shall prevail.

ARTICLE II: MEMBERSHIP

Section 1.

Membership shall be open to all women residents in good standing of TLQMA. Members are nine hole women golfers who maintain handicaps in accordance with the Southern CA Golf Association (SCGA). Members shall have the right to vote and participate in all activities upon payment of annual dues.

Section 2.

Disciplinary procedures shall be in compliance with Section 14 of the Chartered Club Rules and Regulations, as may be amended from time to time by TLQMA Board of Directors.

ARTICLE III: BOARD OF DIRECTORS

Section 1.

The Executive Board shall consist of the following elected members:

President

Vice President

Secretary

Treasurer

The Executive Board shall be elected annually by a vote of the general membership, and shall serve without compensation. These elected Executive Board members shall make up the Executive Board and shall have voting privileges at Executive Board meetings and at Board of Directors (Board) meetings

Section 2.

The appointed board members shall be: `

Rules Chair

Handicap Chairs (1-2)

Membership Chair

Event Coordinator Chair (1-2)

Tuesday Game Day Chairs (1-2)

Member Guest/Tournament Chairs (1-2)

These appointed board members shall serve without compensation and shall have voting privileges at Board meetings. They may select members from the Club to assist them.

Section 3.

The elected and appointed board members of the Club shall compose the Board.

Section 4.

The Executive Board shall fill, by appointment, from the membership of the Club, any vacancy occurring in any of the offices of the Club. The designee(s) shall serve until the next election of Board Members. In order to have the right to vote at Board meetings, the designee(s) must be confirmed by a vote of the Board. No Club member may serve in more than one office at a time.

Section 5. Board members shall be elected for the Club's fiscal year which shall be from April 1 to March 31. No officer is to hold the same position for more than two consecutive terms unless deemed necessary by vote of the Executive Board.

ARTICLE IV: DUTIES OF THE BOARD

Section 1. PRESIDENT

The President shall preside at all meetings and shall be an ex-officio member of all committees. She shall have the power to execute all documents on behalf of the Club and maintain such other authority as may be delegated to her by the Board. She may with the approval of the Board appoint special committees. She shall be the interface between the Club and The Golf Club of La Quinta on all matters pertaining to the Club.

Section 2. VICE PRESIDENT

The Vice President shall perform all the duties of the President in her absence. She shall be responsible for the weekly golf pairings, and will communicate the pairings to Membership, as well as to The Golf Club of La Quinta.

Section 3. SECRETARY

The Secretary shall keep records of all meetings and attend to all correspondence and posting of minutes and notices for the Club.

Section 4. TREASURER

The Treasurer shall keep full and accurate accounting of all funds received and shall deposit the same in the name of and to the credit of the Club in such depository as may be designated by the Executive Board and shall disburse the same under their direction. She shall present a written financial statement at each meeting of the Board and at each General Meeting. She shall prepare on an annual basis, before March 15, the year end financial statement to be reviewed by the Audit Committee for submittal to the Board and the Activities Director of TLQMA. The financial statements shall include an income statement and be prepared following generally accepted accounting principles. The fiscal year shall begin on April 1 and end on -March 31.

Section 5. RULES CHAIR

This office shall be filled by a Board appointed Chair person. She shall be responsible for rules decisions and the education of the membership in the rules of golf as outlined by the USGA.

Section 6. HANDICAP CHAIRS (1-2)

The Handicap Chairs shall be responsible for the keeping and filing of accurate records of members and their handicaps in accordance with the rules of the SCGA. They will educate Membership on the rules and procedures for posting and maintaining a handicap/index with SCGA. They may appoint an assistant as needed.

Section 7. EVENT COORDINATOR CHAIR (1-2)

The Event Coordinator chair shall have direct charge of all committees/volunteers for Club events. She shall acquaint all members with planned events for the season, providing a calendar, notices and all updates to events.

Section 8. MEMBERSHIP CHAIR

The Membership Chair shall provide Membership applications to interested parties, and answer any questions pertaining to joining the Club. She is responsible for maintaining an accurate record of names, addresses, email addresses and telephone numbers of the Membership communicated in a Club Roster.

Section 9. TUESDAY GAME DAY/TOURNAMENT CHAIRS (1-2)

The Tuesday Game Day/Tournament Chairs shall be responsible for the monthly “Game Day” or tournament, choosing the game and providing the game instructions to Membership. Game Chairs will summarize the results for Game Day and provide same to all participants. Game Chairs may ask for volunteers for assistance as needed.

Section 10. MEMBER GUEST/TOURNAMENT CHAIRS (1-2)

The Member Guest/Tournament Chairs shall be responsible for the yearly Member Guest Tournament and any other Tournaments the club may decide to participate in. They may ask for volunteers for assistance as needed.

ARTICLE V: MEETINGS

Section 1. EXECUTIVE BOARD MEETINGS

Executive Board Meetings will be held as determined necessary by the President for discussion and rulings of a confidential or sensitive nature. The President will report to the Board as to the outcome of any Executive Board meeting.

Section 2. BOARD MEETINGS

Board Meetings will be held monthly, if needed, from October through May.

Section 3. GENERAL MEETINGS

A minimum of four (4) meetings of the general membership shall be held each calendar year. More meetings may be scheduled if deemed necessary by the Executive Board.

Section 4. SPECIAL MEETINGS

The President may call Special Meetings at her discretion.

Section 5. MINUTES

Minutes will be taken by the Secretary and minutes, as well as other pertinent administrative records, will be retained for a period of three (3) years.

Section 6. QUORUM

A quorum must be present to conduct business at any meeting. For General Meetings, a quorum shall consist of 30% of the membership as determined from the membership list. For Executive Board Meetings and Board Meetings, a quorum shall consist of simple majority of these bodies.

ARTICLE VI: ELECTIONS

Section 1.

The Nominating Committee shall consist of up to five (5) members who may be current Board members or members at large and will be appointed by the Board.

Section 2.

The Nominating Committee shall select one person from the membership of the Club for each elective office. A member of the Nominating Committee may be nominated for an elected office.

Section 3.

The slate of Executive Board Members as selected by the Nominating Committee shall be posted two (2) weeks prior to the election meeting in March. Additional nominations from the general membership may be made provided the names of the nominees (with their consent) have been submitted to the Nominating Committee, and their names appear on the posted proposed slate of Executive Board Members one (1) week prior to the election in March. When there are two or more candidates for an office, the election shall be by ballot and a plurality vote shall elect. Should there be but one candidate for an office, the ballot shall be dispensed with and the election shall be held by viva voice vote.

Section 4. The Nominating Committee Chair shall present the proposed slate Executive Board Members at the General Meeting in March. The President will then call for the vote.

ARTICLE VII: DUES

Section 1.

The annual dues are payable January 1 and end December 31. This coincides with the SCGA fiscal year. This change will start January 1, 2019.

Section 2.

The annual dues, an amount that shall be determined by the Executive Board, shall be due and payable by December 1. Any member who fails to pay dues by January 1 shall be considered delinquent and not eligible to compete in any events until reinstated.

Section 3.

The annual dues will be used to cover Southern California Golf Association membership and Club operating expenses.

ARTICLE VIII: FINANCIAL

Section 1.

Financial records shall be retained for a period of not less than seven (7) years.

Section 2.

The Club operates as a part of TLQMA, which is a mutual benefit, non-profit organization. Any and all bank accounts shall be opened under the TLQMA's Federal Identification number. Bank accounts may include TLQMA in the title, but not the prefix "Trilogy La Quinta". The Club account will be held in the name of "TLQMA Women's Nine Hole Golf Club".

Section 3.

On an annual basis, prior to April 15, the financial statements shall be presented to the Activities Director of TLQMA by the Club's Audit Committee. The financial statements shall include a balance sheet and an income statement and shall be prepared following generally accepted accounting principles.

Section 4.

The TLQMA Activities Director and/or Community Manager, with minimum notice, shall have access to all of the books and records of the Club.

Section 5. All payments, whether for goods or services shall be made by check

ARTICLE IX: COMMITTEES

Section 1. AUDIT COMMITTEE.

The President shall appoint an Audit Committee from the general membership. Suggested term of office is one year or at the discretion of the President. Board Members or other committee chairs may not be a member of this committee. a. The Audit Committee will report directly to the President. b. On a yearly basis the Audit Committee will examine the Treasurer's accounting and/or report of Club funds. The examination may include vouchers, bank statements, cash, and other records as required. c. The Audit Committee, having certified to its accuracy, shall submit their report to the President, which has the effect of approving the Treasurer's report to the general membership. d. The Audit Committee will review and submit to the TLQMA Activities Director and/or Community Manager, the Club's annual financial statements.

Section 2. COMMITTEE CHAIRS

Committee Chairs may be elected by the membership or appointed by the President or the Executive Board.

ARTICLE X: AMENDMENTS

These By-Laws may be amended by a two-thirds vote of the membership present at a meeting specifically called for such purpose. A quorum being present, the proposed By-Law changes will be presented and voted upon by the membership.

ARTICLE XI: DISSOLUTION

Prior to Club dissolution (after all debts are satisfied), all Club property and assets shall be turned over to TLQMA. In the event that incurred debts are not satisfied by Club assets, members may be held liable.

March 5, 2018