

**BY-LAWS OF
THE DALTON RANCH WOMEN’S GOLF ASSOCIATION**

**ARTICLE I
NAME**

This organization shall be known as the Dalton Ranch Women’s Golf Association, (hereinafter “the Association”). The Dalton Ranch Women’s Golf Association shall function under jurisdiction of Redcliff Development dba Dalton Ranch and Golf Club.

**ARTICLE II
PURPOSE**

- Section 1. The purpose of this organization shall be to promote golf, friendship and good sportsmanship among golfers, all in accordance with the Rules of Golf, as adopted by the USGA.
- Section 2. The Association may cooperate with other organizations.

**ARTICLE III
MEMBERSHIP**

- Section 1. Members are those who pay yearly dues to the Association. Association members need not be members of Dalton Ranch Golf Club. Association members shall be allowed the privilege to vote on all matters with the exception of those pertaining to the by-laws, which will be voted on only by members of Dalton Ranch and Golf Club.
- Section 2. All members with an established handicap shall be eligible to compete in the Association functions. Exceptions to this rule shall be:
- A. The Dalton Ranch Women’s Club Championship Tournament shall be open to members of the Dalton Ranch and Golf Club only.
 - B. Priority shall be given to the Dalton Ranch Golf Club members in any competition or event that requires representatives from this Association.

**ARTICLE IV
OFFICERS**

- Section 1. The elected officers of the Association shall be President, Vice-President, Recording Secretary and Treasurer. These officers shall be elected from the membership of the Dalton Ranch Golf Club. The President shall appoint the Historian and the Parliamentarian.
- Section 2. There shall be a Nominating Committee appointed by the President in May each year. The Nominating Committee shall select at least one (1) nominee for each office to be filled and report at the Annual Meeting.
- Section 3. Election of officers shall take place at the Annual Meeting. Elected officers shall assume their official duties at the close of the Association’s golf season and shall perform their duties for a term of one year.
- Section 4. In the event a vacancy occurs in any office, the Executive Committee may appoint a replacement to fill the remaining term.

ARTICLE V
DUTIES OF OFFICERS

- Section 1. The President shall preside at all meetings of the Association and the Executive Committee, shall be a member ex-officio of all committees except the Nomination Committee, and shall perform such other duties as may be prescribed in these By-laws or assigned by the Association.
- Section 2. The Vice-President shall act as aide to the President and shall perform the duties of the President in the absence of the President.
- Section 3. The Recording Secretary shall keep an accurate record of all General and Executive Committee meetings of the Association. Duties shall also include maintaining a current set of By-laws, including all amendments, and providing a list of eligible voters as well as other duties delegated to the Recording Secretary.
- Section 4. The Treasurer shall receive all money of the Association, keep an accurate record of receipts and expenditures, and pay out funds only as authorized the Association. Authorized officers for the purpose of signing checks shall be Treasurer and another Officer. The Treasurer shall present a statement of account at every meeting of the Association and at other times when requested to do so. The Treasurer shall make a full report at the Annual Meeting The Treasurer's accounts shall be examined annually by a committee, appointed by the President. The Treasurer shall compile a roster of members available to all members of the Association.
- Section 5. The Historian shall keep a record of the activities and achievements of the Association.
- Section 6. The Parliamentarian shall advise the President or presiding officer on questions of parliamentary law and matters of procedure.

ARTICLE VI
GENERAL MEETINGS

- Section 1. General Meetings of the Association shall be held at the discretion of the Executive Committee. The Annual Meeting shall be held in mid-August.
- Section 2. Twenty (20) percent of the members shall constitute a quorum for the transaction of Association business. Bylaw amendments and revisions follow the rules set out in Article X.
- Section 3. All meetings shall be held at the Dalton Ranch Golf Clubhouse unless the President designates another place.
- Section 4. The President may call special Meetings.

ARTICLE VII
EXECUTIVE COMMITTEE

- Section 1. The Executive Committee shall consist of the elected officers of the Association, and the immediate past-President ex-officio. The members of the Executive Committee shall serve until their successors are elected.
- Section 2. It shall be the duty of the Executive Committee to transact necessary business in the intervals between General Meetings of the Association.
- Section 3. The President shall call meetings of the Executive Committee.

Section 4. A quorum of the Executive Committee shall consist of three (3) members.

ARTICLE VIII
STANDING COMMITTEES

The President ,as may be necessary to promote the purpose of the Association, shall appoint standing Committees. The Chairs of the Standing Committees shall be appointed by the President and approved by the Executive Committee.

ARTICLE IX
PARLIAMENTARY AUTHORITY

Robert's Rules of Order Revised shall govern the Association as consistent with these By-laws and those of Redcliff Development dba Dalton Ranch & Golf Club.

ARTICLE X
AMENDMENTS AND REVISIONS

Section 1. These By-laws may be amended or revised at any General Meeting of the Association by a two-thirds (2/3) vote of the Association members who are also members of the Dalton Ranch & Golf Club. Bylaw amendments must be posted in the Clubhouse and provided to eligible members via e-mail one (1) month prior to a General Meeting when voting will take place.

Section 2. Proxy votes shall be accepted under the following conditions:
a) Must be in written form (e-mail acceptable)
b) Must be delivered by an eligible member in attendance at said vote.
c) The Secretary shall confirm that all proxy votes meet the conditions.

Section 3. The Recording Secretary shall give following adoption, a copy of the amendment or revision of these By-laws to each officer of the Association.

Section 4. The Executive Committee shall review these By-laws at least every five (5) years.

Approved: 9.22.10

