

Longshore Women's Golf Association By-Laws

ARTICLE I - NAME

The name of this Association shall be the Longshore Women's Golf Association, also known as LWGA.

ARTICLE II OBJECT

The object of this Association shall be to promote the interests of golf among women of the Association.

ARTICLE III MEMBERSHIP

Sections 1 CHARTER MEMBERS are those women who were members prior to December 1, 1960.

Section 2 MEMBERSHIP shall be open to any woman interested in joining the LWGA and meeting the requirements of the Westport Parks and Recreation Commission.

- (A) All persons who have paid their dues shall be considered ACTIVE MEMBERS.
- (B) Only ACTIVE MEMBERS shall be eligible to vote and become an officer of the organization.
- (C) Any woman may be chosen to become an HONORARY MEMBER when she has received a two-thirds (2/3) vote of those voting at a regular meeting of the Association, a Quorum being present. She shall have all the privileges of the Association except that (1) she shall be exempt from paying dues, (2) she may not hold office and (3) she may not make motions or vote at Association meetings.

Section 3 The membership of this Association shall comply with the by-laws, Rules and Regulations and shall observe the following:

- (A) APPLICATION FOR MEMBERSHIP shall be made on LWGA application form and submitted to the Treasurer along with the dues.
- (B) MEMBERSHIP DUES shall be established annually by the Executive Board. Adjustment of said dues may occur from time to time.
- (C) A member may RESIGN by letter to the Secretary, such resignation to become effective upon receipt, provided that all indebtedness to the Association has been met.
- (D) The Executive Board is empowered to REPRIMAND OR SUSPEND a member for conduct which, in the opinion of the Board, is likely to endanger the welfare, interests, character or good name of the Association and its members, or for conduct deemed to be in violation of the by-laws or other rules of the Association.

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Upon receipt of allegations or information of such conduct, the President shall serve notice of a hearing to the party or parties involved, of a date, place and time and requesting attendance at said hearing. After such hearing, or should the party or parties fail to appear, the Executive Board may proceed to take action. One of the following actions shall be taken as decided by a two-thirds (2/3) vote of the entire Executive Board: 1. Exoneration, 2. Reprimand, 3. Suspension for a definite term, beginning and ending on specified dates. Notice of decision shall be given orally and in writing.

ARTICLE IV NOMINATIONS AND ELECTIONS

Section 1 The ELECTED OFFICERS of this organization shall be: President, Vice-President, Secretary, Treasurer, Tournament Chair, Tournament Co-Chair, Rules Chair, Handicap Chair, and Handicap Co-Chair. They shall comprise the EXECUTIVE BOARD, also known as the BOARD.

Section 2 The NOMINATING COMMITTEE shall consist of five (5) members as follows: two (2) members appointed by the Executive Board from its members and three (3) non-board members elected from the general membership on or prior to the August meeting. The committee shall elect its own Chair.

Section 3 The SLATE of persons nominated, and the office to which each has been nominated by the Nominating Committee, shall be submitted in writing duly dated and signed by the Nominators to the Secretary of the Association at least ten (10) days before the election at the September meeting. The Secretary shall email the nominations to the entire membership.

Section 4 ALTERNATE SLATES of nominations may be made by any active five (5) members of the Association by transmitting in writing (duly signed and subscribed by the nominators) their ALTERNATE SLATES to the Secretary and the Nominating Committee Chair at least five (5) days prior to the September meeting, at which elections are held. The Secretary shall, immediately upon receipt, email Alternate Slates to the entire membership.

Section 5 Slates will be voted on at the September meeting in accordance with the provisions of ARTICLE VII, Section 4. The term of office is for one year and shall begin immediately after installation at the end of Annual/Closing Meeting.

ARTICLE V EXECUTIVE BOARD

Section 1 All property and affairs of this Association shall be under the control and management of the Executive Board, also known as the Board. This said Board is composed of nine (9) elected members as stated in ARTICLE IV, Section 1.

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- (A) Appointees to other positions may attend Board meetings with permission of the President, or at the request of the President, but shall have no vote.
- (B) The President shall be the Chair of the Board.

Section 2 The Executive Board shall hold regular meetings during their term and special meetings as may be called by the President. Six (6) members of the Executive Board including the President shall constitute a quorum.

Section 3 The Executive Board shall fill any vacancies occurring among its members for the remainder of the one (1) year term of the officer causing the vacancy. In the event said substitute is appointed to the board on or prior to April 1, she shall be considered as having served her first full year of service on the board. Appointment(s) made on or after April 2 shall be considered a partial year of service.

Section 4 No member shall serve on the Executive Board for more than four (4) consecutive years, and may not hold the same office for more than two (2) consecutive one (1) year terms and EXCEPT for the President who may be elected for two (2) consecutive one (1) year terms regardless of previous service; and EXCEPT for a member appointed on or after April 2 to fill the unexpired one (1) year term of a member (See Section 3). A former member of the Board shall be eligible for re-election to the Board after being off the Board for at least one (1) year. Under extenuating circumstances, a one (1) year special amendment to the by-laws may be enacted to allow the extension of a board member's term.

Section 5 The retiring President shall serve as an Honorary Member of the Executive Board without voting rights for a period of one year immediately following her term of office as President.

ARTICLE VI DUTIES OF OFFICERS

The LWGA Executive Board consists of nine (9) members. These positions are: President, Vice-President, Secretary, Treasurer, Tournament Chair, Tournament Co-Chair, Handicap Chair, Handicap Co-Chair, and Rules Chair. Each Chair may appoint one or more members to serve on her committee.

Section 1 President The President shall preside at all meetings of the Association and Executive Board and she shall have general supervision over the affairs of the Association. She shall be an ex-officio member of all committees except the Nominating Committee, with the power to vote only in the case of a tie. Unless other designation is made by the Executive Board, she or any other officer may execute all written contracts and obligations of the Association pertaining to their respective offices. The President and/or her committee shall select and purchase prizes for all events except the Member Guest.

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Section 2 Vice President The Vice-President shall discharge all duties of the President in her absence and shall assist the President in all duties. The Vice President shall be an ex-officio member of all committees except the Nominating Committee. The Vice-President shall be responsible for the hospitality of the Association and shall handle all social functions to include luncheons (except the Member-Guest), Closing Dinner and Club Championship trophy presentation. She shall arrange for membership meetings.

Section 3 Secretary The Secretary shall keep a record of all the proceedings of the Association and Executive Board meetings and keep the permanent records of the Association, including the responsibility for keeping the by-laws current. She shall keep a record of attendance and email minutes of general meetings to the membership. She has responsibility for updating the LWGA's email data base. She shall also perform such duties as properly belong to her office and as the President and/or Executive Board may direct.

Section 4 Treasurer The Treasurer shall collect all membership applications and dues, receive and disburse all monies, keep the accounts and report at meetings the amount of receipts and disbursements and the balance of cash-on-hand with other such information concerning the financial affairs of the Association. She shall pay all bills authorized by the Executive Board. The Treasurer shall track and keep records for weekly tournament prizes.

The Treasurer shall be responsible for all membership duties, including those associated with new members. She shall provide applications and direct them to the www.lwgagolf.org website for the by-laws, and the rules and regulations that govern the LWGA.

Section 5 Tournament Chair The Tournament Chair and her committee shall be in charge of, supervise and make arrangements for all the tournaments of the Association. She shall report the winners each week to the membership. In addition to this committee, she shall have a Member-Guest Chair who is in complete charge of the LWGA Member-Guest. Said Chair(s) shall co-ordinate all aspects of this tournament, including the date, theme, breakfast, luncheon, greens fees, cart rental, prizes, misc. and all financial arrangements. The Member-Guest Chair will have help of the membership of the Association.

Section 6 Tournament Co-Chair The Tournament Co-Chair assists the Tournament Chair, and in the absence of the Tournament Chair, assumes the Tournament Chair's responsibilities. She shall update all plaques and trophies, shall contact media outlets with LWGA information and she shall handle all other association publicity. The Tournament Co-Chair is in line to serve as the next Tournament Chair.

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Section 7 Handicap Chair The Handicap Chair shall have charge of all handicap records, perform all duties connected with handicaps and follow the USGA Handicap System. She shall assist members on how to post scores for the purposes of obtaining or updating their handicaps. The Handicap Chair shall assist the Tournament Chair with, but not limited to, verification of eligibility of a member's qualification for all major tournaments. She shall post the current revisions from USGA numerical and alphabetical handicap sheets in the ladies locker room.

Section 8 Handicap Co-Chair The Handicap Co-Chair shall assist the Handicap Chair and in the absence of the Handicap Chair assume the Handicap Chair's responsibilities. She shall oversee and implement the mentor program.

Section 9 Rules Chair The Rules Chair interprets USGA Rules of Golf and Local Rules of Play and keeps members posted on any changes. Any conflicting interpretation should be brought before a committee comprised of any two (2) members of the Rules Committee, as defined in Article VIII Section 3 below, for a final ruling.

ARTICLE VII MEETINGS

Section 1 The Association shall hold its Annual/Closing Meeting in the Fall of each year, also a general meeting (Opening Meeting) in the Spring of each year. Notice of meetings shall be sent to the general membership no less than one week in advance.

Section 2 There shall be meetings of the general membership during the playing season as necessary.

Section 3 The President shall call special meetings as deemed necessary.

Section 4 A Quorum of twenty (20%) percent of current membership must be present at meetings, IN PERSON OR BY PROXY, before business of the association can be transacted. A majority of the votes cast shall be required for adoption of any motion.

Section 5 The rules contained in Robert's Rules of Order shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the by-laws or special rules of order of the Association.

ARTICLE VIII TOURNAMENTS

Section 1 Tournaments shall be held weekly.

Section 2 Annual/Major tournaments shall be the George Buck, the President's Cup, the Club Championship and the Fall Cup and other events and tournaments decided upon by the Tournament Chair and Executive Board.

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Section 3 A Rules Committee shall be in effect for all tournaments consisting of the Rules Chair, the Tournament Chair, the President and the Longshore Golf Course Professional. Two (2) are necessary to be present for a decision and if necessary, an alternate Executive Board member may be appointed by the Rules Committee members present.

Section 4 For each LWGA stroke play tournament, players must submit a signed, dated and attested card for each round played.

Section 5 New members, who have joined the LWGA, without a USGA Handicap Index must turn in five (5) Longshore cards signed, dated and attested to the Handicap Chair in order to establish a handicap and qualify to compete in weekly Association tournaments.

A new member with a USGA Handicap Index from her previous club is eligible to compete immediately in weekly Association tournaments but not in all majors, some of which have their own qualifications.

ARTICLE IX AMENDMENTS

The by-laws may be amended by a vote of two-thirds (2/3) of votes cast, a Quorum of twenty (20%) percent of current membership being present, in person or by proxy, and notice of the amendment having been submitted at the previous regular meeting of the Association.

ARTICLE X FISCAL YEAR

The fiscal year of this Association shall run from January first through December thirty-first.

LWGA By-Laws 1990
Revised 2004
Revised 2006
Revised 2009
Revised 2011
Revised 2016
Revised 2018
Revised 2019

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Amendment to Article 5, Section 4 Submitted in September 2019

The board wishes to extend the term of the current 2019 board to run through the end of the 2021 season. This one year, one time extension is being made to ensure a smooth transition of duties and responsibilities from one board to the next and to ensure the incoming board members are sufficiently trained in the systems needed to run the association.