

**BY-LAWS
OF
THE CYPRESS LANDING WOMEN'S GOLF ASSOCIATION**

ARTICLE I

Name

The name of the organization shall be Cypress Landing Women's Golf Association, hereinafter referred to as CLWGA.

ARTICLE II

Purpose

The purpose of this association shall be to increase active participation, to encourage friendly competition, and to promote interest in the game of golf among the ladies of Cypress Landing Golf Course (CLGC). This association shall abide by all USGA rules and local rules of CLGC.

ARTICLE III

Membership and Dues

Any woman who has a membership in good standing at the Legends, Honors, or Young Professional level at CLGC is eligible for membership in the CLWGA upon payment of CLWGA dues as established by its Executive Board.

Payment date of annual dues is set by the CLWGA Executive board.

ARTICLE IV

Section 1 - Officers

The elected officers of the CLWGA shall be two Co-Presidents, Recording Secretary, and Treasurer. The Co-Presidents will serve staggered two-year terms. The recording secretary and treasurer will serve two-year terms.

Section 2 Executive Board

The Executive Board shall consist of the elected officers of the CLWGA plus the following appointed positions, each of whom are allotted one vote per position:

Appointed positions include: Tournament Co-chairs/18 Hole Representative and 9 Hole Representative, and Event Chairperson.

The Executive Board meets monthly. Meetings occur with members physically present, as the norm. CLWGA Board may permit any or all board members to participate in a teleconference or video conference meeting in which all participating board members may simultaneously hear each other during the meeting. Each board member who attends a meeting through such means is deemed present.

Section 3 - Duties of the Officer

The duties of the elected officers, and appointed officers shall be as set forth in the by-laws of the CLWGA, except that the Co-Presidents shall be the presiding officer and the Executive Board shall be the governing body.

The Co-Presidents shall:

- Appoint chairpersons of the standing committees
- Act as liaison between the CLWGA, the Cypress Landing Men's Golf Association (CLMGA), CLGC management, Greens Committee, and the Golf Club Committee (GCC)
- Preside at all CLWGA meetings
- Coordinate activities of the CLWGA with CLGC management as necessary
- Call and preside at all Executive Board meetings
- Call special meetings of the CLWGA board/membership as may be necessary
- Have the power to sign and endorse checks in conjunction with the Treasurer
- Act as an exofficio member of all standing committees
- Convene nominating committee for purpose of nominee slate for open positions of elected officers
- Handle all necessary publicity
- Review by-laws and present amendments for WGA approval and membership
- Update the President's and Memorial plaque and Solheim trophy.
- Attend the standing committee planning meetings for the President's Cup, Solheim Cup and Member-Member Tournament

The Recording Secretary shall:

- Take and prepare the minutes of all CLWGA meetings, and the meetings of the Executive Board, and proof copies of all such minutes to the Co-Presidents
- Maintain and control all correspondence and papers of the association
- Maintain and control electronically all CLWGA business, i.e. CLWGA Board minutes, Handbook, By-laws, Treasurer reports, and

miscellaneous forms necessary to conduct CLWGA business

- Maintain a list of CLWGA member email addresses

The Treasurer shall:

- Establish, maintain and reconcile a checking account in the CLWGA name
- Keep a full and accurate account of all monies received and deposited same in the name and to the credit of the association
- Have the power to sign and endorse checks in conjunction with the Co-Presidents
- Provide a monthly written report of the CLWGA financial status to the Co-Presidents
- Present a report of the CLWGA financial status at all Executive Board meetings and general meeting
- Inform Standing Committees of the CLWGA budget contribution for golf event planning purposes
- Conduct a 50/25/25 drawing at all WGA Shot Gun Start events in the calendar year

Duties of the following voting members are described in the CLWGA Handbook:

Tournament Co-chairs who also serve as 18-hole representative

Event Chairperson

9-hole Representative

The immediate ex-officio retiring Co-President

- The ex-officio retiring Co-President is a non-voting member of the CLWGA Board part of the Executive Board. The retiring Co-President chairs the Presidents' Cup standing committee.

Section 4 - Election

The officers of the CLWGA shall be elected by the membership-at-large in the following manner:

- A. Provided there is only one (1) candidate for each office, voting shall be by first and second motions for acceptance of the slate officers as read, with a show of hands for all in favor and opposed.
- B. If there is more than one (1) candidate for each office, voting for each office shall be declared elected. In the event of a tie, an immediate run-off election will be held to determine the winner. If the tie is not broken, the members present shall determine, by simple majority vote, the manner of deciding the winner.

- C. The newly elected officers will assume their duties on December 1st, after a transition meeting in November.
- D. Should any elected officer vacate her office before her term has expired, such vacancy shall be filled by an appointment of the Executive Board. Should the vacancy be that of a Co-President, the Executive Board may or may not fill the position by appointment.

Section 5 – Voting

Membership

A CLWGA member must be present in order to cast her vote. Thirty percent (30%) of the members of the association present at a legally convened meeting shall constitute a quorum. A two-thirds (2/3) majority vote of the members present with an established quorum is necessary for passage of proposals.

Executive Board

An executive Board member must be present to cast her vote. Five (5) CLWGA Board members present at a legally convened meeting shall constitute a quorum. A fifty (50%) vote of the executive board members present, with an established quorum, is necessary for passage of proposal.

1. E-Mail Voting. When business of the CLWGA Board needs to be conducted outside of regularly scheduled board meetings and, in lieu of calling a special meeting, said business may be conducted by informing the board members by e-mail of the business to be conducted, The delegates shall vote or respond by e-mail with said business being approved or disapproved by a majority of the board.

ARTICLE V

Fiscal Year and Playing Season

The fiscal year of the CLWGA will be December 1 to November 30. The playing season of the CLWGA shall commence no earlier than March 15 and end no later than November 20 of each calendar.

ARTICLE VI

Amendments

These by-laws may be adopted, amended, suspended, or repealed at any business meeting of the association by a two-thirds (2/3) majority vote of the members present with an established quorum.

Adopted: March 2011

Reviewed by committee and CLWGA Board; approved with no changed: February 2014

Reviewed by the CLWGA March, 2023

Addendum Board email voting, March, 2023

Addendum Board email voting January, 2025

Addendum Board change in officers and terms, 2025