

**ANTELOPE HILLS  
WOMEN'S GOLF ASSOCIATION BYLAWS**  
Updated January 11, 2023

**ARTICLE 1: NAME**

The name of this organization shall be Antelope Hills Women's Golf Association (AHWGA)

**ARTICLE II: OBJECT-**

The AHWGA shall be a non-profit organization to promote interest in golf by organizing women golfers and by holding weekly events and special tournaments.

**ARTICLE III: MEMBERSHIP**

The membership of this organization shall be designated as ACTIVE.

**Section 1. ACTIVE MEMBERS:** shall pay dues as established in the Standing Rules and shall be entitled to all membership privileges.

A. New members may join AHWGA through the AGA "Online Join" and will be reviewed for eligibility and approved by the Membership Chair.

B. Membership obligates a person to abide by the rules and to support the Bylaws and all activities of AHWGA.

**ARTICLE IV: DUES**

**Section 1.** Dues are payable as outlined in the Standing Rules.

**Section 2.** The Executive Board recommends the annual dues amounts to be approved by the membership. Dues will not be prorated during the year.

**ARTICLE V: GOVERNMENT**

The affairs of this organization shall be conducted by the Executive Board composed of elected officers (President, Vice-President, Secretary, Treasurer, Handicap Chairperson, Weekly Play Chairperson, and the AGA/NAWGA representative). The past President will be an ad hoc member of the board in an advisory non-voting role for one year.

The Northern Arizona Women's Golf Association (NAWGA) Representative and the Arizona Golf Association (AGA) Representative shall be elected as required by the NAWGA and AGA Bylaws. Her term shall be in accordance with NAWGA and AGA Bylaws.

**Section 1.** A committee of three members selected by the Executive Board shall nominate candidates for officer positions. The committee shall submit candidates for office to the current Board of Directors by the end of September.

**Section 2.** At the October general meeting, members in attendance will elect the club officers. Nominations from the floor are permitted.

**Section 3.** The newly elected officers will take office January 1 and continue in office for two years.

**Section 4.** The Executive Board shall have the authority to fill any vacancy that may occur and that is not provided for in these Bylaws.

**Section 5.** An officer of AHWGA may be an employee of Antelope Hills Golf Course. In the event of a conflict between AHWGA and the Antelope Hills Golf Course, the officer shall recuse herself from any discussion or vote.

## **ARTICLE VI: EXECUTIVE BOARD DUTIES**

### **President:**

- a. Preside over all meetings.
- b. Call any general or special meetings.
- c. Hold Executive Board meetings at least four (4) times per year.
- d. Represent AHWGA at the General Manager of the golf course's Advisory Council.
- e. Appoint such chairmen or committees as she or the Executive Board shall deem necessary.

### **Vice-President:**

- a. Assume duties of the President should she be unable to attend meetings or fulfill her term of office.
- b. Perform duties assigned by the President.
- c. Organize the End-Of-Year luncheon (place, time, cost, etc.) and give awards out.

### **Secretary:**

- a. Record all meetings.
- b. Post the minutes.
- c. Handle all correspondence.

### **Treasurer:**

- a. Receive all money for AHWGA.
- b. Make disbursements in accordance with the adopted budget. Disbursements not covered by the budget must be approved by the membership.
- c. Keep a roster of AHWGA membership and give a copy to the Sweeps Weekly Play Chair to post on the Website and Golf Genius.

### **Handicap Chairperson:**

- a. Manage handicaps for the AHWGA per the USGA Handicap Committee Guide

### **Weekly Play Chairperson:**

- a. Set the yearly schedule of play dates and games for the AHWGA.
- b. Manage the Monthly Volunteers
- c. Compute and distribute winnings to the AHWGA Membership.

### **AGA/NAWGA Representative:**

- a. Arizona Golf Association (AGA) representative represents AHWGA at AGA meetings and will perform the duties assigned to her by that organization. She will also be the tournament director for the local State Medallion Tournament (with assistance from the Handicap/Rules Committee), as set forth by the AGA.
- b. Northern Arizona Women's Golf Association (NAWGA) Representative represents AHWGA at NAWGA meetings and will perform the duties assigned to her by that organization which may include collecting dues and fees for all events.

## **ARTICLE VII: DUTIES OF COMMITTEES: WEEKLY PLAY, TOURNAMENT, HANDICAP, RULES, AUDIT, INTERCLUB.**

The **Weekly Play Committee** shall plan the year's schedule for weekly and monthly events, determine prizes to be awarded and plan for any other special events.

The **Tournament Committee** shall plan and run two Major Tournaments: Eclectic, and Club Championship, in accordance with the guidelines set forth by the AHWGA and the Handicap/Rules Committee. A third Tournament is optional and will be determined by the Tournament Chair or Committee.

The **Handicap Committee** shall submit scores, post and adjust handicaps in accordance with the USGA index and AGA instructions.

The **Rules Committee** shall review all questions related to the Rules of Golf and make any necessary local and temporary rules.

The **Audit Committee** shall be appointed by the Executive Board to audit the Treasurer's Book annually.

The **Interclub Committee** Along with one rep from the Lady Twilighters and Lady Niners shall collect entry money and submit the roster for all interclub events. She will also assist in planning the Interclub event at Antelope Hills.

## **ARTICLE VIII: MEETINGS**

1. General meetings will be quarterly as determined by the Executive Board.
2. The Executive Board shall meet at least quarterly at a time and place designed by the President.
3. Member's present shall constitute a quorum at any meeting of the AHWGA.
4. Robert's Rules of Order, Newly Revised, shall govern the proceedings of all AHWGA meetings when not inconsistent with AGA's Constitution and Bylaws.

## **ARTICLE IX: HANDICAPS**

To establish eligibility for weekly play payouts and Interclub events, a member must have a current USGA handicap index. Any new member is on “probation” until her handicap index can be verified either from a previous club or from five scorecards turned in. She must play to a 40 handicap at AHWGA to become a new member.

To be eligible for “AHWGA Major Tournaments” a member must have a current USGA handicap index and be a “member in good standing” that includes a minimum of ten play dates with the AHWGA during the previous fiscal year. For new members, members must play a minimum of three play dates with the AHWGA between January 1 and the tournament in which the member wishes to play. A member’s participation in a Team play day competition will count toward AHWGA league play.

Players in all AHWGA tournaments and weekly play shall play to a maximum allowable handicap of 40.

To be eligible for Team\* Play, a member must have a current USGA handicap index and be a “member in good standing” that includes a minimum of ten play dates with the AHWGA during the previous fiscal year. For new members, team members must play a minimum of three play days with the AHWGA between January 1 and the event in which the member wishes to play.

\*NAWGA rules state you must be a paid member 30 days prior to the first team event you play in.

## **ARTICLE X: AMENDMENTS**

These Bylaws may be amended at any regular or special meeting by two-thirds vote provided that the proposed amendment or amendments have been posted to the club bulletin board thirty (30) days prior to the meeting.