

**Wichita Area Women's Golf Association**

# **Articles of Association and Bylaws**

**Revised November 2024**

## Table of Contents

<b>Article</b>	<b>Subject</b>	<b>Page</b>
I	Name	2
II	Objective	2
	Code of Conduct	2
III	Membership	3 - 4
IV	Elected Officers	4 - 5
V	Duties of Elected Officers	4 - 5
VI	Appointed Officers	5 - 6
VII	Executive Board	6
VIII	Member-Club Delegates	6
IX	Board of Directors	7
X	Meetings	7
XI	Committees	7 - 8
XII	Parliamentary Authority	8
XIII	Amendment of Article of Association and Bylaws	9

**ARTICLES OF ASSOCIATION  
AND BYLAWS OF  
WICHITA AREA WOMEN’S GOLF ASSOCIATION**

**ARTICLE I**

**Name**

The name of this Association shall be Wichita Area Women’s Golf Association, hereinafter referred to as WAWGA.

**ARTICLE II**

**Objective**

The objective of WAWGA shall be to promote the game of golf among amateur female golfers, its rules and regulations, and through social and competitive events.

**Code of Conduct\***

All players in WAWGA tournaments are expected to play in the spirit of the game of golf by acting with integrity, showing consideration to others, and taking good care of the course. \*\*

Any WAWGA tournament participant who fails to abide by these rules may be subject to:

- a. Receive a 2-stroke penalty on her first offense
- b. Be excluded from WAWGA competitions for one year on the second offense.

\*Per USGA Rule 1.2 b allowing a Code of Conduct adopted as a Local Rule

\*\*Per USGA Standards of Player Conduct

## **ARTICLE III**

### **Membership**

#### **Section 1. Club Membership**

Organized golf clubs, affiliated with a golf course within a thirty-five (35) mile radius of the intersection of Main and Douglas, Wichita, Kansas, shall be eligible for membership in WAWGA. (See attached map illustrating area. Appendix A). A written application for membership shall be sent to the Secretary, who shall present it at the next regular meeting of the Board of Directors. A two-thirds vote of the Board of Directors shall elect a club into membership. A club so elected shall be declared a member of WAWGA upon payment of the annual dues for the first year and shall be termed a Member-Club in all future references.

#### **Section 2. Dues**

- a. The dollar amount of the annual dues for the next year shall be set at the Fall Board of Directors meeting.
- b. The annual Member-Club dues shall be payable on or before the Spring Board of Directors meeting. The Treasurer shall notify Member-Clubs that are in arrears. Those Member-Clubs whose dues are not paid within thirty (30) days shall be automatically dropped from membership in WAWGA.
  1. Member-Clubs shall remit to the WAWGA Treasurer, the annual individual membership dues as set at the Fall Board of Directors meeting. These dues shall be payable no later than May 1.
  2. Dues for new individual members who join a Member-Club after May 1 shall be payable to the WAWGA Treasurer within thirty (30) days of the new individual joining the Member-Club.

#### **Section 3. Club Resignation**

Any Member-Club desiring to resign from WAWGA shall submit its resignation in writing to the Secretary, who shall present it to the Board of Directors for action. No Member-Club's resignation shall be accepted until any dues in arrears have been paid.

## **ARTICLE IV**

### **Elected Officers**

#### **Section 1. Officers**

The elected officers of WAWGA shall be: President, President-Elect, Ex Officio President, and Secretary, . These officers shall perform the duties prescribed by these Articles of Association and Bylaws and by the parliamentary authority adopted by WAWGA.

#### **Section 2. Nominations**

Nominations of officers shall be presented at the Board of Directors Fall meeting by a Nominating Committee convened by the WAWGA President. The Nominating Committee shall consist of

four (4) current Member-Club presidents (or their designee) based on the assigned Wichita Match Play Tournament host clubs on the Long-Range Tournament Schedule, as follows:

- a. Nominating Committee Appointment #1 is from the current year Wichita Match Play Tournament host club.
- b. Nominating Committee Appointment #2 is from next year's Wichita Match Play Tournament host club.
- c. Nominating Committee Appointment #3 is from the Wichita Match Play Tournament host club in the year after next.
- d. Nominating Committee Appointment #4 is from the Wichita Match Play Tournament host club in the subsequent year (four (4) years out).

### **Section 3. Terms**

The officers shall be elected to serve terms of office as designated below. All terms begin at the close of the Fall meeting. No more than two officers may be nominated from any one Member-Club.

- President-elect/President/Ex Officio President – 3-year term
- Secretary – 1 year term, renewable

### **Section 4. President-Elect**

The President-Elect is installed each year as a result of the election and serves one year in that office before transitioning to become President in the year after election, and Ex Officio President in the second year after election.

### **Section 5. Vacancy of Office**

In the event an office becomes vacant, the current Nominating Committee shall nominate a replacement, to be approved by the Executive Committee.

## **ARTICLE V**

### **Duties of Elected Officers**

#### **Section 1. The President shall:**

- a. Preside at all meetings of the Board of Directors and the Executive Board.
- b. Enforce the Articles of Association and Bylaws.
- c. Decide all questions of order, including all motions made.
- d. Appoint other officers and all committees not otherwise listed with Executive Board approval.
- e. Perform all other duties her office may require.
- f. Be ex-officio member of all committees.
- g. Convene a nominating committee to develop the slate of officers for election at the Fall meeting.

#### **Section 2. The President-Elect shall:**

- a. Perform the duties of the President in her absence.
- b. Be an ex-officio member of all committees.

- c. Perform other duties as assigned by the President.

**Section 3. The Secretary shall:**

- a. Keep a record of the proceedings of WAWGA meetings.
- b. Keep on file all committee reports.
- c. Keep WAWGA's official membership roll.
- d. Designate the format and the submission date of the membership roster to the secretary.
- e. Compile one (1) WAWGA membership roster for distribution to each Member-Club president no later than May 1.
- f. Conduct the general correspondence of WAWGA.
- g. Keep all historical records, except tournament results, belonging to WAWGA.

## **ARTICLE VI**

### **Appointed Officers**

**Section 1. Appointed Officers shall be:** Junior Girls Golf Coordinator, Parliamentarian, Web Site Coordinator, Treasurer, Central Tournament Committee Director, 18-Hole Team Play Captain and 9-Hole Team Play Captain. Each position will be a renewable two (2) year term.

**Section 2. The Junior Girls Golf Coordinator shall:**

- a. Organize and run the annual WAWGA Junior Girls Golf Tournament.
- b. Function as liaison with area golf coaches.

**Section 3. The Parliamentarian shall:**

- a. Be present at all Executive Board, Spring and Fall Board of Directors meetings.
- b. Be a member of the Bylaws Review Committee.

**Section 4. The Web Site Coordinator shall:**

- a. Develop and maintain a WAWGA web site.
- b. Market and promote WAWGA activities.

**Section 5. The Treasurer shall:**

- a. Collect, deposit and account for dues and expenses for WAWGA.
- b. Keep an account of all receipts and expenditures of WAWGA.
- c. Keep on file the financial statement for all tournaments.
- d. Present a financial report at each Board of Directors meeting.
- e. Be a signer on WAWGA's checking account.
- f. Shall begin her term of office after the Treasurer's books have been audited no later than February 1.
- g. File the applicable on-line IRS tax-exempt document at the end of each calendar year.

**Section 6. The Central Tournament Committee Director shall:**

- a. Schedule the dates for all WAWGA tournaments.
- b. Develop and maintain the long-range schedules for tournaments locations and host clubs.
- c. Chair the Wichita Women's Match Play tournament.
- d. Coordinate with the chairpersons of the Spring and Fall Invitationals, Senior, Four-Ball, the Pro Am and Orlando Tournaments.
- e. Keep a history of tournament results.
- f. Be a signer on WAWGA's checking account.

**Section 7. The 18-Hole and 9-Hole Team Play Captains shall:**

- a. Coordinate 18-Hole and 9-Hole Team Play. Their duties are delineated in the Team Play Standing Rules.

**ARTICLE VII**

**Executive Board**

**Section 1.** The elected officers and the appointed officers of WAWGA shall constitute the Executive Board.

**Section 2.** The Executive Board shall:

- a. Have general supervision of the affairs of WAWGA between the business meetings.
- b. Set the time and place of meetings.
- c. Make recommendations to WAWGA.
- d. Perform such other duties as are specified in these Bylaws.
- e. Be subject to the orders of the Board of Directors.

**Section 3.** Meetings of the Executive Board may be called by the President and shall be called upon the written request of three members of the Executive Board.

**ARTICLE VIII**

**Member-Club Delegates**

**Section 1.** The Member-Club Delegates shall include the President and one delegate or two alternates of each Member-Club.

**Section 2.** All clubs with more than 100 members shall be entitled to one more delegate or alternate.

**ARTICLE IX**  
**Board of Directors**

**Section 1.** The Executive Board and the Member-Club delegates shall constitute the Board of Directors and are the voting members.

**Section 2.** No individual shall cast more than one vote. A WAWGA officer shall not be designated as a Member-Club delegate.

**Section 3.** The Board of Directors (see **Section 1**) shall have full power and authority over the affairs of WAWGA.

**ARTICLE X**  
**Meetings**

**Section 1.** The regular in-person meetings of the Board of Directors shall be:

- a. The Spring meeting to be held before the start of golfing season.
- b. The Fall meeting to be held at the end of the golfing season.

**Section 2.** Special meetings (in-person, teleconference, or email) of the Board of Directors may be called by the President and shall be called upon the written request of five (5) members of the Board of Directors. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least fourteen (14) days advance notice shall be given.

**Section 3.** Two-thirds of the voting members shall constitute a quorum.

**ARTICLE XI**  
**Committees**

**Section 1. Audit Committee shall:**

- a. An Audit Committee of three (3) members shall be appointed by the President at the Board of Directors Fall meeting. They shall audit the Treasurer's accounts at the close of the fiscal year (December 31). They shall report to the Executive Board by February 1.

**Section 2. Bylaws Committee shall:**

- a. The Bylaws Review Committee shall review the bylaws and standing rules. The committee shall be appointed every three (3) years by the WAWGA President. The committee shall have a minimum of three (3) members plus the Parliamentarian.

**Section 3.** Such other committees, standing or special, shall be appointed by the President as the Board of Directors may deem necessary to carry on the work of WAWGA.

## **ARTICLE XII**

### **Parliamentary Authority**

**Section 1.** The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern WAWGA in all cases to which they are applicable and in which they are not inconsistent with these Articles of Association and Bylaws and any special rules of order WAWGA may adopt.

## **ARTICLE XIII**

### **Amendment of Article of Association and Bylaws**

**Section 1.** These Article of Association and Bylaws may be amended at a regular meeting or special meetings of the Board of Directors by a two-thirds vote of those present, provided that the amendment has been submitted in writing to all Member-Clubs at least fourteen (14) days prior to the meeting.

**Section 2.** Dissolution of WAWGA shall require for its adoption the same notice and vote as to amend the Articles of Association and Bylaws.