

**LAS POSITAS GOLF CLUB
LIVERMORE, CALIFORNIA
BYLAWS**

REVISED: December 17, 2019

**LAS POSITAS GOLF CLUB
LIVERMORE, CA**

BYLAWS

ARTICLE I: NAME

This organization is to be known as the Las Positas Golf Club (“LPGC”). The Home Course is the Las Positas Golf Course in Livermore, California

ARTICLE II: FISCAL YEAR

The club will operate on a fiscal year basis as a nonprofit organization from January 1st to December 31st.

ARTICLE III: BOARD OF DIRECTORS

1. The Board of Directors will consist of a minimum of eight (8) directors. The actual number needed to carry on the club business will be determined by the Board of Directors.
2. The Board of Directors may appoint temporary Directors to fill vacancies on the Board
3. The immediate Past President may serve as an Honoree non-voting member.
4. Any member of the Board may be designated to sign club checks.

ARTICLE IV: DUTIES

PRESIDENT:

1. Preside over General Membership and Board of Directors meetings.
2. Promote communications between Directors and club members.
3. Form and coordinate committee work.
4. Promote communications between Club and Las Positas Golf Course Pro Shop and other Course Management.
5. Maintain latest issue of bylaws and assure transfer to succeeding president.

VICE-PRESIDENT:

1. Assume duties of the President in his absence.
2. Maintain membership roster and records of eligibility.
3. Maintain waiting list for membership.

TREASURER:

1. Receive and disburse club funds.
2. Maintain club financial records.
3. Conduct financial correspondence.
4. Prepare budget tracking report and annual budget estimate.

RECORDING SECRETARY:

1. Record and distribute minutes of meetings.

HANDICAP CHAIRPERSON(S):

1. Maintain liaison with NCGA on handicap matters.
2. Monitor postings of members' scores. As outlined in the USGA Handicap Manual, review, modify and adjust members' handicap indexes as appropriate or necessary, utilizing peer review, review of scorecards as available, and an advisory Handicap Committee.
3. Establish temporary handicaps when necessary.
4. In accordance with NCGA policies, insure that LPGC at all times has at least one member on the active roster who has completed the NCGA Handicap Certification Program.

TOURNAMENT CHAIRPERSON(S):

1. Develop schedule for a minimum of twelve (12) tournaments each year.
2. Develop tournament rules and distribute prizes.
3. Direct tournaments.

SPECIAL EVENTS CHAIRPERSON(S):

1. Develop and direct entertainment programs for club meetings and social events.
2. Maintain bulletin board in the club house.
3. Publicize activities.

COMMUNICATIONS DIRECTOR(S):

1. Edit and publish monthly Club newsletter (electronically and/or in hard copy, at the Board's discretion).
2. Maintain Las Positas Golf Club web site.
3. Facilitate any other communications with Club members.

ARTICLE V: ELECTIONS

1. An election will be held each October, or at the next General Membership Meeting following October, for the purpose of electing club directors for the next year. The President will appoint a Nominating Committee to develop a slate of nominees who are willing and able to serve as directors in the offices to be filled. The President will not be an ex-officio member of the Nominating Committee. At the election meeting, the members may nominate from the floor.
2. Nominations and elections will be presented one office at a time, in the order listed in Article IV. A secret ballot vote will be taken and counted. The results will be announced before opening nominations for the next office. However, should there only be a single nominee for any office, at the discretion of the Nominating Committee, election by a show of hands or voice acclamation is acceptable.

ARTICLE VI: TERMS

1. Terms for the directors will be for one (1) year commencing the first of January, or until their successors are elected.

ARTICLE VII: MEETINGS

1. The Board of Directors will meet as often as necessary to conduct club business, but not less than six (6) times each year. A quorum will consist of a simple majority of the Board of Directors.

ARTICLE VIII: CHANGE IN BY-LAWS

1. Changes in the by-laws must be approved by the membership at an open meeting after being submitted in writing at the previous regular business meeting. Approval will require a majority of those present.
2. Notice of by-law changes will be communicated to members via email and posted to the club website prior to the submittal and approval meetings noted in Article VIII, Number 1.

ARTICLE IX: ROBERTS RULES OF ORDER

1. All club meetings will be conducted according to Roberts Rules of Order.

ARTICLE X: MEMBERSHIP

1. All those who were members on May 1, 1967 will be known as charter members
2. Any person, sixteen (16) years of age or older, desiring to become a member, shall secure an application blank (or facsimile thereof), fill out the required information, and mail or deliver it to the Vice President.
3. The total membership shall be limited to six hundred fifty (650) regular members. The names of additional prospective members shall be placed on a waiting list. This list shall be maintained by the Vice President. As vacancies are available, they will be filled from the waiting list. Tri-Valley residents (Livermore, Pleasanton and Dublin) will be given preference.
4. To maintain membership, a member must be current with all membership dues and renewal fees to the club within the time period established for membership and membership renewal. If a member fails to renew their membership within the allotted timeframe for renewal, their membership will be terminated and they will be required to renew their membership as a new member of the club and at those rates as established by the board

ARTICLE XI: JUNIOR MEMBERS

1. Junior members will not be restricted in number.
2. Any member will be considered a junior member until their sixteenth (16th) birthday. They will be able to continue as a regular member without additional cost until the next fiscal year. Junior members may not accept prizes in LPGC functions.

ARTICLE XII: MEMBERSHIP DUES

1. The Board of Directors shall set new and renewal membership dues by publishing the intent to change dues in the club's newsletter and receiving majority approval of the members present at the following general meeting. Membership dues will include any annual NCGA dues.
2. Membership fees are due and payable by the date set by the Vice-President. Such date will allow the Vice President to meet NCGA membership deadlines. The Club may have more than one deadline to encourage early renewals/continuing membership. Membership dues after those dates will be at the New Member rate.
3. Junior members will pay the NCGA fees only.

ARTICLE XIII: SUSPENSIONS

1. A member will be suspended automatically when delinquent in dues.
2. Suspension of a member for conduct detrimental to the best interests of the club will require approval of two-thirds (2/3) of the Board of Directors.
3. The Board of Directors shall have the right to refuse membership renewal, for cause, of any member, upon two-thirds (2/3) vote of the Board.
4. No member shall be suspended or expelled without reasonable notification of the action proposed, and an opportunity to be heard before the Board of Directors.
5. Approval of two-thirds (2/3) of the Board of Directors will be required to reinstate a member suspended for cause (other than delinquent dues).

ARTICLE XIV: ANNUAL BUDGET

1. The Treasurer will present an annual budget estimate to the Board of Directors and club members for review and discussion at the last meeting of the calendar year. The Treasurer will incorporate any changes/recommendations and present the revised annual budget estimate at the first meeting of the new calendar year for approval.

Notice of the annual budget will be put on the club website and communicated to membership.

ARTICLE XV: CLUB FUNDS

1. Expenditure of club funds will require prior approval of the Board of Directors. Approval of the annual budget estimate will constitute that approval for items included in the annual budget. Limits on expenditures of funds for other special purposes will be established by the Board of Directors and must not be exceeded.

ARTICLE XVI: PRIZES

1. Funds for tournament prizes will be collected from tournament participants and supplemented from the club treasury. The amount and method of collection will be determined by the tournament chairman with the approval of the Board of Directors and in coordination with the Golf Course Pro Shop.

ARTICLE XVII: HANDICAPS

1. Handicaps used in tournaments will be calculated by the Handicap Chairperson(s), using NCGA indexes or indexes calculated by another methodology. Any other methodology must be periodically reviewed and approved by the Board of Directors.
2. The Handicap Chairman may compute temporary handicaps from a minimum of five (5) authenticated scores of rounds played in the preceding sixty (60) days, pending the receipt of the provisional NCGA handicap.

ARTICLE XVIII: RULES

1. USGA rules as amended by the Board of Directors to increase speed of play and to adjust to local conditions will govern play at all times.

ARTICLE XIX: AUDIT

1. At the discretion of the Board of Directors, or by request of the membership, the financial records of the club may be subject to an audit or review yearly.

ARTICLE XX: TOURNAMENTS

1. Club members in good standing qualify for minor club tournaments at a handicap that has been established according to Article XVII, or as assigned or amended by the Board of Directors.
2. Club members in good standing qualify for major tournaments only if a full NCGA handicap has been established upon twenty (20) rounds and can be used in any other handicap calculation methodology. Championship flights in which no handicap strokes are allowed are exempt from the handicap stipulations of this article.
3. Selection of major tournaments shall be at the discretion of the Board of Directors, but at a minimum include:
 - A. NCGA Qualifying Tournaments
 - B. President's Cup
 - C. Club Championship
4. Club members in good standing qualify for club tournaments only if they maintain amateur status. Amateur status shall be as defined by the rules established by the United States Golf Association. This paragraph applies to club tournaments only, and does not apply to outings or other special events where no club funds are involved.