

# **MILL CREEK GOLF CLUB MENS GOLF ASSOCIATION**

## **CONSTITUTION**

(Adopted by members in 2003, amended 2013, 2020, and 2025)

### **ARTICLE I--NAME**

The name of the organization shall be Mill Creek Men's Golf Association [MCMGA].

### **ARTICLE II--MISSION STATEMENT**

The mission statement of the MCMGA is:

1. To sponsor golf events.
2. To encourage enjoyment of the golf course.
3. To promote the interest in Golf at Mill Creek Golf Club.

(The association year will run from January 1 through December 31.)

### **ARTICLE III--MEMBERSHIP AND DUES**

#### **Section I--Active Membership**

Membership in the MCMGA shall be open to any male golfer over 21 years of age who is a member and in good standing with the Mill Creek Golf Club. In addition, membership may be open to any male golfer over 21 years of age who is not a member of Mill Creek Golf Club, if sponsored by a Mill Creek member. All members must maintain their handicaps at Mill Creek Golf Club or have certified USGA handicap through another Golf Club.

#### **Section II--Dues/Contributions**

- a. MCMGA dues will be set each year by the association. All dues are payable no later than January 31. Dues for non-Mill Creek members will be higher.
- b. Members may be asked from time to time to contribute to a special project or event as deemed worthy by a committee chairman. Contributions will be on a voluntary basis.

## **ARTICLE IV- OFFICERS**

### **Section I--Officers**

The officers of the MCMGA shall be the President, Vice President, Secretary, and Treasurer [These officers shall be the Board of Directors]. The terms of each office will be for 2 years. (For the initial year (year 1), the Vice President and Secretary positions will be elected for one year only. The following year (year 2), those two positions will be elected again. Then, the following year (year 3), the President and Treasurer positions will be elected again, thus alternating the officer elections and therefore maintaining continuity. Subsequently, each election will result in 2-year terms for two of the officers.

### **Section II--Election of Officers (Nominating Committee)**

- a. A nominating committee shall be appointed by the Board of Directors no later than November 1. Nominations from the nominating committee shall not prevent nominations from the floor during the election.
- b. Nominated Officers must have been a member of the MCMGA for no less than (1) full calendar year. Office's that have more than one nominee, must be elected by ballot. Members do not have to be present in order to vote. In the event of a tie, an immediate run off with members present will determine the winner.
- c. Newly elected officers will assume their responsibilities on January 1.
- d. Mandatory elections shall be held each year.
- e. The tenure of any officer shall not be limited to two consecutive two-year terms.
- f. Vacancies that may occur during the year will be filled by the President until a Special Election can occur, except the office of President, which will be filled by the Vice President.

## **ARTICLE V--MEETINGS**

**Section I--**The meetings of the MCMGA shall be scheduled and announced by the Board of Directors. Notification to the membership of any meeting shall be accomplished via e-mail and/or the posting of the meeting notice at the Mill Creek Golf Club at least 2 weeks prior to the meeting.

**Section II--**Twenty percent of the active membership in good standing must be present at any called meeting to constitute a quorum.

**ARTICLE VI--AUTHORIZATION OF DISTRIBUTION OF FUNDS AND ACCOUNTING**

**Section I--**The MCMGA shall maintain a no-fee checking account in the name of Mill Creek Men's Golf Association. Authorized signatures of the checking account shall be by the President and/or Treasurer.

**Section II--**The MCMGA shall maintain records of receivables, payables or any other transaction.

**Section III--**The MCMGA shall use funds as deemed appropriate to carry-out the programs of the association. Expenditure of such funds shall be determined by the Board of Directors and may be used for such things as a Year End Social Function, recognition of Mill Creek Club employees, and contributions to the esthetics of the Mill Creek Golf Club.

**Section IV--**A full financial report of the MCMGA shall be presented at all membership meetings. The presiding President and Treasurer shall be responsible for the presentation.

**ARTICLE VII--COMMITTEES AND BOARD OF DIRECTORS**

**Section I--**The President shall appoint the Chairman for the following committees: Handicap and Rules, Nominating, Membership, Communications, and Social. The Vice President will serve as Chairman of the Tournament committee.

**Section II--**The President shall be the presiding Officer of the MCMGA. The duties of the Officers, and appointed Chairs shall be set forth in the By Laws.

**ARTICLE VIII--RULES AND HANDICAPS**

The MCMGA recognizes the USGA as the governing authority concerning the rules of golf. We also support the USGA handicap system. Other than special tournaments such as scramble, off tee configurations, and other formats not sanctioned by the USGA, the USGA Rules and Handicap System shall be followed. Any non-member participating in any MCMGA event shall present a valid handicap card, or a letter from his club pro or phone number of his home club for verification. Failure to present a valid verification-method shall be deemed inappropriate and disqualify him from participating in the event

**ARTICLE IX--AMENDMENT OF CONSTITUTION AND BY-LAWS**

The constitution and by-laws of the MCMGA can be amended at any called meeting of the MCMGA by the majority of members present provided that the amendment (s) have been presented to the members at least 30 days prior to said meeting, and providing a quorum of members is present as defined in Article V, Section II.

**ARTICLE X--PARLIAMENTARY AUTHORITY**

Roberts Rules of Order, Newly Revised, shall constitute the parliamentary authority of the MCMGA.

**BY-LAWS**

**ARTICLE I--DUTIES AND RESPONSIBILITIES OF OFFICERS**

**I--PRESIDENT**

The President shall be a current member of the MCMGA and been a member in good standing for at least one full year prior to his election.

1. Presiding Officer at all MCMGA meetings and the Board of Directors.
2. Promotes well-being of the Mill Creek Golf Club and its employees.
3. Appoints Committee Chairmen and assists in member selection.
4. Assist Committee Chairmen in their duties.
5. Calls general meetings as may be needed.
6. Present Annual Report/State of Affairs to the members at the year-end meeting.
7. Facilitates records, or any pertinent information to newly elected officers.
8. Authorized as a signature for the MCMGA checking account with the Treasurer.
9. Liaison between the Mill Creek staff and General Manager.

**II--VICE PRESIDENT**

1. Shall assume the office of President if vacated.
2. Perform duties of Chairman of the Tournament Committee.
3. Promote the well-being of Mill Creek Golf Club and its employees.
4. As Chairman of Tournament Committee, coordinate with Social, Rules, Handicap Committees Chairmen on all MCMGA events.

**III--SECRETARY**

1. Record minutes of both general meetings and the Board of Directors meetings.
2. Assist Chairman of Membership committee with updates on membership standings.
3. Promote the well-being of Mill Creek Golf Club and its employees.
4. Maintain the MCMGA website as part of the Mill Creek Golf Club website.

**IV--TREASURER**

1. Maintain the MCMGA checking account.
2. Sign checks on all disbursements.
3. Maintain a record of all disbursements.
4. Work with the Chairman of Membership Committee on the status of members' dues.
5. Assist President on Annual Report/State of affairs for the MCMGA.
6. Promote the well-being of Mill Creek Golf Club and its employees.
7. Responsible for a financial report at all meetings of the Men's Golf Association.

**ARTICLE II--DUTIES AND RESPOSIBILITIES OF COMMITTEE CHAIRMAN**

**I--TOURNAMENT**

1. Appoints members for committee purposes.
2. Responsible for tournament selection for upcoming year.
3. Coordinates with Mill Creek Golf Club Pro on available dates with the MCGC.
4. Promotes special interest tournaments for the community, MCMGA, MCLGA, and MCGC.
5. Coordinates all events with the Chairmen of the Social, Communications, Rules, Handicap, and Membership committees.
6. Presents tournament schedule to Board of Directors.
7. Presents tournament formats no later than 30 days before schedule event to the MCGC and the secretary for communications to the membership.
8. Recommends rules and costs for tournaments no later than 30 days before said event. All recommendations for Rule changes must be approved by the Club Pro and Rules committee chairman.

**II--MEMBERSHIP**

1. Responsible for the overall membership level of the MCMGA.
2. Recommends the membership dues to the MCMGA Board of Directors for presentation to the membership for approval.
3. Creates new ideas for the benefit of all potential and existing MCMGA members.
4. Works directly with the Tournament, Communications, Social, with promotional ideas and communications to the MCMGA members.
5. Recommendations for termination of membership due to a delinquent status on dues, or an etiquette violation shall be presented to the Executive Board for approval.

### **III--HANDICAP AND RULES**

1. The Handicap Committee shall be responsible to the Mill Creek Golf Club for all aspects of the USGA handicap system, including the computation of the USGA handicap indexes. The Handicap Committee shall verify that all acceptable scores are reported for handicap purposes and that Committee shall verify that all acceptable scores are reported for handicap purposes and that recorded scores are available for peer review.
2. Maintain the integrity of the game of golf through the USGA guidelines.
3. Assist the Tournament, Rules and Club Pro on verification of handicaps prior to any MCMGA tournament.
4. If necessary, establish guidelines for a "fair course handicap for players, regardless of ability, and adjust a player's handicap index up or down as his game changes".
5. Assist the Club Pro in verifying input of number of correct scores for handicap purposes.
6. Recommends adjustments to a participant's score to the Tournament, Rules Chairman and Club Pro for violations of the handicap system. Final determination of any violation will be the responsibility of the President, Tournament and Rules Chairmen, and the Club Pro (non-voting). The Tournament, Rules and Handicap Chairmen reserve the right to disqualify a participant for violation of the handicap system as set forth by the USGA or local standards set forth by the Handicap Committee.
7. All standard local handicap rule changes must be approved by the Board of Directors, distributed to all members of the MCMGA.

### **IV--SOCIAL**

Assists in development of any social activities for the MCMGA events.

### **V--NOMINATING**

The Nominating Committee shall identify candidates for each electable position and present those to the Board of Directors who shall conduct the election, at a meeting where additional nominations will be acceptable from the membership. Majority of votes cast shall result in election

**GOLF ETIQUETTE**

1. We ask that all members conduct themselves in an orderly fashion, not disrupting the rules-of - conduct resulting in fairness and integrity for all the members of the MCMGA.
2. Anyone who is reported to engage in actions that do not support the intent of the MCMGA, or proper golf etiquette will be asked to resign and their dues shall be forfeited.