

BYLAWS  
SUN CITY WOMEN'S 9-HOLE GOLF ASSOCIATION  
Revised December 2023

ARTICLE I - NAME AND PURPOSE

SECTION A - NAME

The name of the association shall be the SUN CITY WOMEN'S 9-HOLE GOLF ASSOCIATION. Hereafter the word ASSOCIATION shall refer to the governing body.

A LEAGUE shall be a Women's 9-Hole Golf Club duly organized in connection with a Sun City golf course (excluding private Country Clubs). Hereafter the word LEAGUE shall refer to an individual 9 hole ladies group at one of the RCSC golf courses.

SECTION B - PURPOSE

The purpose of the Association shall be to have a common medium through which the Women's 9-Hole Golf Leagues may act in unison. The Association is a non-profit organization.

The Association shall comply with rules and regulations of the Recreation Centers of Sun City, Inc., as applicable.

ARTICLE II - MEMBERSHIP QUALIFICATIONS

SECTION A

The membership of the Association shall consist of members in good standing of the Women's 9-Hole Golf Leagues in Sun City, who are also members in good standing of the Recreation Centers of Sun City, Inc., and agree to be in compliance with the Recreation Center's Articles of Incorporation, Bylaws and Club Organization Rules and Regulations. It shall be the privilege of each League President, or her Representative, to cast one vote on all Sun City Women's Golf Association, hereinafter known as SCWGA, matters at any meeting of the Association or her League.

Each Women's 9-Hole Golf League shall be essentially a separate and independently operating organization. However, each League must comply fully with the Bylaws and Rules and Regulations established by the Sun City Women's 9-Hole Golf Association.

SECTION B

An applicant, or someone in the household, must have reached the age of fifty-five (55) or more years for her to become eligible for membership. She must be a RCSC cardholder in good standing, and be a resident, homeowner or renter of Sun City, Arizona.

#### SECTION C

Membership dues for the following year shall be approved by the League's governing body. Dues shall be due and payable in collaboration with the Arizona Golf Association deadline and delinquent after said date.

#### SECTION D - RESTRICTIONS

A member, having established a handicap for and participated in a 9-hole or 18-hole League, cannot change from one League to the other without submitting an application for the change to the Handicap Chairperson. Such a change shall stand for the remainder of the season. NO member of a Sun City 18-hole League may compete in a Sun City 9-hole League's sanctioned competition and NO Sun City 9-hole member may compete in a Sun City 18-hole League's sanctioned competition. Competitions open to players outside the Leagues may be played by any member.

#### SECTION E – PRIVILEGES

Privileges of all members in good standing, subject to the restrictions listed above, shall be to:

1. Attend meetings of the Association's Governing Body, exercising no vote.
2. Attend membership meetings and cast one vote on all matters coming before the meeting. Attend their League Board meetings, exercising no vote.
3. Participate in the golfing and social events of the League.
4. Inspect the records of her League.
5. Have available a copy of the Bylaws, upon request.
6. Receive a monthly playing handicap calculated under the USGA rules by a USGA approved agency.
7. Petition the League President in the form of a written request for action by the Board, or the membership, on the issue.
8. Have the right to appeal to the membership of their League at the first meeting following expulsion or suspension by the Board. If dissatisfied with the action at the Board level, she may appeal to the Association's Governing Body.

#### ARTICLE III - GOVERNING BODY

The Governing Body of the Association shall consist of a President, 1st Vice President, 2nd Vice President, Secretary/Treasurer and the current President (or her Representative) of each League. The office of President, 1st Vice President, 2nd Vice President and Secretary/Treasurer shall rotate on an annual basis among the 9-Hole Leagues. Starting with

Riverview in 2021, the rotation shall be followed thereafter by Willowcreek, Quail Run, Willowbrook, Lakes East, North and Lakes West.

The President, or her Representative, of the Sun City Women's 9-Hole Association is a voting member of the Golf Advisory Committee. The President, or her Representative, must be a homeowner in Sun City.

#### SECTION A - ELECTIONS

1. Each 9-Hole League shall be responsible for nominating the President, 1st Vice President and Secretary/Treasurer in its proper order of rotation, except none of these officers shall be the current President of that League.
2. The League next in succession shall be responsible for nominating the 2nd Vice President. The 2nd Vice President shall serve with the Governing Body in a learning capacity, with the intention of becoming the President in the proper order of rotation.
3. Should a vacancy occur in the office of President, the 1st Vice President shall assume the duties of the Presidency. In the event of a vacancy in the office of the President and/or 1st Vice President, the Host League shall nominate the replacement.

#### SECTION B - MEETINGS

1. There shall be a minimum of three (3) regularly scheduled meetings of the Association Governing Body in each calendar year.
2. Special meetings of the Governing Body shall be called (1) by the President or (2) upon request of a 9 hole League. The minutes shall be kept by the Secretary of the Association. Notices of Association meetings shall either be posted on each League's bulletin board, by telephone, electronically or included in the League handbook.
3. Two-thirds (2/3) of the Governing Body shall constitute a quorum.

#### SECTION C - COMMITTEE CHAIRPERSON

The President may appoint any special committee chairpersons she may deem necessary. All appointed committee chairpersons shall be approved by the Governing body.

#### SECTION D - DUES

The Association governing body may ask each League to pay provisional dues to replenish the treasury to cover necessary administrative expenses.

### ARTICLE IV - 9 HOLE LEAGUE MEETINGS

## SECTION A

League meetings may be held monthly at such hour and place as selected by the League President.

## SECTION B

There shall be a minimum of two (2) regularly scheduled membership meetings annually.

## SECTION C

A special meeting of the League and Board of Directors of that League may be called by the President as she deems necessary or shall be called upon written request signed by (a) one third (1/3) of the Board Members or (b) one-tenth (1/10) of the League membership.

## SECTION D

1. One-half (1/2) or more of the total League membership shall constitute a quorum of the League.
2. A majority vote of the quorum, whether present, or by electronic vote, or by physical ballot, shall be sufficient to determine any matter, or transact any business, except amendments to the Bylaws.
3. A quorum of the Board of Directors of each League shall be one (1) more than one-half (1/2) its Board of Directors number, excluding the President.

## SECTION E

1. Notices shall either be by bulletin board, by a telephone committee, electronically or included in the League handbook.

## ARTICLE V - LEAGUE ELECTIVE OFFICERS

Elective officers shall be a President, Vice President, Secretary, Treasurer or Secretary/Treasurer.

1. The Nominating Committee shall secure one or more candidates for each office and post the slate of nominees on the League bulletin board, or electronically.
2. Nominations may be made from the floor at a General Meeting with the prior consent of the nominee.
3. Their election may be held at a membership meeting or by physical ballot or electronically, or a combination of any of these methods.
4. The elected officers shall be installed and assume their duties at the beginning of the club year - January 1 through December 31.

A president or vice president shall not serve more than two consecutive terms. The position of secretary or secretary/treasurer may serve more than two terms, provided an audit is done each year and/or at each change of the treasurer.

- A. An exception is if a member cannot be found to fill an elective office. That office may then be served for a third consecutive term by the current officer, but ONLY if another member does not come forward to serve. The current officer is not obligated to serve a third term. If a member comes forward during the third term to serve, the present officer will step down, if approved by members of the League.
- B. Consecutive terms will be restricted to a maximum of three (3), but only if the above exception occurs.
- C. A member may again serve in the same position, but only after a two-year period has passed between terms.
- D. A member appointed to fill a vacancy in an elective office and serves for a period of five (5) months or longer, shall be deemed to have served a full term.
- E. A term may be up to, but not to exceed, two years and shall be the twelve-month period of January 1 through December 31 annually.

## ARTICLE VI - DUTIES OF LEAGUE OFFICERS AND COMMITTEE CHAIRS

All officers and committee chairpersons shall perform their duties as specified in the Bylaws and shall deliver to their successors all materials pertaining to their office within ten (10) days prior to the beginning of the club year, or as soon as receipt of required documents (i.e. Bank records) They shall serve without compensation, with the exception of any persons approved by the League (i.e. a Monitor.)

### SECTION A – PRESIDENT

1. Preside at all meetings of the League and the Board of Directors and in general perform the duties incident to this office.
2. Appoint chairpersons of all special committees she may deem necessary. All committee chairpersons shall be members of the Board of Directors, with the exception of the Nominating Committee and the Auditing Committee.
3. Be an ex-officio member of all committees except Nominating and Auditing.
4. Make an annual report to the League at the annual meeting.
5. As the voting representative of her League, serve on the Association's Governing Body and attend all Association meetings.

### SECTION B - VICE PRESIDENT

- A. Assist the President in executing the duties of her office.
- B. Assume the duties of the President in her absence and assume the Presidency in case of resignation or death of the President.

## SECTION C - SECRETARY

1. Record the proceedings of the League and the Board of Directors meetings and conduct the correspondence of the League as directed by the President.
2. Properly record amendments to any Bylaws of their league.
3. Preserve all records for a minimum of three (3) years.

## SECTION D - TREASURER

1. Be custodian of all funds of the League and pay all bills.
2. Keep an accurate record of receipts and pay bills promptly.
3. Secure the approval of the Board of Directors for expenditures in excess of an amount as determined by the League Board.
4. Give a comprehensive report at each Board and Business Meeting of the League.
5. Close the books no later than fifteen (15) days after receiving all prior banking records and submit them to the Auditing Committee.
6. Submit a written report, properly audited, to the incoming President for Board approval.
7. Preserve all financial records for a period of seven (7) years prior to the current year.
8. Be bonded if income exceeds \$5,000.00.

## SECTION E

The Membership Chair shall be responsible for the current membership file.

## SECTION F

The chairpersons of all committees will keep an up-to-date information file on the duties and responsibilities of their offices and will pass this file on to their successors.

## SECTION G

A Nominating Committee of one (1) or more persons each shall be appointed and approved at the Fall membership meeting.

## SECTION H

An Auditing Committee shall be appointed and approved at the Fall membership meeting. No officer shall serve on the Auditing Committee.

## ARTICLE VII - LEAGUE BOARD OF DIRECTORS

The Board of Directors shall consist of the Elective Officers, the Past President (ex-officio) and the Chair of all standing committees. Their duties shall be those of general supervision and management of the League. They shall assist the President in accomplishing the objectives of the League. If a Committee Chair is unavailable, her assistant shall attend the meetings and assume the duties and privileges of the Chair. They shall:

1. Review and approve each Chairperson's program.
2. Have the power to suspend or expel any member for behavior which is contrary to the highest moral and sportswoman-like principles.
  - (a) A letter shall be submitted to the member requesting her presence at the next League Board Meeting.
  - (b) The decision of the League Board shall be rendered in writing to the member in question.

#### ARTICLE VIII

Robert's Revised Rules of Order shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with these By-Laws.

#### ARTICLE IX

Recommendations for amendments to these Bylaws may be proposed at any special or regular meetings of the League membership by a two-thirds (2/3) vote of those present, provided written notice has been posted on the League bulletin board for a period of the (10) days prior to the meeting. Such recommendations may then be submitted to the Board of the Sun City Women's 9-Hole Golf Association for consideration.

#### ARTICLE X - DISBANDMENT

Upon disbandment of any League, and after payment of all bills, any remaining assets (money and equipment) shall be given to the Recreation Centers of Sun City, Inc.

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BY-LAWS AMENDED DECEMBER 2023