

JUNIPER HILL LADIES' GOLF CLUB CONSTITUTION AND BYLAWS

ARTICLE I: NAME AND PURPOSE

Section 1: The name of this golf club shall be the Juniper Hill Ladies' Golf Club (JHLGC), located at 800 Louisville Road, Frankfort, KY 40601. The Club is a member of the Kentucky Golf Association (KGA). The Club includes the Wednesday Ladies' and Late Swingers' leagues.

Section 2: The purpose of the Club is to promote the sport of golf according to these Bylaws and the USGA rules of golf; to foster among the members a closer bond to promote and conserve the best interests and true spirit of the game of golf; to encourage conformance to the USGA Rules of Golf by creating a representative authority; to maintain a uniform system of handicapping as set forth in the USGA Handicap System and to issue USGA Handicap Indexes to the members.

ARTICLE II: MEMBERSHIP, DUES AND FISCAL RESPONSIBILITY

Section 1: Membership shall be available to all women golfers who remain in good standing through the regular payment of handicap and maintenance fees as determined by the JHLGC Board. Members must be at least twelve (12) years of age, unless approved by the Juniper Hill Director of Golf. Memberships are for a calendar year only, with all memberships expiring on December 31st.

Section 2. The annual dues, which include the KGA handicap fee and Club maintenance fees, shall be paid at JHLGC March Club meeting. Dues will not be prorated. An increase of the annual dues can only be considered at the JHLGC March Club meeting.

Section 3: Financial reports and records will be available at each meeting or upon request. The fiscal year will be January 1st to December 31st. Financial records shall be audited by December 31st of each year and a written report provided at the March meeting. The Club will leave sufficient money in their bank account to cover recurring operating and start-up expenses for the next calendar year.

ARTICLE III: ORGANIZATIONAL STRUCTURE, ELECTION OF OFFICERS AND BOARD OF DIRECTOR DUTIES

Section 1: The organization structure of the JHLGC shall be:



The JHLGC Board of Directors shall consist of the Late Swingers' and Wednesday Ladies' Administrators, the Secretary/Treasurer, the Handicap Committee Chair, the Tournament Committee Chair and the Remembrance Chair, who is a non-voting, appointed member of the Board. The league administrators shall serve as co-chairs of the Board of Directors. No officer may assume more than one position on the Board of Directors. The Board shall authorize and define the powers and duties of other committees needed to carry out the duties of the Club. The Board shall ensure that all committees have equal or fair representation of the Wednesday and Late Swingers' leagues.

Section 2: The Board shall appoint a nominating committee, consisting of at least two (2) people who will present a slate of officers to the Board for election at the October Club meeting. The slate of officers shall consist of the Secretary/Treasurer, the Handicap Committee Chair and the Tournament Committee Chair. The Co-Chair Administrators are elected by the membership of their respective leagues.

Nominations will be accepted from the floor. A slate of officers will be presented to be voted on by the respective members. In the event of more than one candidate running for office, voting shall be by written ballot and those names receiving the greatest number of votes cast shall be declared to be elected. Elected officers shall assume their duties on December 1st.

In the case of a Club Board vacancy, the remaining directors, even though less than a quorum, may elect a successor by majority vote to hold office for the unexpired term of the director whose place shall be vacant, and until the election of their successor.

Section 3: Duties of the JHLGC Board of Directors shall include:

CO-CHAIRS:

- Serve (one or both) as moderators for Club meetings;
- Provide general supervision over the affairs of the Club and its officers;
- Ensure the provisions of the Constitution and Bylaws are upheld and responsible for their maintenance;
- Responsible for encouraging new membership in the Club;
- Responsible for appointing a Nominating and Audit Committees and Website/Facebook Chair, and other committees necessary to carry out the duties of the Club;
- Responsible for developing and managing the Club budget.

SECRETARY-TREASURER:

- Shall keep the official financial records of the Club and meeting minutes.
- Shall have general charge of the books and accounts of the Club.
- Responsible for receiving and collecting all monies due the Club and depositing monies in the depository designated by the Board.
- Responsible for providing written financial reports at Club meetings.
- Shall perform all other duties as the Board may assign her. Her records are to be audited at the end of each calendar year by a committee appointed by the Board.

HANDICAP COMMITTEE CHAIR:

- Preside over the Handicap Committee, which consists of the Handicap Committee Chair and the Juniper Hill Golf Pro, and other committee meetings.
- Shall have a basic knowledge of the USGA Handicap System.
- Shall, in consultation with the Juniper Hill Golf Pro, supervise and maintain handicaps of Club members, be responsible for the computation of each member's Handicap Index, and verify that all acceptable scores are reported for handicap purposes and are available for peer review.
- Responsible for obtaining GHIN numbers for new members and deleting old non-current members from the computer system.
- Shall assist membership with recording of handicaps, reviewing handicaps, and making any adjustments as provided by the rules of USGA.
- Responsible for determining if course exist to warrant changing the standard Handicap parameters or posting of scores.

TOURNAMENT COMMITTEE CHAIR:

- Preside over committee meetings.
- Shall work with the authorized association and the Director of Golf in establishing a tournament schedule, including the Ladies' Club Championship and Match Play.
- Responsible for developing the format of each Saturday/holiday tournament event and notifying the membership of the tournament schedule.
- Responsible for the administration of the tournament events including reporting the results to the Handicap Committee.

REMEMBRANCE CHAIR:

- Responsible for sending sympathy cards to club members for the death of mother, father, husband or children.
- Responsible for sending cards to club members for illnesses and to honorary club members on birthdays and illnesses.
- Responsible for making a donation to designated charity for the death of mother, father, husband or children of club members at an amount agreed upon by the Club. If a charity is not designated, a donation will be made to the Bluegrass Care Navigators, 643 Teton Trail, Frankfort, KY 40601.
- Responsible for sending flowers to a club member requiring surgery (out-patient or in-patient) or who is admitted to a hospital at an amount agreed upon by the Club.

ARTICLE IV: MEETINGS AND VOTING

Club meetings shall be open to the general membership and shall be held the second Tuesday of March and either the day of (depending on weather) or after play at the last tournament event in October of each year at a place designated by the Board or by Zoom with adequate notification to the Club membership. Special meetings may be called at the request of the Co-Chairs by notification to the

general membership advising the time and location. All meetings shall be open meetings. At least three (3) of the five (5) Club officers must be present to conduct business.

Club members will vote on Club business by voice or show of hands, unless a ballot vote is requested. A majority of those members in attendance may adopt Club business provided that no less than twenty-five (25) members are present or have voted by email. Club members may vote by email provided that they are notified at least five (5) days in advance of any proposed business to be discussed. No major rule or policy change that affects members may be discussed without members being notified at least five (5) days in advance.

ARTICLE V: PLAY

Club play shall be according to the rules of the United States Golf Association (USGA) with such local rules as are in force and published on the course and any other modification which the Club may adopt. Members shall play from the red tee markers or wildcat tees, as outlined in the Juniper Hill Ladies Golf Playing Rules, unless otherwise agreed upon by the Handicap Committee. Golf 101 members may be provided with special tees.

Scores must be attested, signed and dated and provided to the Tournament Committee after each Tournament play. The Handicap Chair will work with the Juniper Hill Golf Pro in assigning a handicap to a new player or one coming from another club until an appropriate USGA handicap can be established.

ARTICLE VI: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Roberts Rules of Order Newly Revised (RONR) shall govern the Juniper Hill Ladies Golf Club in all cases which they are applicable and in which they are not inconsistent with these bylaws and any special rules the Club may adopt.

ARTICLE VII: AMENDMENTS AND DISSOLUTION

These bylaws may be repealed or amended or new ones adopted by a majority vote of members present at the meeting or have voted by email provided that three (3) of the five (5) officers are present and provided that the proposed amendment has been available at least seven (7) days in advance of the meeting at which it is to be considered. Amendments shall become effective immediately upon adoption.

The Club may be dissolved at the October meeting of any year provided that the intent to dissolve is communicated to all members at least two (2) weeks prior to the meeting and provided that the proposed dissolution is voted on and approved by two-thirds of the members present.

Constitution and ByLaws Adopted: October, 2009

Constitution and ByLaws Revised: March 9, 2010

Constitution and ByLaws Revised: March 8, 2011

Constitution and ByLaws Revised: March 12, 2013

Constitution and ByLaws Revised: March 10, 2015

Constitution and ByLaws Revised: March 10, 2020

Constitution and ByLaws Revised at Zoom Annual Meeting: March 8, 2022