

**PROPOSED CONSITUTION AND BY-LAWS OF THE
EAST CHICAGO, INDIANA PAN AMERICAN GOLF
ASSOCIATION**

CONSTITUTION

Article I: NAME

- A. East Chicago Pan American Golf Association

Article II: PURPOSE

- A. Support the National P.A.G.A
- B. Enhance the image, create awareness ,maintain an association of individuals who are members of the East Chicago P.A.G.A.
- C. Provide a yearly scholarship to a qualified High School student

Article III: MEMBERSHIP

- A. Membership into the East Chicago P.A.G.A. shall be open to anyone who is interested in supporting its purposes. Each member will be entitled to one vote at any meeting of this organization. The Executive board in consultation with the members shall set membership categories and dues.

Article IV: OFFICERS AND ELECTION

- A. The organization shall be managed by an Executive Board comprised of persons who are members of the organization. To serve on The Executive Board, a person must be a member in good standing. Four members will constitute a quorum for conducting business of the Executive Board.
- B. The Executive Board of the organization shall be elected by and from the membership an shall consist of a President, Vice-President, Secretary, and Treasurer and Tournament Director.
- C. Each officer shall hold office for a two year term for which he or she was elected .Should and duly-elected member of the Executive Board resign or be unable to complete His/Her term. The vacancy created may be filled by a consensus appointment of the Executive Board.
- D. The Executive Board shall be nominated by the membership at large.
- E. The Executive Board shall be elected by a majority vote of those present and voting at the annual meeting. They will assume office at the close of the annual meeting.

Article V: FINANCES

- A. Monies shall be received by form of a dues structure . Other monies along with the dues, shall be used to further the purposes of this organization.
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- B. Expenditures from these funds should be approved by the membership.
- C. No funds of the organization shall be used for the benefit of, nor distributed to its members, directors, or officers. However the organization shall be empowered to pay reasonable compensation for services rendered when authorized in advance by the Executive Board. It shall also be empowered to reimburse necessary expenses incurred on behalf of the organization.

Article VI: DISSOLUTION:

A: Upon dissolution of the organization the Executive Board, after paying or making provision for the liabilities and obligations of the organization, shall transfer all remaining assets to

BY-LAWS

Article I: Meetings

- A. General meetings of the membership shall be held throughout the year on specific dates agreed on by the Executive Board. Notice of these meetings will be give to all members.
- B. A simple majority of total paid members of East Chicago PAGA Golf Association shall constitute a quorum for the transaction of organizational business.
- C. Either the President or the Vice-President shall be present at all meetings.

Article II: Duties of Officers

A. The President shall:

1. Preside at all meetings.
2. Appoint all committee chairpersons and coordinate their activities with the consent of the Executive Board.
3. Represent the organization before other organizations or associations or select an appropriate representative of the organization..
4. Prepare an annual report to include information on the activities of the past year for the annual meeting.

B. The Vice President shall:

1. Preside at meetings and perform the duties of the President in the absence of the President

C. The Secretary shall:

1. Keep the Minutes of all Board and annual meetings and distribute to club members
2. Issue notices of the organization's meetings.
3. Assist the President in conducting the organization's correspondence.
4. Maintain the files and historical records of the organization.
5. Perform other duties as are customary of the office of Secretary.

D. The Treasurer shall:

1. Be the chief financial officer of the organization.
2. Make regular written financial reports to the Executive Board of Directors and at the general meetings
3. Keep an account of all money received and spent by the organization. Deposit all receipts in the financial institution designated by the Executive Board.
4. Pay all bills as approved by the Executive Board
5. Collect all dues, maintain a current list of paid members, and regularly inform the Executive Board of the status of the membership.
6. Perform other duties as the Executive Board may assign.

E. Tournament Director shall:

1. Direct all golf operations that are sanctioned as Organization events or activities.
2. Oversee the handicap services provided by the Minimax Handicap Corporation

Article III Vacancies.

The President, with the advice and consent of the Executive Board, shall appoint a member of the organization to fill any vacancy on the Executive Board. The appointed person shall serve until the next annual meeting.

Article IV: Committees.

- A. Standing committees of this organization shall be: Membership; Fundraising/Special Projects
- B. The Chairman of each standing committee shall be appointed by the Executive Board and may be a member of the Executive Board.
- C. The President, with the approval of the Executive Board may appoint any other committees as are necessary for carrying out the mission of the organization.

Article V: Dues Structure

Dues shall be payable annually and the amount thereof shall be proposed by the Executive Board and ratified by the membership at the annual meeting. Voting privileges will be suspended if a members dues are not current.

Article VI: Parliamentary Authority

All meetings shall be conducted according to Roberts's Rules of Order, except when such rules are in conflict with these By-Laws.

Article VII: Amendments

The Constitution and By-Laws of the East Chicago PAGA that have been initiated by Executive Board may be amended by a two-thirds majority of members present at the meeting the vote is scheduled. Notice of any proposed amendments must be provided in writing to the membership at least two weeks prior to action being taken.