

**BOISE RANCH GOLF COURSE WOMEN'S ASSOCIATION  
BY LAWS  
2022**

**ARTICLE I: NAME**

This association will be known as Boise Ranch Women's Association – or BRWA

**ARTICLE II: PURPOSE/SCOPE**

The Association purpose is to further the game of golf at Boise Ranch Golf Course, hereinafter to be known as BRGC, through the use of equitable handicapping, promotion of tournaments and competitions, and enhancing social enjoyment of the game. The scope of the association is to focus on members who participate in activities at the BRGC, have the implied consent of the BRGC, and shall be directed by a duly elected Board of Directors in a manner complimentary to the game of golf and the BRGC.

- To encourage a closer bond and sense of belonging for the mutual benefit of the BRWA and its members. Also, to promote and preserve the true spirit of the game as is defined by its ancient and honorable traditions.
- To encourage its members to not only understand the rules of golf as it is meant to be played, but to follow those rules as governed by the USGA.
- To provide a designated board to put on and supervise club competitions.

**ARTICLE III: USGA AND IGA MEMBERSHIP**

The association shall affiliate with and retain membership in the United States Golf Association (USGA) and the Idaho Golf Association (IGA) and shall adhere to all rules and regulations of said associations, as long as it is in the best interests of BRWA. The association members shall have the power to call a special general meeting, if there should be a need, for any given reason as long as they have obtained 33% of the general membership signatures from the association members stating that they will be in attendance. If the association members do call a special general meeting, the BRWA board must also be notified and in attendance. Upon proper notification, a special general membership meeting will be called by the President, (or board), to address the business stated in the request for a special general membership meeting. The meeting shall be held at the time and place agreed upon by both parties.

**ARTICLE IV: BOARD OF DIRECTORS**

Section 1: The Board of Directors may consist of six (6) members to include six (6) elected positions. Applications from the general membership will be accepted to fill the six (6) Board positions for the coming year.

Qualifications for office are:

1. BRWA member
2. BRWA member by July 1 of election year
3. Participate in league and/or play in at least 3 BRWA Tournaments in the current year
4. Participate in volunteer work for the Association

Section 2: If there is a vacancy of any board position then the position will be offered up for association members to run for said office through a special election. If no one from our membership runs for that position, then the President will assume that position for the remainder of the year.

Section 3: Vacancy in Office: In the case of a vacancy in the office of President, as long as the President has taken office, the Vice-President shall serve as President for the remainder of the term.

Section 4: Officers of the Board of Directors shall be as follows:

President  
1st Vice-President – League Director  
2<sup>nd</sup> Vice-President Handicap Chair  
Tournament Director  
Secretary/Treasurer  
Webmaster

Section 5: The Board of Directors shall have general charge of the affairs of the Association. The Board shall prescribe and enforce rules for governing the Board, the members of the association, and any committee created by the Board or the By Laws.

Section 6: Regular meetings of the Board of Directors shall be held during the calendar year, with time and place to be fixed by the board. Special meetings may be called by the President or any two directors. The Webmaster shall give sufficient notice of all meetings to the Board membersto enable them to attend. For any Board meeting, a quorum shall be constituted if four (4) members are present. No association business shall be finalized unless a quorum of directors is present. The following order of business should be covered in meetings:

- Minutes;
- Report on officers/directors;
- Unfinished business;
- New business

Section 7: At the annual meeting of the association, the Board of Directors shall submit, in an open meeting of the association, a detailed report of the affairs and accomplishments of the association.

## ARTICLE V: DUTIES OF OFFICERS

The officers shall consist of president, vice-president, secretary/treasurer, handicap chairperson, tournament director, and webmaster. Their duties shall be such as their titles would indicate or such as may be assigned to them respectively from time to time.

Terms of Office – Officers who are elected will serve three years on the board. The exception to this rule will be if the board member is unable to serve at their post for some unforeseen reason.

The Board of Directors shall authorize and define the powers and duties of all committees. Chairpersons and members of all committees shall either be appointed by the president, or volunteers will be sought out by the board. The president shall be an unofficial member of all the committees except the nominating committee.

Handicap Committee – to assist the handicap chairperson with a proper system in determining adjustments or concerns related to members' handicaps.

Nominating Committee – 3-5 members to assist with voting – voting shall be an electronic ballot and those names receiving the greatest number of votes cast shall be declared the winner.

### Section 1: President

The president shall be the general executive officer of the association and shall preside at the meetings of the general membership and the Board of Directors. The president shall direct the performance of the officers in accordance with the By Laws of the association and the resolutions of the Board of Directors.

### Section 2: 1st Vice President/League Director

The 1st vice president shall act as the President in the absence of the President and shall perform other duties in accordance with direction from the President. The 1st Vice President shall also serve as the League Director.

### Section 3: 2nd Vice President/Handicap Chairman

The 2nd vice president shall act as the President in the absence of the President and 1st Vice President. The 2nd Vice President shall also serve as the Handicap Chairman. The Handicap Chairman shall oversee the handicaps of members and may make handicap adjustments at any time in accordance with USGA Rule 5.2 "Reduction of Handicap Index for Exceptional Tournament Performance". The 2nd Vice President shall also be responsible for assisting members with a medical waiver if needed. The process, required by the IGA, is designated in the USGA Handicap System handbook, and will be followed accordingly.

### Section 4: Tournament Director

The tournament director shall schedule tournament dates on the BRGC calendar, prepare and post tournament sign-up sheets. The tournament director shall also coordinate with the pro-shop on tee-times and tournament pairings, score compilation and player tournament standings, tournament prizes and awards.

### Section 5: Secretary/Treasurer

The secretary shall keep the minutes of all meetings and be responsible for preparing association and board correspondence for the president's signature. The secretary shall maintain all records of the association including but not limited to the general membership roster. The secretary/treasurer shall perform other duties in accordance with direction from the president.

The treasurer shall collect all revenues of the association and shall deposit all revenues in the banking account of the association. The treasurer shall maintain the accounts of the association and shall report thereon as often as required by the Board of Directors. The treasurer shall also pay all bills of the association as directed by the Board of Directors. All expenditures of the association shall be paid by check, and all checks shall be signed by the treasurer or the president.

### Section 6: Webmaster

The webmaster shall give notice of all meetings of the association and of the Board of Directors. The webmaster shall keep the association website updated, social media, and submit correspondence through e-mail whenever possible.

## ARTICLE VI: MEMBERSHIP

Section 1: There shall be only one class of members of the association, i.e., full members. Full membership shall be obtained by payment of such fees and dues as may be

required by the Board of Directors. Membership in the association shall entitle members to all association membership privileges and full voting rights.

Section 2: Membership in the association shall not be limited in any way except that only female amateur golfers in good standing with the USGA and the IGA may become members.

Section 3: In the event the amateur status of any member of the association becomes impaired at any time, the Board of Directors shall determine the further membership of such member in the association, and if it finds that the member has indeed lost her amateur status, the Board shall forfeit such person's membership and all her membership privileges.

Section 4: Junior members will be accepted into the association at a reduced right, but must be 16 years of age or older.

## ARTICLE VII: MEMBERSHIP FEES AND DUES

Association membership fees shall be \$30.00 per year and are established by the board. Membership dues payable on or before a deadline to be determined annually by the Board of Directors.

Section 1: Hereinafter a summary of the minutes from every board meeting and a brief association financial statement will be posted on the BRWA website.

Section 2: Dues are accepted during the calendar year from January to December, there is no carryover to the next year or discount if there is a new member who wants to join late in the season.

Section 3: Membership dues shall be used for lunches at tournaments, gift baskets for tournaments and league, tee prizes, league prizes, tournament prizes, charitable donations, and operating expenses.

Section 4: The amount carried over to the following year in the bank account for operating expenses shall be no less than \$1000.00 and no more than \$1500.

Section 5: Tournament monies shall be accounted for and reported to the board by the treasurer to be included in the financial summary.

Section 6: Financial records may be audited at any time by BRWA members. All requests for audits will be submitted in writing to the board. The secretary/treasurer and president will proctor any auditing of financial records. The association fiscal year is a calendar year and ends on the 31st of December annually.

## ARTICLE VIII: RIGHT OF MEMBERS

Section 1: All members of the association shall have the right to one vote in all elections for Board of Directors and in all matters requiring membership approval.

Section 2: All members shall have the right to play in any association sponsored golf tournaments, i.e., any tournaments in which association funds are expended, except the Club Championship Tournament. To qualify to play in the Club Championship Tournament, a participant must be a Boise Ranch Women's Association member, played in league, or played in two BRWA Tournaments in the current year.

Section 3: All members are entitled to all rights and privileges expressed in the By Laws.

## ARTICLE IX: TROPHIES

All cups or trophies offered by the association for winners of competitive events of the association shall remain the property of the association until finally awarded to the winners thereof. All cups and trophies shall be paid for by the Treasurer out of association funds.

Club Championship payouts will cover the entry fee for the Tournament of Champions, plus a maximum of \$200 each for expenses.

## ARTICLE X: CONTRACTS AND INDEBTEDNESS

No contract entered into by any director, officer or committee member of the association shall be valid without the previous authorization of the Board of Directors or the subsequent ratification of the Board. No director, officer or committee member shall incur indebtedness for the association without the previous authorization of the association.

## ARTICLE XI: AMENDMENTS

Section 1. These By Laws may be amended by a majority of the Board of Directors as determined to be necessary for the best interests of the association and the promotion of the game of golf at BRGC. If the By Laws are deemed necessary to be amended by the board, the amendments will be provided to the association members for review by means of email or survey.

Section 2. All members are encouraged to recommend changes to the By Laws. Should any association member recommend an amendment change, the change will be sent to the board in writing, reviewed by the board, and if needed, presented to association members for a vote at the general

meeting. Members will be asked to vote on approval of By Law amendment changes as a whole at the general meeting.

Signed Sherrill R. R. R. 5-18-2022  
President Date

Signed Susan D. Shepherdson 5/19/2022  
Secretary/Treasurer Date