

**THE HOLLOWS**

*Senior  
Men's Golf  
Association*

Est. 1993

**Association**

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**By-Laws**

*Association  
Men's Golf  
Senior*  
**THE HOLLOWS**



**BY-LAWS**

**OF**

**THE HOLLOWES SENIOR MEN’S GOLF ASSOCIATION**

**ARTICLE I. NAME AND LOCATION**

**Name**

The name of the organization will be THE HOLLOWES SENIOR MEN’S GOLF ASSOCIATION and will be referred to in these By-Laws as the “Association”.

- The Hollowes Senior Men’s Golf Association is a Nonstock Corporation pursuant to Chapter 10 of Title 13.1 of the Code of Virginia. (A corporation is an artificial person or legal entity managed by a board of directors, consisting of one or more individuals, who collectively elect officers to run the corporation’s day-to-day business activities.)
- The Association is a *nonstock corporation*, which may have members, but not owners. Nonstock corporations are usually organized for not-for-profit purposes, such as a tax-exempt, charitable organization or a property owners’ association. Generally, officers, directors, shareholders and members are not liable for the obligations of the corporation.

**Registered Office**

The registered office of the Association, required by law to be maintained by the State of Virginia Corporation Commission, is 14501 Greenwood Church Road, Montpelier, Virginia 23192.

**ARTICLE II. PURPOSE**

**Nonprofit Purpose**

The purpose of the Association is to operate an organization that furthers goodwill, brotherhood, and fellowship, and promotes participation in and enjoyment of the game of golf.

**Specific Purpose**

The specific objectives and purpose of the Association include the following:

- Offer a variety of organized games and events that promote teamwork, friendly competition, and individual participation

- Maintain membership in the Virginia State Golf Association through the Hollows Golf Course
- Promote the learning and application of the rules of golf as stated by the USGA/VSGA as they apply to team and individual play
- Attempt to grow the game of golf.

### **ARTICLE III. MEMBERSHIP**

#### **Qualifications for Membership**

Membership in the Association shall be open to all men age 50 years and older.

- Occasional out-of-town guests or relatives (regardless of age) will be allowed with permission of Board.
- Guests will be allowed to play with the Association three (3) times within the season
- Guests will not be charged to play and therefore will not be eligible to participate in the prize money or closest-to-the pin competitions nor the Hole-in-one.

#### **Annual Dues**

The amount required for annual dues shall be \$46 each year for Hollows members and \$66 for nonmembers, unless changed by a majority vote of the members at an annual meeting of the full membership. A portion goes to the VSGA for the GHIN handicap system, and the remainder goes into the treasury to be used for Association events and supplies. (If a member already has a GHIN he is not charged for this portion of the fee.) This money will begin to be collected in December.

Continued membership is contingent upon being up to date on membership dues.

### **ARTICLE IV. MEETINGS OF MEMBERS**

#### **Regular Meetings**

Regular meetings of the members shall be held a minimum of twice during the season, at a time and place designated by the president.

#### **Annual Meetings**

An annual meeting of the members shall take place in the month of September, (pending course availability) the specific date, time, and location of which will be designated by the president. At the annual meeting the members shall elect directors and officers to two-year terms (if any positions are open).

## **Special Meetings**

Special meetings may be called by the president, or a simple majority of the board of directors. A petition signed by five percent (5%) of voting members may also call a special meeting. These meetings may be conducted virtually (phone, email, or regular mail, etc).

## **Notice of Meetings**

Printed notice of each meeting shall be given to each voting member by phone, by mail, or email not less than two weeks prior to the meeting.

## **Quorum**

A quorum for a meeting of the members shall consist of at least twenty percent (20%) of the active membership.

## **Voting**

All issues to be voted on, including elections, shall be decided by a simple majority of those present at the meeting in which the vote takes place.

## **ARTICLE V. BOARD OF DIRECTORS**

### **General Powers**

The Board of Directors shall have control of and be responsible for the management of the affairs and property of the Corporation.

### **Board Membership**

The Board of Directors shall consist of the President, Vice-President, the Secretary, and the Treasurer, and an at-large member. Officers shall serve two-year terms and may be reelected. At-large members serve at the pleasure of the Board. All officers and at-large members must be members in good standing.

### **Board Elections**

Elections of officers shall follow the schedule below:

- Nominations are accepted beginning in April.
- Voting takes place in June.
- Newly elected officers shadow incumbent officers until the annual meeting, at which time they assume their official duties.
- New officers invite/accept two or three members to fill at-large positions.

## **Board Vacancies**

Whenever any vacancy occurs in the Board of Directors it shall be filled without undue delay by a majority vote of the remaining members of the Board of Directors at a regular meeting. Vacancies may be created and filled according to specific methods approved by the Board of Directors.

## **Board Meetings**

An annual meeting of the Board of Directors shall be held prior to the annual meeting at a time and day designated by the president. Meetings will be conducted following parliamentary procedures referenced by Robert's Rules of Order.

## **ARTICLE VI. OFFICERS**

The officers of this Board shall be the President, Vice-President, Secretary and Treasurer. All officers must have the status of active members of the Board.

### **Duties and Responsibilities of Officers**

Officers of the Association will consist of a president, vice-president, secretary, and treasurer, who must be regular members of the Association.

#### **President**

- Ensures that the bylaws of the Association are enforced.
- Officiates at all Association functions.
- Reports the status of the Association to the general membership at the annual meeting.
- Creates a calendar of events (games) the Association will play each week during the summer and winter seasons.
- Distributes cards prepared by vice president and treasurer at gathering prior to weekly matches.
- Decides if play will be canceled due to weather, in consultation with other officers, if necessary.

#### **Vice-President**

- Works with the President to establish a calendar of events (games to be played throughout the summer and winter seasons).
- Sets up events each week as outlined in the calendar.
- Maintains communication between Association Officers and committees to ensure that the membership is kept informed.
- Creates and distributes the annual Membership Application.
- Creates and maintains an annual Association Directory.

- Creates teams and pairings for weekly events and publish the results of weekly events.
- Updates the Handicap system.
- Publishes news of committee actions or updates.
- Assists the president and acts in his stead when the president is not available.

### **Secretary /Treasurer**

- Takes notes (minutes) at board meetings, then submits those minutes for amendment or approval by the board.
- Keeps Association records and nonfinancial legal documents, including its bylaws, articles of incorporation, and minutes of historical meetings.
- Provides an Annual Report to the State Corporation Committee.
- Takes notes (minutes) at board meetings, then submits those minutes for amendment or approval by the board.
- Keeps Association records and nonfinancial legal documents, including its bylaws, articles of incorporation, and minutes of historical meetings.
- Provides an Annual Report to the State Corporation Committee
- Prepares an annual budget to account for all income and expenditures.
- Collects and controls all monies derived from Association activities.
- Makes weekly deposit when necessary and reconciles the bank account monthly.
- Maintains a record of all association transactions.
- Prepares and delivers treasurer’s report at each official board meeting.
- Prepares the prize money for dispersal to the winners of last week’s game.
- Prepares scorecards for weekly games.
- Works with the Awards Committee to plan the summer end-of-league tournament and banquet.
- Handles incidental expenses incurred during the year, ensuring that all monies collected are disbursed according to laws governing tax exempt organizations.
- Provides a “Treasury Status” report to any interested member upon request.

**Assistant Treasurer:** Assists the treasurer and acts in his stead when the treasurer is not available.

## **ARTICLE VII. ASSOCIATION ACTIVITIES**

### **League Play**

The Association season begins the first week in March and runs through the last week in September of each year. The last week in September will include the Senior Championship Tournament and Awards Luncheon. The Association will continue to play during the winter from the first week in October through the last week in February, weather permitting.

## Sign-Ups

All Association members will be notified of each upcoming game and allowed to register or decline participation. The deadline for sign-up is 3:00 pm on the day prior to the event.

- Members who do not sign up by the deadline will not be eligible for inclusion in the format. They may be able to play along if space is available but will not be a part of any team and will not be able to receive prizes or points.
- Members in good standing who have played in at least six senior events or have received a special invitation will qualify to play in the Association Championship.
- In the event of bad weather, the president shall decide whether or not to call off organized play, and an officer will notify members.

## ARTICLE VIII. EVENT FEES, AND PRIZES

### Event Fees

Each participant shall pay a fee to play in the weekly event. The amount will be determined by the Board and approved by the membership at the annual meeting in September. Based on the number of participants, the number or cash amounts of prizes awarded each week may vary. It is important to note that all money collected shall be returned to the membership in the form of prizes or used for Association expenses, leaving an essential balance of zero at the end of the year.

Note: The bank holding the Association account requires a constant minimum balance of \$500 to avoid fees.

### Optional Events

Optional event may include closest to the pin contest and hole-in-one jackpot. A nominal fee will be determined by the Board for those who wish to participate.

**Special Note:** The hole-in-one must be made during regularly scheduled senior association play on a regulation par 3 hole.

### Allocation of Prizes

Prize money for weekly games and closest to the pin will be awarded the following week.

- Winnings may be distributed the following week.
- Hole-in-One prizes: Winnings will be paid the week after the game in which the hole-in-one occurs. This money remains in the treasury until it is won.



**ARTICLE IX. STANDING COMMITTEES**

**Executive Committee**

The elected officers will make up the Executive Committee. The Executive Committee members are considered members of all standing committees, as needed.

**Suggested Standing Committees**

- **Rules Committee.**
- **Handicap Committee**
- **Awards Committee**

**ARTICLE X. ADOPTION OF BYLAWS**

We, the undersigned, are all of the initial directors or incorporators of this corporation, and we consent to, and hereby do, adopt the foregoing Bylaws, consisting of the ## preceding pages, as the Bylaws of this corporation.

ADOPTED AND APPROVED by the Board of Directors on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature, President - The Hollows Senior Men’s Golf Association

\_\_\_\_\_  
ATTEST: Signature, Secretary/Treasurer - The Hollows Senior Men’s Golf Association