

BY-LAWS
OF THE
PINE MOUNTAIN LAKE MEN'S GOLF CLUB

REVISED AND EFFECTIVE OCTOBER 1, 2016

FOREWORD

The recreation-oriented community of Pine Mountain Lake came into being in the late nineteen sixties. One of the features of this community is an excellent eighteen hole championship golf course. In 1971, the Golf Course Professional collected fees, which then permitted the golfers to be registered in the Northern California Golf Association (NCGA) and thus have official handicaps. On January 18, 1975, the Golf Course Committee representing the Pine Mountain Lake Association Board of Directors convened a meeting, which resulted in the formation of a Men's Golf Club and election of 5 officers (Board of Directors). This document represents the by-laws of the Pine Mountain Lake Men's Golf Club.

BY-LAWS
OF THE
PINE MOUNTAIN LAKE MEN'S GOLF CLUB

ARTICLE 1

NAME

The name of this club shall be "PINE MOUNTAIN LAKE MEN'S GOLF CLUB". It will be referred to hereinafter as "The Club".

ARTICLE II

The Club, which will provide an organization of properly handicapped golfers, intends (as much as possible) to help improve the quality of play and increase the participants' interest and pleasure in playing golf at Pine Mountain Lake.

The above goal will require coordination and cooperation with many related organizations such as the Pine Mountain Lake Association Board of Directors and its Golf Committee, the Golf Professional and his staff, the Administration Office, the Pine Mountain Lake Ladies' *Golf Club and the Country Club Management.*

This club shall be a non-profit organization.

ARTICLE III

The principal office for the transaction of business of the Club shall be the Country Club at Pine Mountain Lake, Groveland, California.

The mailing address is:

Pine Mountain Lake Men's Golf Club
P. O. Box 1079
Groveland, California 95321

ARTICLE IV

Section 1 QUALIFICATIONS

All male persons who are current property owners or employees of PMLA may become Members upon payment of the annual dues of the Club. A qualified person can be a member of the Club if he has amateur status as a golfer OR he is the PML head professional or assistant professional (possibly with an official PGA certification) with an established NCGA handicap OR he is a property owner who has an official PGA certification with an established NCGA handicap. Participation in some club events, specifically the Club Championships and NCGA Qualifiers, is limited to members of amateur status only.

Section 2 APPLICATIONS

Applications for membership in the Club shall be in writing. The application is made by completing and submitting to the Club the following:

- a. Club membership application form (available at the Association Office or the Pro Shop).
- b. Membership application for the Northern California Golf Association (NCGA)---(available at the Association Office or the Pro Shop), and
- c. A check for the membership fee made out to the "Pine Mountain Lake Men's Golf Club".

Section 3 ELECTION OF MEMBERSHIP

Applicants become Members only upon approval by a quorum of the Board of Officers, hereinafter referred to as the 'Board'. Approval will normally be considered during a scheduled meeting of the Board.

Section 4 NUMBER OF MEMBERS

The total number of members is not limited and is controlled by Section 1, QUALIFICATIONS, of article IV.

Section 5 TERM OF MEMBERSHIP

Membership is continuous provided the individual maintains his status as a REGULAR Member of the Pine Mountain Lake Association and keeps his dues current.

A Member of the Pine Mountain Lake Association who loses his membership in the Association by virtue of the sale of his property, automatically loses his membership in the Club thirty (30) days after such sale.

If a Member (for some reason) has his membership in the Club and/or NCGA cancelled, he CANNOT be reinstated in the Club before six (6) months of non-membership.

Section 6 CLASSES OF MEMBERSHIP

a. REGULAR MEMBERS

Regular members are male Pine Mountain Lake Association property owners who maintain a current paid-up status in the Association and the Club.

b. JUNIOR MEMBERS

Junior Members are sons, not over 18 years of age, of Pine Mountain Lake property owners. Junior Members shall NOT have the right to vote. Junior members cannot participate in Club sponsored golf events without prior authorization of the Board of Directors.

c. COMPLIMENTARY MEMBERS

Complimentary Members are Members of the Club who by decision of the Board are accorded free registration in the NCGA.

d. HONORARY MEMBERS

Honorary Members are Members whom the Club sees fit to honor with some form of free lifetime or other type of reduced cost membership.

Section 7 DUES

The Board shall periodically establish the dues of all classes of membership, the method of payment and the required date of payment.

Section 8 ASSESSMENTS

Assessments may be proposed and, if in the opinion of the Board such assessment is necessary or advisable, the Board shall authorize and determine the manner of payment thereof. However, no such assessment shall be effective without the approval of a majority of members at a duly called meeting at which a quorum is present and a vote by ballot is taken.

Section 9 DISCIPLINE

The Board shall have the right to fine, suspend or expel any member of the Club for conduct, which in its opinion, is detrimental to the welfare, interest, or character of the Club. The Board may NOT take such action until it has notified the member, IN WRITING, of its intention and given him an opportunity to APPEAR before the Board.

ARTICLE V

MEETING OF MEMBERS

Section 1 PLACE OF MEETING

All meetings of Members shall be held at the Country Club on Mueller Drive at Pine Mountain Lake or such other place as designated by the Board.

Section 2 ANNUAL MEETING

The Annual Meeting of the members of the Club shall be held on a Saturday in September at which time members shall elect Officers as herein provided, consider reports of the Officers, and transact such other business as may be properly brought before the members.

Section 3 SPECIAL MEETINGS

The Board may call Special Meetings for any purpose at any time. The President shall also call Special Meetings upon request of (10) percent of the members entitled to vote.

Section 4 QUORUM

A quorum for any meeting of the Members shall consist of a majority of those Members present and entitled to vote.

Section 5 NOTICE OF MEETING

Notice of meetings, Annual or Special, shall be given in writing to the Members entitled to vote, by mailing said notice not less than fifteen (15) days before the meeting to their address appearing on the books of the club. The notice shall specify the place, date, and hour of the meeting, and the general nature of the business to be transacted. Only when a meeting is adjourned for twenty (20) days or more, shall notice of a replacement meeting be given as in the case of an original meeting.

Section 6

VOTING-PROXIES

Only Members, whose names stand on the records of the Club as being entitled to vote on the day of any meeting of the Members will be entitled to vote at such meeting. Every Member entitled to vote, MUST vote in person. Proxies will NOT be accepted.

ARTICLE VI

MANAGEMENT

Section 1

GENERAL

The management of the affairs of the Club shall be vested in a Board of seven (7) Officers, each of whom shall be a Member of the Club and who shall serve without compensation.

Section 2.

POWERS:

Subject to the limitation contained in the by-laws of the Club, the by-laws of the Pine Mountain Lake Association, the directives of the Pine Mountain Lake Association Board of Directors and the appropriate duly appointed representatives, all powers of the Club shall be exercised by or under the authority of the Board. The Board shall control all business and affairs of the Club.

- a. Items that need formal documentation for operation of and use by the Club shall be known as "directives". They shall have the following format:

"PINE MOUNTAIN LAKE MEN'S GOLF CLUB DIRECTIVE # n"

Effective _____

_____(signed)
President

Section 3

OFFICERS-TERM

The officers of the Club, in order of importance, are as follows: President, Vice-President, Secretary, Treasurer, Handicap/Membership Chairman, Tournament Chairman, and Assistant Tournament Chairman. The terms and method of election are as follows.

- a. Officers are elected for a three (3) year term. The term starts immediately after the Annual Meeting, at which they are elected and except as noted later, terminates immediately following the Annual Meeting after the third year.
- b. Officers will not serve consecutive terms.
- c. Elections of new Officers to replace terminating Officers will be held each year during the Annual Meeting. Normally, there will be two (2) or three (3) Officers elected depending on the specific year.
- d. An Officer Nominating Committee consisting of three (3) members who are non-officers and also are not interested in office, will be appointed at least ninety (90) days in advance of the election by the President. The President will make an appropriate announcement of the Nominating Committee.
- e. The Nominating Committee will select a group of candidates to be voted on for election to office. There will be at least twice as many candidates as there are offices to be filled. Prior agreement **MUST** be obtained from each candidate as to his willingness to run for election, to serve three (3) years, and to serve in any office to which he is elected.
- f. Nominations will **NOT** be made from the floor during the Annual Meeting. The Members interested in having themselves or other Members nominated for election should make their wishes known to the nominating Committee at the appropriate time.
- g. Each candidate for election to office will have a representative make a speech (absolute limit of 2.5 minutes) to present him to the Club members prior to election. A candidate may make his own presentation. The order of presentation will be alphabetically by the last name of the candidate.
- h. The election of the new officers will be held immediately after the presentations and will be by secret ballot. The outgoing Officers will count the votes.
- i. In the event of a tie in the elections, a runoff election will be held only between the tied candidates.

- j. Immediately after the Annual Meeting, the incumbent President or the previous year's outgoing President will conduct a secret ballot election with ONLY the seven (7) Officers voting to determine the position of each of the Officers for the coming year. The following rules apply for these elections
 - a. An incumbent Officer will NOT be elected to a office of a lower level than the one held during the previous year unless he so permits.
 - b. An Officer MUST receive at least four (4) votes to be elected to the office.
 - c. The ballots will be taken independently in order of available office.

Section 4 VACANCIES

Any vacancy on the Board shall be filled in the following manner:

- a. When the Presidency is vacant, the Vice-President automatically becomes President.
- b. When any Club office is vacated, the Board, shall by majority vote, appoint a replacement for that office. The appointed officer will serve the remaining term of the vacated office.

Section 5 MEETING-QUORUMS-PROXIES

- a. **REGULAR MEETINGS:** Regular meetings of the Board shall be held at the time and place established by the Board.
- b. **SPECIAL MEETINGS:** Special Meetings of the Board may be called by the President or Vice-President upon two (2) days prior notice of such meeting. The notice of such meeting will include the subject of the meeting.
- c. **QUORUM:** At least four (4) Officers are required to constitute a quorum for transaction of business. A majority vote of the Officers that constitute a quorum is valid as an act of the Club.
- d. **PROXIES:** Proxies are NOT allowed. An Officer not able to attend a meeting may indicate his preference in writing to the meeting.

Section 6 REMOVAL

Any Officer may be removed from office upon the affirmative vote of four (4) Officers, for continued absence from meetings, neglect of duty, or for conduct, which in their opinion is unbecoming to an Officer or detrimental to the best interest of the Club.

Section 7

PAST PRESIDENT

The immediate past President of the Club, if he has completed his three (3) year term, will automatically serve as an ex-officio member of the Board for one (1) additional year.

ARTICLE VII

DUTIES AND AUTHORITIES OF OFFICERS

Section 1

DUTIES OF THE OFFICERS

a. PRESIDENT:

The President shall preside at all meetings of the Officers and of the Members; call such meetings as the by-laws and Directives may require him to call; appoint (unless otherwise delegated) members of all standing committees and of such other committees as may be established (subject to approval of the Board); act as ex-officio member of all committees; see that the by-laws and Directives of the Club are strictly enforced; generally supervise the affairs of the Club. At the Annual Meeting he will render reports on financial matters and on each committee for the previous year, as well as proposed plans for the future.

The President's official term does not expire until he has completed the duties attendant to conducting the election that determines the position of Officers for the coming year.

b. VICE-PRESIDENT

In the absence or inability of the President, the Vice-President shall perform the duties of the President. In addition, the Vice-President may be put in charge of, or assigned to, special activities by the President.

c. SECRETARY

The Secretary shall keep a record of all meetings of the Board and all member meetings. He shall also conduct the official correspondence of the Club.

d. **TREASURER:**

The Treasurer shall have the general charge of the accounts and accounts books of the Club and its funds. He shall submit such statements of the accounts as the Officers may require. He shall make an annual statement to the Board of accounts and general financial affairs of the Club prior to the Annual Meeting. The Board shall prescribe the format of the statement.

e. **MEMBERSHIP/HANDICAP CHAIRMAN:**

The Membership/Handicap Chairman shall be in charge of membership renewals at the end of each year, and the processing of new member applications.. He shall keep the membership computer data base updated. His handicap responsibilities include insuring that the handicap reports are posted on the 1st 15th of each month. He shall also be a member of the Handicap Committee and be familiar with the Handicap Manual as published by the NCGA. He shall be familiar with the NCGA's score posting procedure and, as a member of the Handicap Committee, maintain an ongoing review of member handicaps to insure their validity.

f. **TOURNAMENT CHAIRMAN:**

The Tournament Chairman shall be in charge of planning, arranging, and coordinating the golf tournament program and related activities during the year. He shall appoint sub-chairmen and delegate other assistance as required to carry out this activity.

g. **ASSISTANT TOURNAMENT CHAIRMAN**

The Assistant Tournament Chairman shall assist the Tournament Chairman in planning, arranging, and coordinating the golf program and related activities during the year.

Section 2 **AUTHORIZATION TO DEAL FUNDS**

- a. Any officer of the Club is authorized to endorse checks, drafts, and other evidence of indebtedness made payable to the Club, but ONLY for purposes of deposit in the Club bank account.
- b. All checks, drafts, and other instruments obligating the Club to pay money shall normally be signed by the Treasurer or any PMLMGC Board authorized officer.

Section 3 AUTHORITY TO EXPEND CLUB FUNDS

- a. Only the Board, by majority vote, may authorize expenditures of Club funds.
- b. No individual Officer other person or committee may authorize expenditure of club funds.
- c. The Board shall establish a yearly budget based primarily on the cash inflow from membership fees.
- d. Any member of the Pine mountain Lake Men's Golf Club will receive compensation for his Hole-In-One achieved only at PML. He shall provide the PML Pro Shop or the Board with a scorecard signed by one or more players who witnessed the event. The Board will have the responsibility of verifying his information and insure that 40 drinks tokens are presented to the Member. The tokens are redeemable for drinks at the Country Club Bar only. Hole-In-One compensation (drink tokens) will only be awarded if the achievement occurs on an officially designed Par 3 hole at PML, and will not apply to normal Par 4 or Par 5 holes changed to play as a par 3 hole for a particular event. A commemorative plaque will be awarded to any Member who achieves a Hole-In-One at any course on any official Par 3 hole as long as it is duly witnessed and submitted to the PML Pro Shop or Board for recording purposes.

ARTICLE VIII
MISCELLANEOUS

Section 1 PROCEDURES

Robert's Rules of Order (revised) shall govern the procedures for all Club meetings.

Section 2 INTERPRETATION OF BY-LAWS

Questions involving the construction or interpretation of these by-laws shall be decided by the Board and their decision is final.

Section 3 FISCAL YEAR

All affairs of the Club shall be carried out on a fiscal year basis. The fiscal year shall start on the first (1st) day of October and end on the thirtieth (30th) day of September of the following year.

Section 4 CALENDAR YEAR

The dues of the Members shall be paid on a calendar year basis.

Section 5 AMENDMENTS

By-laws may be amended or repealed or new by-laws adopted by affirmative vote of two-thirds (2/3) of the members at a duly-called meeting at which a quorum is present.

Section 6 FINANCIAL GOAL

The Club will operate as a NON-PROFIT making organization.

Section 7 CLUB NAME:

The name of this Club is "PINE MOUNTAIN LAKE MEN'S GOLF CLUB". In prior years, however, the Club was registered with the Northern California Golf Association (NCGA) as "Pine Mountain Lake Golf Club". The latter title implies the inclusion of the "LADIES GOLF CLUB" as well as the "MEN'S GOLF CLUB". This anomaly will be continued until such time as a more factual arrangement may be established or required.

Section 8 DISSOLUTION OF THE CLUB

If the Club is dissolved by a majority of the Members at a meeting duly called at which a quorum is present and ballot vote taken, the Board is authorized, after liquidating all debts, to transfer any remaining Club funds to the American Cancer Society. The Board has the same authority if the Club dissolves due to lack of activity or of a quorum.

Section 9 SENIOR GOLF ACTIVITIES

The Club shall sponsor the development and promotion of golfing activities for Members 55 years of age and older. This activity shall be a self-supporting function.

Section 10 MOST IMPROVED GOLFER

A regular member in good standing that has participated in at least three (3) Club sponsored golf events will be selected by the Handicap/Member Chairman based upon the NCGA provided data to be the Most Improved Golfer. The decision will be made in September and announced at the Annual Meeting. The winner will receive free membership in the club the following year.

Section 11 PER DIEM EXPENSES FOR NCGA TOURNAMENTS

The Club will pay Per Diem of \$50 plus cart fees for each Club member who represents the Club at NCGA Tournaments played away from Pine Mountain Lake.

Section 12

CLUB CHAMPION

The Club requires the holder of the title "Club Champion" to participate in at least three (3) Club sponsored golf events during the twelve months prior to the Club Championship event.

Section 13

NET CHAMPION

The Club requires the holder of the title "Net Champion" to participate in at least three (3) Club sponsored golf events during the twelve months prior to the Net Championship event.

Section 14

HANDICAP COMMITTEE

The Handicap Committee shall be responsible for verifying, and validating the handicap of each member of the Pine Mountain Lake Men's Golf Club. The Committee shall consist of three (3) members: the Head Golf Professional or his/her designee, the Handicap Chairman, and a member of the Pine Mountain Lake Men's Golf Club Board to be determined. The inception of this Committee is based on the theory that any action taken by the Board of the Men's Golf Club to correct handicap disparities should be the responsibility of a Handicap Committee and not one individual.

CHANGES AND ADOPTIONS TO THE BY-LAWS

Amended:	1990	Article IV	Section 4	NUMBERS OF MEMBERS
Amended:	1994	Article IV	Section 1	QUALIFICATION
Amended	1994	Article IV	Section 7e	JOUNIOR MEMBERS
Amended	1994	Article VI	Section 4b	VACATED OFFICE
Amended	1994	Article VII	Section 7	CLUB NAME
Adopted	1998	Article VII	Section 8	HOLE-IN-ONE
Amended	1999	Article IV	Section 1	QUALIFICATIONS
			Section 4	NUMBERS OF MEMBERS
			Section 7c	JUNIOR MEMBERS
		Article V	Section 4	QUORUM-ADJOURNMENTS
		Article VI	Section 3	OFFICERS-TERM
		Article VII	Section 1f	HANDICAP CHAIRMAN
Added	1999	Article VII	Section 1g	ASST-TOURNAMENT CHAIRMAN
Deleted	1999	Article IV	Section 5	GRANDFATHER CLAUSE
			Section 7b	ASSOCIATE MEMBERS
			Section 7c	SPECIAL MEMBERS
Amended	2003	Article IV	Section 5	TERM OF MEMBERSHIP
Deleted	2003	Article IV	Section 6b	MULTI-CLUB MEMBERS
Amended	2003	Article IV	Section 6c	JUNIOR MEMBERS
			Section 6d	COMPLIMENTARY MEMBERS
Amended	2003	Article V	Section 2	ANNUAL MEETING
Amended	2003	Article VII	Section 1e	HANDICAP/MEMBER CHAIRMAN
Added	2003	Article VII	Section 10	MOST IMPROVED GOLFER

CHANGES AND ADOPTIONS TO THE BY-LAWS (continued)

Added	2003	Article VII	Section 11	PER DIEM FOR NCGA EVENTS
Amended	2008	Article IV	Section 6	JUNIOR MEMBERS
Added	2008	Article VIII	Section 12	CLUB CHAMPION
Amended	2008	Article VII	Section 3d	HOLE-IN-ONE
Added	2008	Article VIII	Section 13	NET CHAMPION
Amended	2009	Article IV	Section 1	QUALIFICATIONS
Amended	2009	Article VII	Section 2b	AUTHORIZATION TO DEAL FUNDS
Amended	2010	Article IV	Section 1	QUALIFICATIONS
Amended	2010	Article VII	Section 3d	HOLE-IN-ONE
Amended	2016	Article VII	Section 1e	MEMBERSHIP/HANDICAP CHAIRMAN
Added	2016	Article VIII	Section 14	HANDICAP COMMITTEE

Pine Mountain Lake Men's Golf Club Directive #2008-1

Club Champion

Overview:

The procedure defines the amount of Club-sponsored event participation the winner of the title Club Champion must have had in the previous year.

Procedure:

The Club Champion must have participated in at least 3 Club-sponsored golf events in the 12 months prior to his winning that title.

Effective: October 1, 2008

Signed: Jerald L. Dickson
President

Pine Mountain Lake Men's Golf Club Directive #2008-2

Net Champion

Overview:

The procedure defines the amount of Club-sponsored event participation the winner of the title Net Champion must have had in the previous year.

Procedure:

The Net Champion must have participated in at least 3 Club-sponsored golf events in the 12 months prior to his winning that title.

Effective: October 1, 2008

Signed: Jerald L. Dickson
President

Pine Mountain Lake Men's Golf Club Directive #2008-3

Hole-In-One

Overview:

The procedure defines the amount of expenditure that the Club will provide for celebration of a member Hole-In-One.

Procedure:

The Club will reimburse the Country Club Bar for fifty (50) drink tokens for member holes-in-one when the requirements of Article VII Section 3d are satisfied.

Effective: October 1, 2008

Signed: Jerald L. Dickson
President