

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

REVISED AND EFFECTIVE November 1, 2025

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

Section 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

Section 1 PHYSICAL ADDRESS

The mailing address of the club is:

Pine Mountain Lake Men’s Golf Club
12765 Mueller Drive,
Groveland, California 95321

ARTICLE IV

Section 1 QUALIFICATIONS

All male persons who are current property owners in good standing, their male siblings, sons, nephews, sons-in-law, father or father-in-law and PMLA employees may become Members upon payment of the annual dues of the Club. A person is qualified to 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 on-line using the Pine Mountain Lake Men’s Golf Club web site, currently PMLMGC.com. The on-line application is made by completing and submitting the membership form.

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; this meeting may be in person or on-line.

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 or FAMILY 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. FAMILY MEMBERS

Family Members are direct family relatives of a Regular Member. They have the same rights and privileges of a Regular Member except that they cannot sponsor a Family Member.

c. 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.

d. COMPLIMENTARY MEMBERS

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

e. 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 process. If the process is an in-person meeting, then a quorum must be present and a vote by ballot must be taken. If the process is an on-line vote, then the majority of the people responding must approve the proposal.

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. This may be in-person or on-line, as determined by the Board.

ARTICLE V

MEETING OF MEMBERS

Section 1 PLACE OF MEETING

All in-person meetings of Members shall be held at the Pine Mountain Lake Grill on Mueller Drive at Pine Mountain Lake, or such other place as designated by the Board. Meetings may also be designated as on-line meetings and attended remotely.

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 be introduced to their new Board members. Alternatively, a membership email or newsletter to announce the new Board members can be used, in place of a formal meeting.

Section 3 SPECIAL MEETING

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, either in-person or remotely on-line and entitled to vote.

Section 5 NOTICE OF MEETING

Notice of meetings, Annual or Special, shall be given by emailing members. 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. For a vote to be valid, the member must place their own vote. 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. 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, Website Manager, Treasurer, Handicap/Membership Chairman, Tournament Chairman, and Assistant Tournament Chairman. The terms and method of election are as follows.

1. Officers are elected for a three (3) year term. The term starts immediately after an on-line vote for officer bearers, which takes place in September each year, at which they are elected and except as noted later, terminates immediately following the on-line vote for office bearers after the third year.
 - a. Officers may serve more than three (3) years at an additional 1-year at a time basis, with the approval of the majority of voters in an online vote.
 - b. Elections of new Officers to replace leaving Officers will be held each year by on-line vote for officer volunteers which takes place in September of each year.
 - c. An Officer Nominating Committee consisting of current board members and/or club volunteers and will be announced at least as soon as possible, in advance of the online or email election by the President. The announcement of the Nominating Committee will be included in a club newsletter or separate email.
 - d. The Nominating Committee will work to locate and select a candidate or candidates to be voted on for election to office. 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 the office to which he is elected.
 - e. The election of the new officers will be held by an on-line vote in September of each year.
 - f. In the event of a tie in the elections, a runoff election will be held only between the tied candidates.

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 other 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-QUORA-PROXIES

- a. **REGULAR MEETINGS:** Regular meetings of the Board shall be held at the time and place established by the Board, either in-person or on-line.
- 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 or by email 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 OF THE 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, See that the by-laws and Directives of the Club are strictly enforced, and generally supervise the affairs of the Club. Address questions, suggestions, and concerns that arise from the board, golf staff or club members. Also, get input from other board members and golf staff when needed. 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. Also, assist President, Tournament Chair and Assistant Tournament Chair as Needed.

c. **WEBSITE MANAGER:**

Directly manage the PMLMGC Website appearance and functionality, Create and maintain the annual tournament schedule, Post Tournament Results and available photos on the website after all tournaments. The position requires an interface with the different website support sites, including Wordpress, Stripe, Ionos, etc.

d. **TREASURER:**

The Treasurer shall have the general charge of the accounts and account books of the Club and its funds. He shall submit such statements of the accounts as the Officers may require. He shall make a quarterly statement to the Board of accounts and general financial affairs of the Club, and shall make payments to the Grill, Golf Staff, Prize Purchases, etc. to pay for tournament and other expenses incurred during the year.

e. **MEMBERSHIP/HANDICAP CHAIR:**

The Handicap/Membership Chairman shall be required to educate members as to how the handicap system works and on the proper posting of scores. His duties include updating the membership computer database of new members, posting handicap reports and distribution of Member/Handicap cards each month. He shall also be familiar with the Handicap Manual as published by the NCGA.

f. **TOURNAMENT CHAIR:**

The Tournament Chair shall be in charge of choosing tournament formats, planning, arranging, and coordinating the golf tournament program and related activities during the year. He shall also maintain a record of member participation in tournaments, track Player-of-the-Year Points, and coordinate tournament signups with the golf staff.

g. **ASSISTANT TOURNAMENT CHAIR:**

This position entails creating and sending out our newsletters throughout the year. These include member signup information, upcoming tournaments and results, and hole assignments once received from the golf staff.

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 expenditure 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 to verify his information and ensure that 30 drink tokens for a HOLE-IN-ONE made during an 18-hole round and 15 drink tokens for a HOLE-IN-ONE made during a 9-hole round, are presented to the Member. The tokens are redeemable for drinks at the Country Club Bar only.
- e. HOLE-IN-ONE compensation (drink tokens) will only be awarded if the achievement occurs on an officially designated Par 3 hole at PML and will not apply to normal Par 4 or 5 holes changed to play as a Par 3 hole for a particular event.

ARTICLE VIII MISCELLANEOUS

Section 1 PROCEDURE

Robert's Rules of Order (Simplified) shall govern the procedures of all in-person or online 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 day of October and end on the thirtieth 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 voting in an on-line vote or meeting.

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 PER DIEM EXPENSES FOR NCGA TOURNAMENTS

The Club will pay Per Diem of \$100 plus cart fees for one club member and the club pro who represents the Club at one NCGA Tournament played away from Pine Mountain Lake.

Section 10 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. Winner of the Club Championship shall receive a \$100 Pine Mountain Lake Gift Card and recognition in the newsletter and Proshop Hallway display.

Section 11 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. No prize is awarded but the player gets recognition in the newsletter and Proshop Hallway display.

Section 12 PLAYER OF THE YEAR

The winner shall receive a \$100 Pine Mountain Lake Gift Card and recognition in the newsletter and Proshop Hallway display.

Section 13 HANDICAP COMMITTEE

A Handicap Committee shall consist of three (3) members: the Head Golf Professional or his/her designee, the Membership/Handicap Chairman, and another 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. We shall form the committee, in the event that there is an issue regarding the handicap of a member, and work to resolve that issue.

CHANGES AND ADOPTION TO THE BY-LAWS

Amended:	1990	Article IV	Section 4	Number of Members
Amended:	1994	Article IV	Section 1	Qualification
Amended:	1994	Article IV	Section 7e	Junior 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
Amended:	1999	Article IV	Section 4	Number of Members
Amended:	1999	Article IV	Section 7c	Junior Members
Amended:	1999	Article V	Section 4	Quorum Adjournments
Amended:	1999	Article VI	Section 3	Handicap Chairman
Added:	1999	Article VII	Section 1f	Asst-Tournament Chairman
Deleted:	1999	Article IV	Section 5	Grandfather Clause
Deleted:	1999	Article IV	Section 7b	Associate Members
Deleted:	1999	Article IV	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
Amended:	2003	Article IV	Section 6d	Complimentary Members
Amended:	2003	Article V	Section 2	Annual Meeting
Amended:	2003	Article VII	Section 1e	Handicap/Member Chair
Added:	2003	Article VII	Section 10	Most Improved Golfer
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
Amended	2022	Article III	Section 1	Address
Amended	2022	Article IV	Section 1	Qualifications
Amended	2022	Article IV	Section 2	Applications
Amended	2022	Article IV	Section 3	Election of Membership
Amended	2022	Article IV	Section 5	Term of Membership
Amended	2022	Article IV	Section 6	Classes of Membership
Amended	2022	Article IV	Section 8	Assessments
Amended	2022	Article IV	Section 9	Discipline
Amended	2022	Article V	Section 1	Place of Meeting
Amended	2022	Article V	Section 1	Quorum
Amended	2022	Article V	Section 1	Notice of Meeting
Amended	2022	Article V	Section 1	Voting Proxies
Amended	2022	Article VI	Section 3g	Officers-Term
Amended	2022	Article VI	Section 5a	Meeting-Quora-Proxies
Amended	2022	Article VIII	Section 5	Amendments
Amended	2022	Article VIII	Section 11	Per Diem Expenses for NCGA Tournaments

Amended:	2025	Article V	Section 2	Annual Meeting
Amended:	2025	Article VI	Section 3	Officers-Term
Amended:	2025	Article VII	Section 1	Duties of the Officers
Amended:	2025	Article VIII	Section 1	Procedure
Amended:	2025	Article VIII	Section 9	Eliminate Senior Golf Activities
Amended	2025	Article VIII	Section 10	Eliminate Player of the Year Award
Amended	2025	Article VIII	Section 11	Per Diem Expenses for NCGA Tournaments. Change to Sec. 9
Amended	2025	Article VIII	Section 12	Club Champion. Change to Sec. 10
Amended	2025	Article VIII	Section 13	Net Champion. Change to Sec. 11
Added	2025	Article VIII	Section 12	Player of the Year. Add Sec. 12
Amended	2025	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

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

Pine Mountain Lake Men's Golf Club Directive #2008-4

Hole-In-One

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 30 drink tokens for a HOLE-IN-ONE made during an 18-hole round at PML and 15 drink tokens for a HOLE-IN-ONE made during for a 9-hole round at PML, when the requirements of Article VII Section 3d are satisfied.

Effective: May 26, 2024

Signed: Ted Toffey, PMLMGC President