

**HAWAII STATE WOMEN'S GOLF ASSOCIATION  
BY-LAWS**

**Article I – Name**

The name of this Association shall be the Hawaii State Women's Golf Association (HSWGA).

**Article II – Objectives**

The Objectives of this Association shall be:

- Section 1. To promote and maintain the best interests in the game of golf among women.
- Section 2. To assist and promote statewide amateur golf tournaments for all members of this Association.
- Section 3. To assist in all golf activities upon request by non-member organizations, i.e. USGA, non-HSWGA member clubs and Hawaii Junior Golf programs.
- Section 4. To coordinate the calendar of women's amateur tournaments.
- Section 5. To promote good fellowship among the members of the clubs belonging to this Association.
- Section 6. To assist women in developing a keener knowledge of USGA rules, etiquette and handicap system.
- Section 7. To act as a liaison between USGA and member clubs.

**Article III – Membership**

- Section 1. Membership is open to women's and mixed clubs in the State of Hawaii. (with a minimum of 10 members).
- Section 2. Women, 18 years and older, female at birth, and with an active GHIN Handicap Index or other USGA approved handicap index, who belong to member clubs in good standing, are eligible to participate in HSWGA sponsored tournaments.
- Section 3. Application for membership shall be submitted to the membership chairperson of the Association with a list of the officers of the club accompanied by a check for the annual dues for the current year.
- Section 4. Any eligible club, whose application and dues have been properly presented and filed, may be admitted to membership in accordance with the By-laws.
- Section 5. Membership in the Association shall bind each member club to abide by all the conditions, rules and regulations of the Association.
- Section 6. All member clubs shall pay annual dues to the Association by January 1<sup>st</sup>. Clubs are considered delinquent if dues are not paid by January 31 and its members are ineligible for HSWGA sponsored tournaments and activities.

#### **Article IV – Board of Directors**

- Section 1. The Board of Directors of the Association shall consist of: (a) the five-member Executive Board; and (b) all standing committee chairpersons or their assistant.
- Section 2. The Board of Directors shall have control and management of the activities and funds of the Association and have the right to vote at all board and biannual membership meetings.
- Section 3. Vacancies on the Board of Directors shall be filled by the Executive Board for the unexpired term.
- Section 4. The nominating committee is comprised of the Corresponding Secretary, who serves as chair, and two additional board members, appointed by the Corresponding Secretary. The slate of nominees shall be approved by the board and submitted for election at the fall membership meeting.
- Section 5. Nominations for the Executive Board may be made from the floor at the fall General Membership meeting.

#### **Article V – Executive Board**

- Section 1. The Executive Board of the Association shall consist of a President, Vice President, Recording Secretary, Corresponding Secretary, and Treasurer, all of whom shall be members of affiliated clubs.
- Section 2. The Executive Board shall be elected by all voting members present at the fall General Membership meeting. Each member of the Executive Board, except officers appointed by the Board, shall continue in office until her successor shall be duly elected or until she shall have resigned and such resignation shall become effective.
- Section 3. Officers of the Executive Board shall hold office for a term of one year or until their successors are elected. No officer of the Executive Board shall be eligible to serve for more than five (5) consecutive terms in the same office.

#### **Article VI – Representatives**

- Section 1. The Representatives of the Association shall consist of one person from each member club, or alternate who shall act for the representatives in her absence including the right to vote.
- Section 2. The means of selection and length of term of said representatives shall be made at the discretion of each member club.
- Section 3. Each member club shall be responsible for filling any vacancy occurring during the term of office of their representative.
- Section 4. As soon as the selection is made each member club must submit the name of their representative and alternate to the HSWGGA membership chairperson.

## Article VII – Duties of Officers

- Section 1. **President**  
The President shall preside at all meetings of this Association and of the Board of Directors and perform such duties as ordinarily pertain to her office. The President shall appoint special committees as she shall deem advisable.
- Section 2. **Vice President**  
It shall be duty of the Vice President, in the absence of the President, to perform and discharge the duties and functions pertaining to the office of President and such other duties as may be required by her or by the Board of Directors. She shall be the chairperson of the Tournament Committee.
- Section 3. **Recording Secretary**  
The Recording Secretary shall keep records of all meetings of the Association and of the Board of Directors. She shall perform such other duties as may be assigned her by the Board of Directors or the President.
- Section 4. **Corresponding Secretary**  
The Corresponding Secretary shall have charge of all correspondence belonging to the Association, chair the Nominating Committee, and publish a newsletter to be distributed to all member clubs' representatives. She shall perform such other duties as may be assigned her by the Board of Directors or the President.
- Section 5. **Treasurer**  
The Treasurer shall collect all monies due the Association and disburse same under the direction of the Board of Directors. She shall report in writing the state of finances when required by the Board of Directors, showing all receipts and disbursements during the year. All checks issued by the Association shall be signed by the Treasurer and/or the President.

## Article VIII – Standing Committees

- Section 1. The chairperson of all Standing Committees shall be selected annually by the Executive Board. The members of such committees shall be selected by the chairperson of each committee. Each Standing Committee shall present an annual report.
- Section 2. **By-laws Committee**  
This committee shall be appointed as necessary and shall be responsible for interpretation and changes of the By-laws governing this Association.
- Section 3. **Course Rating Committee**  
This committee shall rate golf courses in accordance with USGA regulations.
- Section 4. **Handicap Committee**  
This committee shall promote uniformity in the computation of handicaps by all member clubs according to the USGA, have jurisdiction

over all handicaps used in connection with Association events and keep a record of tournament results for its member clubs.

Section 5. **Hole In One Committee**

This committee is responsible for recognizing all hole in one recipients.

Section 6. **Membership Committee**

This committee shall be responsible for processing new and renewal membership applications, preparing a membership roster and keeping it up to date, and collecting annual dues.

Section 7. **Rules Committee**

This committee shall be responsible for settling all disputes in connection with interpretation of rules for tournaments held by this Association; and upon request, shall assist all member clubs with any interpretation of rules as set forth by the USGA.

Section 8. **Tournament Committee**

This committee shall be responsible for conducting all HSWGGA sponsored tournaments held by its members and promote future tournaments to be held by this Association. The chairperson of this committee shall be the Vice President.

**Article IX – Obligations and Discipline**

Section 1. Membership in this Association shall obligate each member club to abide by the By-laws and rules of this Association.

Section 2. No member club shall be disqualified or deprived of any privileges without due notice and formal charges with specifications having been made in writing and an opportunity given to be heard in its defense.

Section 3. Should a member of a club in this Association be guilty of conduct prejudicial to the best interest of the Association, she may be barred by two-thirds vote of the Board of Directors from participation in any competition sanctioned by the Association, provided first, that such member be given reasonable notice of the charges and an opportunity for a hearing; and providing further that a copy of such charges shall be furnished to each director with the call for a meeting to act thereon.

Section 4. In the event this Association is dissolved, all monies remaining in the treasury shall be given to charity, as per a 501 (c) non-profit status club.

**Article X – Amendments**

The By-laws may be amended, added to or repealed by a two-thirds vote of the Board of Directors and club representatives present at any regular or special meeting called for that purpose. All such proposed amendments, additions or repeals must be submitted in writing to the Board of Directors at least thirty (30) days prior to a meeting at which such amendments, additions or repeal is to be acted upon.

## **Article XI – Parliamentary Authority**

The rules contained in the current edition of Roberts Rules of Order shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these By-laws and any special rules of order the Association may adopt.

By-laws amended: May 1978 – Add to Article III – Section 6.

By- laws amended: July 1984

By-laws amended: April 1999

By-laws amended: November 2015

By-laws amended: November 2018

