



Calabogie Highlands Men's League

Constitution and By-laws

Established September 26, 2018

Amendment	Content	Date
I	Change executive representatives on the MA Change name for Men's Club Captain to League Captain	May 8, 2019



Calabogie Highlands Men's League
CONSTITUTION and BY-LAWS

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Calabogie Highlands Men's League

CONSTITUTION and BY-LAWS

Calabogie Highlands Men's League herein called the "Men's League"

Calabogie Highlands Golf Resort herein called the "Club"

Calabogie Highlands Golf Resort Men's League Executive herein called the "Executive"

Calabogie Highlands Golf Resort Member's Association herein called the "Member's Association"

ARTICLE I - NAME AND OBJECTIVES

Section A

Name

1. The name of the Organization shall be:

Calabogie Highlands Men's League

Section B

Affiliations

1. The Men's League is affiliated with the Club.
2. The Club has affiliations with Golf Canada, the Golf Association of Ontario and the Ottawa Valley Golf Association.

Section C

Objectives

1. The objective of the Men's League is to:
 - a) provide a fun and competitive environment for male golfers,
 - b) encourage members of the Club to join the Men's League and participate in the activities of the Men's League,
 - c) promote and organize social activities for its members, and
 - d) render service to the Club.

ARTICLE II - FISCAL YEAR

1. The fiscal year of the Men's League shall commence on 01 October and end on 30 September each year.

ARTICLE III - OPERATION OF MEN'S LEAGUE

1. The Men's League will operate a weekly competition on Wednesday's from May to September.
2. The Men's League shall not be conducted or operated for profit. No funds from tournaments, membership fees, donations, fund raising or any other source shall inure to the benefit of any individual member or other individual.
3. The Men's League Funds will not be used to the personal benefit of the Executive.

ARTICLE IV- BY-LAWS

1. The Executive, by the power vested in them hereby establishes the By-laws of the Men's League. Every member is subject to these By-laws and subsequent approved amendments. In order to carry out the Constitution, the Men's League shall from time to time adopt and revise the By-Laws. (See Article XI)

ARTICLE V- MEMBERSHIP AND DUES

Section A - Eligibility

1. All male golfers who have paid the established annual dues for the Men's League shall be considered as Members in Good Standing.
2. Under special circumstances and at its discretion, the Executive may award an honorary membership(s).
3. All Members in Good Standing shall be eligible to participate in events operated by the Men's League and are entitled to all privileges including voting and holding office. Honorary members are not eligible to hold office or vote.
4. Members in Good Standing:
 - a) *Demonstrating Sportsman-like Conduct:* a Member in Good Standing will act in a respectful way while participating in golf activities on the course as well as around the Club. Any interaction with management or staff, volunteers, other members and the general public will uphold sportsman-like conduct. Public displays of uncontrolled anger, outbursts of profanity and violation of club/golf rules are some examples that are not consistent with the behavior the Men's League promotes.
 - b) Are encouraged to volunteer to help in the Men's League and Club activities to the extent their circumstance permit.
5. Members are expected to maintain a verifiable up-to-date handicap.

Section B - Membership Fees

1. The annual fees are due on or before the start of the regulars Men's day activities.
2. In lieu of annual membership a player may elect to pay a day fee (Section D). If a player decides to become a Men's League member after he has paid day fees he will have all of his day fees credited to his membership dues if paid in full by July 1st.
3. The annual dues and day fee will be approved by the membership at the Spring AGM.

Section C - Termination of Membership

1. Any member in good standing may terminate his/her membership by resigning in writing to the Executive.
2. The Executive may terminate any member for breach of conduct. (See ARTICLE XIII).

Section D – Day Players

1. In addition to Members, any male over the age of 18 may participate in any Men's League activity by paying the established day fee.
2. Any day player is entitled to all playing privileges on that day including winning prizes, participating in the deuce pot and any subsidized social activities following golf except for the Men's opening and Closing banquets.

ARTICLE VI - TYPES OF MEETINGS AND NOTICE

Section A - Meetings

1. There will be two (2) Annual General Meetings of the Men's League to be held in the Spring and Fall at the Men's League Opening and Closing events.
2. There will be no less than two (2) meetings of the Executive each year, one in the spring and one in the fall. Additional meetings may be called by the President or other Executive members as required.
3. The agenda of the spring meeting will include the presentation to the membership of the Men's League's programs for the year and approval of the budget for the upcoming year.
4. The agenda of the Fall AGM will include the election of new members of the Executive.
5. Any member in good standing may attend any Executive meeting and may only participate if approved on the agenda.

Section B - Conduct of Meetings

1. Two-thirds (2/3) of the Executive present constitute a Quorum.

ARTICLE VII - VOTING

1. The following shall govern meetings:
 - a) Any member in good standing has the right to attend, participate and vote in any Annual General Meeting and any Special General Meetings.

ARTICLE VIII – EXECUTIVE

Section A – Executive Committee

1. The Executive Committee of the Men’s League shall consist of:
 - a) President
 - b) Vice President
 - c) Treasurer
 - d) Secretary
 - e) League Captain
 - f) Assistant Captain
2. The following members of the Executive Committee will also sit on the Member’s Association:
 - a) President
 - b) Captain

Section B - Eligibility

1. All Members of the Executive Committee must be members in good standing of the Men’s League.
2. Executive members must be a member of the Club to sit on the Member’s Association.

Section C - Term of Office

1. Terms of Office shall be two (2) years, beginning 01 October and ending 30 September.
2. The terms of the Executive Members will overlap so that at least two members of the Executive carry over each year. In the event that a position is vacated before the end of its term the Executive may name a replacement until the following AGM.

Section D – Duties

1. Duties of the President

Responsible for setting the Agenda for meetings of the Executive in consultation with the Executive and chairs the meetings.

Facilitate collaborative decision making by the Executive.

Acts as the official representative, spokesperson and signing officer (shared with Treasurer) for the Men's League.

Encourages participation in the Men's League and the Club.

Prepares reports as required for newsletters, etc.

Prepares and presents an Annual Report to the Men's League at the Fall AGM.

Ensures that relevant information is distributed to members sufficiently in advance of the closing and/or opening meeting.

2. Duties of the Vice-President

Encourages participation in the Men's League and the Club.

Assumes the responsibilities of the President in the absence of the President.

Helps facilitate collaborative decision making by the Executive.

Responsible for developing sponsorship relationships to support the Men's League.

Coordinates special event days including the Member-Guest day.

Automatically assumes the office of the President, on an emergency basis, if the position becomes vacant at any time during the 2-year term.

3. Duties of the Secretary

Responsible for the minutes of all meetings of the Men's League.

Provides the minutes to the President prior to distribution to the Men's Executive.

Ensures that relevant information is distributed to the Men's Executive sufficiently in advance of Executive meetings.

Encourages participation in the Men's League and the Club.

Performs other duties as directed by the Executive/President.

4. Duties of the Treasurer

Responsible for coordinating meal's with the club kitchen manager and obtaining member choice of pre-determined meals.

Maintains the financial records of the Men's League and reports said records to the Executive on a regular basis and at all Executive meetings.

Encourages participation in the Men's League and the Club.

Acts a signing officer of the Men's League (in consultation with President) for banking and financial purposes.

Prepares the Annual Budget for approval at the Spring meeting of the Men's League.

Performs other duties as directed by the Executive/President.

5. Duties of the Men's League Captain

Acts as the Men's League representative on all occasions relating to internal and external Club events.

Oversees all golf related activities for the Men's League.

Organizes the season's weekly playing schedule.

Makes groups and distributes the tee times each week.

Enforces rules of golf as they relate to the Men's League.

Updates the group of any changes through OVGGA, GAO or Golf Canada.

Offers guidance in rules/etiquette where applicable.

Liaises with the Club with issues pertaining to rules or course conditions.

Liaises with the Pro Shop/Pro providing the Men's League playing schedule.

Liaises with other clubs for potential interclub play.

Encourages participation in the Men's League and the Club.

Collects scores and announces winners for weekly games, tournaments and special events.

Responsible for tallying up winners for end-of-year prizes, organizing prizes and presenting them at the Men's Closing.

Is prominent with the Club throughout the year and is approachable and available to all of the members.

Delivers information at the Opening, Closing and any other meetings throughout the season.

Attends OVGGA meetings as required.

If the Men's League Captain is not a member of the "Club" the President will assume his role on the MA.

6. Duties of the Assistant League Captain

Manages the Deuce Pot program for Wednesday golf.

Registers Men's League members and collects membership fees.

Registers day players and collects fees.

Maintains appropriate records of all fees collected, transferred to the treasurer and paid out to deuce pot winners.

Encourages participation in the Men's League and the Club.

Assume the duties of the Captain when required.

Provides other support as required.

ARTICLE IX - POWERS AND DUTIES OF THE EXECUTIVE

1. The business of the Men's League shall be managed by its Executive and shall require a simple majority vote.
2. The Executive shall have the right, by a two-thirds (2/3) majority vote, to remove any Officer or Chairperson of a Committee for violation or neglect of duty.
3. If an Executive Member resigns or is removed during his/her term, the Executive may appoint a Men's League Member to the position until the next Fall AGM.

ARTICLE X - STANDING COMMITTEES

1. From time to time, the President may establish a Committee, either Special or Standing, to deal with any particular interest or function. The President may appoint a Chairperson accordingly.

ARTICLE XI - AMENDMENTS

1. The Constitution and By-Laws of the Men's League may be altered, repealed or amended by a vote of two-thirds (2/3) of the members present at any regular or special meeting of the Men's League.
2. Any member wishing to recommend a change to the By-Laws must send the recommendation in writing to The Executive at least thirty (30) days prior to a Men's League meeting. The recommended change will be posted and distributed to all members' fifteen (15) days prior to said meeting.

ARTICLE XII - COMPLAINT RESOLUTION

Section 1 - Complaints

1. Complaints will be acted upon, only if submitted to The Executive in writing.
2. The Executive will review the complaint, interview witnesses, and inform the complainant of their decision and action taken, in writing.
3. If the complaint involves a member of the Executive, that member will be removed from discussions and decisions until an action has been taken and resolution reached.
4. If the complaint involves The Executive as a whole the complaint will be referred to the Member's Association for action.

ARTICLE XIII - DISCIPLINE

1. Any member of Men's League guilty of conduct, in the opinion of The Executive endangering the welfare or good order of the Men's League may be, by two-thirds (2/3) vote of the total Executive and in concert with the club owners be:
 - a) Censured,
 - b) Suspended from Men's League activities without privileges for a stipulated period of time, and/or
 - c) Expelled from Men's League activities.
2. Members who have been expelled from the Men's League may reapply for membership, and may be reinstated by a two-thirds (2/3) vote of The Executive, the season following the year they were expelled.

ARTICLE XIV– GOLF

Section 1 - Rules of Play

1. All Golf shall be played in accordance with the current edition of the "Rules of Golf" set forth by "*Golf Canada*", and local rules approved by The Executive.