**SUNBIRD MEN’S GOLF**

**ASSOCIATION CONSTITUTION**

**ARTICLE ONE - NAME**

The name of this organization shall be the **Sunbird Men’s Golf Association**.

**ARTICLE TWO - PURPOSES**

The purpose of this association shall be: To promote, encourage and advance men’s golf in accordance with the rules adopted by the United States Golf Association (USGA), subject to local rules.

To promote courtesy and sportsmanship in the game of golf.

**ARTICLE THREE - MEMBERSHIP AND ELIGIBILITY**

Property owners of Sunbird Golf Resort shall be accepted for membership as regular members.

Membership year begins January 1st and ends December 31st.

Charter members shall be property owners of Sunbird Golf Resort accepted for membership prior to January 1, 1990.

Regular members shall be golfers and eligible to vote, hold office and serve on committees in accordance with the constitution and by-laws. Associate members are not eligible to vote or hold office.

Associate membership may be granted to residents who are renting or leasing a residence in Sunbird Golf Resort (2) to regular members who have moved from Sunbird Golf Resort and wish to retain their membership in the association (3) to all outside players who wish to join the Men’s Club effective March 1, 2009. Associate members may participate in weekly Men’s Day play and prizes subject to the same handicap requirements as regular members.

Regular members, charter members and associate members are eligible to play in all tournaments, home and home games and shoot-outs sanctioned by the Sunbird Men’s Golf Association.

**ARTICLE FOUR - MEMBERSHIP DUES**

All members pay annual dues which also includes a handicap fee through the AGA. Dues shall be considered delinquent if not paid by December 15th of the club calendar year.

Handicapping will be discontinued until dues are paid. A $5.00 penalty will be assessed for payment of delinquent dues after the December 15th due date.

Members who are delinquent in current annual dues or designated prize money will not be eligible to participate in regular Men’s Day play or tournaments, or vote until in good standing.

**ARTICLE FIVE - OFFICERS AND EXECUTIVE BOARD**

The Executive Board shall consist of all elective officers and those Committee Chairmen selected by the President.

Five members of the Executive Board including at least two elected officers shall constitute a quorum.

The Immediate Past President shall automatically become an ex-officio member of the Executive Board.

Elective officers shall be: President, Vice President, Treasurer and Secretary.

**ARTICLE SIX - STANDING COMMITTEES**

Standing Committees shall be: Tournament; Handicap/Membership; Rules; Publicity/Social; Home and Home; Shoot-out; Computer Services; AGA Delegate.

Chairmen of standing committees shall be appointed by the President.

**BY-LAWS**

**ARTICLE ONE - DUTIES OF THE OFFICERS**

Section 1 - Duties of the President

The President shall preside at all meetings. He shall appoint all committee chairmen. He shall be an ex-officio member of all committees. He shall perform other duties as provided by these by-laws and/or authorized by the Executive Board.

The President, Vice President, Treasurer and Secretary each have authority to sign checks. Any check in excess of $300.00 shall require two signatures.

The President shall appoint two (2) members of the Association NOT serving on the Executive Board to Audit the Treasurer’s Annual Report prior to the installation meeting.

Section 2 - Duties of the Vice President

The Vice President shall, in the absence of/or inability of the President to act, perform the duties herein designated to the President. The Vice President shall automatically become the next President.

Section 3 - Duties of the Treasurer

The Treasurer may issue and sign checks not to exceed $300.00 per check. He shall render a detailed report of all receipts and expenditures at Meetings. Checks over $300.00 must be signed by any two of the authorized signatures.

Request for any donation shall be submitted to the Executive Board for approval and any such request over $300.00 shall require general membership approval.

He shall, with the President, prepare a yearly budget subject to final approval by the Executive Board.

Section 4 - Duties of the Secretary

The Secretary shall keep complete minutes of all meetings, attend to all correspondence and perform such duties as the President may from time to time require.

**ARTICLE TWO - DUTIES OF CHAIRMEN OF STANDING COMMITTEES**

Section 1 - Tournament Chairman

The Tournament Chairman, with the approval of the Executive Board, shall schedule and conduct all weekly tournaments. He shall prepare and post on the bulletin board a calendar of events and the results of these events. The Chairman may appoint one or more members to assist him.

Section 2 - Handicap/Membership Chairman

The Chairman shall monitor score postings and forwarding of same to obtain required handicaps.

The Chairman shall keep accurate membership records and report all changes to the President and involved chairmen immediately, primarily the Treasurer and Tournament Chairman.

Section 3 - Rules Chairman

The Rules Chairman and his committee shall familiarize themselves thoroughly with the “Rules of Golf” as adopted by the USGA. They shall interpret these rules for the membership in cooperation with the Club officers.

The Rules Chairman and the President shall act as a “Grievance Committee” to settle all rules disputes that may arise among members. Their verdict shall be final.

Section 4 - Publicity/Social Chairman

The Publicity/Social Chairman shall be responsible for food, refreshments, bands etc. for various functions as needed.

The Publicity/social Chairman shall also act as Historian and shall keep a record of Association activities.

Section 5 - Home and Home Chairman

The Chairman shall make arrangements for a home and home event with other surrounding Men’s Golf Associations. The number of events will be approved by the executive board and general membership.

Section 6 - Shoot-out Chairman

The Chairman shall coordinate the association’s approved shoot-out matches, and the couples’ shoot-out shall be coordinated with the Ladies Eighteen Hole Association.

Section 7 - Computer Services Chairman

The Chairman shall be responsible for the Association’s computer needs and training.

Section 8 - AGA Delegate Chairman

The Chairman shall be responsible for reporting to the executive board for any and all communications with the Arizona Golf Association.

**ARTICLE THREE - MEETINGS**

Section 1 - Regular meetings shall be held on the first Tuesday of the following months: November, December, January, February, March and April.

Section 2 - Special meetings may be called by the President, and it shall be the duty of the President to call a special meeting within thirty (30) days after receipt of the written request of one-third of the membership.

Section 3 - The Regular meeting in March shall be known as the Annual Meeting and shall be for the purpose of receiving Annual reports and the Election and Installation of the new officers. New officers will assume their duties immediately following the Awards Banquet.

Section 4 - Members in good standing shall be eligible to vote, and the members present shall constitute a quorum.

Section 5 - Executive Board meetings shall be held prior to the general membership meetings unless otherwise ordered by the Executive Board.

Section 6 - Robert’s Rules of Order, Revised, shall be the authority for all questions not covered by the Constitution and by-laws.

**ARTICLE FOUR - NOMINATING COMMITTEE**

The nominating Committee shall consist of three (3) members. One, the Chairman, shall be appointed by the President, and two (2) to be elected from the floor at the February meeting.

Section 1 - The Nominating Committee shall, from the regular membership, select a slate of nominees consisting of one or more names for each office.

Section 2 - The Nominating Committee may not nominate themselves.

Section 3 - The Chairman shall post the slate at least two (2) weeks prior to election.

**ARTICLE FIVE - ELECTION**

Section 1 - The Election of officers will be held at the Annual Meeting on the First Tuesday in March.

Section 2 - Following the announcement for the name(s) of each office, the President shall call for nominations from the floor. If there is more than one nomination for any office, election will be by written ballot. If not, the recommendations shall be accepted as read.

Section 3 - Upon election, the new President shall have the right to select and appoint the Committee Chairmen who will become members of the Executive Board.

Section 4 - Upon election, the Executive Board shall be empowered to make out the next year’s activities (April through March) in cooperation with the golf club.

Section 5 - If the Vice President becomes President because of incapacity of any kind to the President, the Executive Board shall elect a new Vice President, subject to the approval of the membership. Such procedure shall be followed regarding any other vacancy of an elected officer.

Section 6 - An absentee ballot for election may be requested by any member eligible to vote, provided the request is made a least ten (10) days prior to election. The ballot must be returned no later than the day of election in order to be validated and counted.

**ARTICLE SIX - AMENDMENTS**

The Constitution and By-Laws may be amended at any regular Sunbird Men’s Golf Association meeting by a vote of two-thirds of the members present, provided the proposed amendment(s) has been read at the regular meeting and posted at least twenty (20) days prior to voting.

**STANDING RULES**

Standing Rules are those governing the general weekly operations of the Association. These Rules are adopted formally and put into writing so that a set policy is guaranteed and provides uniformity and continuity for the benefit of the membership. These Standing Rules differ from the Constitution and By-Laws in that they may be changed or repealed at any regular meeting by a majority vote without previous notice of said change or repeal.

1. Eligibility for prizes in the Association is established by members in good standing having an established USGA handicap index from other golf courses or being determined by a combination of at least three eighteen hole Sunbird Golf Course score cards or scorecards from other USGA rated golf courses.

 2. Regular Men’s Day play shall be every Thursday during the prescribed golf season with the exception of holidays or the golf course being closed for play. Sign-up for play shall be on the sheet so designated, posted on the board outside the Pro Shop.

3. Regular play shall consist of eighteen (18) holes each Men’s Day with full handicap, unless otherwise indicated by the Tournament Chairman.

4. Regular competition prizes will be as determined by the Tournament Committee and approved by the Executive Board. Weekly wins will be posted on the Men’s Club Bulletin Board outside the Pro Shop, along with the current pairings.

5. Each player is responsible for his own score. Each foursome shall keep duplicate score cards, one to be signed by the scorer, attested, dated and deposited in the Pro Shop lobby as designated, for the purpose of obtaining a handicap, or for the play of the week.

6. Members who are delinquent in current annual dues or designated prize money will not be eligible to participate in regular Men’s Day play, tournaments or voting until in good standing.

7. ~~A playing fee of five dollars ($5.00) per player shall be collected each week prior to men’s day golf play~~.

8. ~~Distribution of the five dollars ($5.00) shall be as follows:~~

1. ~~A minimum of three dollars ($3.00) shall be paid to the pro shop every week to pay for “chit” prizes issued by them. Chits, in turn, will be awarded to approximately forty percent (40%) of the players who participated that week.~~
2. ~~One dollar ($1.00) shall be allocated for cash prizes on “Skins,” on Gross-Net playing days, with a maximum payout of ten dollars ($10.00) for any single skin.~~
3. ~~One dollar ($1.00) shall be allocated for cash prizes on “KPs” with a maximum payout of ten dollars ($10.00) for any single KP.~~
4. ~~Any excess funds collected on tournament days shall be placed in a slush fund, maintained by the Tournament Chairman, to be used for any future payout shortfalls.~~

7. A playing fee of six dollars ($6.00) per player shall be collected each week prior to men’s day golf play.

8. Distribution of the six dollars ($6.00) shall be as follows:

1. A minimum of three dollars ($3.00) shall be paid to the pro shop every week for “Chit” prizes issued by them.
2. One dollar ($1.00) shall be paid as “Chits” for “Skins” on Gross-Net playing days. With a maximum of a $10 payout for any single skin.
3. One dollar ($1.00) shall be allocated as “Chits” on KP’s with a maximum of $10 for any single KP.
4. One dollar ($1.00) shall be allocated for a “Deuce Pot” fund to be distributed as evenly as possible in “Chits” among all players scoring a Deuce or (2) on any hole during that day’s play.
5. Any excess funds collected on tournament day shall be placed in a “slush fund”, maintained by the tournament committee, to be used for future tournament payout short falls.

9. The rules listed in items 7 & 8 must be used for all Men’s Day play. This includes the Sunbird Cup, Match Play and Men’s Club Championship Tournaments.

10. Members participating in a match play tournament and who have a paid up hole in one eligibility and whose match has ended before completing 18 holes, may continue to play the remaining holes up to a total of 18 holes and if a witnessed hole in one is achieved will still be eligible to receive the hole in one pot. Members are not eligible for the hole in one pot on extra holes that are required to determine the winner of the match in case of a tie at the end of 18 holes. The same rule ( a maximum of 18 holes) will apply to regular club kp’s and to special games such as the progressive kp or on the green if the member has entered them that day.

11. In match play, the tournament chairman has the option of changing the round of 16 to a round of 8 if the handicap spread warrants it. The Championship will be played to scratch. All other flights will be at handicap.

**ELIGIBILITY FOR TOURNAMENTS**

Members in good standing must have a valid USGA handicap to play in weekly or major Men’s Club tournaments. New members who have an established USGA handicap index form another course will be given a Sunbird Golf Course handicap by the Handicap Chairman and may play in weekly and major tournaments. New members who do not have a valid USGA handicap must have submitted three recent eighteen hole scorecards from the Sunbird Golf Course or from any other USGA rated golf course, from which a temporary handicap will be assigned by the Handicap Chairman until an official handicap is established. Members who have not yet received their official handicap may participate in tournaments but not be eligible for prizes.

**GENERAL RULES AND ETIQUETTE**

1. Members should cancel at least the day before play, if at all possible, by calling the Tournament Chairman or Pro Shop.
2. All adjusted scores should be recorded in the computer on the day of play each time a member completes an 18-hole round, other than Men’s Day. Men’s day scores are posted by the Men’s Day Tournament Committee.
3. Members may invite a guest to play on Men’s Day, except when special events are scheduled for members. The member should notify the Tournament Chairman by 9:00 am on the Tuesday before Men’s Day play. Guests are limited to two events per year. If the guest has a verifiable GHIN handicap, he can play in the scheduled Men’s Club event by paying the $5.00 and he would be eligible for any payouts. He would also be eligible to enter the #3 on the green pot. He would not be eligible for the hole in one pot money nor for the #14 King of the KP’s. The tournament chairman has the authority to accept or deny any guest.
4. Members should familiarize themselves with the Rules of Golf, Local Rules and all the conditions under which golf events are played.
5. Members should strictly observe the Rules of Golf, the etiquette of golf and the traditions of the game.
6. In the interest of all, keep pace with the group in front. There should never be an open hole in front of you.

**2/15/20**

**Updates Revisions and Amendments ~ history**

10/5/09 Constitution Updated

 3/2/10 Added Sections 7, 8 and 9 to the Standing Rules

 1/7/14 Amended By Laws Article 1, Section 3 – Required Check Signatures

 1/7/14 Amended Standing Rules, Section 8D – Excess Funds Collected

 1/5/16 Added Standing Rule, Item 10.

 3/7/17 Added Standing Rule, Item 11

 2/15/18 Clarified General Rules, item 3 - Guests

 4/2/19 Amended Standing Rule 8A – Payouts

 4/2/19 Amended Standing Rule 8B – Skin Payouts

2/15/20 Amended Standing Rules, Section 1 – Changed requirement of five score

 cards to three score cards for handicap determination and added the allowance of a handicap index or score cards from other USGA rated golf courses.

 Completely rewrote the Tournaments Section. Clarified the allowance of a handicap index or score cards from other USGA rated golf courses, changed the requirement of five scorecards to three and clarified player eligibility.

3/27/2024 Rewrote/replaced STANDING RULES items 7 & 8 leaving the current items lined out. Also corrected margins & typo’s, added page numbering and revision identification as ‘footers’ to each page, adjusted gaps to reduce the number of pages in the document.