

MID-ISLAND SENIORS GOLF ASSOCIATION CONSTITUTION AND BY-LAWS

This association is formed under the authority of Article Ten (X) Clause (f) of the Constitution of the B.C. Golf Association, passed on the 31st of January, 1976.

CONSTITUTION

1. The Association shall be called the Mid-Island Seniors Golf Association (hereinafter referred to as MISGA).
2. The objectives of MISGA are:
 - (a) To promote friendly competition among senior male golf players of the mid-island area as a means of encouraging them to continue golfing as an active form of recreation. Tournaments will be held each year at various golf courses registered with the B.C. Golf Association and as may be arranged by THE EXECUTIVE COMMITTEE; and
 - (b) To keep to a minimum the golfing costs for members, particularly the cost of their tournaments.

BY-LAWS

1. THE EXECUTIVE COMMITTEE

- A. The business of MISGA is carried out by an Executive Committee whose actions should conform to the policies set down in the Constitution and By-Laws and to such additional policies as may be ratified at a General Meeting. The Executive Committee consists of the Past-President, President, Secretary, Treasurer, Membership Secretary, Webmaster, and three Vice-Presidents drawn from and representing the three districts of the area. Those districts are: South End (south of Haslam Creek Bridge); Central Section (north of Haslam Creek Bridge to Bowser and including Port Alberni); and North End (north of Bowser, including Powell River). The Executive Committee, excluding the Past-President, will be elected at each Annual General Meeting and will hold the office for one year.

One of the Vice-Presidents will be designated as First Vice-President at the Fall Meeting of the ADMINISTRATIVE COUNCIL. The designated VP is usually the longest-serving one, and he is considered to be the President Elect. Typically, the President is selected from a different region each year. To facilitate the election of the Executive Committee, the President may appoint a nominating committee of one or more MISGA members.

- B. The Administrative Council is made up of the Executive Committee plus one (1) Representative from each Golf Club that has indicated its willingness to support MISGA by providing its golf course for about 6 hours once a year for a tournament, and offering its Club-House for a post tournament meal. The names of the Club Representative and an Alternate Rep will be forwarded to the Secretary. The selection of the Representative and his Alternate, and their term of office, is determined by the MISGA members of each club.
- C. Should a vacancy occur in any elective office during the year, the Executive Committee has the power to appoint a member to serve out the balance of the term.
- D. The Executive Committee will carry out the policies as set out at the Annual General Meetings, and may make recommendations for changes at the next Annual General Meeting—or any special meeting called to consider the question.

2. MEMBERSHIP

- A. Memberships are not limited, but a MISGA member must:
 - (1) Be a male member of a golf club registered with the BCGA;
 - (2) Have passed his 55th birthday;
 - (3) Have been accepted as a member of MISGA; and
 - (4) Have paid his entrance fee and annual dues.
- B. Should any Club be unable to hold an annual tournament, its members may continue to play in MISGA tournaments, provided the members maintain their individual memberships.

The Administrative Council has the power to elect to Life Membership any member in recognition of services rendered to MISGA. A Life Membership will remain in effect as long as the recipient continues to be a member of a BCGA registered club, but he will not be required to pay annual dues to MISGA.

3. DUTIES OF EXECUTIVE COMMITTEE MEMBERS

- A. The President presides at all meetings of MISGA (e.g., the Annual Meeting and the Administrative Council Meetings). He is an ex-officio member of all committees.
- B. If the President is not available for a meeting, the First Vice-President presides in his place. Each Vice-President will provide assistance to the Club Representatives in his district, should problems or difficulties arise that cannot be settled by the Club Representative or his Alternate.
- C. The Treasurer has charge of the funds of MISGA and maintains such funds at an accredited banking institution. He will receive all MISGA fees and dues, pay all bills for approved expenditures, maintain an accounting record of receipts and disbursements, and present an up-to-date financial report in writing at each Annual Meeting. The signing officers are the Treasurer, the President (or his delegate), and the First Vice-President, any two being valid.
- D. The Secretary will maintain a complete file of the minutes of all Meetings (e.g., Administrative Council and Annual Meetings) and provide copies as required to the Members of the Administrative Council.

He will carry out all regular correspondence and such other correspondence as requested by the Executive Committee. In consultation with the Administrative Council, the Secretary will prepare a proposed schedule of tournaments for the ensuing year. The schedule will be finalized at the Spring Council Meeting and distributed to all members of the Administrative Council. The Secretary will notify all concerned of the dates and agendas of all meetings. The Secretary will arrange for all stationery supplies.

- E. The Membership Secretary will receive all applications for membership and renewals, collect fees and dues, maintain membership records, and account to the Treasurer for all fees and dues received. He will maintain an up-to-date file of all Members and provide a listing of members and phone numbers, by club, to each member of the Administrative Council.
- F. The Past-President presides at all meetings where both the President and First Vice-President are absent. He will provide such assistance in the affairs of MISGA as may be requested of him by the President.
- G. The Webmaster is responsible for the operation and management of the Internet Technology flowing from the operation of the MISGA web site. Specific duties include the design and maintenance of the site, setting of the security access levels to the server and coordination with the Membership Secretary for management of the membership database. He will inform the Executive Committee about the feasibility of additional web-based services.

4. ADMINISTRATIVE MEETINGS

The Administrative Council will hold a minimum of two meetings a year:

- A. A Spring Meeting shortly after the 1st of March to confirm membership changes, schedules, fees, and to conduct other business as required.
- B. A Fall Meeting at a time and place selected by the incoming President, soon after the final tournament, to carry out business as directed at the Annual General Meeting, to review the past season, and to introduce changes that would enhance the objectives of MISGA. Other meetings will be held if requested by the Administrative Council, or the President. Specifically, the Executive Committee will meet at the call of the President.

In addition, the ANNUAL GENERAL MEETING will be held in conjunction with a regular tournament, as determined by the Administrative Council at each Spring Meeting. Twenty members representing at least four clubs constitute a quorum at this Annual Meeting. The order of business is:

1. Verifying a quorum.
2. Approving the minutes of the last Annual Meeting.
3. Submitting the President's Report in writing for the record.
4. Report of the Membership Secretary.
5. Financial reports in writing.
6. Reports of all Chairmen of Committees in writing.
7. New business.
8. Nomination report and election of officers.

5. RIGHTS AND OBLIGATIONS OF MEMBERS

- A. Members must abide by the Constitution and By-Laws of MISGA, as revised from time to time.
- B. Members have the right to attend General Meetings, to hold office subject to the prescribed conditions, and to participate in tournaments based upon a fair selection process.
- C. The Executive Committee has the right to expel/dismiss a member for unacceptable conduct. That member is not entitled to any refund of fees or dues. Reinstatement is at the option of the Executive Committee.
- D. A person is deemed to have ceased to be a Member if he is either no longer a member of a golf club registered with the BCGA, or has failed to pay his MISGA dues for three consecutive years.

6. FEES AND DUES

- A. There will be an entrance fee of \$5.00 for new members. The entrance fee must accompany payment of annual dues for the first year of membership. The entrance fee may be altered by resolution at any Annual Meeting.
- B. Annual dues are \$5.00 or such other figure as may be set at an Annual Meeting. Club Representatives are expected to send a list of paid-up Members, with the fees and dues, to the Membership Secretary at least four (4) weeks prior to the Spring Meeting of the Administrative Council.

7. TOURNAMENTS

The Club Representative will be solely and totally responsible for the running of the tournament at his Club. He will make all necessary arrangements for registering participants, tabulating results, etc. He will attempt to have his Club keep the costs of green fees, rentals, meals, and prizes as low as possible. He should make every effort to arrange for a simple meal and make golf the reward, not the prizes. MISGA may augment the tournament costs, if necessary, to assist in providing for prizes.

The MISGA Championship Tournament will be held annually at a time and place determined by the Administrative Council at its Spring Meeting.

8. AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

Amendments to the Constitution and By-Laws may be made by providing the Secretary with a copy of the proposal, signed by the mover and seconder, at least one full calendar month before the Annual General Meeting or any Special General Meeting called to consider the amendment. A two-thirds majority vote is required to carry an amendment.

-----end of Constitution and By-Laws-----

Submitted for adoption at the AGM on 15 September 2011 by:

W. Kirkpatrick (Past President)

E. King (Treasurer)

T. Marsland (VP Central)