



# PGA

Northern California Section

North State Chapter

## NORTH STATE CHAPTER, NORTHERN CALIFORNIA SECTION, PGA OF AMERICA BYLAWS AND REGULATIONS

Approved - September 16, 2013

### Article I

#### Name, Area, Objectives, and Power

##### Section 1 Name

By authority of the Executive Committee of the Northern California Section, PGA of America, hereinafter referred to as the "Section," this Chapter shall be known as "North State Chapter, Northern California Section, PGA of America" and shall be referred to hereinafter as "Chapter." The Northern California Section, PGA of America shall be referred to hereinafter as the "Section" and the Professional Golfers' Association of America shall be referred to hereinafter as the "Association."

##### Section 2 Area

Pursuant to the Section, the territory under the jurisdiction of the Chapter shall consist of those areas identified by the approved map of Chapters located in the Section office. In addition to the above jurisdiction, other outlying areas may be brought into the Chapter providing that it is approved by the Section.

##### Section 3 Objectives

The objective of the Chapter shall be to promote the enjoyment and involvement in the game of golf within the Chapter, and to contribute to its growth by providing services to golf professionals and the golf industry within the Chapter.

The Chapter will accomplish this purpose by enhancing the skills of its professionals and the opportunities for amateurs, employers, manufacturers, employees, and the general public within the Chapter.

In doing so, the Chapter will elevate the standards of the professional golfers' vocation, enhance the economic well-being of the individual member, stimulate interest in the game of golf, and promote the overall vitality of the game within the Chapter.

#### **Section 4 Powers**

The Chapter's powers shall be limited specifically to those powers granted by the Section. The Section's Executive Committee shall review and approve all Chapter actions.

The Section shall have complete authority in their discretion and at any time to withdraw the charters of the Chapter.

In the event that the Chapter bylaws, rules, regulations or policies deviate from those of the Section, the Section bylaws, rules, regulations or policies shall control.

### **Article II Governance**

#### **Section 1 Composition**

The Executive Committee shall be composed of the President, Vice President, and Secretary.

#### **Section 2 Authority**

The Executive Committee shall be responsible for the management of the Chapter and shall have full authority in all matters including the power to interpret the By-Laws and to give direction in cases not provided for herein. All policies and regulations made by the Executive Committee shall be binding and are subject to approval of the Northern California Section Board of Directors. All policies and regulations are not to be altered or amended except by specific recommendations to, and approval of such modifications at any regular or special meeting of the Executive Committee subject to the approval of the Northern California Section Board of Directors.

#### **Section 3 Officer Terms**

The Officers shall be elected for a term of two years and may not be elected to that office for more than one term consecutively. Their term of office will begin immediately following the administering of the oath of office and will end at the conclusion of the same ceremony two years later.

#### **Section 4 President**

The President of the Chapter shall serve as the Chairperson of the Executive Committee and shall have the following powers and duties:

1. The President shall preside over all meetings.
2. The President shall serve as chief spokesman for the Chapter.
3. The President shall appoint committees or task forces, standing and otherwise, as shall in his judgment be necessary, and designate the Chairman thereof (The President shall instruct the Chairman of all Committees or Task Forces, as to their respective responsibilities and authority. They shall furnish a written report to the Chapter Secretary thirty (30) days prior to the next Annual Meeting).
4. The President shall be authorized to sign contracts which have received the approval of the Section.

In case of absence or temporary disability of the President, the Vice-President shall perform the duties of the President. If the President resigns, moves to another Chapter, dies, or becomes totally incapacitated, the Vice-President shall succeed him.

## **Section 5 Vice President**

The Vice President shall have the following powers and duties:

1. The Vice President shall serve as Parliamentarian at all Chapter meetings and shall preside at such meetings in the absence of the President unless the President designates another elected officer to serve in this capacity. In the absence of the Vice President to so serve, the President shall designate another individual to serve in this capacity.
2. The Vice President shall keep or cause to be kept the accounts of the Chapter and shall collect or direct the collection of all monies belonging to or due the Chapter and shall deal with the same under the direction of the Section Board of Directors. The Secretary shall have the authority to sign all checks and withdraw funds of the Chapter, but may delegate this authority to the Vice President or President.
3. The Vice President shall submit a complete written financial report to the Executive Committee and to the membership annually.
3. The Vice President shall review all financial reports of the Chapter.
4. The Vice President shall submit all financial information to the Section on a basis as determined by the Section.

In case of his absence or disability, the Secretary shall perform the duties of the Vice President. If the Vice-President resigns, moves to another Chapter, dies, or becomes totally incapacitated, the President shall fill the un-expired term of the Vice President until such time as a new Vice President is elected.

## **Section 6 Secretary**

The Secretary shall have the following powers and duties:

1. The Secretary shall keep or cause to be kept the minutes of all Chapter membership meetings. The Secretary shall issue the notice of such meetings, given at least thirty (30) days notice of any membership meeting.
2. The Secretary shall keep or cause to be kept a roll of all members and apprentices, and take care of all correspondence and papers pertaining to the Chapter.
3. The Secretary must record any Amendments to or changes in the Association and Chapter Constitution and Bylaws, and report such Amendments or changes to the Chapter membership.

In the event of the absence or disability of the Secretary, the Vice President shall perform the duties of the Secretary. If the Secretary resigns, moves to another Chapter, dies, or becomes totally incapacitated, the Vice-President shall fill the un-expired term of the Secretary until such time as a new Secretary is elected.

## **Section 7 Past President**

The most recent Past President will remain on the Executive Committee in an advisory capacity. The Past President does not have a vote on issues decided on by the Executive Committee.

## **Article III Membership**

### **Section 1 General**

All membership issues and matters shall be governed by the Association Bylaws.

## **Article IV Meetings of Membership**

## **Section 1    General**

Two membership meetings shall be held annually, one in the spring and one in the fall.

The attendance at all such meetings shall be limited to Chapter members, affiliated Apprentices, and, at the Presidents discretion, members of the press and invited guest.

A:     Special Meetings - Special meetings of the Chapter membership may be called by the Executive Committee when considered warranted by a situation which may affect the status of the Chapter or the welfare of its members adversely.

## **Article V Election of Chapter Officers**

### **Section 1    General**

The Chapter shall elect Chapter Officers, to comprise the Executive Committee, who shall be Master Professionals, Class “A” Members or Life Members whose duty it shall be to carry out the decisions of the Chapter, Section and Association and to govern and direct the affairs of their respective Chapter in accordance with the Bylaws of the Chapter and the direction of the Section.

The Chapter Officers shall be elected to a term of two years and may not be elected to that office for more than one term consecutively. The Officers shall be elected at the Annual Chapter Meeting by a majority of those voting. The term of office will begin immediately following the administering the oath of office and will end at the conclusion of the same ceremony two years later.

Candidates for the Officers may be proposed by the membership at least 60 days in advance of the Annual Meeting. The Chapter shall forward to the membership the names of all candidates to all members at least 30 days prior to the Annual Meeting. If there are fewer than two nominees for any office at the time of election, oral nominations for such office may be made from the floor of the Annual Meeting.

## **Article VI Miscellaneous**

### **Section 1    Section Approval**

Any and all policies, rules and regulations are subject to review and approval by the Section Board of Directors.