

NORTHEASTERN WISCONSIN GOLF ASSOCIATION

NEWGA LADIES

CONSTITUTION

Established 1936

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Article I. NAME

The name of this organization shall be the **Northeastern Wisconsin Golf Association Ladies** (“**Association**”). The official insignia is NEWGA LADIES.

Article II. MISSION STATEMENT

The purpose of this organization is to promote continuing interest and good sportsmanship in golf. This Association shall hold amateur golf tournaments and events each year for its members. All events shall be governed by the current USGA Rules of Golf and the World Handicap System. Members are encouraged to maintain a valid USGA handicap. The Association is a not-for-profit organization operated exclusively for the promotion of amateur golf.

Article III. MEMBERSHIP

Section A. NEWGA Members.

The organization shall consist of golfing ladies from NEWGA member clubs in good standing in the Northeastern Wisconsin Golf Association (“NEWGA”).

Section B. Club Members.

All ladies who are regular paying members, wives or significant others of dues-paying members, or dependent children recognized by their club as eligible golfing members, are eligible to participate in all NEWGA Ladies tournaments for which entry requirements are met.

Section C. Age Requirements.

A golfer must attain the age of sixteen (16) to be eligible to participate in any NEWGA Ladies event. High school participants must comply with all WIAA eligibility rules and regulations, particularly regarding awards and prizes. College participants must comply with their specific rules for participation and awards.

Section D. Rights and Privileges.

Members who are in good standing shall have the right to participate in events, vote through their club representative on the Board of Directors, and enjoy other privileges as determined by the Board of Directors.

Section E. Discipline and Dismissal.

Acceptance of membership binds members to uphold this Constitution, observe USGA Rules of Golf and etiquette, and accept Executive Committee decisions. The Executive Committee may discipline a member, including suspension or expulsion, for cause, including, but not limited to misconduct, violation of rules, or conduct that would cause injury to the Association. The member shall receive written notice and an opportunity to respond. The decision of the Executive Committee shall be final.

Section F. Resignation.

Any member of the Executive Committee may resign by providing written notice to the Secretary. Resignation does not relieve obligations for unpaid dues or fees.

Article IV. BOARD OF DIRECTORS

Section A. Members.

The Board of Directors shall consist of the Executive Committee and one (1) Representative or alternate from each member club.

Section B. Responsibilities.

The Board of Directors shall have the entire control and management of the affairs, properties, and policies of the Association, subject only to the provisions of this Constitution and to such action as may be taken by the Association at any Annual Fall Meeting or duly constituted special meeting.

Section C. Rules.

The Board of Directors may make or alter any rules consistent with this Constitution.

Section D. Quorum.

A majority of the members of the Board of Directors shall constitute a quorum at any meeting or by electronic/email voting. Proxy voting is permitted provided the proxy is submitted in writing or electronic form to the Secretary prior to the meeting.

Section E. Vote.

Each member of the Board of Directors shall have only one (1) vote at any constitutionally convened meeting.

Article V. EXECUTIVE COMMITTEE

Section A. Executive Committee Members.

The Executive Committee shall consist of the following elected positions: President, Vice President, Secretary, Treasurer, Tournament Director, Event Site Director, Northern Team Play Director, Southern Team Play Director, and three Members at Large. Elections are held during the Annual Fall Meeting.

The Executive Committee shall also include the two most recent past presidents, who will serve as advisors.

Terms of Office:

- President and Vice President – two-year terms, elected in even-numbered years; may serve two consecutive terms.

- Secretary and Treasurer – two-year terms, elected in odd-numbered years; may serve three consecutive terms.
- Team Play Directors – two-year terms; may serve two consecutive terms.
- Tournament Director – two-year term; may serve three consecutive terms.
- Event Site Director – two-year term; may serve three consecutive terms.
- Member at Large – one-year terms; may be reappointed.
- Past Presidents – serve as advisors for up to eight years, dependent on the number of consecutive terms of the current President.

Section B. Vacancies.

The Executive Committee may fill any vacancy occurring during any term of office.

Section C. Quorum.

A majority of the Executive Committee members shall constitute a quorum. Proxies may be voted provided they are registered with the Secretary prior to the meeting.

Section D. Interval Meetings.

The Executive Committee shall act for and on behalf of the Board of Directors in the interval between Board of Directors meetings.

Article VI. EXECUTIVE COMMITTEE ROLES AND RESPONSIBILITIES

All Executive Committee Members are expected to: a) read and understand the Constitution and Tournament/Team Play Information; b) attend and participate in Fall and Spring Executive Committee Meetings; c) promote NEWGA and be available to NEWGA clubs for any questions; and d) participate in as many tournaments and Team Play events as possible.

Section A. President.

1. Supervise and control the business and affairs of the Association.
2. Preside at all meetings of the Executive Committee and Board of Directors.
3. Honor all duly constituted special meetings and preside over them.
4. Make all necessary appointments.

Section B. Vice President.

1. Perform the duties of the President in her absence or inability to serve, with all rights and powers of the President.
2. Succeed to the office of President in the event of a vacancy.
3. Serve as Chairperson for the nominating committee.
4. Perform other duties as assigned by the President or the Executive Committee.

Section C. Secretary.

1. Keep detailed records of Association activities and minutes of all meetings.
2. Conduct correspondence as directed by the President.

3. Notify membership of meetings as directed by the President.
4. Maintain a mailing list of NEWGA Representatives and NEWGA member clubs.
5. Retain files for seven years.

Section D. Treasurer.

1. Maintain accurate accounting records and perform all financial responsibilities.
2. Prepare an annual budget for approval at the Fall Executive Committee Meeting.
3. Prepare financial statements for approval at Spring and Fall Executive Committee Meetings.
4. Present a financial report at each Executive Committee meeting and the Annual Fall Meeting.
5. Retain files for seven years.

Section E. Event Site Director.

1. Establish working relationships with NEWGA men's/senior coordinators and individual NEWGA member clubs. Dates for tournament and team play site selection shall be coordinated with the Northeastern Wisconsin Golf Association (NEWGA) men's division to ensure equitable use of NEWGA member clubs and alignment of men's and ladies' event schedules.
2. Create a tentative 2-3 year rotation of NEWGA member clubs hosting Tournaments and Team Play divisions.
3. Secure sites and dates for all tournaments, Northern and Southern Team Play events, in coordination with the Tournament Director and Team Play Directors.
4. Finalize all sites and dates by December each year for the following year's events.

Section F. Tournament Director.

1. Work with the Event Site Director on site and date selection for all tournaments.
2. In the event there is no Event Site Director, the Tournament Director shall be solely responsible for securing sites and dates for all tournaments.
3. Oversee all NEWGA Ladies tournaments.
4. In April/May, communicate to all NEWGA Representatives all known event details for the tournaments each year, including schedule, format changes, rule changes, and cost of all NEWGA tournaments for the year.
5. Communicate with the NEWGA Representatives who will host a tournament for the upcoming year, and the specific requirements for the host club.
6. Collect entry fees and present a financial report at the Fall Executive Committee Meeting.
7. Ensure permanent trophies are present for presentations.
8. Update tournament documents before transition to the new Tournament Director.
9. Responsibility for coordinating all website updates, including but not limited to forms and pictures.
10. Manage all communication associated with the NEWGA email.
11. Make recommendations to the Executive Committee for changes to the Tournament/Team Play documentation.

Section G. Team Play Directors – Northern & Southern Divisions.

For their respective divisions:

1. Coordinate dates and sites with the Event Site Director.
2. In the event there is no Event Site Director, coordinate with the NEWGA member clubs and NEWGA Representatives to select dates and sites for Team Play.
3. In April/May, communicate to all NEWGA Representatives all known event details for the Team Play events each year, including schedule, format changes, rule changes, and cost of all NEWGA events for the year.
4. Communicate with the four NEWGA Representatives who will host a Team Play event for the upcoming year, and the specific requirements for the host club.
5. Collect entry fees and present a financial report at the Fall Executive Committee Meeting.
6. Distribute monetary prizes at the Annual Fall Meeting.
7. Make recommendations to the Executive Committee for changes to the Tournament/Team Play documentation.

Section H. Member at Large.

1. The expectation is that a Member at Large will move into another Executive Committee position when a vacancy occurs.
2. Job shadows an Executive Committee member for any position(s) of interest that will be vacant in the future.
3. Assist the Executive Committee where needed.
4. In the event a Member at Large plays at a club that doesn't have a team for Team Play, she should be part of the master sub list to make herself available to participate in Team Play.
5. Assist as a member on other appointed Committees.

Section I. NEWGA Representative.

1. As a voting member, attend the Annual Fall Meeting of the Board of Directors (or send an alternate from your club).
2. Function as liaison between NEWGA Ladies and your local club.
3. Receive and act on NEWGA correspondence.
4. Communicate NEWGA events and information to your club members.
5. Educate your local club members on NEWGA Ladies and encourage participation in events.
6. Nominate candidates for Woman of the Year.

Article VII. MEETINGS

Section A. Executive Committee Meetings.

The Executive Committee shall hold spring and fall meetings each year, plus any special meetings deemed necessary. Dates and places are set by the President.

Section B. Annual Fall Meeting.

The Annual Fall Meeting of the Board of Directors shall be held on the date and at the place set by the President.

Section C. Special Meetings.

Special meetings may be called by the Executive Committee or upon the written request of five or more Board of Directors members.

Section D. Notice of Meetings.

The Secretary shall send notice of time and place at least two weeks before scheduled meetings and use best efforts for special meetings.

Article VIII. DUES AND FEES

1. Annual dues, tournament entry fees, and other assessments shall be established by the Executive Committee annually and approved at the Fall Executive Committee Meeting.
2. Dues and fees are collected through NEWGA member clubs or as directed by the Executive Committee. Payment is due by a date set by the Executive Committee (e.g., before spring events). Non-payment renders a participant ineligible for events until payment is made.
3. Refunds for events are at the Executive Committee's discretion (e.g., no refunds after registration closes except for extenuating circumstances).

Article IX. FISCAL YEAR

The fiscal year shall begin on October 1.

Article X. COMMITTEES

Section A. Nominating Committee.

1. The Vice President shall be the Chairperson of this committee.
2. The President shall appoint a minimum of two additional members, at least one from each division.
3. The committee is appointed no later than the Spring Executive Committee Meeting.
4. A slate of nominees shall be presented to the Fall Executive Committee Meeting for approval, then to the Board of Directors at the Annual Fall Meeting. Nominees should not be from the same club unless no other candidate is available.

Section B. Auditing Committee.

The President shall appoint two members of the Board of Directors to audit the Treasurer's accounts at the conclusion of each two-year term.

Section C. Rules Committee.

1. The Rules Committee consists of the local golf pro or the local assistant golf pro, and any Executive Committee members who are available at the event.
2. Decisions of the Rules Committee at any event are final and binding.

Section D. Woman of the Year Committee.

1. At the Fall Executive Committee Meeting, the President shall appoint a Chairperson. The Committee shall include at least one former Woman of the Year winner and a minimum of two other members of the Executive Committee.
2. NEWGA Representatives may submit nominee profiles to the Chairperson before the Spring Executive Committee Meeting. Nominees may be from her club or another NEWGA club.
3. The Woman of the Year Committee shall agree upon the current year recipient, and the Chairperson shall provide an update at the Spring Executive Committee Meeting.
4. The recipient's name will be announced and recognition given at NEWGA Tournaments and Team Play Dates. An award shall be presented at an official NEWGA function.

Article XI. AMENDMENTS

The Constitution may be amended by a majority of the Board of Directors present or by proxy (including electronic/email) at any duly constituted meeting. Written notice of proposed amendments must be mailed or emailed to all members of the Board of Directors at least seven (7) days before the vote date.

Article XII. LIABILITY, INDEMNIFICATION, PROPERTY, AND DISSOLUTION

Section A. No Profit.

The Association is not organized for pecuniary profit. No property or income shall inure to the benefit of any member.

Section B. No Liability.

No member or Executive Committee member shall be personally liable for any Association obligation or indebtedness.

Section C. Property of the Association.

Property injured, damaged, or removed by any member shall be paid for by that member; the member's club may be held jointly liable at the discretion of the Board of Directors.

Section D. Indemnification.

The Association shall indemnify officers, directors, and committee members against expenses and judgments incurred in good-faith actions on behalf of the Association, to the fullest extent permitted by law.

Section E. Dissolution.

Upon dissolution, after paying debts, remaining assets shall be distributed to one or more nonprofit organizations that qualify under Section 501 (c) of the Internal Revenue Code with similar purposes (e.g., amateur golf promotion) as selected by the Board of Directors.

Article XIII. PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, shall govern this Association in all cases in which they are applicable and not inconsistent with this Constitution.

Appendix A

- 2026 - Revised by Janet Schedler, Executive Committee - Northern Team Play Director, Ridgeway Golf Club - Adopted xx-xx-26
- 2024 – Revised by Lynn Eck, Executive Committee - Secretary, Bass Lake GC - Adopted 5-20-24
- 2018 – Revised by Betsy Weinkauff, Tournament Director, Stevens Point C.C. - Adopted Sept. 18, 2018
- 2012 - Revised
- 2008 Drafted by Sandy Dzikoski, Vice President, Stevens Point C.C. - Adopted Sept. 30, 2008