**METRO SENIORS GOLF ASSOCIATION**

**CONSTITUTION AND BY-LAWS ( Revisions Approved March1, 2021)**

**CONSTITUTION**

**ARTICLE 1**: Name

The name of this organization shall be Metro Seniors Golf Association (MSGA). The organization was established at McCabe golf course in 1973.

The name is registered annually with the Division of Business Services, Department of State, State of Tennessee. Currently a fee of $20.00 is included with a Tennessee Corporation Annual Report Form which is mailed to the Tennessee Secretary of State. Registration assures that the name MSGA is recognized as exclusive to the association.

**ARTICLE 2**:  **Purpose**

The purpose of this Association shall be to:

 1) Provide opportunities for fellowship among senior players who share a common interest in and

 have a mutual affection for golf.

 2) Create conditions of competition between members relative to the play of the game.

 3) Promote an environment conducive to member retention and supportive of all

 standards of conduct.

**ARTICLE 3**: **Officers of Association**

The officers of the Association shall be President, Vice-President, Secretary, Treasurer , Member At Large( Would like to change this to VP of Operations) and Handicap Chairman. The officers of the Association shall be elected at the annual meeting by a process described in the BY-LAWS, Article 2, Section 2 and they shall serve for a term of one (two) years. They shall take office immediately following the annual meeting.

**ARTICLE 4**: **Executive Committee**

The Executive Committee shall consist of the officers of the Association. This committee shall be the governing body of the Association and shall act for the Association between annual or other called meetings. Three (Four) members shall constitute a quorum before any business may be transacted.

**ARTICLE 5**: **Amendments to the Constitution**

The Constitution may be amended by majority vote of the members present and voting at any regular or special meeting of the Association. Special meetings of the Association may be called by the Executive Committee. It is the responsibility of Executive Committee officers to be familiar with the MSGA Constitution and By-Laws and to review both documents at least annually. The review may result in proposed and approved changes to both documents.

**BY-LAWS**

**ARTICLE 1: EXECUTIVE COMMITTEE OFFICERS-Term and Responsibilities**

**Section 1: President**

The President shall preside over the annual and called meetings of the Association and over meetings of the Executive Committee. He/She shall guide and direct the general affairs of the Association and with the approval of the Executive Committee, he/she shall appoint all standing and special committees. The President can assign projects that he/she deems necessary for the improved operations of the Association to other Executive Committee members. The President should routinely communicate with the membership at meetings and or events, and via email or the website (MSGA1973.com). These communications should include, but not be limited to:

(a) Meeting Notifications and agendas.

(b) Changes (or proposed changes) in Rules of Play, event schedules and fees, handicap system, etc.

(c) Suggestions from members. (Member suggestions should be directed to the President).

(d) Member news.

The President will keep, update, maintain and share with his/her successor, the President’s Book.

**Section 2: Vice-President**

The Vice-President shall assist the President in the general conduct of the affairs of the Association. The Vice President will select, train and monitor 6-8 MSGA captains who will:

(a) Put together the weekly scheduled event pairings and post those pairings on the metro course

 bulletin board as well as send a copy of the pairings to the Website Chairman.

(b) Collect tournament fees on the day of play.

(c) Prepare scorecards with pairings and current handicaps and provide closest to the pin signs.

(d) Determine event winners by checking scores and assuring that all requirements have been met by

 players (i.e. signatures on cards).

(e) Determine cash prizes for winners and put cash in captain’s box for distribution at next event.

(f) See Captain’s Guide Book for complete detail on captain’s duties.

**Section 3: Secretary**

The Secretary shall keep in writing in a bound book (or on line) the minutes of the annual, special and executive board meetings of the Association and the Executive Committee. The minutes shall be made available to any member for perusal upon request. The Secretary and Treasurer will work together in communicating with the membership.

**Section 4: Treasurer**

The Treasurer shall collect all dues and keep an accurate account of all monies collected and disbursed. He/ She shall send a full and complete financial report to the Executive Committee monthly and present the report during the annual meetings. If such report is approved by a majority vote of the membership present, the report shall be filed with the Secretary as a permanent record.

He/ She will also:

1. Keep an accurate accounting of income and expenses. In January of each year, the Treasurer will

 send an email to the prior year membership notifying them that the annual renewal membership fee is

 due. (Some members may not have email; in that case a copy of the email should be sent to them via

 US post office).When member’s checks are received, they should be deposited to MSGA account at

 Sun Trust Bank. At the end of each month, the checking account should be reconciled with the bank

 statement. Any discrepancies should be reconciled with the bank.

2. Purchase all supplies for the organization such as copy paper, toner, par 3 markers, printer & other

 equipment, stamps, etc.

3. Keep the membership roster up to date and send updated copies to the Secretary and the Website

 Chairman for posting on the website (MSGA1973.com).

 The roster will include:

 (a) Member’s names.

 (b) An up to date e-mail listing of all members.

 (c) Member’s home mailing address and cell phone number.

 (d) Member’s birthdate.

4. In coordination with the President and Secretary, keep members informed of MSGA activities.

**Section 5: At Large (or proposed VP of Operations)**

The At Large member (Or VP of Operations ) will develop, publicize and maintain the event calendar for the year. The event calendar for the coming year should be completed by January of that year and include:

(a) Dates of weekly events (usually Thursdays from April through October). Additional events may

 include MSGA Championship Tournament and competition with other senior golf associations such

 as “Ryder Cup” with Two Rivers.

(b) Event type (i.e. Scramble, Team best ball, Team points, etc.).

(c) Starting times (i.e. Tee times or shotgun start).

(d) Captains contact information (posted after coordinating with VP).

The VP of Operations is also responsible for making sure that events are run smoothly from beginning to end.

**Section 6: Handicap Chairman**

The MSGA Handicap Chairman will calculate and maintain handicaps for all MSGA members.

(a) Propose changes in MSGA handicap system to Executive Committee and incorporate changes if

 approved by Executive Committee and/or membership vote if required.

(b) Email updated handicap spreadsheets to Website Manager to update website (MSGA1973.com).

(c) Print copy of current handicaps each time they are updated and place in the sign-up book.

(d) Assure that approved changes to handicap system are posted on website.

(e) Provide detailed explanation of MSGA handicap system at first member meeting (usually in March).

(f) Stay informed about changes in USGA World Handicap System and make recommendations to board

 regarding changes that might improve the MSGA handicap system.

(g) Answer specific member questions regarding the handicap system.

**Section 7: Website Chairman(New board position)**

The MSGA website should be the member’s first resource for information about their golf association.

The MSGA website Chairman will maintain the MSGA1973.com website including:

(a) Assure that copies of Rules of Play, Constitution and By Laws, Membership roster, Membership

 handicaps, Member profiles, event schedule and messages from the board are current and posted on

 the MSGA website.

(b) Following each weekly event post results of competition.

**ARTICLE 2**: **AD HOC POSITIONS,** **COMMITTEES, MSGA MEMBERSHIP REQUIREMENTS AND TOURNAMENTS**

**Section 1: SELECTION OF AD HOC POSITIONS AND COMMITTEES**

(A) The President, with the approval of the Executive Committee, shall appoint standing committees which are deemed necessary and they shall serve at the pleasure of the President. The President will select a member to chair the committee(s). Each committee shall be composed of a minimum of five members and three members present shall constitute a quorum to transact and conduct the affairs of each committee. The President should assist the committee chairman in the selection of committee members and also may serve as an ex officio member of the committee if the chairperson requires assistance.

**Section 2: NOMINATING COMMITTEE**

Prior to the year- end annual member meeting (usually held in early November) the Nominating Committee shall meet and prepare a slate of Executive Committee officers for the upcoming year. While the term of two years is established for the officers, the Nominating Committee can decide to ask any or all of the officers to leave after one year. In that case the Nominating Committee will prepare a slate of new officers to be approved by a majority membership vote at the year-end annual member meeting. In addition, the Nominating Committee may ask any of the Executive Committee officers to stay for more than two years. At the time of the annual member meeting, nominations for one or more of the positions may be made from the floor by any member. If approved by a majority vote of the members present, the nomination(s) from the floor will be accepted.

**Section 3: MEMBERSHIP**

Membership in the MSGA shall be initiated by current member invitation or by solicitation provided by recruiting “tools” such as posters on metro course bulletin boards. In order for a person to become a member of the Association they must:

 (1) Be sponsored by a MSGA current member.

 (2) Be sixty (60) years of age or older.

 (3) Have completed, and submitted to the MSGA Treasurer, the membership application .

 The application for membership must be accompanied by a check made out to MSGA

 for the annual dues.

**Section 4: TOURNAMENTS**

As outlined in Article 1, Section 5 At Large (or VP of Operations TBD) responsibilities include detail planning of MSGA events. A traditional event is the end of year championship played over three daysat McCabe. Competition between players within A, B, C & D flights ultimately result in the three players with the best net scores from each flight winning cash prizes which are distributed at the year- end member meeting. Details concerning, and rules governing, the MSGA Championship tournament will be maintained by the At Large (or VP of Operations) and posted on the MSGA website under Championship Tournament.

**ARTICLE 3: Rules of Play**

The current U.S.G.A. Rules of Golf, except those modified by MSGA rules, shall apply in all MSGA events.

All play will be in accordance with the current MSGA rules of play **attached to the By-Laws** .It shall be the duty of the weekly Captain to resolve any disputes regarding results of events including the Championship and any other special tournaments. If the Captains are unable to resolve a dispute it will be resolved by the MSGA Executive Committee and/or the management at McCabe (or other metro course management if applicable). Constructive criticism from membership is welcome and member complaints or criticisms shall be submitted in writing to the President of the Executive Committee. The Executive Committee will take whatever action as necessary and the Executive Committee’s decision is final.

**ARTICLE 4: Dues and Fees**

**Section 1:** The MSGA annual dues shall be proposed by the Executive Committee and approved at the year- end annual meeting by majority member vote. (The current annual dues are $40.00 per year). Members 90 years of age or older are exempt from paying the annual dues. The proceeds from the annual dues shall be used to cover expenses approved by the Treasurer such as:

(a) Equipment and supplies.

(b) Catering Services for membership meetings.

(c) Cash prizes and other prizes for MSGA championship tournament winners.

(d) Memorial gifts to families of deceased members.

**Section 2:** All event and or tournament fees shall be determined by the Executive Committee. Changes in these fees must be approved by membership majority vote.

**ARTICLE 5**: Copies of the **Constitution and By-Laws**

**Copies of these documents** shall be maintained in the President’s Book and on line by the Executive Committee Secretary. The current Constitution and By-Laws and the current MSGA Rule of Play should also be placed on the website (MSGA1973.com)

**ARTICLE 6**: **Amendments to the By-Laws**

The By-Laws may be amended by a majority vote of the members present and voting at any regular or called meeting of the Association.

Adopted this 1st Day of March 2021

Mike Smith-President

Jimmy Conn-Vice President

Don Gower-Secretary

Willie Blake-Treasurer

Joe Glynn-VP of Operations

Kirit Patel-Handicap Chairman

Mike Yarbrough-Website Chairman