

**OAKCREEK COUNTRY CLUB**  
**WOMEN'S GOLF ASSOCIATION**  
**BYLAWS**

**REVISED AND AMENDED AUGUST 18, 2024**

**ARTICLE I - DEFINITIONS**

1. OCC shall mean the Oakcreek Country Club, located in the Village of Oak Creek, Arizona.
2. OCCWGA or the LEAGUE shall mean the Oakcreek Country Club Women's Golf Association, a women's 18-hole golf league at OCC.
3. MEMBER shall mean a golfer who meets the membership requirements as stated in these Bylaws and in the OCCWGA Standing Rules.
4. NOTICE shall mean information provided to the members of the OCCWGA by means of physical posting on the League bulletin board, on the League website page, by email or any other commonly used digital service.
5. BOARD shall mean the Board of Directors of OCCWGA.
6. STANDING RULES shall mean the administrative policies and procedures of OCCWGA as adopted from time to time.
7. VOCA shall mean the Village of Oakcreek Association, a Homeowners Association in the Village of Oakcreek, and the owner of OCC.

**ARTICLE II - PURPOSE**

The purpose of the League is to promote the game of golf among the Members under the USGA Rules of Golf. Our mission is to provide a welcoming and supportive environment for women golfers to enjoy the game of golf, build friendships, and participate in competitive and social events.

**ARTICLE III – MEMBERS**

1. To become a Member, one must be a female at least 18 years of age. Membership in OCC is not required.
2. Members must also meet the requirements stated in the Standing Rules.

## **ARTICLE IV – DUES**

If a person is both an OCCWGA Member and an OCC member, then annual dues in OCCWGA will be collected by and paid through golf membership in OCC. If a person is an OCCWGA Member, but not an OCC member, then annual dues in OCCWGA will be paid by the Member directly to OCCWGA. The Board shall set the amount of such dues, which may be more than the amount paid by OCCWGA Members who are also OCC members.

## **ARTICLE V – NOMINATION AND ELECTION OF OFFICERS**

1. The Nomination Committee shall consist of the current Past President as Chair and two additional Members selected by the Past President. The Nomination Committee shall propose a slate of candidates for the election of officers. If the current Past President is no longer a Member, the current President shall appoint the members of the Nomination Committee, which may include the current President.
2. The slate of candidates proposed by the Nomination Committee shall be noticed to the Members at least thirty (30) days prior to the election of officers at the last Member's meeting of the calendar year.
3. The Nomination Committee shall present the slate of candidates to the Members at the last meeting of the calendar year, at which time additional nominations may be made from the floor. A vote will then be taken and the new officers will be announced.

## **ARTICLE VI – GOVERNMENT**

1. The affairs of OCCWGA shall be conducted by a Board of Directors composed of the President, the Vice President, Secretary, Treasurer, Handicap Chair, Tournament Chair and Rules Chair. The immediate Past President shall be an ex-officio member of the Board with a vote. If any standing committee has more than one Chair, the Co-Chairs shall both serve on the Board.
2. At least one general meeting of OCCWGA shall be held in each calendar year. Meetings may be called by the President or at the written request of five (5) or more Members.
3. Twenty percent (20%) of the Members shall be considered a quorum at any meeting.
4. The meeting facilitator shall conduct the meeting with Roberts Rules of Order, Newly Revised (current edition), as a guide.
5. The Board shall have the authority to fill any vacancy on the Board that may occur during the year.

## **ARTICLE VII – DUTIES OF OFFICERS**

1. The President shall be the Chair of the Board, and shall direct all activities of OCCWGA, appointing such Committees as she or the Board shall deem necessary. The retiring President automatically serves as Past President.
2. The Vice President shall assist the President, and in the President's absence, shall preside at meetings of OCCWGA, as well as assume this office in the case of a vacancy.
3. The Secretary shall record the minutes of all OCCWGA meetings, and shall assist with correspondence as needed.
4. The Treasurer shall keep accurate accounts of receipts and disbursements in a retrievable and viewable method. She shall perform all duties incidental to that office, subject to the approval of the Board.

## **ARTICLE VIII – COMMITTEES, DUTIES OF CHAIRS, AND REPRESENTATIVES**

1. Standing committees of OCCWGA shall be Tournament, Handicap, and Rules. The standing committees may consist of one or more individuals. The Chairs of each standing committee shall be elected by the Members at the last meeting of the Members in each calendar year. Each committee may have up to two Co-Chairs.
  - a. The Tournament Chair shall have direct charge of all tournaments conducted for the Members of OCCWGA.
  - b. The Handicap Chair shall be responsible for all aspects of the USGA handicap system. The current handicap software program will compute any temporary handicaps, if required.
  - c. The Rules Chair shall inform the Members regarding all general, local and OCCWGA rules pertaining to play. The golf professional staff shall be responsible for making all rules decisions during tournament play.
2. The President shall appoint the Northern Arizona Women's Golf Association (NAWGA) Representative, who shall represent OCCWGA by providing paying members names to NAWGA, and acting as the liaison between OCCWGA and NAWGA.
3. The President shall appoint the (a) Team Captain, who shall be responsible for coordinating all Team activities, and (b) Interclub Chair, who shall coordinate all Interclub activities.
4. The President may also appoint a Publicity Chair, Social Chair, or Arizona Golf Association (AGA) Representative, with such duties as determined by the President and the Board.

5. The President shall be responsible for submitting the name(s) of up to two (2) OCCWGA Members to the Chair of the OCC Golf and Greens Committee for appointment to such Committee. Both VOCA and non-VOCA Members of OCCWGA are eligible for service on the Greens Committee. The President has the right of first refusal for one of these places.

#### **ARTICLE IX – AMENDMENTS**

1. These Bylaws may be amended at any special or general meeting of the Members, with ten (10) days' notice, by a two-thirds vote of a quorum of the Members present, by a majority of the Members via an email vote, or by the Board.
2. The Standing Rules may be amended at any meeting of the Members, without prior notice, by a majority vote of a quorum of the Members present, by a majority of the Members via an email vote, or by the Board.