



# PGA

New Jersey Section

## BY-LAWS OF PROFESSIONAL GOLFERS' ASSOCIATION OF AMERICA NEW JERSEY

### ARTICLE I - GENERAL PROVISIONS

SECTION 1. Name. This organization shall be called the Professional Golfers' Association of America - New Jersey Section and referred to herein as "Section".

SECTION 2. Relationship to the Professional Golfers' Association of America. The Section and its members and apprentices are bound by and shall adhere to the Code of Ethics, Constitution and By-Laws of the Professional Golfers' Association of America, hereinafter referred to as "the Association".

SECTION 3. Objectives. The objectives of this organization shall be:

- a. To elevate the standards of the Golf Professional's vocation.
- b. To elevate the esteem of the Golf Professional in New Jersey.
- c. To promote public interest in the game of golf.
- d. To protect the mutual interests of its members.
- e. To hold meetings and tournaments for the benefit of its members.
- f. To assist unemployed members to obtain a position.
- g. To improve the economic opportunities of members by the encouragement of contracts of employment that contemplate improvement of the professional.
- h. To effect any other which may be determined from time to time by the Association and the Section.

SECTION 4. Section Boundaries. The New Jersey Section shall be comprised of that geographical area as established from time to time by the Association.

SECTION 5. Fiscal Year. The fiscal year of the Section shall be on January 1<sup>st</sup> and end on December 31<sup>st</sup>.

### ARTICLE II - MEMBERSHIP & APPRENTICES

SECTION 1. Members. Members of the Section shall be members in good standing of the Association.

SECTION 2. Apprentices. Apprentices affiliated with the Section shall be those apprentices who have entered the registered apprentice program of the Association.

### ARTICLE III - DISCIPLINARY ACTION

SECTION 1. Infractions & Penalties. If any member or registrant in the apprentice program violates any of the rules or ethics of the Association or any of the provisions of the Association's or Section's Constitution, By-laws, Rules or Regulations or conducts him or herself in a manner likely, in the opinion of the Section Officers, to injure or discredit the reputation or standing of the Association or Section, the Officers of the Section shall have the power, by two-thirds vote to impose upon him or her a fine not to exceed \$1,000.00, to revoke his or her privilege to participate in Association or Sectional activities for a limited period of time or both or to suspend or expel him or her from membership of the Association or registration in the apprentice program.

SECTION 2. Hearing Procedures. Hearings regarding disciplinary infraction shall be conducted as follows:

- a. Written notice of charges and the time and place of the meeting of the Section Officers to consider such charges shall be given the accused member or apprentice.
- b. At the hearing before the Sectional Officers on such charges the accused member or apprentice may appear and have witnesses appear on his or her behalf.
- c. The decision of the Sectional Officers shall be given to the accused member or apprentice in writing either by personal delivery or via registered or certified mail.
- d. Any appeals shall follow the procedures as outlined in the Constitution and By-laws of the Association.

SECTION 3. Expulsion. Any member or apprentice who is in suspended status for more than two years shall be considered to be expelled and will again be eligible for membership or registration in the apprentice program only by being re-elected or re-registered.

#### **ARTICLE IV - DUES**

SECTION 1. Establishment and Payment. Members and apprentices of the Section shall pay annual section dues as established from time to time by the Board of Directors of the Section and approved by the majority of the members present at the annual meeting.

#### **ARTICLE V - BOARD OF DIRECTORS**

SECTION 1. Board of Directors. The Board of Directors shall consist of the officers of the Section and twelve Directors elected by the members at the Annual Meeting of the Section.

Each Director shall be elected for a term of three years except that the first board elected after adoption of these By-laws shall consist of four members having a one year term, four members having a two year term and four members having a three year term.

No Board member shall serve more than two consecutive terms to which he or she has been elected.

SECTION 2. Responsibility of Board of Directors. The Board of Directors shall be responsible for the establishment and management of the business and policy of the Section.

SECTION 3. Meetings. The Board of Directors shall meet at least quarterly. Special Meetings of the Board shall be held on the call of the President or on the call of any three members of the Board.

SECTION 4. Vacancies. The President may appoint a member to fill any vacancies on the board to serve the remainder of the unexpired term.

SECTION 5. Attendance. Any Director who is not present at three consecutive Section Board Meetings, or does not attend at least half of the scheduled meetings of the board during a calendar year, may be replaced at the discretion of the President.

#### **ARTICLE VI - OFFICERS**

SECTION 1. Officers of the Section. The Section shall have the following officers: President, Vice-President/Treasurer, Secretary.

SECTION 2. Term. The term of each officer shall be for two years and no officer may succeed himself/herself in an office to which he/she has been elected.

SECTION 3. Duties. The following are the duties of the officers of the Section:

- a. The President shall be Chief Executive Officer of the Section. Subject only to authority of the Board, he shall have general charge and supervision over, and responsibility for, the business and affairs of the Section. Unless otherwise directed by the Board, all other officers shall be subject to the authority and supervision of the President. The President may enter into and execute in the name of the Section contracts or other instruments in the regular course of business or contracts or other instruments not in the regular course of business which are authorized, either generally or specifically, by the Board. He shall have the general powers and duties of management usually vested in the office of President of a corporation. If the vice president or secretary is unable to perform the duties of the office, the President has the authority to appoint a member to this office until the next annual meeting, when an election will be held to fill the remainder of the unexpired term. This member shall be a current member of the Board of Directors or a past Section Officer.
- b. The Vice President shall perform such duties and have such authority as from time to time may be delegated to him by the President or by the Board. In the absence of the President or in event of his death, inability, or refusal to act, the Vice President shall perform the duties and be vested with the authority of the President.
- c. The Treasurer shall have the custody of the funds and security of the Section and shall keep, or cause to be kept, regular books of accounts for the Section. The Treasurer shall perform such other duties and possess such other powers as are incidental to that office or as shall be assigned by the President or the Board.
- d. The Secretary shall cause notices of all meetings to be served as prescribed in these By-laws and shall keep, or cause to be kept, the minutes of all meetings of the Shareholder and the Board. The Secretary shall perform such other duties and possess such other powers as are incidental to that office or as are assigned by the President or the Board.

**ARTICLE VII - NOMINATING COMMITTEE**

SECTION 1. Responsibilities. The Nominating Committee shall nominate candidates for the Board of Directors, each of the Section Officers and District Director.

SECTION 2. Composition. The Nominating Committee shall consist of the 4 immediate Past-Presidents of the Section and a minimum of 3 Section members chosen by the President. The Chairman of this committee is the most recent immediate Past-President of the Section.

SECTION 3. Procedure. The chairman shall give notice to the general membership not less than ninety (90) day prior to the annual meeting, of what positions are to become vacant and solicit nominations for these positions. The Nominating Committee shall file its nominations with the Secretary of the Section not less than forty-five (45) days prior to the annual meeting. The Secretary of the Section shall forward the nominations of the Committee to the general membership not less than thirty (30) days prior to the annual meeting.

**ARTICLE VIII - HALL OF FAME COMMITTEE**

SECTION 1. Responsibilities. The Hall of Fame Committee shall meet annually, or whenever deemed necessary, to review the qualifications of any NJPGA Section, or former Section members, that have been nominated for the Section's Hall of Fame. The committee will recommend to the Section Board of Directors those candidates it feels should be inducted into the Hall of Fame. In addition, the committee shall review the Section's guidelines for Hall of Fame consideration and recommend any changes, or additions, it deems necessary to the Board of Directors for final approval. These guidelines are to be used to identify potential qualified candidates, not criteria for admission or a checklist. Changes or additions to the guidelines need only a simple majority at both the committee and board levels to be adopted.

SECTION 2. Composition. The Hall of Fame Committee shall consist of a Chairman, selected by the Section President, all NJPGA Hall of Fame members that are currently NJPGA Section members and five (5) "at large" section members. All members of the committee must be members in good standing and maintain the right to vote in NJPGA Section affairs. "At large" members shall be chosen by the Chairman. "At large" members must be past board members. "At large" members must have been members in good standing of the New Jersey Section for a minimum of twenty (20) years.

SECTION 3. Procedure. The chairman shall give notice to the general membership at, or before, the Section's Spring Meeting that any nominations and supporting documents must be received by the committee chairman no later than June 15<sup>th</sup> of the current year. The committee will meet and review the qualifications and supporting documents of all candidates that have been nominated. The chairman will forward any successful candidates to the Board of Directors no later than August 15<sup>th</sup> for a final vote and approval. The elected Board of Directors has the final say on all candidates. A candidate need not go through the committee to be elected, nor is a candidate that has been approved by the committee guaranteed to be approved by the board.

In order for any nominee to be approved at both the committee and board levels, a candidate must receive at least a two-thirds vote in their favor. Absentee committee and board members should submit absentee ballots.

Hall of Fame Induction: Successful nominees will be announced at the Annual (Fall) Meeting following their approval of the NJPGA Board of Directors. Formal induction shall take place at the Celebration of Golf Awards Banquet.

## **ARTICLE IX - COMMITTEES**

SECTION 1. Standing Committees. The Section shall have the following Standing Committees:

- a. Tournament Committee
- b. By-Laws Committee
- c. Long Range Planning Committee
- d. Junior Golf Committee
- e. Assistant Professional Division Committee
- f. Employment and Club Relations Committee
- g. Teaching and Education Committee
- h. Special Awards
- i. Scholarship Committee
- j. Finance Committee
- k. Hall of Fame Committee
- l. Public Relations Committee
- m. Government Relations
- n. Growth of the Game

SECTION 2. Committee Composition. The Chairman of each committee shall be appointed by the President with the approval of the Board of Directors. Each Committee shall consist of members in such number as the Chairman determines appropriate and selected by the Chairman.

SECTION 3. Discretionary Committee. The President may appoint such other committees as he deems appropriate in his discretion.

## **ARTICLE X - QUORUM**

SECTION 1. Board of Directors. At all meetings of the Board of Directors a majority of the members shall constitute a quorum.

SECTION 2. Membership Meetings. At any meeting of the membership, one-third of the active membership of the Section shall constitute a quorum.

## **ARTICLE XI - SECTION MEETINGS**

SECTION 1. Annual Meeting. The annual meeting of the Section shall be held after October 5<sup>th</sup> but no later than November 1<sup>st</sup> of each year.

SECTION 2. Special Meetings. Special Meetings of the Section may be called by the President with the approval of the Board of Directors, by the Board of Directors, or by fifteen members of the Section upon written application to the Board.

SECTION 3. Notices. Annual meeting of the Section shall be held on thirty day notice to each member by the Secretary. Special Meetings of the Section shall be held on fifteen day notice to each member by the Secretary.

SECTION 4. Order of Business. The following shall be the order of business at the Annual Meeting of the Section:

- a. Registration
- b. Call to Order
- c. Appointment of Sergeant at Arms
- d. Invocation
- e. Reading of minutes of the previous Annual Meeting
- f. Report of the Secretary
- g. Report of the Treasurer
- h. Report of the Vice President
- i. Report of the Executive Director
- j. Report of the President
- k. Report of the Committees
- l. Old Business
- m. Election of Officers and Board Members
- n. New Business and Open Forum
- o. Adjournment

SECTION 5. Voting.

- a. For Elections of Officers and District Director, when there are more than two nominees and none of the nominees received a majority of the votes cast, a runoff between the two nominees receiving the most votes on the first ballot shall be held.
- b. For elections of Section Board of Directors, when there are more than four nominees, the four nominees receiving the highest number of votes shall be deemed to be elected.
- c. Life Member-Retired will be allowed to vote on Section issues provided they complete the attendance requirement of the MSR program.

SECTION 6. Roberts Rules of Order. All meetings of the Section shall be governed by the current edition of the Roberts Rule of Order.

## **ARTICLE XII - OATH OF OFFICE**

SECTION 1. Oath. The following oath shall be administered to all Officers and Board Members by a former President of the Section:

I, \_\_\_\_\_, as an elected Officer of the Professional Golfers' Association of America-New Jersey Section, do hereby affirm that I will at all times adhere to and uphold the Constitution, By-Laws, Rules and Regulations of the Section and the PGA of America, and that I will otherwise conduct my activities in a manner that will be keeping with my position as an Officer of the Section and which will reflect credit upon the Section and its members.

## **ARTICLE XIII - DELEGATES TO THE ASSOCIATION**

SECTION 1. Delegates. The President and Vice President shall be the delegates of the Section at the Annual Meeting of the Association. The President may designate alternate delegates as he deems advisable and necessary.

SECTION 2. Expenses and Alternates. In the event alternates are designated to attend the Annual Meeting of the Association, expenses for such attendance for the alternate, shall be born by the Section.

## **ARTICLE XIV - AMENDMENTS TO THE BY-LAWS**

SECTION 1. Amendments. These By-Laws may be amended by two-thirds vote at the annual meeting.