

KENTUCKY GOLF COACHES ASSOCIATION

BY-LAWS

(Amended January 1, 2018)

ARTICLE I – NAME

Section 1: The name of the organization shall be “Kentucky Golf Coaches Association, Inc.” (Hereinafter referred to as “KYGCA” or the “Association”)

ARTICLE II – PURPOSES

Section 1: The purpose of the KYGCA shall be to promote the sport of High School Golf across the State of Kentucky. The KYGCA proposes to accomplish this by:

- A. Emphasizing character, honesty and ethical behavior of players and coaches.
- B. Developing greater communication and fellowship among high school golf coaches across the state.
- C. Providing coaches with additional resources and education to assist in their coaching duties.
- D. Award a number of annual scholarships for student athletes of member coaches.
- E. To provide information to all who wish to aid in these purposes.
- F. Work with the Kentucky High School Athletic Association and other governing bodies of the sport.

ARTICLE III – ADMINISTRATION

Section 1: Board of Directors

- A. The Board of Directors (Hereinafter referred to as the “Board”) shall be the governing body of the KYGCA.
- B. The Board shall consist of permanent Board members to include the Executive Director of the KYGCA, Director of Junior Programs at Golf House Kentucky, **the Executive Director of the Kentucky Junior Golf Foundation**, a Treasurer (appointed to serve the KYGCA), and a Secretary (appointed to serve the KYGCA). Their terms on this board will not expire. The number of permanent Board members may be increased or decreased by a two-thirds majority vote of the Board.
- C. A Board member shall give the Association reasonable notice of their intent to resign their position. Upon receiving this notice, nominations shall be accepted from Board members and/or Association members for a replacement to fill the seat being left vacant. To fill the seat a nominee must receive a two-thirds majority vote of the Board.

- D. The Board may also have up to six (6) Regional Representatives to serve as members for one year terms that run concurrent with their term in office. There is no limit on the number of consecutive terms each Regional Representative may serve.

Section 2: Regional Representatives

- A. There shall be up to six (6) Regional Representative selected by a majority vote of the Board reflective of representation from KHSAA boys' and girls' golf regions. If there are not an equal number of boy's and girl's regions with representation, appointments may be added until an equal number is reached. This equal number may not be attainable until all boys and girls regions have members willing and eligible to fill the position.
- B. Representatives shall be nominated by any "Associate" member, including themselves, or a Board member. Nominations shall be requested by the Board prior to December 1 each calendar year.
- C. Nominees must have a current "Associate" member status.
- D. Representatives shall serve for a term of one (1) year with no limit on the number of terms served. Terms shall run from January 1- December 31.
- E. Representatives shall serve on one or more committees as assigned by the Board.
- F. Representatives shall be spread among all areas of Kentucky while still meeting the expectation of participating in Board meetings and conference calls.
- G. Some Representatives may be selected to serve on the Board during their term in addition to their other responsibilities.
- H. Positions that become vacant will be filled in a similar manner as for a full term by an interim appointment. The position will expire on December 31.

Section 3: Appointed Positions

- A. The Secretary:
 - 1. Shall have duties performed by one assigned member of the Board of Directors until such time as it is deemed necessary to change the person serving as the Secretary.
 - 2. Shall be appointed by a majority vote of the Board for an indefinite period.
 - 3. Can resign or be removed by a two-thirds vote of the Board of Directors.
 - 4. Shall prepare minutes for all business at open meetings.
 - 5. Shall coordinate voting process for State and Regional Coach and Player of the Year Awards.

B. Treasurer

1. Shall have duties performed by one assigned member of the Board of Directors until such time as it is deemed necessary to change the person serving as the Treasurer.
2. Shall be appointed by a majority vote of the Board for an indefinite period.
3. Can resign or be removed by a two-thirds vote of the Board of Directors.
4. Shall process all membership dues and tournament posting fees for the Association.
5. Shall prepare budget report and financial review for the Board at the beginning and end of each calendar year.

C. Other Positions

1. The Board of Directors may create and appoint or vacate other temporary or permanent positions as it may deem necessary to conduct the business of the Association.

Section 4: Association Committees

- A. Association Committees shall be made up of Regional Representatives and may include a member of the Board.
- B. May propose resolutions that may be adopted by the Board.
- C. May have responsibilities assigned to it by the Board.
- D. Shall keep records of all committee meetings.

ARTICLE IV – MEMBERSHIP

Section 1: The levels of membership shall be as follows:

- A. An “Associate” membership shall be available to the head varsity high school coach and head assistant/junior varsity coach of a member school of the KHSAA. This class of member shall be eligible to serve on the Board.
- B. A “Public” membership shall be available to all others with a desire to help the Association fulfill its mission. This class of membership is eligible to make nominations for association positions or awards.
- C. An “Honorary” Membership shall be available to anyone nominated by a member and approved by the Board. Honorary membership shall be granted for one or more years. Honorary members are not required to pay dues and may make nominations for association positions or awards.
- D. Any member that becomes ineligible to remain an “Associate” member, for whatever reason, shall have their membership transferred to a “Public” membership for the remainder of the membership year.

Section 2: Annual Dues

- A. Annual dues shall be paid to the Association by June 30 of each calendar year and constitute membership for the current calendar year running from January 1 through December 31. Dues not received by June 30 will result in suspension of membership until such time as the dues are paid or the membership is declared terminated by the Board.
- B. Membership dues received from new members from January 1-June 30 shall constitute immediate membership through the end of that calendar year. Dues received from July 1-October 31 shall be considered late registrations subject to an additional fee, and shall constitute membership through the end of the calendar year.
- C. The amount of the annual dues shall be set by the Board.

Section 3: Cancellation of Membership

- A. Any member having engaged in conduct deemed to be dishonorable by the KYGCA may have their membership suspended or terminated by a two-thirds vote of the Board. Notice of such action will be given to the member no less than ten (10) days prior to the meeting set for such action.
- B. Any member whose membership has been suspended or terminated may appeal for reinstatement directly to the Board of Directors at a regularly scheduled meeting. The action of the majority of the Board members present shall be final.
- C. Any member whose membership has been suspended or terminated shall likewise lose any and all rights afforded members in good standing.

ARTICLE V – FINANCE

Section 1: Budget

- A. A budget shall be proposed and approved by a majority of the Board prior to the beginning of each fiscal year.
- B. The Association's fiscal year shall run from January 1-December 31.

Section 2: Compensation and Reimbursement

- A. No direct compensation shall be made to board members or any appointed positions.
- B. Reimbursement shall be made by the Association to the directors or other such other persons as the Association may deem necessary for the following expenses:
 - 1. Postage, office supplies, telephone/communications, and technology.
 - 3. Travel for one selected member to attend one "national association" meeting per year.

Section 3: Distribution of Funds upon Dissolution of Corporation

- A. All funds on hand, after all financial responsibilities are met, at the time of dissolution of the corporation will be distributed to an in-state charitable organization of the corporation's choosing.

ARTICLE VI – MEETINGS

Section 1: Board Meetings

- A. The Board of Directors shall meet at least once quarterly.
- B. The Board may meet through “electronic” means and need not physically attend to be counted present to constitute a quorum if the ability is available.
- C. Any member of the Board may call a meeting with at least ten (10) days prior notice by mail or electronic means. A quorum of a majority of the members must be present for the purpose of conducting Association business.

Section 2: Association Committees

- A. These groups shall meet as necessary to fulfill obligations, submit proposals, and conduct all relevant business.
- B. These groups may meet through “electronic” means and need not physically attend to be counted present to constitute a quorum if the ability is available

Section 3: Voting Procedures

- A. A quorum of no less than 51 percent of the voting membership of the particular body shall be present for the meeting to be held unless otherwise stated in these By-Laws.

Section 4: Meeting Procedures

- A. All meetings shall be held using procedures adopted by the Board.

ARTICLE VII – AMENDMENTS

Section 1: Proposing Amendments

- A. Amendments may be proposed by the Board or by a petition signed by ten (10) percent of the entire “Associate” membership.
- B. Proposed amendments shall be voted on not less than 10 days nor more than 60 days after submission is received by the Association.

Section 2: Approving Amendments

- A. Amendments to these By-Laws shall be approved by a two-thirds majority vote of the Board.
- B. All approved amendments will become effective immediately unless otherwise indicated.

Amendments:

The following were amended on June 18, 2011:

Article III; Article IV; Article V; Article VI, 1A; Article VII, 1B; Article VII, 2B

An amendment to Article VI, Section 1 of these By-Laws was approved on March 31, 2014

Previous Wording:

Annual Meeting shall:

- A. The Annual Meeting shall be presided over by the Board of Directors.
- B. take place in June of each year. The date and location will be set by the Board.

Amended Wording:

Annual Meeting shall:

- A. Be presided over by the Board of Directors.
- B. Take place between April 1 and June 30 of each year. The specific date and location will be set by the Board.

A complete revision and reorganization of the By-Laws is scheduled to be complete by January 1, 2018.

The reorganization includes placement of “Administration” as Article III with “Membership” moved to Article IV. Several updates were completed to complete re-organization of the By-Laws to reflect recent changes to Voting Structure, Fiscal Year, and elimination of Annual Meeting context.