

HOLLY LAKE WOMEN'S GOLF ASSOCIATION

By-Laws

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Article I

Name

The name of the organization shall be Holly Lake Women's Golf Association (HLWGA).

Article II

Objectives

The objectives of the organization are to cultivate good fellowship among the members and to promote and to encourage active participation in playing golf tournaments conducted in accordance with the rules of the U.S. Golf Association except as modified by the local rules of the course.

Article III

Membership

[b]Full Membership[/b] is open to those women who are property owners or residents in good standing with the HLR Association and are at least 18 years of age. No woman shall be allowed to play in HLWGA-sponsored event, including play days and tournaments, until she has paid golf dues for available golf memberships to the HLR Golf Club and membership to the WGA. If a new member has never established a handicap, she shall establish a handicap by posting five (5) rounds on the Holly Lake Golf Course. However, a handicap cannot be established without paying her dues to the HLR Golf Club and the WGA. A handicap must be earned. No player has an inherent right to USGA index without providing full evidence of her ability. If a player chooses to take part in any HLWGA sponsored event without establishing an index, she must play for gross score.

(Amended August 2016) (Amended October 2022)

[b]Guest Membership[/b] is open to those women who visit property owners or residents or timeshare guests and are at least 18 years of age. Women shall be allowed to play in HLWGA Play Day events if they have an established handicap, verified either through GHIN or upon presentation of a handicap card signed by a club professional, pay \$5.00 entry fee for event plus pay green fee to the Golf Course.

(Added August 2016)

[b]Social Membership[/b] is open to those women who are property owners or residents in good standing with the HLR Association and at least 18 years of age. They are eligible to participate in non-play events such as luncheons (fees will be assessed), social, and monthly business meetings as non-voting members.

(Amended April 2013) (Amended August 2016)

[b]Lifetime Membership[/b] to HLWGA will be given to any current full or social member who has reached her 80th birthday and her name will remain in the yearbook. She will no longer pay membership dues to the WGA starting the next fiscal year; however, she will be responsible for paying her own GHIN fee to HLWGA if she wants to continue to have an established handicap. This membership will be given at the annual meeting in December.

(Amended January 29, 2014) (Amended August 2016)

Article IV

Finances & Dues

[b]Section 1.[/b] Membership dues shall be per person payable January 1 of each year or at the time application for membership is made. Dues will not be prorated for those joining later in the year and are not refundable. There are two parts to this payment – dues and GHIN fee.

(Amended October 2022)

[b]Section 2.[/b] The dues for the succeeding year shall be set by the general membership at the November business meeting at the end of each calendar year.

(Amended October 2022)

[b]Section 3.[/b] A balance of one thousand dollars (\$1,000) or more shall be left in the account of the HLWGA at the end of each calendar year.

(Amended October 2022)

[b]Section 4.[/b] Upon dissolution of the organization, the balance of the monies shall be distributed as directed by decision of the membership present during a regular business meeting or at a special meeting.

Article V

Meetings

[b]Section 1.[/b] The business of the HLWGA shall be held on the last Wednesday of each month, January through November, or as deemed necessary by the President, or in her absence by the Vice-President.

(Amended Nov. 2024)

[b]Section 2.[/b] Special meetings may be called at any time by order of the President, any three members of the Executive Committee, or by any five members of the HLWGA.

Article VI

Officers

[b]Section 1.[/b] The officers of the HLWGA shall be President, Vice-President/Tournament Chairman, Secretary, Treasurer, and Play Day Chairman.

[b]Section 2.[/b] The President, or in her absence or disability, the Vice-President shall preside at all meetings of the HLWGA and of the Executive Committee. She shall have general supervision of the affairs of the HLWGA and, with Board approval, appoint chairpersons of other committees as needed. The immediate past-president shall attend the Board meetings in an advisory capacity and shall serve as a voting member. In the event the past year's president cannot serve, the previous year's president will serve.

(Moved from Article IX, Section 5)

[b]Section 3.[/b] The Vice-President shall, in addition to presiding at all meetings in the absence of the president, be Tournament Chairman.

[b]Section 4.[/b] The Secretary shall keep the records of the meetings of the HLWGA and of the Executive Committee. She shall keep a complete list of all members and shall attend to the necessary correspondence of the HLWGA and perform such other duties as may be prescribed by the Executive Committee.

[b]Section 5.[/b] The Treasurer shall collect and keep all monies of the HLWGA and disburse them as directed by the Executive Committee. Her signature and the President's signature shall be on file at the bank where the HLWGA's funds are held. She shall keep accurate records of all monies received and disbursed. Her records shall be open at all times to the inspection of the Executive Committee. She shall make a report of the financial condition of the HLWGA at each business meeting.

[b]Section 6.[/b] The Play Day Chairs shall be responsible for coordinating with the PGA Professional the Wednesday play day games for the year. She shall keep a record of the "break" list, post it and shall order and distribute break pins when needed. She shall also post the Hole-in-One list. The fee for the Hole-in-One list is \$1.00 per person and will be coordinated with the Treasurer.

[b]Section 7.[/b] The Tournament Chairman shall consist of the Vice-President and another WGA member of her choosing. Together they shall be responsible for planning and executing the WGA tournament schedule for the year. They may ask the WGA members for assistance.

[b]Section 8.[/b] In case of a vacancy in the office of President, the Vice-President shall become President. The Board will fill the office of Vice President and the appointment will be submitted for approval to the members of the HLWGA at the next regular meeting.

(Amended April 2013)

[b]Section 9.[/b] Should any officer or committee chairperson fail to perform the duties of her position, she may be removed by a vote of two-thirds (2/3) of the Members of the Board. The resulting vacancy shall be filled in the same manner as that of the Vice-President.

(Amended April 2013)

Article VII

Executive Committee

[b]Section 1.[/b] There shall be a total of seven (7) members of the Executive Committee composed of the five (5) officers of the HLWGA, the retiring President and the Social Chairman appointed by the President. Any vacancy in the Executive Committee shall be filled by the President, subject to approval of the remaining members of the Executive Committee.

(Amended October 2022)

[b]Section 2.[/b] The Executive Committee shall meet at the call of the President or any three (3) members of the Committee.

[b]Section 3.[/b] The Executive Committee shall have the power to (a) make and amend rules for the conduct of golf tournaments and social affairs the HLWGA may decide to sponsor and to (b) expend the funds of the HLWGA in carrying out its objectives and purposes.

[b]Section 4.[/b] The officers and Executive Committee shall take office on the first of January.

Article VIII

Committees

The President, with the approval of the Executive Committee, shall appoint a Social Chairman and a Courtesy Chairman. Each Chairman may request assistance from other HLWGA members if she wishes. The President shall appoint special committees as the need for them arises and prescribe their duties and powers.

Social Chairman

The Social Chairman shall work with the Tournament Chairman, the President and the Executive Committee for all social functions of the HLWGA. She may ask other WGA members for assistance.

Publicity/Historian

Publicity/Historian/Website Chair shall be responsible for recording the winners of each tournament, taking photographs of tournaments and all WGA events and submitting to the HLR Website Manager as well as posting on the HLR WGA Facebook page and Communication Committee.

Courtesy Chairman

The Courtesy Chairman shall oversee the following services:

(A) On the death of a WGA member, purchase a Memory Plaque name plate for the memorial by the Pro Shop. In addition, purchase an engraved leaf to be hung on the WGA Memorial Tree, if the deceased has been a member of the WGA for five years or more.

(Amended Nov. 2024)

(B) On the death of a WGA member's spouse/significant other or child, send a remembrance of \$25.00 limit to charity of member's choice. A card will be sent upon the death of other family members.

(Amended Nov. 2024) (Amended March 2021) (Amended July 29, 2009)

(C) At the discretion of the Courtesy Chairman, shall send appropriate cards under other circumstances.

(D) Send a Birthday card to all Lifetime Members.

(Voted on August 29, 2007)

(E) Send invitations to Lifetime members for Club Championship Award Social and Christmas Luncheon.

In the event of an illness of a WGA member or spouse/significant other, the Courtesy Chairman shall send an email to WGA members advising of the circumstance and encouraging members to send a card.

(Amended Nov. 2024) (Amended April 2013)

All WGA members are encouraged to notify the Courtesy Chairman of any illness or hospitalization of a WGA member or the death of a WGA member spouse/significant other or child.

(Amended Nov. 2024) (Amended April 2013)

Record Retention

Records of the HLWGA shall be retained a minimum of three (3) years. It shall be the responsibility of each officer or committee chair to destroy records older than three (3) years prior to providing the records to her successor. Any checks or documents containing sensitive information shall be destroyed by shredding or burning.

(Amended 2015)

B & B, East Texas and Texas Women's Amateur Representatives

All representatives shall post all information concerning the league tournaments and report at the monthly WGA meeting. They shall send in the monthly handicap report of our WGA members to the area representative.

Texas Senior Women's Representative

The Representative shall inform the WGA members of the Texas Senior Women's Match Play tournaments, played once a year; how to apply and when and where to attend.

Yearbook

The Yearbook Committee shall be comprised of no less than two (2) WGA members and current President. This committee shall be responsible for organizing and proof reading all information for the printing of the annual WGA Yearbook.

Communications Chair

Chairman shall be responsible for forwarding all information from the President about tournaments or events to all WGA members. She shall have committees to assist her if desired.

Article IX

Election of Officers

[b]Section 1.[/b] The nominating committee for new officers will be appointed at the August meeting. It shall consist of five (5) members: the immediate past-president who serves as chairperson, two (2) members of the Executive Committee appointed by the President, and two (2) members elected at large from the general membership attending the August meeting. In the event the immediate past year's President cannot serve, the previous year's President will serve.

(Amended Oct. 2022)

[b]Section 2.[/b] The nominating committee shall present a proposed slate of officers at the September meeting. At the September meeting, the presiding officer shall ask for additional nominations from the floor. If there are nominations from the floor, voting shall be by secret ballot. Nominations from the floor shall be subject to agreement by the nominee to serve in that office. Election of the officers shall be held at the October meeting.

[b]Section 3.[/b] Installation of officers shall be held during a special meeting in December. The new Board shall set up the schedule of events for the coming year and appoint their respective committees.

[b]Section 4.[/b] Officers shall be elected for a term of one (1) year beginning January 1st. The term of office shall run from January 1st to December 31st.

[b]Section 5.[/b] No officer shall occupy the same office for more than two (2) consecutive years. Under extreme circumstances, exceptions to this bylaw may be considered and must be approved by the membership.

(Amended October 2022)

Article X

Amendments

The bylaws may be altered or amended at any annual, monthly, or special meeting of the HLWGA by two-thirds (2/3) vote with a quorum of one fourth (1/4) of the members in attendance. The Board must be notified of any proposed changes and such changes must be distributed to the HLWGA members at least 14 days prior to being submitted for approval by the membership.

(Amended October 2022)