

CONSTITUTION AND BY - LAWS
OF
BOEING EMPLOYEES' GOLF ASSOCIATION

Preamble: We the members of the Boeing Employees' Golf Association, do organize for the mutual recreation and pleasure in Golf. This Association, formed to provide an organized golfing activity for the employees of The Boeing Company, shall be a non-profit organization. To this end, the primary purpose of the Association is:

- 1) To hold each year, twelve or more tournaments for participation by all eligible Association members,
- 2) To further individual competition and competition between member leagues, through standardized scoring and maintenance of individual member handicaps,
- 3) To provide a means for members to obtain United States Golf Association (USGA) Golf Handicap and Information Network (GHIN) credentials through membership in the BEGA Golf Club (BGC), a member club of the Washington State Golf Association (WSGA),
- 4) And in general, to act as an authoritative body in the arbitration of controversies and in the final determination of all questions that may arise during the golfing activities of the Association.

CONSTITUTION

ARTICLE I NAME

Section 1 We shall be known as Boeing Employees' Golf Association (BEGA)

ARTICLE II MEMBERSHIP

Section 1 This Association shall be composed of active members, i.e. individuals who have paid BEGA league dues for the current year.

Section 2 Membership shall be open to the following without regard to race, color, sex, age, religion, national origin, status as a disabled or Vietnam era veteran or the presence of a disability.

- a. Boeing employees and retirees.
- b. Spouse and eligible dependent children (as defined by the IRS) and domestic partners as defined by The Boeing Company of Boeing employees and retirees.
- c. Government, customer, vendor and contract personnel stationed at or exclusively serving The Boeing Company, their spouse and dependents.
- d. Certain limitations may be imposed by the company on participation for other than company employees based on available staff, facilities and budgets.

Section 3 An individual will be considered a BEGA member upon payment of the yearly BEGA membership dues and active participation with one of the leagues of the Association.

Section 4 The acceptance of membership shall bind each member to all provisions of the Constitution and other rules of the Association.

Section 5 The annual BEGA membership dues shall be established on a year-to-year basis subject to approval of the BEGA Council. Dues shall be payable to the Association Treasurer prior to the third week of members' league play each season. Additional membership dues may be required by each league to cover the cost of league activities.

ARTICLE III OFFICERS

Section 1 The BEGA Executive Board shall consist of a President, Vice President for Men, Vice President for Women, Secretary, Treasurer, immediate Past President, Men's and Women's Handicap Chairs, and the BEGA Webmaster. Executive Board Treasurer must be an active Boeing employee. Eligible candidates for President, Vice President(s), Secretary, Men's and Women's Handicap Chairs, and the BEGA Webmaster of the executive board may be an active Boeing employee or a retiree of The Boeing Company. The Handicap and Webmaster positions are volunteer positions. All members of the Executive Board have voting rights on BEGA Executive Board matters.

Section 2 The BEGA Council shall consist of the BEGA Executive Board and the Presidents of the Member Leagues.

ARTICLE IV DUTIES OF OFFICERS

Section 1 President shall:

- a. Preside at all business meetings of the Association, BEGA Council and the Executive Board.
- b. Be chairperson of the Executive Board.
- c. Call extra business meetings, appoint committees not otherwise provided for and fill pro-tem vacancies as specified.
- d. Perform the duties of the Vice President(s) in their absence.
- e. Review the monthly bank statement with the treasurer.
- f. Enforce the provisions of the Constitution and have general supervision of all Association activities.
- g. Appoint such committees as may be found desirable and necessary for the further interests and purposes of the Association.
- h. Ensure that the BGC complies with all of the requirements defined and/or required by the WSGA.
- i. Perform such other duties as the office may require.

Section 2 Vice Presidents shall:

- a. Oversee and coordinate the efforts of all major committees.
- b. Perform the duties of the President in their absence.
- c. Advise the President concerning policies of the Organization.
- d. Be responsible for the organization and management of Association tournaments. Provide a detailed financial report for each individual tournament which shall be prepared within 30 days of tournament completion. Copies of this report will be made available to any Association member upon request.

Section 3 Secretary shall:

- a. Keep minutes of all Executive Board and other business meetings.
- b. Maintain an up-to-date roster of League Officers.
- c. Notify members of all club meetings as specified.
- d. Maintain all required documents of the club.
- e. Handle communication and publicity for the Association.
- f. Pass information from the Executive Board to the Webmaster for display on the BEGA websites.

Section 4 Treasurer shall:

- a. Keep an accurate account of all financial transactions of the organization.
- b. Be responsible for all funds of the organization and receive and disburse all money subject to the will of the Executive Board.
- c. Disbursements shall be made by check only. A checking account will be set up and no check will be honored by the bank for payment unless signed by the Treasurer or appointed BEGA Executive Board member.
- d. Maintain accounts and render monthly financial statements of the organization.
- e. All financial records shall meet specifications set by Boeing Recreation.
- f. Review the monthly bank statement with the President.
- g. A copy of the final written report shall be sent to all league Presidents. Review the financial records with an officer or club member upon request.
- h. Present, at each annual meeting, a written report of money affairs to the members of the Association.
- i. Submit financial and membership reports to the Executive Board as required
- j. Prepare and obtain the concurrence of the President for an annual forecast of anticipated receipts and money expenditures.
- k. Prepare and submit to the Executive Board a recommendation for tournament subsidies 30 days prior to the first scheduled BEGA tournament. The subsidy recommendation shall consider the membership totals of male and female members. After all leagues have submitted their BEGA 1st half dues another recommendation for tournament subsidies based on available funds shall be presented to the Executive Board for approval.
- l. Be audited by the Executive Board after election of a new Treasurer, or at any time deemed appropriate by the President.

Section 5 The Men's and Women's Handicap Chairs shall provide counsel to the Executive Board upon request, and may be appointed to serve on various committees. Their principle role is to supply handicapping services to BEGA members who have elected membership in the Men's and Women's BEGA Golf Club (BGC).

Section 6 The BEGA Webmaster shall maintain the BEGA websites, where BEGA members may review all pertinent Association information.

ARTICLE V ELECTION OF OFFICERS and EXECUTIVE BOARD COMPENSATION

Section 1 The offices of President, Vice President, Secretary, and Treasurer shall be filled by election prior to the season kick-off meeting normally held around the third Monday in January.

- a. The President, Women's Vice-President and Secretary shall be elected during odd calendar years.

b. The Men's Vice-President and Treasurer shall be elected during even calendar years

Section 2 Nominations for officers of the organization shall be made by a three-person Nominating Committee appointed by the President at the late summer meeting. They shall present a list of nominations to the organization to be voted upon by the Executive Council in early fall, providing that there are at least two nominations for the position(s).

- a. At least two nominees (employees) should be placed on the ballot for each position.
- b. Ballots shall be prepared and mailed no later than August 1st. A brief resume of each nominee's qualifications will be included on the ballot.
- c. Any Association member, either currently employed or retired shall be eligible for nomination, providing consent has been given.
- d. A committee appointed by the President shall control the election process.
- e. Executive Board Officers shall be elected by League Officers (one vote per officer; maximum of five votes per league).
- f. The person receiving the highest number of votes for each office shall be duly acknowledged and installed to that office at the annual fall meeting. The Executive Board will break all ties.
- g. In the event that there are no nominees for election to an Executive Board position, the incumbent Executive Board officer may be appointed by the Executive Board to continue in that position for the next term.
- h. Results of the election shall be publicized either by written notice and/or the BEGA websites.

Section 3 No person is eligible to hold office that is not a dues paying member of the organization.

Section 4 No member is eligible to hold more than one elective office at a time or be retained in an office more than two successive term limits. The length of a term is defined as: two years.

Section 5 Only one member of a family, the active Boeing employee or Boeing retiree at a time is eligible to hold the office of President, Vice-President(s), Secretary(ies), Treasurer, Men's and Women's Handicap Chairs, or the BEGA Webmaster.

Section 6 All elections shall be by e-mail ballot.

Section 7 Office vacancies of the President, Vice-Presidents, Secretary and Treasurer, Men's and Women's Handicap Chairs, and BEGA Webmaster, must be filled within 60 days of vacancy either by appointment by the board or special election, as applicable.

Section 8 Executive Board officers shall serve without pay and shall be reimbursed for any reasonable expenses incurred while performing the duties of their office. These expenses shall be payable upon approval by the Executive Board officers.

Section 9 An Executive Board officer may be removed from office by a two-thirds majority vote of the BEGA Council.

Section 10 The BEGA Executive Board shall appoint the BEGA representatives to the Washington State Golf Association (WSGA) and the Pacific Northwest Golf Association (PNGA).

Section 11 There will be no charge for BEGA Executive Board members for BEGA dues or to play in BEGA tournaments.

ARTICLE VI COMMITTEES AND BOARDS

Section 1 There shall be an Executive Board and three major boards, committees or organizations.

Section 2 Executive Board

- a. The President, Vice Presidents, Secretary, Treasurer, prior past President, Men's and Women's Handicap Chairs, and the BEGA Webmaster, shall constitute this Board.
- b. The Executive Board shall decide on all expenditures, promotion of activities, appointments of committees and the general government of the organization.
- c. The Executive Board shall meet at least four times each year.
- d. They may delegate any of their duties to sub-committees.
- e. They will interpret the rules of golf and guidelines as outlined by the United States Golf Association as modified by local course rules.
- f. The BEGA Executive Board is charged with the responsibility for Constitutional and Playing Rules changes. All such changes shall be accomplished under the provisions of the Constitution.
- g. They shall hear all complaints or disputes between members of the Association, but no member of any league involved in a dispute shall sit in hearing of such complaint or dispute.

Section 3 Executive Council

- a. The Executive Board and all League Presidents shall constitute this Board. Proxies may be voted at all meetings of the Council. Any resolutions, in writing, signed by members of the BEGA Council shall constitute action by the Council. One Association officer and four BEGA Council members present shall constitute a quorum at any meeting.
- b. The rules of competition of the season shall be prepared, approved by majority vote of the BEGA Council, published and sent to all members of the Association prior to the beginning of league play. Any playing rule change(s) proposed by the Executive Board shall be submitted to the BEGA Council a minimum of ten (10) working days prior to the time that the BEGA Council vote is to be taken.
- c. Changes in the playing rules after the season has begun can be made by simple majority vote of the BEGA Council. The effectiveness of a change will be determined at the same time. If the vote is not decided by majority, the question will be brought to the membership of the Association and it shall take a two-thirds majority vote of the membership to change the Playing Rules

Section 4 The BEGA Golf Club (BGC) is a service of the Boeing Employees Golf Association, created to provide a means for BEGA Members to obtain and maintain USGA GHIN Handicaps. This service is provided on a purely voluntary basis. BGC will abide by the Requirements of a Golf Club as specified by the USGA Handicap System Manual and administered by the Washington State Golf Association.

Section 5 LEAGUES

- a. League Officers shall be President, Vice President, Secretary and Treasurer. Associate

members may make up 50% of an individual league's officers.

- b. The President will preside at any league meetings and shall attend all meetings of the BEGA Council as a regular member. They shall, in the absence of any other league officer, perform their duties or appoint others to do so. The President shall be responsible for the general supervision of the activities of the league, and ensure that all duties are taken care of and divided among the officers in as equitable and/or efficient manner as possible. Prior to the Christmas break, the President shall provide the results of the annual election to the BEGA Secretary, including the names and contact information of the league officers for the next year.
- c. The Vice President shall assist the President and in the absence of the President, shall carry out the duties of that office. The Vice President shall act as Tournament Coordinator for the league and assume any other duties as assigned by the president.
- d. The Secretary shall arrange pairings for weekly play matches on a round-robin basis and maintain handicap records for each member. A copy of the league handicap record shall be furnished to the Tournament Coordinator when requested. At the end of the golf season, those records shall be turned over to the newly elected league Secretary for use the following year. Players delinquent in payment of league or Association dues should not be scheduled for play following the second week of play.
- e. The league Treasurer shall collect and disburse all league funds with the approval of the league President and all financial records shall meet specifications set by Recreation. It shall be the responsibility of the Treasurer to collect and to submit to the BEGA Treasurer, BEGA dues for each league member. These dues, submitted by check must be provided to the BEGA Treasurer along with a complete alphabetized list of membership upon request. The league Treasurer shall submit a financial report after approval by the league President either a signed paper copy or an electronic copy sent to the BEGA Treasurer. BEGA dues must be paid in full for all members of the league prior to any member of the league participating in any BEGA tournament. Delinquent BEGA dues prohibit tournament winnings disbursement to any non-compliant BEGA league.
- f. Election of league officers shall be completed prior to the annual Fall Meeting and those officers will assume their duties as of January 1. Officers will be elected for a period of one year. Results of the election shall be forwarded to the BEGA Secretary.
- g. Association officers are eligible for nomination to league office.
- h. Nominations for each league office will be solicited from each member by written request from the league Secretary. The league officers will determine the election ballot on the basis of such nominations after determining acceptance of the nominee. At least two members should be proposed for each office.
- i. The retiring league President will call a meeting at the end of the fiscal year to allow the outgoing officers to turn over league property, records and funds in good order, as of the end of the season, to the newly elected officers.

Section 6 RULES OF PLAY

- a. The rules of competition of the season shall be prepared, approved by majority vote of the BEGA Council, published and sent to all members of the Association prior to the beginning of league play. Any playing rule change(s) proposed by the Executive Board shall be submitted to the BEGA Council a minimum of ten (10) working days prior to the time that the BEGA Council vote is to be taken.

- b. Changes in the playing rules after the season has begun can be made by simple majority vote of the BEGA Council. The effectiveness of a change will be determined at the same time. If the vote is not decided by majority, the question will be brought to the membership of the Association and it shall take a two-thirds majority vote of the membership to change the Playing Rules.

ARTICLE VII MEETINGS

- Section 1 Regular meetings shall be held at least four times per year and as many additional times as deemed necessary by the Association President. The meeting that shall be called following the end of league play shall be for the purpose of allowing the out-going Association officers to turn over Association property, records and funds in good order, as of the end of the fiscal year, to the newly elected officers. The fiscal year shall be from January 1 through December 31.
- Section 2 Special meetings may be called at any time as determined by the President.
- Section 3 Notice of meetings of the BEGA Council or Executive Board shall be by duly written notice to each officer and Council member.
- Section 4 All meetings will be conducted in compliance with parliamentary procedure in the United States, *Roberts Rules of Order*.

ARTICLE VIII AMENDMENTS

- Section 1 This Constitution may be amended by the Executive Board provided the proposed changes are put forth in writing, and are subject to review and approval by the BEGA Council. Approval of said changes shall be by simple majority vote of the BEGA Council. Proposed changes to the Constitution from the general membership must be submitted in writing signed by the league president or his designee, to the Association President no later than 2 weeks prior to the Annual Kickoff Council Meeting (Normally held in January). When submitting proposed revisions, please indicate the league represented. Revisions will be discussed and voted on during the meeting. Only proposed revisions submitted per this section will be discussed at the meeting. Notification of this meeting will be sent out a minimum of 3 weeks prior to the meeting date.
- Section 2 Amendments to this Constitution may also be made in the following manner:
 - a. A petition in writing shall be submitted to the President, setting forth the desired changes or additions. This petition must be signed by 100 members of the Association.
 - b. The President will convene the BEGA Council, which will confirm or deny the petition by majority vote. If confirmed, the change is approved and will be written into the Constitution.
 - c. If the petition is denied by the BEGA Council, the matter may be submitted to the members by the petitioner. A minimum of 10% of the Association members must sign the petition and it will be prepared as a proposed amendment and will be distributed to the members for the vote, by the BEGA Secretary.
- Section 3 All proposed amendments to this constitution and by-laws shall be submitted to Boeing Recreation for clearance before a vote by the membership.

BY-LAWS

ARTICLE I QUORUM

Section 1 A quorum shall consist of simple majority of the Executive Board or Executive Council, as appropriate.

ARTICLE II GENERAL PROVISIONS

- Section 1 Property or equipment purchased by the Boeing Employees' Golf Association with Boeing Employees' Golf Association funds shall not be considered property of any individual member or group of members but shall be known as Club property.
- As Club property it may be entrusted to the custodial care of Boeing Recreation.
 - In the event of BGC disbanding, club property shall revert to Boeing Recreation, to be handled in a suitable manner.
- Section 2 Acquisition of any property, real, personal, or interest therein, in excess of \$1,000 valuation, shall receive approval by Boeing Recreation as submitted in the Budget Forecast.
- Real property shall be defined as land or buildings.
 - Personal property shall be defined as any property which is movable (i.e., table, chairs, band saw, computer, etc.).
 - Interest therein property shall be defined as that property which is leased or rented.
- Section 3 The fiscal year for BGC shall be from January to December, inclusive. All budgeting and financial accounting shall be rendered on this basis.

Executed by the duly authorized Boeing Employees' Golf Association Officers:



Name: Kathleen Landino
Title: BEGA President
Date: December 2, 2019



Name: Elizabeth M. Willetts
Title: BEGA Women's Vice President
Date: December 2, 2019