

# MGCSA CONSTITUTION AND BYLAWS

2017

## ARTICLE I

### NAME AND OBJECTIVE

The name of the Association shall be the Minnesota Golf Course Superintendents' Association, Inc., an Association of, by and for the Golf Course Superintendents. The objective of the Association shall be to advance the art and science of Golf Course Management, to collect and disseminate among member Superintendents practical solutions to problems with a view to more efficient and economical maintenance and production of golf courses, and to promote the welfare of the Superintendent and the profession.

### ARTICLE II ORGANIZATION

Section 1. The Association shall consist of the Board of Directors and General Members.

Section 2. The Board of Directors shall consist of President, Vice-President, Secretary, Treasurer, Ex-Officio and nine Directors. All members of the Board of Directors shall be elected for a two-year term. Four directors shall be elected bi-annually during the odd year annual meeting to serve a two-year term. Three directors shall be elected bi-annually during even year annual meeting and serve a two-year term.

The Affiliate members shall elect one Affiliate Member to the Board of Directors at the Industrial Relations Meeting annually at a time specified by the Board of Directors. This position shall serve a two-year term and will have the same voting rights as any other Board Member on Board decisions. Another Affiliate Member shall be elected to the Board of Directors with the same privileges the following year. Nominations for these positions will come from the Industrial

Relations committee, *and be approved by the Nominations Committee*. The Industrial Relations committee shall nominate at least (2) persons for this election.

Section 3. Vacancies are to be filled by appointment by the President for the unexpired term and with Board of Directors approval. Only superintendent members in good standing and prior or presently serving on the Board of Directors are eligible for election to the offices of President, Vice-President, Secretary or Treasurer. All Class A members and superintendent members in good standing are eligible for election as a Director. All Affiliate members in good standing are eligible for election as a Director only.

### ARTICLE III MEMBERSHIP

Definition of a Golf Course Superintendent: A golf course Superintendent is one who is entrusted with the management and operation of the tract of land defined as a golf course, including involvement in construction and maintenance of golf courses and related equipment.

Section 1. Membership shall be of the following classes: Charter, Class A, Class B, Class C, Class D (Technician), Class E (Educator), Facility, Affiliate, Associate, Honorary, Inactive, Retired, Class A Retired, Class AA Life Retired and Student.

Section 2. Each applicant for membership in the Association shall furnish satisfactory evidence of his or her qualifications to the Membership Chairman by completing the application form and including a recommendation from one qualified professional in the turf industry. The applicant must mail the application form to the Membership Chairman and include one year's dues. This must be within a six-month period

from date of application. The Membership Committee will review the application and make a recommendation to the Board of Directors for membership in the Association. The Board of Directors will then approve or disapprove the applicant. Approved applicant will become a member as of that date.

Section 3. Dual Membership Requirement: Effective July 1, 1997, all new Class A and SM membership applicants must submit an application for membership or evidence of membership with the Golf Course Superintendents Association of America and shall maintain such membership thereafter.

**CHARTER MEMBER:** A Charter Member shall have all the rights and privileges of the Association including the right to vote and hold office. He or she shall not pay dues.

**CLASS A -- GOLF COURSE SUPERINTENDENT:** To qualify for Class A membership, an applicant shall have, at the time of application for membership, at least three (3) years' experience as a golf course superintendent and be employed in such capacity. Class A Members shall have all the privileges of the Association, subject to the provisions of Article VI, Section 1 hereof.

**CLASS B:** To qualify for Class B Membership, an applicant shall be a golf course superintendent who has, at the time of application for membership, less than three (3) years' experience as a golf course superintendent, and shall be presently employed in such capacity. Class B Members shall have all the privileges of the Association, except that of being an officer.

**CLASS C -- ASSISTANT GOLF COURSE SUPERINTENDENT:** To qualify for Class C Membership, an applicant shall be, at the time of application for membership, an assistant to a golf course superintendent, and shall presently be employed in such capacity. Class

C Members shall have all the privileges of the Association, except that of being an officer.

**CLASS D -- TECHNICIAN:** Any individual presently employed by a Superintendent Member for golf course maintenance and ineligible for membership under any other classification. Class D Members shall have all the rights and privileges of the Association except the right to vote and hold office.

**CLASS E -- EDUCATORS:** To qualify for class E Membership, an Applicant must be an educator or extension officer. Class E Members shall have such privileges of the Association as the Board of Directors may specify by Standing Rules, except those of voting and holding office.

**ASSOCIATE:** To qualify for Associate Membership, an applicant must be an individual interested in golf course management and/or in the growing or production of fine turfgrass. Associate Members shall have such privileges of the Association as the Board of Directors may specify by Standing Rules, except those of voting and holding office. The associate may not be in the business of providing materials or services to Superintendents or suppliers.

**AFFILIATE:** To qualify for Affiliate Membership, an applicant must be an individual, business firm or governmental body interested in golf course management and/or in the growing or production of fine turfgrass, either individually or through employment by, or other affiliation with, a company, proprietorship or association, and who does not qualify for membership in another class. Affiliate Members shall have such privileges of the Association as the Board of Directors may specify by Standing Rules, except those of voting and holding office.

**HONORARY:** To qualify for Honorary Membership, the individual must be recognized by the Board of Directors for contributing in an outstanding manner to this

Association or profession or related field. This membership shall continue in effect unless otherwise revoked by the Board of Directors. Honorary members shall not be required to pay dues or assessments of the association and shall have such privileges of the Association as the Board of Directors may specify by Standing Rules, except those of voting and holding office.

**STUDENT:** To qualify for Student Membership, an applicant must be a full-time turfgrass student enrolled in a formal course of education, or have completed his or her formal education less than one (1) year prior to the date of application for membership provided one's current employment does not qualify for membership under any other classification. Student Members shall have such rights of the Association as the Board of Directors may specify by Standing Rules, except those of voting and holding office. Student members shall have such privileges of the Association as the Board of Directors may specify by Standing Rules, except those of voting and holding office.

**CLASS AA - LIFE MEMBERS:** To qualify for Life Membership, one must: (1) have retired as an active member, and no longer be actively seeking employment within the scope of any membership class of the association, (2) have reached the age of 55, and (3) meet one of the following criteria:

- (a) An active member for twenty-five (25) years; or
- (b) A former Board member; or
- (c) A charter member.

A Life Member shall have all the rights and privileges of the Association except that of holding office.

A Class AA - Life Member shall have all the rights of and privileges of the Association except that of holding office. ***Life members shall not pay dues but must keep current with their contact information annually.***

**CLASS A - RETIRED:** To qualify for Class A - Retired status, one must not be currently employed as a golf course Superintendent and have a minimum of five years service as a Class A golf course Superintendent member. The years of service as a MGCSA member when combined with the members' age must equal or exceed 75 years. This member shall have all the privileges of the Association afforded that classification, with the exception of holding office. The Board of Directors will set annual dues.

**RETIRED:** To qualify for Retired Membership, one must be retired and no longer seeking employment within the scope of activities of any membership class of the Association. An applicant may apply to the Board of Directors in writing for Retired Membership, the annual dues for which shall be set by the Board of Directors but shall not exceed one-half the amount paid for the classification of which the member retires. There are two options for retirement: (1) Any member reaching age fifty-five (55), may retire and shall have all the privileges of the Association afforded the member in his or her immediate previous classification, with the exception of holding office; or (2) Any Member having completed a minimum of twenty (20) years of service in any membership classification may retire in that classification and shall have all the privileges of the Association afforded that classification and shall have all the privileges of the Association afforded that classification, with the exception of holding office.

**INACTIVE:** An Inactive Member is an individual who, by any reason of unemployment, illness or other adverse circumstances, has been placed in this class upon his or her application. The Board of Directors shall have the authority to act on such application and to place a member on Inactive status subject to terms and conditions as the Board of Directors may specify by Standing Rules. A member may not remain in

an inactive status for more than (1) year from his or her approval by the Board of Directors. Dues will be waived for the length the member is in this classification. Member shall continue to have the rights and privileges from the classification from which they became inactive.

**FACILITY:** This membership is in the facilities name. The facility designates the recipient of the membership benefits. The recipient could be the superintendent, owner, club representative or whomever the facility chooses. The designated individual would receive membership benefits but would not be permitted to vote or hold office.

### **RECLASSIFICATION OF MEMBERS**

The Board of Directors, in accordance with Standing Rules adopted by it from time to time, or pursuant to directives adopted by the membership at any Annual Meeting or any special Meeting called for that purpose, shall make all reclassifications of members.

**A. VOLUNTARY RECLASSIFICATION:** Any individual member may request a change in his or her qualifications for membership as set forth in Section 1 of this Article.

**B. MANDATORY RECLASSIFICATION:** All members, upon renewal of their annual membership, must clearly state their current employment status. This statement of employment status shall be based upon the Association's officially accepted job titles and golf course organization chart, or other commonly accepted listings of job titles. The Board of Directors shall, upon receipt of this statement determine the appropriate class of membership for each individual and shall be empowered to alter the individual's membership classification to properly reflect stated qualifications.

### **ARTICLE IV DUES**

1. Annual dues for all classes of members shall be the sum fixed at the last Annual Meeting of the Association. After October 1, new members paying dues shall be credited through December 31 of the following year.
2. The executive secretary shall inform delinquent members with a second dues notice at the end of thirty days only. At the end of sixty days, April 1, if said delinquent member has not paid his/her dues, the executive secretary shall drop the individual from membership.
3. The Board of Directors may, for sufficient cause, temporarily excuse a member from payment of annual dues or assessments.
4. Assessments: Where necessary, in the opinion of a majority of voting members present at the Annual Meeting of the Association, for the payment of an existing deficit, there may be levied an assessment in addition to annual dues to be paid by each Association member, except Class AA, Charter, Class C, and Honorary members.
5. Any member applying for reclassification prior to the expiration of his or her membership must, at the time of application, pay the sum of the difference between his or her current annual dues and that of the annual dues of the class to which he or she is applying if the annual dues of the new class is fixed at a higher rate.

### **ARTICLE V CONDUCT AND REINSTATEMENT**

**Section 1. PROHIBITED CONDUCT:** The following conduct will be prohibited for members of the Minnesota Golf Course Superintendents' Association.

- a. Violations of the M.G.C.S.A. Code of Ethics. (Article XI)
- b. Using the M.G.C.S.A. affiliation for the purposes of promoting schemes, ideas or objects that are detrimental to the Association.
- c. Conduct unbecoming a member or inimical to the Association.

**Section 2. POWER OF THE BOARD OF DIRECTORS TO DISCIPLINE OR EXPEL MEMBERS:**

Any member may be disciplined or expelled by the Board of Directors upon a showing of just cause therefor. The Board of Directors shall have the power to established standing rules for the conduct or proceedings under this section.

**Section 3. REINSTATEMENT:** An expelled member may reapply for membership no earlier than one (1) year after the date of such expulsion. If reinstatement is for non-payment of dues, the member may apply in less than one year if his/her application is accompanied by remittance of such dues. The Board of Directors shall consider such applications and shall have full power to determine the status of the applicant, pass on his/her request and state the terms of reinstatement. Any controversial case is privileged to plead for reconsideration.

**ARTICLE VI DUTIES OF OFFICERS**

**1. PRESIDENT:** The President shall, during any period when the Board of Directors is not in session, have general charge and supervision of the affairs and property of the Association, subject to such rules and regulations as may from time to time be made by the Board of Directors. This individual shall preside at all meetings of the Association and Board of Directors and shall be an ex-officio member of all committees. This officer shall, from time to time and as often as may be directed, submit reports to the Board of Directors and give such information touching affairs of the Association as may be required, and make such recommendations as he or she may think proper. The President shall appoint all committees except the Nominating Committee and Ethics Committee.

**5. EX-OFFICIO:** The Immediate Past President shall serve as the Ex-Officio, as an active member of the Board of Directors and a member of the Executive Committee. The Ex-Officio shall be the Chairman of the

Nominations Committee and as such shall seek out individuals to serve the Association and fill all Board of Directors positions up for election, or in the event a Board of Directors member is unable to fulfill a term, will provide a list of candidates to the president to fill the opening. The Ex-Officio shall also serve as the Chairman of the Ethics Committee with the Executive Committee and two at large members selected by the chairman to fill out this committee.

**2. VICE-PRESIDENT:** In the absence of the president, the Vice-President shall preside and fulfill the duties of the President.

**3. The Secretary:** shall keep the records and the minutes of all the Association meetings and Board of Directors meetings. He or she shall keep an accurate list of all members and give notice of meetings to all members of the Association. Such notice must be given one week in advance of the meetings. He or she shall also notify members who may become delinquent through non-payment of dues. Out-of-town members shall be informed of all important business. The books of the Association shall be kept and maintained at such a place or places as the Board of Directors may designate. He or she shall report to the Board of Directors annually on the inventory of M.G.C.S.A. equipment.

**4. TREASURER:** The Treasurer shall collect all fees, dues and assessments and keep accounts of the Association. He or she shall render a statement of accounts at each Annual Meeting of the Association and to the President whenever requested to do so.

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**6. EXECUTIVE DIRECTOR:** The President will, with the approval of the Board of Directors, appoint an Executive Director, who shall be the chief executive of the Association. The Executive Director's function shall be to put into effect the decisions of the Board of Directors, and otherwise to advise, promote and carry out the objectives and purposes of the Association as directed by the officers. The Board of Directors shall decide compensation.

## **EXECUTIVE BOARD**

**Board Composition Requirement:** The control and management of the association and its affairs and its property shall be entrusted to the Board of Directors, consisting of its officers and at-large Directors. All officers and a majority of the entire Board of Directors shall be GCSAA Class A members.

## **ARTICLE VII MEETINGS**

**1. REGULAR:** Regular meetings shall be held at such times as specified by the Board of Directors.

**2. ANNUAL:** Annual Meetings shall be held in conjunction with the Education Conference. The date is to be decided by the Board of Directors and members to be notified thirty days in advance.

**3. QUORUM:** A quorum exists when sixteen voting members are present at a regular or special meeting and a simple majority of

directors are present at a Board of Directors meeting.

**4. SPECIAL MEETINGS:** Special meetings of the members may be called by the President upon the request of a majority of the Board of Directors, or upon the request of 25% of the voting members.

## **ARTICLE VIII AMENDMENTS**

All proposed amendments to the bylaws must be mailed to the membership thirty days in advance of the Annual Meeting. These bylaws may be amended by vote of three-fourths majority of the members present at any Annual Meeting of the Association.

## **MGCSA Bylaw Amendments**

Adopted April 5, 1928  
Amended April 1, 1952  
Amended April 4, 1935  
Amended March 11, 1936  
Amended February 25, 1941  
Amended March 12, 1947  
Amended March 16, 1949  
Amended March 8, 1950  
Amended March 11, 1953  
Amended February 22, 1961  
Amended November 18, 1964  
Amended December 6, 1967  
Amended December 4, 1968  
Amended December 2, 1970  
Amended December 4, 1974  
Amended December 4, 1975  
Amended November 30, 1977  
Amended December 5, 1979  
Amended December 3, 1980  
Amended December 2, 1981  
Amended December 1, 1982  
Amended November 30, 1983  
Amended November 28, 1984  
Amended December 4, 1985  
Amended December 2, 1987  
Amended November 30, 1988  
Amended November 28, 1990  
Amended November 20, 1991  
Amended November 18, 1992  
Amended November 17, 1993  
Amended December 8, 1994  
Amended December 8, 1995  
Amended December 12, 1996  
Amended December 10, 1997  
Amended December 10, 1998  
Amended December 9, 1999  
Amended January 9, 2003  
Amended January 8, 2004  
Amended January 5, 2006  
Amended January 4, 2007  
Amended January 7, 2010  
Amended January 10, 2013  
Amended January 12, 2017

## **ARTICLE IX ORDER OF BUSINESS**

The order of business at all meetings of the Board of Directors and the Association shall be as follows: All matters coming before the Board of Directors or the members, not coming within the order of business described, and all disputed questions of parliamentary practice shall be controlled by Roberts Rules of Order Newly Revised.

## **ARTICLE X**

1. Minutes of Previous Meeting
2. Communications
3. Reports of Officers
4. Reports of Committees
5. Unfinished Business
6. Roll Call
7. New Business
8. Election of Board

## **PROXIES**

Each regular member of this Association or retired members entitled to vote may vote in person or by proxy upon any proposition submitted to a vote at a meeting of the membership of this Association. A proxy may be exercised only by the person named in such proxy who must be a voting member in good standing of the Association.