

**CONNECTICUT SECTION,  
PGA OF AMERICA, INC.**

**CONSTITUTION**

**DEDICATION**

Believing that the growth of the game of golf and its high standing in this country is largely due to the efforts of its early professional exponents and because of their ideals of sportsmanship and ethical practices, the Section is dedicated to the perpetuation of those ideals. In the fulfillment of the purpose to which it is dedicated, the Section enjoins upon its Members and Apprentices rigid observance of a Code of Ethics.

**FORWARD**

The term "Golf Professional" must be a synonym and pledge of honor, service and fair dealing. Professional integrity, fidelity to the game of golf, and a sense of great responsibility to employers, employees, manufacturers, golfers and fellow golf professionals transcends thought of material gain in the motives of the true Golf Professional.

**ARTICLE I**

**Name, Boundaries, Purpose, Scope**

**Section 1. NAME**

This organization shall be named "Connecticut Section, Professional Golfers' Association of America, Inc." and shall be referred to here forth as the "Section". The Professional Golfers' Association of America shall be referred to hereafter as the "Association."

**Section 2. BOUNDARIES**

The geographical location of this Section includes all the State of Connecticut, except of the territory south and west of a line between the cities of Danbury and Bridgeport: and the western half of the state of Massachusetts except for a small north western corner of the state are the boundaries for the Section.

**Section 3. PURPOSE**

The purpose of the Section shall be to promote the enjoyment and involvement in the game of golf within the Section, and to contribute to its growth by providing services to golf professionals and the golf industry within the Section.

The Section will accomplish this purpose by enhancing the skills of it professionals and the opportunities for amateurs, employers, manufacturers, employees, and the general public within the Section.

In so doing, the Section will elevate the standards of the professional golfer's vocation, enhance the economic well-being of the individual member, stimulate interest in the game of golf, and promote the overall vitality of the game within the Section.

**Section 4. SCOPE**

The scope of this Constitution is intended to encompass, but not exceed, that area of jurisdiction granted the Section by the Association, and shall not conflict with either the Constitution, Bylaws or Regulations of the Association.

## ARTICLE II MEMBERSHIP

### Section 1. MEMBERSHIP

Members of the Section must also be a member of the Association, and conform to all membership requirements set forth by the Association.

## ARTICLE III ORGANIZATION

### Section 1. JURISDICTION

The Section Board of Directors may exercise the power to create and charter Chapters and subsidiary membership groups within the Section boundaries. Such Chapters and Subsidiaries shall be subordinate to the Section and may conduct business in accordance with the Constitution, Bylaws and Regulations of the Section, which shall not be inconsistent or at variance with the Constitution, Bylaws and Regulations of the Association.

- (a) **Subsidiaries**  
A Subsidiary of the Section shall be named "The Assistants' Association of the Connecticut Section PGA". The members of the assistants association must be Section members, apprentices or pre-registrants. (The current and approved regulations of the Assistants' Association of the Connecticut Section of the PGA are to be considered a corporate part of the Section's Bylaws, and for convenience are printed separately.)
- (b) **Financial Obligations**  
The Section shall manage its financial affairs in a fiscally sound manner and shall be responsible for its financial obligations and those of its Chapters.

### Section 2. OFFICERS

- (a) **Officers**  
The Officers of the Section shall include the President, the Vice-President and the Secretary.
- (b) **Chief Executive Officer**  
The Chief Executive Officer shall be the Section Executive Director who shall be selected by the Board of Directors.
- (c) **Officers' Committee**  
Between meetings of the Board of Directors, the President, Vice-President and Secretary shall constitute an Officers' Committee, which shall be authorized to act for the Section in accordance with the Bylaws, Regulations and Policies adopted by the Board of Directors.

### Section 3. BOARD OF DIRECTORS

- (a) **Composition**  
The Board of Directors shall be composed of three officers, the Honorary President, the Honorary Life President, and such other directors as set forth in the Bylaws.
- (b) **Authority and Responsibility**  
The Board of Directors shall conduct its business and shall be responsible for the management of the Section in accordance with the Articles of Incorporation, Constitution, Bylaws, and Regulations. Between Annual Meetings the Board of Directors shall have full authority in all matters, including the power to interpret the Constitution and Bylaws and to give direction in cases not provided for therein. In matters involving emergencies, for the good of the Section, shall have complete and final authority.
- (c) **Policies and Procedures**  
The Board of Directors shall conduct its business in accordance with the Bylaws.

#### **Section 4. AMENDMENTS**

The Constitution, Bylaws and Regulations may be amended as set forth in Article XIV of this Constitution.

#### **Section 5. INDEMNIFICATION**

The Section shall indemnify every person who was or is a party or was or is threatened to be made a party to any action, suit, or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that he/she was or is a Director, Officer, employee or agent of the Section, against expenses, judgments, fines and amounts paid in settlement.

#### **Section 6. INTERPRETATION**

All disputes or issues regarding the interpretation of this Constitution shall be interpreted and resolved by the Board of Directors whose decision shall be final.

#### **Section 7. DISSOLUTION**

The Section shall use its funds only to accomplish the objectives and purpose specified in the Constitution and no part of said funds shall inure or be distributed to the Members of the Section. On dissolution of the Section, any funds remaining shall be distributed to one or more regularly organized and qualified charitable, educational, or philanthropic association selected by the Board of Directors.

#### **Section 8. RULES OF ORDER**

Meetings shall be conducted in accordance with Roberts Rules of Order. There shall be no proxy voting at any meeting of the membership.

#### **Section 9. FISCAL YEAR**

The fiscal year shall end December 31st of each year.

### **ARTICLE IV MEETINGS**

#### **Section 1. ANNUAL MEETING**

There shall be one annual meeting of the membership, a fall meeting, and the date and site to be set by the Board of Directors. There shall also be a Spring Meeting to conduct business, convey information and present yearly schedules.

#### **Section 2. SPECIAL MEETINGS**

The Board of Directors may call special meetings of the Section at any time; or a petition signed by fifty-one percent of the membership and forwarded to the Secretary.

#### **Section 3. NOTICE**

At least thirty days prior to the holding of any annual fall meeting, a written notice thereof shall be called by the Secretary to all members in good standing. Notice for the Spring Meeting shall be timely and reasonable, and shall be given to the membership, in writing, prior thereto.

#### **Section 4. QUORUM**

At the Annual Spring and Fall Meetings, of the section and its subsidiaries, 40% of the voting of said membership shall constitute a quorum. At least 20% of the voting of said membership shall constitute a quorum at a special meeting.

#### **Section 5. DELEGATES TO THE ASSOCIATION ANNUAL MEETING**

Two of the standing officers shall serve as delegates to the National Association Meeting. The remaining officer and honorary president shall serve as the alternate delegates, along with others approved by the Board of Directors.

**PROFESSIONAL GOLFERS' ASSOCIATION OF CONNECTICUT, INC.**

**BYLAWS AND REGULATIONS**

**ARTICLE I  
Definitions**

**Section 1. DEFINITIONS**

The definitions of PGA Recognized Facilities, Employment Definitions, and other definitions shall be consistent with the Association Bylaws Article I, Sections 1-3.

**ARTICLE II  
Code of Ethics**

**Section 1. AUTHORITY**

Article II of the Association Bylaws and Regulations grants Sections, the Board of Control and the Board of Directors the authority to sanction PGA members and apprentices for breaching the Code of Ethics.

**Section 2. PURPOSE**

The purpose of the Code of Ethics is to create a standard of honesty, fair dealings and professional integrity for PGA members and apprentices. The Code of Ethics is breached when a PGA member or apprentice commits an unethical act. Conduct breaches the Code of Ethics if it does not conform to professional standards reasonably expected by other PGA members, employers, employees, manufacturers, golfers, customers and the public in general.

**Section 3. VIOLATIONS**

Members and Apprentices shall be deemed to have violated the Code of Ethics as listed in the Association Bylaws, Article II, Section 3.

**Section 4. DISCIPLINE**

Members or Apprentices who violate the Association's code of ethics, Association or Section rules or provisions in either the Association's or Section's Constitution, Bylaws, or Regulations shall be subjected to disciplinary action as outlined in the Association Bylaws, Article II, Section 4.

**Section 5. APPEALS**

Members and Apprentices accused of disciplinary violations may appeal decisions as outlined in the Association Bylaws, Article II, Section 5.

**Section 6. SUSPENSIONS**

Members and Apprentices who are in suspended status shall lose all rights of membership and the privilege to play in Association or Section golf tournament in accordance with tournament administration procedures established by the Association and Section. Rights of suspended professionals are outlined in the Association Bylaws, Article II, Section 5.

**ARTICLE III  
Apprentices and Pre-Registrants**

**Section 1. APPRENTICES**

Section Apprentice status may be granted to those persons who have been accepted as Association Apprentice registrants. (See Association Bylaws, Article III)

**ARTICLE IV**  
**Election to Membership**

**Section 1. ELECTION**

In order to be eligible for election to membership in the Association, an individual must satisfy the requirements as outlined in the Association Bylaws, Article IV.

**ARTICLE V**  
**Classes of Membership**

**Section 1. CLASSIFICATION**

Members shall be classified as Active or Non-Active based on their employment status, standing with the Association and length of membership in the Association. Classes of membership are outlined in the Association Bylaws, Article V.

**Section 2. HONORARY MEMBERS**

The Section has the right to elect its own Honorary Members without regard to whether or not they have or have not been voted in as “Honorary Members”, by the Association.

**ARTICLE VI  
Rights of Membership**

**Section 1. RIGHTS**

Members of the Association shall have all rights of membership as outlined in the Association Bylaws, Article VI.

**ARTICLE VII  
Obligations of Membership**

**Section 1. DUES**

The Annual dues of the Section shall become due and payable in accordance with and on the dates specified by the Association.

**Section 2. OBLIGATIONS**

(a) Members of the Section shall pay annual dues as follows:

|                                   |        |
|-----------------------------------|--------|
| Master Professional.....          | \$500* |
| Class "A" (except A-3 & A-8)..... | \$500* |
| Class A-3.....                    | \$100  |
| Class A-8.....                    | \$400* |
| Life Member- Active.....          | \$100  |
| Life Member- Retired.....         | \$25   |
| Class "F" .....                   | \$500* |
| Inactive.....                     | \$100  |

(i) Sixty-five dollars of Member Section dues designated by the \* above must be deposited into the Reserve Fund to be used for the Section as deemed necessary by the Board of Directors

(b) Apprentices of the Section shall pay annual fees as follows:

|                  |       |
|------------------|-------|
| Apprentice ..... | \$125 |
|------------------|-------|

**Section 3. CHANGES**

Any change in the annual dues shall be presented in the form of an amendment of the Bylaws and presented for a vote by the membership in attendance at the Annual Fall meeting or Special Meeting.

## ARTICLE VIII Reporting Requirements

### Section 1. ASSOCIATION REPORTING

Members and Apprentices shall be required to complete certain reporting requirements of the Association that may include employment reporting, membership classification questionnaires, and Association surveys as outlined in the Association Bylaws, Article XI.

### Section 2. SECTION REPORTING

Members, Apprentices, and Pre-Registrants shall be required to complete certain reporting requirements of the Section that may include employment reporting, membership classification questionnaires, and Section surveys. Non-compliance may result in suspension of Section and National privileges.

## ARTICLE IX Officers

### Section 1. ELECTION OF OFFICERS

The Officers of the Section shall be comprised of the President, Vice President and Secretary. They shall be responsible to the membership and the Board of Directors for the proper performance of their respective duties. Any revision of policy, and all contractual, authority which is neither routine nor specifically granted, shall be executed by the membership, through the Board of Directors.

- (a) The Officers shall be elected for a term of two years and may not be re-elected to that office for a second consecutive term. The Officers shall be elected at the Annual Meeting by a majority of those voting.
- (b) All candidates for the office of President, Vice-President, and Secretary shall be nominated by receipt of a letter containing the signatures of (3) "Section Voting Members." Said letter to be in the hands of the Board of Directors (30) days prior to the Annual Meeting. The Board of Directors will notify the entire membership, by mail, of the list of nominees, 15 days prior to the meeting. If there are fewer than two nominees for any office at the time of election, oral nominations for such office may be made from the floor of the Annual Meeting.
- (c) A Candidate for office of President must have served at least two years on the Board of Directors to be eligible for nomination.

### Section 2. PRESIDENT

The President shall serve as the Chairperson of the Board of Directors and shall have the following powers and duties:

- (a) The President shall preside at all meetings of the Section and of the Board of Directors, and shall supervise and control all the affairs of the Section in accordance with policies and directives approved by the Board of Directors.
- (b) The President shall appoint such committees, standing and otherwise, as shall in his judgment be necessary, and to designate the Chairman thereof.
- (c) The President shall represent the Section among PGA Members, Apprentices, Pre-Registrants, the golfing public and other organizations.
- (d) The President shall serve as the chief spokesman for the Section on all key issues.

- (e) The President shall authorize the Executive Director to sign contracts and other obligations of the Section within the guidelines of policy adopted by the Board of Directors
- (f) The President may appoint an Advisory committee composed of persons who are not golf professionals. Their appointments are subject to the approval of the Board of Directors, and their recommendations must be presented to the Board for final acceptance or rejection.

### **Section 3. THE VICE PRESIDENT**

The Vice-President is primarily responsible for the financial affairs of the Association. He shall have the following powers and duties:

- (a) The Vice-President shall report in writing, the condition of finances when so required by the Board of Directors, and at both annual meetings he shall submit written financial reports to the Section Membership.
- (b) The Vice President shall cause to be kept the accounts of the Section and direct the collection of all monies belonging to or due the Section and shall deal with the same under the direction of the Board of Directors. He shall have the authority to sign all checks and withdraw funds of the Section, but may delegate this authority to the Executive Director or others.
- (c) The Vice President shall chair the Finance Committee whom is responsible for developing the Annual Operating Fund Budget.

### **Section 4. THE SECRETARY**

The Secretary is primarily responsible for the membership matters of the Section. He shall have the following powers and duties:

- (a) The Secretary shall keep or cause to be kept the minutes of all Section meetings and cause the call for such meetings to be made.
- (b) The Secretary shall keep a roll of the Members.
- (c) The Secretary shall be responsible for the maintenance of all correspondence and documents belonging to the Section.
- (d) The Secretary must record any Amendment to or changes in the Association and Section Constitution and Bylaws, and report such Amendments or changes to the Section membership.

### **Section 5. OFFICERS COMMITTEE**

Between meetings of the Board of Directors, the President, Secretary, and Vice President shall constitute the Officers Committee, which shall be authorized to act for the Section in accordance with established policy.



## **Section 6. VACANCIES**

- (a) In the event of absence or temporary disability of the President, the Vice-President shall perform the duties of the President. If the President resigns, dies, or becomes totally incapacitated, the Vice-President shall succeed him.
- (b) In the absence or temporary disability of the Vice-President to act, the Secretary shall perform the duties of the Vice President. If the Vice President resigns, dies or becomes totally incapacitated, he shall be succeeded by the Secretary, who shall become Vice President/Secretary for the remainder of the term of office.
- (c) In the event of the absence or temporary disability of the Secretary, the Vice-President shall perform the duties of the Secretary. If the Secretary resigns, dies or becomes totally incapacitated, he shall be succeeded by the Vice President, who shall become Vice President/Secretary for the remainder of the term of office.
- (d) Members at the Annual Meeting may remove any individual from office by a 2/3-majority vote.
- (e) If not otherwise provided for in the Bylaws, the Board of Directors shall fill any vacancies in the offices of the President, Vice-President, or Secretary.

## **ARTICLE X Board of Directors**

### **Section 1. COMPOSITION**

The Board of Directors shall be composed of:

- (a) President
- (b) Vice-President
- (c) Secretary
- (d) Up to three Vice-Presidents at Large
- (e) Six Directors
- (f) No more than one Honorary President
- (g) The Honorary Life-President (Walter Lowell)
- (h) Whereas any President of any Chapter in the section shall be a member of the Board of Directors.
- (i) Association District Director if a member of the section
- (j) All former Association Officers if a member of the section
- (k) The Executive Director shall be an ex officio member of the Board of Directors but will not have a vote as a member on said committee

## Section 2. POWERS AND DUTIES

- (a) The Board of Directors shall be entrusted with the management of the Section.
- (b) Between Annual Meetings, the Board of Directors shall have full authority in all matters, including the power to interpret the Section Constitution and Bylaws and to give direction in cases not provided therein.
- (c) The Board of Directors shall settle all complaints and disputes between members of the Section.
- (d) It shall have the power to establish educational, reserve and other funds to accomplish the mission and objectives of the Section. The Board of Directors shall establish regulations for the administration of these funds.
- (e) The Board of Directors shall have the right to review upon appeal, any action by any officer or any committee, or subsidiary and to prescribe regulations governing such appeal.
- (f) The Board of Directors shall have complete and final authority over the programs of the Section including the Tournament Program. It shall have the authority to alter, amend, or disregard any provisions of the Section's existing regulatory document entitled, "Tournament Rules and Regulations."
- (g) A Conflict of Interest Policy is established by the Board of Directors. All members of the Board of Directors are required to sign a Letter of Commitment before beginning a term on the Board. Failure to sign the policy will result in the Board member being ineligible to serve the Section and participate in Board meetings and other section activities related to governance. After 30 days, the board member will be dismissed from the Board and replaced according to Section By-Laws.

## Section 3. MEETINGS

- (a) The Board of Directors shall meet in regular session immediately prior to the Annual Meetings and at such other times as are determined by the call of the President. At all meetings of the Board of Directors, seven (7) members shall constitute a quorum.

Officers and Directors shall be allowed to attend Board of Directors meetings via conference call. Such attendees shall be allowed to participate in discussions, make and second motions, vote, and shall count towards a quorum as if they were actually present at the meeting. Attendance via conference call shall be limited to three per calendar year. On the second consecutive meeting attended via conference call, the right to vote shall be revoked and the person shall not be counted in the quorum.
- (b) The Board of Directors shall be empowered to replace any Member of the Board of Directors who fails to attend three (3) consecutive meetings. This rule may be waived for valid reasons.
- (c) The President may call a Special Meeting of the Board of Directors. If any member of the Board of Directors requests a Special Meeting, the Secretary shall call such a meeting provided a majority of the Board of Directors has concurred in such requirements.
- (d) In case of a tie vote, the residing officer shall cast the deciding vote.

### Minutes and Agenda:

- (i) *The minutes and agenda shall be mailed to all Past Presidents, Subsidiary Presidents, Board of Directors, and the Executive Director.*
- (ii) *Minutes should reflect names of those who abstain from voting.*

#### Section 4. ELECTION, SERVICE, AND RESIGNATION

- (a) The Directors shall be elected for a term of three years and may not be re-elected to that office for a second consecutive term. Two Directors shall be elected at the Annual Meeting by conducting a first ballot where voting members cast a total of two votes for two different candidates who have been officially nominated.

##### First Ballot

- i. If on the first ballot, two candidates receive a majority vote, those two candidates shall be elected as Directors.
- ii. If on the first ballot, one or no candidate receives a majority vote, a second ballot shall take place.

##### Second Ballot

If on the first ballot, one candidate receives a majority vote, that candidate shall be elected as one of the two Directors to be elected.

- (i) For the second ballot, the next top two vote recipients from the first ballot will be put forth for consideration. All other nominees will be dropped from the second ballot. Voting members will then cast one vote and the top vote recipient from the second ballot shall be elected as the second Director to be elected.

If on the first ballot, no candidate receives a majority vote, a second ballot shall take place with voting members casting a total of two votes for two different candidates.

- (i) For the second ballot, the top three vote recipients from the first ballot will be put forth for consideration. All other nominees will be dropped from the second ballot. Voting members will then cast a total of two votes for two different candidates, and the top two vote recipients from the second ballot shall be elected as the two Directors to be elected.

- (b) All candidates for position of Director on the Board of Directors shall be nominated by receipt of a letter containing the signatures of (3) "Section Voting Members." Said letter to be in the hands of the Board of Directors (30) days prior to the Annual meeting. Nominations may be made from the floor. The Board of Directors will notify the entire membership, by mail, of the list of nominees, 15 days prior to the meeting. Oral nominations for such office may be made from the floor of the Annual Meeting.

##### Oath of Office: See Appendix II

- (c) Vice President at Large. Up to three Vice-Presidents at large may be appointed by the President and approved by the Board of Directors to serve one-year terms.
- (d) The Honorary President will be the immediate past president and will serve on the Board as long as his or her successor is in office.
- (e) Any Connecticut Section Member currently serving in the capacity of Association Director shall automatically serve on the Board of Directors.
- (f) Any Connecticut Section Member who has served in the capacity of an Association Officer shall automatically be a permanent member of the Section Board of Directors. Said member must have also been a member of the Connecticut Section during the period of serving in that Association office.

## **Section 5. VACANCIES**

Should any vacancy occur due to resignation, or other wise, the following procedures are established for filling the positions of Vice-Presidents at Large, Chapter President, Honorary President, and Directors elected for three-year terms.

- (a) Any vacancy to the position of director, the President may appoint a successor upon approval of the Board of Directors who will assume the remainder of the term.
- (b) Any vacancy to the position of a Vice-President at Large may be filled by the President who may appoint a successor upon approval of the Board of Directors who will assume the remainder of the term.

## **ARTICLE XI Committees**

### **Section 1. APPOINTMENT AND REPORTING**

Within thirty (30) days after the Annual Fall Meeting, the President shall appoint Chairmen of Tournament, Junior Golf and all other administrative and project committees as deemed necessary by the President.

- (a) All Chairmen shall report to the Board of Directors as may be necessary. The Board of Directors, and/or the Officers of the Board of Directors must approve all actions taken by each committee.
- (b) The Chairman of each Committee shall prior to each Annual Meeting, submit to the President a written report of the activities of the Committee during the preceding period. The Chairman shall further present a report to the Members at the Annual Fall Meeting.

## **ARTICLE XII Selection of District Director**

### **Section 1. SELECTION OF DISTRICT DIRECTOR**

Every third term of the Association, the Section shall select a District Director to serve on the Association Board of Directors.

- (a) All candidates for the position of District Director must have served a full term as either a Section Officer or Director.
- (b) All candidates for position of District Director shall be nominated by receipt of a letter containing the signatures of (3) "Section Voting Members." Said letter to be in the hands of the Board of Directors (60) days prior to the Annual meeting. Nominations may be made from the floor. The Board of Directors will notify the entire membership, by mail, of the list of nominees, 30 days prior to the meeting.
- (c) The election of District Director from the Section will be conducted by a majority of the voting members at the Annual Fall Meeting preceding the induction of District Directors at the Association Annual Meeting.
- (d) The District Director (from the Section) shall be invited to attend and be a regular voting member of the Section Board of Directors.

**ARTICLE XIII**  
**Executive Director**

**Section 1. DUTIES AND RESPONSIBILITIES**

The duties and responsibilities of the Section Executive Director are as follows:

- (a) The Section Executive Director shall be the Chief Executive Officer and Administrator of the Section.
- (b) The Executive Director, acting pursuant to policies, rules and directives prescribed by the Board of Directors, shall be responsible to the Officers for the day-to-day operations of the Section.
- (c) The Executive Director may represent the Section on behalf of the Officers among other organizations and general public.
- (d) The Executive Director may speak for the Section, and shall keep the Officers and Board of Directors advised of such statements.
- (e) The Executive Director shall have such other duties and responsibilities that are assigned by the Board of Directors.

**Section 2. SELECTION**

The Board of Directors shall select the Executive Director of the Section.

**ARTICLE XIV**  
**Amendments/Resolutions**

**Section 1. RESOLUTIONS**

Resolutions to alter, amend, repeal or add new Bylaws must be presented in writing to the Secretary/Resolutions Committee by any Member in good standing or by the Board of Directors of the Section 60 days prior to an Annual Meeting.

- (a) Proposed resolutions shall be harmonized by the Board of Directors and then submitted to the voting members 30 days prior to an annual meeting.
- (b) Anyone submitting a Resolution must present it on the floor to the Members. After a Resolution has been presented on the floor, any member may then speak for two (2) minutes on the Resolution, but no member may speak for more than twice on any one resolution. This rule may be waived by the discretion of the presiding officer.

**Section 2. AMENDMENT**

A two-thirds affirmative vote by the membership attending the Annual Meeting is required for passage of a proposed resolution.

- (a) All amendments to the Constitutions and Bylaws shall become effective when adopted or at the time specified in the Amendment Resolution.

**ARTICLE XV  
Special Awards**

**Section 1. SPECIAL AWARDS**

There shall be selected annually, by a Special Awards Committee and approved by the Board of Directors, a Golf Professional of the Year and other special awards designated by the Section.

- (a) Voting members of the Section shall be allowed to nominate eligible candidates before the deadline.
- (b) The selection and the process shall be made and determined by the Board of Directors.
- (c) The Board of Directors shall be guided by the rules and regulations established by National for these awards.

**ARTICLE XVI  
Tournament Regulations**

(The section's current and approved *Tournament Rules and Regulations* (TR&R) are to be considered a corporate part of the section's Bylaws, and for convenience are printed separately.)

## APPENDIX I ANNUAL MEETING, ORDER OF BUSINESS

### Section 1. ORDER OF BUSINESS

The following order of business shall be observed at the Annual meeting of the Section.

- (a) Roll call
- (b) Reading or presentation of minutes of the previous Annual Meeting.
- (c) Reading or presentation of the minutes special meetings.
- (d) Report of the President, Report of the Vice-President, Report of the Secretary.
- (e) Report of the District #1 Director.
- (f) Reports or presentation of the Committees.
- (g) Report or presentation of Section subsidiaries.
- (h) Proposed Resolutions.
- (i) Election of Officers.
- (j) Oath of Office.
- (k) Unfinished Business.
- (l) Consideration of New Business.
- (m) Good and Welfare, Adjournment

### Section 2. NEW BUSINESS

Under New Business, the President at the beginning of each spring and Fall Meeting shall appoint the Chairman of New Business.

- (a) All subjects, other than those on the agenda, must be presented to the Chairman of new Business in writing and in the form of either (1) a proposal to be discussed as a possible Resolution to amend Section Constitution and Bylaws which will be taken up at the next Annual meeting, or (2) a Resolution to amend Section Tournament Rules & Regulations which can be voted on at the present meeting. Any New Business item must be submitted in writing to the section office 15 days in advance of any annual meeting. The New Business item will then be forwarded to PGA voting members seven (7) days in advance of said meeting.
- (c) The presentation and discussion of New Business will follow the same procedures as outlined in Article XIV, Resolutions.

## APPENDIX II Oath of Office

### Section 1. OATH OF OFFICE

Oath of office shall be administered by either the President or a Past President of this organization or by any National Officer of the PGA.

- (a) “I (*state your name*), as a Member of the Board of Directors of the Connecticut Section, Professional Golfers’ Association of America, do hereby affirm that I shall at all times adhere to and uphold the Association’s and Section’s Constitution, Bylaws, Rules and Regulations, and that I shall otherwise conduct my activities in a manner that shall be in keeping with my position as an Officer/Member of the Board of Directors of the Connecticut Section and which shall reflect credit upon the Association, the Section and its’ Members.”