

CONSTITUTION AND BY-LAWS

MANITOBA GOLF SUPERINTENDENTS ASSOCIATION

ARTICLE I

NAME

1. The name of the Association shall be the:
Manitoba Golf Superintendents Association.

ARTICLE II

PURPOSE AND OBJECTS

1. The Mission Statement of the Association shall be: The Manitoba Golf Superintendents Association is committed to providing education for its members and the golfing public for the preservation and enhancement of golf courses and their environments in Manitoba.
2. To provide and support research and the interchange of scientific and practical knowledge relating to the care of the golf courses, amongst members, thus benefiting members, their courses, and the Association.
3. To recognize and provide education at monthly meetings, seminars, and through the newsletter and the web site as the Board sees feasible for the benefit of the Association and its members.
4. To help members in good standing obtain employment.
5. To co-operate with other associations and organizations whose interests run parallel to or compliment those of this Association.
6. To publish, distribute or sponsor publications relating to the Association or to its purposes.
7. To be a non-profit Association and shall not declare or pay dividend.
8. To promote our profession to the golfing public and other associations related to the golf industry, through advertisement, sponsoring an annual turfgrass research tournament, providing and disseminating information pertaining to our profession, to our respective golf clubs and other professional organizations related to our industry and through solid media relations.

ARTICLE III

MEMBERSHIP

1.

GOLF SUPERINTENDENT

A golf course superintendent at the time of application must be employed in such capacity. Only one Superintendent member per 18 hole golf course shall be eligible for this classification. Golf facilities comprised of 36 holes or more may employ more than one Superintendent member. Superintendent members shall have all the privileges of the Association. Must possess a valid pesticide applicators license and be IPM certified. There shall be a grace period of one (1) membership year before the membership class is revoked in the case of changes in employment circumstances.

LIFE MEMBER

The Board may appoint any member as a Life member, that has been a Superintendent member in good standing for at least fifteen (15) years and who has retired from active service. Life members shall have the privilege of attending all meetings of the Association, shall have full voting privileges, but may not hold office. Life members are exempt from annual dues.

GOLF COURSE MANAGEMENT

Any person who has been a superintendent or Assistant Superintendent and is actively involved in golf course work where they are supervising a superintendent or a number of superintendents or acting as a Director of Golf. Golf Course Management members shall have all voting privileges and may be elected to the Board of Directors where full voting privileges will apply, including matters of policy. Must possess a valid pesticide applicators license. There shall be a grace period of one (1) membership year before the membership class is revoked in the case of changes in employment circumstances.

HONOURARY

The Board may appoint any member as an Honorary Member. This shall be a member who has well served the interests of the Association. An Honorary Membership shall have all the privileges of attending all meetings of the Association but shall not vote nor hold office. Honorary Members shall be exempt from annual dues.

ASSISTANT SUPERINTENDENT

Any person working under the direction of a golf course superintendent with designated authority as an assistant. Members of this class shall have all voting privileges, and one (1) Class Assistant Superintendent may be elected to the Board of Directors, and full voting privileges will apply, including matters of policy.

There shall be a grace period of one (1) membership year before the membership class is revoked in the case of changes in employment circumstances.

INDUSTRY AFFILIATE

Any person interested in the Association and whose field of employment is related to turf growing and maintenance thereof. An Industry Affiliate member shall have all voting privileges except on matters of policy defined by the President, and may be appointed to committees with the exception that one Industry Affiliate member may be elected to the Board of Directors as the Industry Representative and full voting privileges will apply, including matters of policy.

ASSOCIATE

To qualify as an Associate Member, an applicant must be one who is sufficiently interested in the profession of turf growing and to work for the behalf of the Association. Associate members shall not be entitled to vote or hold office.

GOLF EQUIPMENT TECHNICIAN

Employed in the role of golf course equipment technician or enrolled in an equipment technician program. Can vote, attend monthly meetings, be appointed to sub-committees, but cannot be elected to the Board of Directors.

GOLF COURSE MAINTENANCE

Employed in the role of golf course maintenance crew member, have one year experience in the turf maintenance field, or be enrolled in a turf maintenance program. Can vote, attend monthly meetings, be appointed to sub-committees, but cannot be elected to the Board of Directors.

STUDENT

A student, while enrolled in a two (2) year turf studies program and for the year following graduation. All rights and privileges shall apply, except for voting privileges, holding office, and issuance of a membership card.

2. Application for Membership

Any person who desires to become a member of the Association shall complete and submit an application to the Executive Director. The application will be accompanied by payment for one years dues, together with a copy of a valid pesticide applicator's license, for membership classes that require it. The Board, at their next executive meeting, will approve or reject the application. If the application is rejected, the dues paid will be refunded.

3. Annual Dues

- a) Annual dues are established and approved by the Board of Directors. Dues may be subject to annual increases beginning on September 1, 2014 and on each year on September 1st thereafter to be equal to 2/3 of the Consumer Price Index for Manitoba in the immediately preceding year or 2%, whichever is greater.
- b) Annual dues may be increased by a greater amount if deemed necessary by the Board of Directors and approved by a majority vote at the Annual General Meeting.

4. Late Payment of Annual Dues

Any member whose dues are not paid by the October 31st deadline will be assessed an additional fee of \$20.00. Until such time as the dues and penalty are paid, a member who is in arrears shall not take part in any of the advantages or privileges of the Association.

5. Membership Cards and Plaques

Membership cards for all classes will be issued as soon as possible after payment of annual dues. Plaques will be issued to members at the discretion of the Board of Directors after at least two (2) years of consecutive membership.

6. Changes in Membership Classification, Employment, or Address

A member must keep his/her membership classification current with his/her employment. If a member changes his/her employment or changes his/her address, the Executive Director must be notified in order that the classification may be changed where applicable and mailing lists amended. If a member accepts a position under another classification within the Association, The class must change on the start date of that new job, and forgo the remaining grace period

7. Expulsion or Suspension

If any member shall be alleged of conduct likely, in the opinion of the Board, to injure or discredit the name or interests of the Association, it shall be in the powers of the Board to request such a member to resign, after an opportunity has been given to him/her of being heard in explanation of the alleged offense, or if he/she refused to

do so within one week, be expelled or suspended by a vote of not less than five members of the Board at a meeting summoned for the purpose and shall be final unless the member appeals to the Association forthwith at a Special General Meeting to be called. The term of suspension will be at the discretion of the Board of Directors.

8. Return of Dues

No member, having ceased to belong to the Association either by resignation or otherwise, shall be entitled to have any part of his/her dues returned.

ARTICLE IV MANAGEMENT

1. The Association shall be managed by a Board of not less than six (6) nor more than eight (8) Directors, a majority of whom shall constitute a quorum. The Board of Directors shall consist of:

a) Immediate Past President

b) President

c) Vice President

d) Three, four or five additional directors (one of whom may be an Industry Affiliate and one who may be an Assistant Superintendent).

2. The Board shall have the entire management and control of the Association and the sole right to interpret the rules and to give directions in cases not provided for therein, and all order, by-laws or regulations made by them shall be binding until set aside by a general meeting. The Board at each annual meeting shall make a full report of its actions during the preceding fiscal year and shall further cause to be made an audit of the books and present a reconciliation thereof to the membership at such annual meeting.

3. The Board shall hold executive meetings at the call of the President, as considered necessary from time to time. If any vacancy shall occur in the Board of Directors, the Board may fill the category by appointing any member in good standing. Appointments made under this provision shall be for the duration of the term vacated.

4. The Executive Director shall attend all meetings of the Association and Executive Committee, take minutes of the proceedings, issue notices of all meetings, maintain the roll of membership, and handle all correspondence.

5. The Executive Director shall collect all dues and moneys belonging to the Association, deposit same in a chartered bank, issue receipts and maintain the necessary account under the direction of the Board.

6. At the first meeting of the new Board of Directors, the Committee Chairpersons will be appointed.
7. At the first meeting of the new Board of Directors, a Finance Chair and a Membership Chair will be appointed.
8. The term of each member of the Board of Directors shall be two (2) years and can serve consecutively (with the exception of the Industry Affiliate member) until they have achieved the office of President.
9. The Industry Affiliate position on the Board of Directors shall have the same two (2) year terms, however shall not exceed three (3) consecutive terms.

**ARTICLE V
DUTIES OF THE BOARD OF DIRECTORS**

1. **Past President** The Past President will act in an advisory capacity and in addition carry out any duties delegated by the President. The term of the Past President shall be two (2) years.
2. **President** The President shall have the general charge and management of the Association. The President shall preside at all meetings of the Association and shall have the deciding vote in the event of a tie, and shall be ex-officio member of all committees. The term of the President shall be two (2) years.
3. **First Vice** In the absence of the President, the 1st Vice-President shall take the place and discharge the duties of the position and shall have the same authority in the absence of the President. The term of the First Vice shall be two (2) years.
4. **Directors** The Directors will be responsible under the President of the Association for such duties as delegated by the President and submit reports on their activities when required. Reports will be submitted in writing. All Directors shall be Superintendent Members of the association there may be one (1) Assistant Superintendent and one (1) Industry Affiliate Member. All term lengths of the Directors shall each be two years.

**ARTICLE VI
ELECTION OF OFFICERS**

1. The Board of Directors shall be elected at the Annual General Meeting. Of the Directors, there may be one (1) Assistant and one (1) Industry Affiliate member. The term of each director shall be two (2) years. Elections shall be done staggered so that the full Board of Directors does not turnover at once.

2. The Board shall appoint the Past President as the Chairperson of the Nominating Committee. The Past President shall form a Committee of three (3) to consist of the Past President, a member of the Board and one other member from the membership at large.
3. The Nominating Committee shall select from the members of the Association, a sufficient number of candidates (having first obtained their consent to be nominated) for vacancies as Directors. The President and 1st Vice President will be indicated by name and must be current members of the Board of Directors as either Superintendent or Assistant members. Of the Directors, there may be one (1) Assistant and one (1) Industry Affiliate member. The Past President does not require an election as once a new President is elected the previous individual automatically steps into this role for a two (2) year term.
4. The Nominating Committee shall make a report in writing to the Executive Director setting out the names of the candidates, not less than fourteen (14) days before the Annual General Meeting. The list of candidates so nominated will be circulated to all members of the Association not less than seven (7) days prior to the Annual General Meeting.
5. In addition to the candidates selected by the Nominating Committee, any two Superintendent members in good standing may nominate, after his/her consent, any eligible member for election to the Board of Directors by a letter addressed to the Executive Director at least three (3) days prior to the Annual Meeting.
6. The Executive Director will prepare a ballot listing the candidates nominated by the Nominating Committee together with those nominated by the Members at large, and such ballots shall be used at the Annual General Meeting to select the members to form the Board.
7. The President, prior to the voting by ballot, will appoint two scrutineers.

ARTICLE VII ANNUAL GENERAL MEETING

1. The Annual General Meeting of the Association shall take place at such time and place as the Board of Directors shall determine and notice at least thirty (30) days prior to such meeting shall be given to each member. A total of twelve (12) Superintendent and Assistant Superintendent members present will constitute a quorum, including those represented by proxy. Notice of all resolutions to be proposed to the meeting must be sent in writing to the Executive Director fourteen (14) days before the date of the meeting. The Financial Report shall be sent to each member by the Executive Director at least seven (7) days before the date of the meeting.

2. Proxies in the form obtainable from the Executive Director may be used at all General and Special meetings of the Association.

3. Amendments to the Constitution and by-laws shall require a two-thirds majority of voting members present at the meeting, including those voting by proxy.

4. **Order of Business:**
 - a) Roll Call and ascertainment of quorum
 - b) Reading of Minutes of last Annual General Meeting
 - c) President's Report
 - d) Committee Chairpersons' Reports
 - e) Reading and consideration of correspondence
 - f) Treasurer's Report
 - g) Unfinished business
 - h) Appointment of Auditor
 - i) New Business
 - j) Election of Officers
 - k) Adjournment.

**ARTICLE VIII
SPECIAL GENERAL MEETINGS**

1. The Special General Meetings may be called by the President at the request of at least seven (7) members stating precisely the purpose and resolutions to be proposed, giving twenty eight (28) days notice. Special meetings may also be called by the President when considered necessary by the Board. The Executive Director shall issue a notice for a Special General Meeting at least fourteen (14) days previous to the day of the meeting stating the resolution or resolutions to be proposed.

2. The Monthly meeting held at golf courses during the summer shall not be considered Special Meetings except when specifically designated in the Notice of Meeting issued to members.

ARTICLE IX ASSOCIATION MEETINGS

1. The Association shall hold meetings during the year as deemed feasible for the purpose of golf discussion and social affairs. Regulations governing such meetings will be issued by the Board from time to time. Such meetings may be Special General Meetings referred to in the preceding Article (Article VIII), provided notice of such meeting is given to the members fourteen days in advance.

2. The Order of Business for the Golf Meeting shall be:

a) Golf Game

b) Business Meeting with the following order of business:

AGENDA:

Call to order

Educational session - guest speaker and/or videotape.

Executive representative (preferably the President) to report on decisions taken at previous executive meetings.

Committee reports if necessary

Question and answer session with host superintendent

Reply by selected member

New Business from the floor

Adjournment

c) Dinner.

3. Meetings may also be called during winter months for curling, lectures or social affairs.

ARTICLE X AUDITOR

1. An Auditor shall be appointed to audit the books of account at least once each year. The Auditor shall in conjunction with at least one other Director, examine the books, vouchers, accounts and securities of the

Association, see that they are properly maintained and balanced, and report thereon, in writing, to the Association at the Annual General Meeting. Where funds are invested, the Auditor shall make periodical examinations of all deeds and writings related to such investments.

ARTICLE XI M.G.S.A. CODE OF ETHICS

- 1.** The code of ethics is established to act as a guideline for the M.G.S.A. to promote a higher degree of professional standards of service and conduct for its members. One national code closely adhered to and enforced will develop individual responsibility, character and professionalism within our Association. Failure to comply may result in disciplinary action, suspension of privileges or termination of membership, according to Article III.
- 2.** As a member of the M.G.S.A. I accept and promise to abide by this Local Code and pledge myself to maintain courteous relations with my Association and fellow members.
- 3.** To recognize and discharge all my responsibilities and duties to the best of my ability applying knowledge by means of professional upgrading at every practical opportunity improving myself and my profession.
- 4.** To maintain the highest standards of personal conduct to reflect credit and add to the stature of the Association and the Profession of Golf Course Superintendency.
- 5.** To provide consultation or technical knowledge on golf course management other than my own, only through the incumbent golf course superintendent. If a vacancy exists he shall make every effort to encourage the club to retain a golf course superintendent in good standing with the M.G.S.A., without recommending specific individuals, but rather by encouraging posting of the position through the Association.
- 6.** To refrain from initiating and engaging in correspondence or discussion with a Director, Member or Official of another club regarding its affairs without the prior knowledge of the incumbent golf superintendent. Seeking job advancement only when there is a vacancy.
- 7.** To recognize and observe the highest standards of integrity in my relationship with fellow members and others associated with this profession and industry; also, assist my fellow members consistent with my abilities only when called to do so.

- 8.** To support and actively participate in the efforts of our Association and improve public understanding and recognition of the profession of Golf Course Superintendency.

- 9.** To abstain from any exploitation of my Association, Industry or Profession. To report in writing any willful violations to the Board of Directors, M.G.S.A. Head Office.

- 10.** This Provincial Code of Ethics has been established by the M.G.S.A. to create a conducive environment in which all members of our profession can work together in harmony throughout the Canadian Golf Course Industry.

Ratified and passed at the Annual General Meeting January 17, 1994 at the Wildewood Club. Amended at the Annual General Meeting December 6, 1994 and the Special General Meeting at Southwood G & CC, September 12, 1995.

Further amended at the AGM on November 20, 1995 at the Wildewood Club.

Further amended at the AGM on November 18, 1996 at the Wildewood Club.

Further amended at the AGM on November 16, 1998.

Further amended at the AGM on November 29, 2009

Further amended at the Special Meeting, March 24, 2011

Further amended at the AGM, November 12, 2014

Further amended at the AGM, March 8, 2021

Further amended at AGM, March 11, 2025