



December 21, 2016

Annual General Meeting

January 21, 2017

PHRF-LO BYLAW CHANGE OVERVIEW

To all members:

The Bylaws for the Organization have gone through a massive transformation.

A collaboration between the Secretary/Treasurer, President, Vice President and Executive Assistant and including using the [ONCA default bylaws model](#) as a basis.

These Bylaws were presented at the Annual General Meeting on January 21, 2017, with changes noted in the minutes to that meeting.

This outline covers some of the changes, **additions in red**, removals as ~~striketrough~~, **suggested removal in yellow**.

Most of the changes are enhancements to our current bylaws and have no effect on the membership at large, however, the following items should be noted as changes that have been included.

General Changes:

1. Inclusion of "Rights and Responsibilities" for all Executive Officers, Central Council, Members and Certificates Holders.
2. Inclusion of "Election and Term" for all Executive Officers and Central Council
3. Inclusion of "Vacancies", "Filling Vacancies" and "Protection of Officers" for Executive Officers
4. Inclusion of "Remuneration" for Executive Officers and Central Council
5. Inclusion of "Duties" for Executive Officers and Central Council

Notable Changes:

1. Executive Officers Section 4.1 Right and Responsibilities
 - b) They are **charged with the mandate** ~~mandated~~ to protect the present and future viability of the ORGANIZATION. **To that end any By-Law update shall be written to promote Membership in the Organization to the mutual benefit of the Organization.**
 - d) **They reserve the right to review current members and make recommendations for termination of membership at the next AGM.**
 - g) ~~; additionally, the Executive~~ **They reserve** reserves the rights regarding the issuance of a PHRF-LO Handicap Certificate, including renewals **and minimum member requirements.**

2. Members Section 7.1 New Application

a) Shall provide a letter of interest in becoming a Member describing their interest in developing a racing fleet of Certificate Holders.

c) Shall pay a Membership Deposit equivalent to ten (10) times the current certificate fee amount.

3. Members Section 7.2 Maintenance of Membership

The Renewal Notice is specific to that individual MEMBERS Account and will include:

a) The total amount due for certificates issued during the previous season, including any applicable taxes.

b) Less the amount of the Membership Deposit received the previous year.

c) Less any credits applicable (eg: Race Results Credit)

d) Plus, A Membership Deposit amount *

* The Membership Deposit for the current season will be estimated based on the number of certificates issued the previous season.

SUSPENSION of Membership shall be considered if ~~the said dues~~ Membership Renewal Notice ~~are~~ is not paid by June 1st of the same calendar year.

4. Members Section 7.3 Rights and Responsibilities

The MEMBERS and/or their HANDICAPPERS will be given the following rights and responsibilities:

a) The HANDICAPPER(s) shall be given access, via the PHRF-LO web site, to proprietary non-distributable information that shall be used in the administration of certificates for all of the Member's CERTIFICATE HOLDERS.

b) The HANDICAPPER(s) shall assist the CERTIFICATE HOLDER and Applicants with the Handicapping System as may be reasonably requested.

c) The HANDICAPPER(s) shall administer the Handicap System in conjunction with PHRF-LO ~~for the member they represent~~ to the mutual benefit of the ORGANIZATION.

d) The MEMBER and their HANDICAPPER(s) will use their access to PHRF-LO's proprietary information (a) for the specific purpose of issuing valid certificates for all participants in racing events. Use of PHRF-LO's proprietary data to provide a handicap rating without compensation to the ORGANIZATION is contrary to the mutual benefit of the ORGANIZATION.

e) MEMBERS will ~~This includes the collection and submission of~~ fees for certificates issued under the Handicap System, for remittance to the ORGANIZATION.

f) The ORGANIZATION shall make publicly available, via the PHRF-LO web site, ~~request of the CERTIFICATE HOLDERS and Certificate Applicants,~~ copies of the Bylaws of the ORGANIZATION, Handicappers Manual, Handicap Rosters, Certificates and such information of the Handicap System as may be reasonably requested.

- g) MEMBERS will be notified of and shall have voting rights at the Annual General Meeting.
- h) Abuse of either the access to or the proprietary information provided by the Organization shall be grounds for membership review by the Organization Officers.

5. Certificate Holders Section 9 Rights and Responsibilities

Rights and Responsibilities

- a. Shall maintain their certificate's validity by ensuring their certificate fee and applicable taxes is paid.
- b. Shall recognize and accept that the Handicap System shall not be based on "golf" handicap systems.
- c. Shall be responsible for all information as presented on their most current certificate and shall advise their HANDICAPPER or the ORGANIZATION of any errors and omissions.
- d. May appeal his/her handicap by following the Appeal Procedure.

6. Appeals Procedure Section 10

- ~~a. The appeal is made in writing and is supported by objective data.~~
- a. The appeal ~~may only~~ **must** contain a completed copy of the PHRF-LO Appeal form.
- b. **The appeal must contain supporting objective data limited** to a maximum of (5) five single sheets.
- e) **The appellant acknowledges, that the appeal may require multi-level reviews that would be addressed during regular scheduled meetings.**

7. Removal of paragraphs

1.6 – Saving Provision

14 – Administrative Protests

8. Appeal General Changes include:

- Increase to appeal response time limit for Handicappers and Districts from 10 to 30 days
- Removal of fees for printing costs.

As a Member, these Bylaws will be voted on at the Annual Meeting, you are encouraged to read through all of the changes that are attached.

If you will be unable to make the Annual Meeting you may provide a proxy.

Best Regards,

Alison Jones

Acting, Secretary/Treasurer – PHRF-LO

Members:

From Email December 20, 2017

In an effort to avoid extending the meeting we would appreciate, if you have any questions or concerns, that you send me an email so that we can group them together and address them as quickly as possible.

Questions:

1. There was talk about minimum number of certificates a club needs to be a member? We are in talks with Fifty Point about merging the race programs. They only have a couple boats and have no active race program. Mike V - NYCS

2. a history/explanation as to why this is necessary or beneficial would be helpful. Fran D - SBYC

3. Section 5. Certificate Holders Rights and Responsibilities. - See below for long question / suggestion. Hugh Morrin - NSC

a) Shall maintain their certificate's validity by paying certificate fees at the renewal frequency and levee set by the ORGANIZATION."

The "Organization" (i.e. PHRF-LO) doesn't actually set the fees paid by the Certificate Holders. The "Organization" sets the fees paid by the Members (i.e. the clubs), and the clubs decide how to charge their membership (i.e. the Certificate Holders). For example, we charge NSC members a \$32 PHRF fee if they pay their fees prior to April 1st, recognizing that we get a credit of \$5 per certificate for submission of our race results. I suspect many clubs charge \$35 for a certificate, and add the discount/refund to their general coffers, though other clubs may cover the PHRF fee from their general membership or a racing fee. I don't think it is PHRF-LO's intent, nor do I believe it would be appropriate, for PHRF-LO to determine how, or how much, clubs invoice their membership for their PHRF fees.

Adding "or their club" to the end of that sentence might suffice. Alternatively, you could drop "and levee", from the above, so that it simply stated , "Shall maintain their certificate's validity by paying certificate fees at the renewal frequency set by the ORGANIZATION."

4. Maintenance of Membership - going from Pay in Advance to Deposit - Is that NEW? - Jan - NSC