



BOARD OF DIRECTORS (elected positions)

President (one year) The President shall:

- Serve as presiding officer of the Board of Directors.
- Set the agenda for meetings of the Board of Directors.
- Appoint any special committees as deemed necessary.
- Ensure Chapter is in compliance with the Association Chapter Affiliation Agreement.
- Serve as the liaison between the Chapter and Association Headquarters and the Sectional Director.

Vice-President (one year) The Vice President shall:

- Take the place of the President in the event of the unavailability or incapacity of the President
- Perform such other duties as may be prescribed with the intention of preparing to serve as a future President of the Chapter.
- Assist the President and Committees in implementing the Chapter business plan.
- Work closely with the Leadership Chair to ensure a strong volunteer base.

Secretary (two years, term ending in even numbered years) The Secretary shall:

- Have custody of and maintain all of the corporate records and the Chapter governance documents except the financial records.
- Record and distribute the minutes of all meetings of the Board of Directors.
- Send all notices of all meetings.
- Be responsible for annual corporation filings with the State, as required.
- Perform such other duties as may be prescribed by the Board of Directors.

Treasurer (two years, term ending in odd numbered years) The Treasurer shall:

- Review and recommend financial policy.
- Oversee the preparation of the annual Chapter budget.
- Maintain financial records of the Chapter.
- Prepare and distribute quarterly and annual financial statements.
- Approve and act as signatory for one or more banks for the purpose of timely deposits and safeguarding Chapter funds.
- File tax return(s), if applicable.
- Be responsible for preparing and submitting annual financial reporting to the Association Headquarters.

Immediate Past President (one year)

- Will be filled by the prior year's President

COMMITTEES

Chapter members may volunteer to participate in one or more committees any time during the year by contacting the chairwoman of the committee(s) in which you are interested.

Committee Chairpersons are appointed by the Chapter President shortly after the Chapter annual elections are held and the new slate of officers has been named.

Leadership Committee - Recruiting and retaining volunteers needed for various EWGA committees. Identify needs and recommend and coordinate volunteer orientation.

Membership Committee - Ensure that new members have a welcoming environment and are encouraged to attend events. Invite them to attend Orientation at the 19th Hole, attend educational opportunities, participate in golf events and attend social events.

Sponsorship Committee - Identify businesses that would like to be part of ongoing support for our chapter and work with business for financial and in-kind support.

Golf Education & Player Development Committee - Organize events to educate our members on rules, etiquette and improve golf skills for all golf abilities. Establish and maintain relationships with Host Clubs and teaching instructors where education programs are conducted.

Golf Events Committee - Run monthly events that allow our members to get as many opportunities to play golf as possible. Make arrangements with local golf courses for play. Prepare flyer for events.

Social Events Committee - Plan the social events of the chapter, including the monthly 19th Hole networking after hour socials. Work with the chairs for the Tee-Off event, Annual Meeting, etc.

League Committee - Organize the league play once a week at one or more of our Host Clubs. A Chair is needed for both Collier County and Lee County.

Handicap Committee - Help in assuring and maintaining handicaps for the chapter members.

Tee-Off Event Committee - This event is held each Spring to promote new member growth. We need several volunteers for this committee to help get donations and sponsors to support the event.

Pro-Am Event Committee - Event is to raise funds for a worthy charity each year.

Pink Flamingo Event Committee - Annual competition with our Palm Beach Chapter, held in Naples and Palm Beach every other year.

Communications Committee: Responsible for maintaining a positive public image in the community served by the Chapter, for obtaining publicity for and promotion of membership in the Association and participation at Chapter events and activities and for internal communications to Chapter members. Publish the weekly Blast the Quarterly Newsletter and maintain the chapter database.