



## ***CLUB PRESIDENT / REPRESENTATIVE RESPONSIBILITIES***

### ***AT THE BEGINNING OF EACH YEAR:***

- Attend the CWGA Annual Meeting, or send a representative if you are unable to attend.
- Ensure your club's Handicap Chairman attends the CWGA Handicap Seminar.

### ***PRIOR TO AND DURING THE GOLF SEASON:***

- Ensure that your club's membership dues are paid on time (March 1<sup>st</sup>).
- Ensure that your Handicap Chairman has updated your club roster prior to the deletion deadline of April 30. You will be billed for all golfers on the roster as of May 1.

### ***AT YOUR CLUB'S OPENING MEETING/LUNCHEON:***

- Share important information from the CWGA Annual Meeting with your club members.
- Encourage your members to participate in CWGA events.
- Explain the Eisenhower-Evans Scholarship program and encourage support by club members through the purchase of bag tags.

### ***POST THE FOLLOWING CWGA INFORMATION ON YOUR CLUB'S BULLETIN BOARD:***

- CWGA Annual Meeting Minutes.
- CWGA Bylaws.
- CWGA Championship Poster.
- Any other important CWGA information sent to your club throughout the year.

### ***AT THE END OF EACH GOLF SEASON:***

- Complete and return promptly the CWGA Club Information Sheet for the upcoming season.
- Ensure that your club's Handicap Chairman has all of your members' U.S. Mail and Email addresses up to date.