

GCSAA POLITICAL ACTION COMMITTEE (GCSAAPAC)

Purpose:

The purpose of the GCSAAPAC is to support the interests and concerns of the golf course superintendent profession and the golf course management industry.

Directive:

GCSAAPAC is a non-partisan “political committee” that intends to qualify as a “multicandidate committee” under federal election law. It is a “political organization” under federal tax exemption law. GCSAAPAC is a separate entity from the Golf Course Superintendents Association of America (GCSAA) and has its own tax identification number.

GCSAAPAC will comply fully with all applicable federal election and tax exemption laws and with other applicable laws in carrying out its purpose. Federal law allows the GCSAAPAC checking account(s) to be set up as non-interest bearing in order to avoid filing an income tax return for GCSAAPAC.

1. GCSAAPAC Board of Trustees (PAC Board)

The GCSAAPAC will be managed by the GCSAA Government Affairs department under the direction of the PAC Board.

1.1 PAC Board Composition

- 1.1.1 The PAC Board will be comprised of five (5) GCSAA members.
- 1.1.2 The PAC Board shall consist of the Government Affairs Committee Chair and Vice Chair and three (3) additional members selected from the association general membership, and approved by the GCSAA Board of Directors.
- 1.1.3 The Chair of GCSAA’s Government Affairs Committee shall serve as the Chair of the PAC Board.
- 1.1.4 The Vice Chair of GCSAA’s Government Affairs Committee shall serve as the Vice Chair of the PAC Board.
- 1.1.5 GCSAA’s Director of Congressional & Federal Affairs shall serve as the PAC Board Liaison and will oversee the day to day operation of the GCSAAPAC.

1.1.5.1 The PAC Board Liaison will provide a written and/or oral report to the GCSAA Board of Directors on GCSAAPAC related activities during quarterly Board of Director meetings.

1.1.6 The term of office of the appointed PAC Board members from the association general membership is two years and coincides with the federal election cycle. An appointed PAC Board member from the association general membership shall not serve more than one full term.

1.2 PAC Board Qualifications

PAC Board members from the association general membership shall include one or more of the following attributes:

- 1.2.1 Being a registered voter and an engaged member of the GCSAA
- 1.2.2 Demonstrating interest in political activities, evidenced by prior service on the Government Affairs Committee and/or serving as a GCSAA Grassroots Ambassador and/or experience in political campaigns and/or political fundraising at the local, state or federal level
- 1.2.3 Willingness to actively fundraise with peers
- 1.2.4 Willingness and availability to respond to all PAC-related phone calls and e-mail correspondence within 24 hours, if necessary
- 1.2.5 Having familiarity with GCSAA's Government Affairs program and the GCSAA Priority Issues Agenda
- 1.2.6 Having a pattern of consistent contribution to the GCSAAPAC

1.3 Nomination Process

1.3.1 The PAC Board Liaison in partnership with the Government Affairs Committee shall nominate candidates for the PAC Board from the association general membership, for approval by the GCSAA Board of Directors.

1.3.2 Since all PAC Board terms are aligned with the Federal election cycle, nominations for the PAC Board are accepted in even years only.

1.3.3 Those interested in serving on the PAC Board from the association general membership should submit their name in the online volunteer form available year-round on the GCSAA website.

1.3.3.1 The Government Affairs Committee and PAC Board Liaison will prepare the PAC Board roster in November and submit to the GCSAA Board of Directors for approval at the Winter Board meeting.

1.3.4 In the event a vacancy occurs on the PAC Board for any reason, a successor shall be nominated by the PAC Board Liaison in partnership

with the Government Affairs Committee, for approval by the GCSAA Board of Directors.

1.3.5 The appointment of the PAC Board Chair and Vice-Chair shall be in alignment with the Committee/Task Group Engagement Standard Operating Procedure.

1.3.5.1 The PAC Board Vice-Chair must be selected prior to January 1 in even years.

2. GCSAAPAC Administration

2.1 Treasurer

2.1.1 The Treasurer is the senior staff person in the GCSAA Government Affairs department.

2.1.2 The Treasurer shall administer the financial affairs of the GCSAAPAC and shall file all relevant documents with the Federal Election Commission (FEC).

3 PAC Board Responsibilities

3.1 The following are expectations of the PAC Board:

3.1.1 Be recognized as a leader and strong supporter of the GCSAAPAC

3.1.2 Vote to approve/reject GCSAAPAC contribution requests

3.1.3 Attend all assigned Board meetings either in person or via teleconference (miss no more than one/year)

3.1.4 Respond to any requests for Board response, including contribution requests, within 24 hours

3.1.5 Work with PAC Board Liaison to develop annual fundraising plan including participation and contribution goals

3.1.6 Serve as a primary fundraiser for the GCSAAPAC and subsequently lead successful solicitation campaigns

3.1.7 Assist in hosting GCSAAPAC events and fundraisers

3.1.8 Serve as an informational resource and contact for the GCSAAPAC

3.1.9 Provide frequent updates on GCSAAPAC activities to GCSAA members in their state or region

4 GCSAA Board of Director Responsibilities

4.1 The following are expectations of the GCSAA Board of Directors:

4.1.1 Be recognized as a leader and strong supporter of the GCSAAPAC

4.1.2 Approve the three (3) PAC Board members from the association general membership in even years during the Winter BOD meeting, from the

nominees provided by the PAC Board Liaison and the Government Affairs Committee

- 4.1.3 Serve as a fundraiser for the GCSAAPAC, as necessary
- 4.1.4 Serve as an informational resource and contact for the GCSAAPAC, as necessary

5 PAC Board Meeting Frequency and Method

- 5.1.1 Regular meetings or conference calls of the PAC Board shall be held on an ad hoc basis but not less than quarterly. The PAC Board will meet annually in person at the Golf Industry Show.
- 5.1.2 The GCSAAPAC Board shall receive notice of any meetings or conference calls from the PAC Board Liaison or his/her designee, and a call-in option shall be made available for any PAC Board members who are unable to attend any in-person meeting.
- 5.1.3 A majority of the PAC Board shall constitute a quorum for transacting business at any meeting, any conference call or e-mail conference.
 - 5.1.3.1 A majority is defined as 3 out of 5 PAC Board members, so long as one of the three is either the PAC Chair or Vice Chair.
- 5.1.4 Contribution requests may be reviewed on an ad hoc basis, including by separate e-mail. Approval or disapproval of such requests may be registered either by e-mail, phone or in person.
 - 5.1.4.1 There must always be a 3 person affirmative vote to approve a contribution request.

6 Funding

- 5.1.1 It is prohibited by federal law to use general association funds for political contributions. The dollars raised and subsequently contributed to federal candidates must be voluntarily given to the GCSAAPAC by those GCSAA members eligible to contribute.
- 5.1.2 GCSAA is allowed to pay for the administrative costs of operating the GCSAAPAC (managing bank accounts, bookkeeping coordinating reports, etc.) as well as for the costs of communications and solicitations which are directed to members. Administrative and operating costs for the GCSAAPAC will reside in the annual Government Affairs department budget.