

LHLGXVIII Standing Rules

Section I: Play must be in accordance with USGA Rules. Except as modified by our Local Rules

Players must submit dated, signed, and attested scorecards at the end of a tournament round.

Section II: A Lincoln Hills resident who does not wish to play golf, but to join for social activities, pays \$10 annual dues to attend social functions.

The Executive Board, in its sole discretion, may appoint honorary members to the club. Honorary members are permitted to remain associated with the club at no annual fee and may participate in social functions.

Section III: Prospective members must apply for membership online at the LHLGXVIII website (lincolnhillsladiesgc@memberplanet.com) Dues shall be due and payable by November 30th and delinquent after December 31. The member roster is submitted to the NCGA in January of the new calendar year; therefore, dues received for membership renewal after December 31 will be charged a \$10 (ten dollar) late fee. The LHLGXVIII roster, maintained on the club's website, is updated as dues are paid/renewed.

Section IV: The annual membership term is January 1 through December 31. The regular play day is Thursday.

Section V: All membership fees are established by the LHLGXVIII officers and include handicap fees through NCGA. All monies collected shall accrue to the benefit of the membership.

Section VI: Courtesy and golf etiquette at Sun City Lincoln Hills Golf Course are to be observed at all times. If poor sportsmanship is displayed during play to the point that it is disruptive to the team and/or the day's play, a person may be subject to disciplinary action from LHLGXVIII. Such action may include a verbal warning: a written warning: suspension of play: or prohibiting play with LHLGXVIII as determined by the Executive Board.

At any time within thirty (30) days after action has been taken against a member, the member may appeal the action of the Executive Board.

Section VII: All members must abide by the Bylaws, and amendments thereto, and all rules and regulations of the club.

Section VIII: EXECUTIVE BOARD AND EXTENDED BOARD

Club officers are comprised of elected Executive Board officers who have voting privileges and appointed Extended Board officers.

The officers and chairpersons meet as necessary to manage and control the LHLGXVIII business, including, but not limited to, rules and regulations, changes to membership and to approve the expenditure of funds. At Executive Board Meetings, a quorum of four members must be present to conduct business. At Executive and Extended Board meetings, five members must be present to conduct business.

The executive board may select additional members for subcommittees. The subcommittee members do not have voting privileges.

The executive board assists the Captain in appointing chairpersons to aid in running the organization: such as Tournament Chairperson, Handicap Chairperson, NCGA Club Representative, Membership Chairperson and other Chair positions that may be necessary.

Each officer shall keep and maintain a complete record of procedures to facilitate a smooth transition of duties for incoming officers.

Written or verbal resignation is required of any elected or appointed officer. The Captain, with the approval of the Board, shall appoint a new member to fill the unexpired term of the person resigning.

The term of office is not to exceed two consecutive one-year terms in the same office unless waived by the membership.

Under no circumstances may a member serve more than four consecutive years in one position on the executive board.

In the event of the resignation of an officer, or termination of membership, a successor is appointed by the Captain and ratified by the Executive Board via majority vote. If the vacancy is for the Captain's office, the Co-Captain assumes the Captain's position and appoints a Co-Captain for ratification, via majority vote by the executive board.

1) Elected Officers/Executive Board

- a) Captain (aka President)
- b) Co-Captain (aka Vice President)
- c) Secretary
- d) Treasurer
- e) Past Captain

2) Appointed Officers/Extended Board

- a) Tournament Chairperson
- b) Handicap Chairperson
- c) NCGA Club Representative
- d) Membership Chairperson
- e) Sunshine/ New Member Liaison
- f) Rules/Pace of Play Chairperson
- g) Web Administrator
- h) Social/Catering Liaison
- i) Photographer
- j) Publicity

- k) Eagles, Birdies and Chip-Ins
- l) Eclectic

Section IX: DUTIES OF THE OFFICERS

CAPTAIN

- 1) Serves as the group leader and as the liaison to Lincoln Hills Golf Club.
- 2) Presides at the board meetings and general meetings.
- 3) Cast the deciding vote in the event of a tie.
- 4) Is authorized along with the Treasurer to be one of the signatories on the LHLGXVIII checking account.
- 5) Communicates LHLGXVIII events to the membership.
- 6) Appoints the extended board members and special tournament chairpersons such as: The Invitational; Spring Fling; Red, White, and Blue; Turkey Shoot; Breast Cancer Tournament; and Holiday Luncheon.
- 7) Is an ex-officio member of all the committees except the nominating committee.

CO-CAPTAIN

- 1) Assists the Captain.
- 2) Acts as Captain in the Captain's absence.
- 3) Assists committee chairpersons and committee members.
- 4) Chairs the annual Captain's Cup/Match Play Tournament.
- 5) Purchases and presents a gift to the Captain at the yearend luncheon.

SECRETARY

- 1) Keeps the minutes at Executive Board, Extended Board and General Membership meetings and gives General Membership meeting minutes to the Web Administrator who posts these minutes to the website.
- 2) Maintains all correspondence.
- 3) Keeps roll at general meetings for voting purposes.

TREASURER

- 1) Assists the Captain in preparing the annual budget proposal and submits it to the board and general membership for approval.
- 2) Submits Federal and State tax reports as required.
- 3) Maintains the checking account.
- 4) Prepares a written report for board meetings and general meetings.
- 5) Upon request, submits the books to the Captain for review.
- 6) Pays expenses (Tournament, Website, NCGA Dues, Catering, Supplies, etc.)

PAST CAPTAIN

- 1) Acts as advisor to the Board.

SECTION X – COMMITTEES & DUTIES OF CHAIRPERSONS

TOURNAMENT CHAIRPERSON

- 1) Is in charge of weekly tournaments and, along with the executive board, prepares a schedule of tournaments for the year.
- 2) Collects and reviews scorecards to establish winners each week and coordinates payouts with Lincoln Hills Golf Club.
- 3) Posts the weekly winners in a manner determined by the executive board.
- 4) Appoints an assistant Tournament Chairperson(s), if needed.

HANDICAP CHAIRPERSON

- 1) Follows the procedure on handicapping as outlined by NCGA and in accordance with the World Handicap System.

- 2) Makes scoring corrections as requested by club members.
- 3) Interfaces with the GHIN system to perform activities as needed.
- 4) Presents an annual Most Improved Golfer Award at the December luncheon.
- 5) Maintains records for Break Pin Awards, orders pins, and notifies Captain when due.

NCGA Club Representative(s)

- 1) Acts as liaison between LHLGXVIII and NCGA.
- 2) Attends area NCGA meetings.
- 3) Posts NCGA area play days
- 4) Informs players who have had a Hole in One to report it to NCGA via their website.
- 5) Coordinates NCGA Team Play qualifying.
- 6) Acts as liaison between LHLGXVIII and WGANC/NCGA.
- 7) Attends area WGANC/NCGA meetings
- 8) Posts WGANC/NCGA area play days and provides the members with information specific to WGANC and Legacy events.

MEMBERSHIP CHAIRPERSON

- 1) Updates new member flyer for pro shop and Orchard Creek Lodge.
- 2) Represents LHLGXVIII at SCLH New Resident Orientation.

- 3) Serves as 'Point of Contact' for new member inquiries.
- 4) Provides the Executive Board, Tournament Chair and Web Administrator with New Member details (Name, address, GHIN, birthday, phone number, email address).

SUNSHINE/NEW MEMBER LIAISON

- 1) Sends a welcome letter to each new member.
- 2) Guides new members on procedures and protocol.
- 3) Schedules play between a new member, and their new member mentor the first time the new member plays a round during a regularly scheduled playday.
- 4) Sends cards at Captain's request to club members in case of illness or bereavement.

RULES/PACE OF PLAY CHAIRPERSON

- 1) Keeps current on all local and USGA rules and informs members of updates.
- 2) Provides members with rules tips.
- 3) Is responsible for monitoring the pace of play.
- 4) Works with the Tournament Chair to address any concerns related to pace of play.
- 5) In the case of major rules questions, the committee comprised of the Captain, Co-Captain, Rules/Pace of Play Chairperson, and Tournament Chair shall render a decision that shall be final.

WEB ADMINISTRATOR

- 1) Maintains and posts information, approved by the Captain, on the LHLGXVIII Club website.

SOCIAL/CATERING LIAISON

- 1) Works directly with SCLH Catering and other Vendor(s) in all club Social Events that require room/food/equipment and other services.
- 2) Meets with each Tournament Chair to determine Social/Catering needs and is the liaison between LHLGXVIII and Vendor(s).
- 3) Communicates with Treasurer regarding payment of bill(s) for all Social/Catering events.
- 4) Other duties as assigned by the Captain pertaining to the social activities of the Club.

PHOTOGRAPHER

- 1) Takes pictures at all tournament play and social events.
- 2) Posts photographs on the club's bulletin board.

PUBLICITY

- 1) Submits news articles to the Compass and Sun Senior News by deadline dates.
- 2) Arranges for newspaper photos for appropriate events.

EAGLES, BIRDIES AND CHIP-INS

- 1) In conjunction with the Captain and Tournament Chair, identifies annual awards (i.e. chip-ins, birdies, eagles) with the understanding that players who

do not complete all 18 holes of golf are not eligible to receive credit for chip-ins, eagles and birdies for the unfinished round.

- 2) Maintains records and score sheets pertaining to awards.
- 3) Keep track of weekly closest to the pin winners (name only) and notify web administrator.
- 4) Emails a request to the treasurer to pay out \$50 to anyone who gets a hole-in-one during a LHLGXVIII play day. Also sends an email to the person with the hole-in-one letting them know where to go on our website to report it to NCGA. Also notifies web administrator and publicity person.

ECLECTIC

- 1) Maintains a record of Multi-Round Tournament scores taking the best scores a player has made on each hole over the LHLGXVIII annual golf season

Section XI – Member / Club Guidelines

1. All players should post their scores by midnight of the day of play, either in the Pro Shop or at home when not playing on regular club playdays. Players must post all rounds played on any rated 18 hole or 9-hole course.
2. All players must putt out on every hole unless otherwise directed.
3. Players must post an 18-hole score if they have played the minimum number of holes set by the USGA (See [Adjustment of Hole Scores](#)) by projecting par plus handicap strokes on the remaining holes.
4. There must be 16 players (starting) to count as a tournament.
5. The Tournament Committee will determine the game to be played each week for competitions.
6. Each player's Handicap Index will be adjusted to the Course Handicap for the Slope Rating of the tees played. Players will be capped at a max of a 40.4 index for any event played on our play days.

7. If you do not finish a hole and pick up your ball, leave the score blank. If you pick up you will still be included in Chip-ins, CTP, Birdies, and ECC.
8. If you do not finish 18 holes of golf you will NOT be eligible for closest to the pin and your eagles, birdies and chip-ins will not be included in the eclectic statistics.

Section XII: Special Tournaments and Events

1. Invitational
2. Guest Days
3. Club Championship: (a) Members must play at least 8 games in the calendar year with LHLGXVIII to qualify. A member who has experienced unusual limitations during the year and has not met the 8-game minimum, may appeal to the board. (b) The player with the lowest gross score over the field will be declared the Club Champion.

Awards will be given in the following categories and based on the budgeted amount allocated for this event: (1) Club Champion – low gross score over the field (2) Runner Up – 2nd low gross score over the field (3) Low Net Champion – low net over the field (4) Flight winners - (a) One low gross in each flight (b) First low net in each flight (c) Second low net in each flight.

A player may not win more than one prize.

4. Captain's Cup
5. Holiday Luncheon.
6. Any other event approved by the current Executive Board
7. NetChix: Once a month the tournament committee will create flighted foursomes based on Handicap Index. The low 'net' scoring player will be that month's 'NetChix' and will be awarded \$15 separate from the place winners in her specific flight. The NetChix final tournament of the year will be held in November and the monthly NetChix winners compete to win the annual NetChix Award that comes with a monetary prize presented at the annual Holiday Luncheon.

Section XIV: Specific to LHLGXVIII needs.

1. Hole-In-One fund is included in the annual dues. A member is eligible to win the Hole-in-One award only when playing on a regular LHLGXVIII play day. When a Hole-in-One is made, the member will receive \$50.00 as soon as is reasonably possible. Closest to the Pin (CTP) award will be given each week during regular Thursday play. If a person gets a Hole-in-One, on a CPT designated hole, they will also receive the Closest to the Pin award given for that hole.
2. Weekly Sweeps: The Tournament Chairperson will determine the payout of weekly sweeps awards. LHLGXVIII strives to pay one-third of the field.
3. Most Improved Player: To be eligible to be Most Improved Player a golfer must play with the LHLGXVIII Group a minimum of 10 rounds, starting with the first play day in January of each calendar year and ending with the last play day in November (revision day following).
4. Handicap Pairings: Whenever possible we will have pairings by handicap on the first Thursday of each month.
5. Guests: A member may bring a guest at the discretion of the tournament chair on any regular Thursday play day. The number of times a lady may play as a guest may be limited.
6. Awards Deadline: The deadline for end of the year awards will be the last Thursday Play Day in November.
7. Milestone pins will be awarded for breaking 100, 90 and 80 only once. Pins will be awarded as soon as possible.
8. New membership dues to include a reduced fee after August 1 and running through October 31 of the same year. New members joining after November 1st for the following year may play on play days, and participate in sweeps, but not in any year-end awards during the remainder of the current year. Online renewal information will be posted by November 1st of each year. Anyone renewing after December 31 of the current year will be charged a late fee.
9. Current/returning members who are unable to play due to illness or injury and therefore, choose to delay joining LHLGXVIII until after the renewal deadline on Dec. 31 of the current year, will be refunded the \$10 late fee charged them by the online payment system.

10. Professional golfers may join LHLGXVIII, may play during regular ladies' play days, and may participate in net sweep or net tournament winnings only. Professional golfers may not participate in any weekly regular ladies play day gross winnings or the Club Championship gross winnings. Dues for professionals will be the same AS IS PAID BY amateur club members and be due and payable at the same time as amateur members. If the professional reinstates her amateur status the PAR (Period Awaiting Reinstatement) would be followed in order to put an appropriate amount of time between professional activities and amateur activities such that any advantage a player might gain by being a professional is mitigated.

Section XV: Dress Code

1. We encourage appropriate golf attire. The Pro Shop dress code is "We request that collared shirts be worn and that shorts be of at least Bermuda length. Please, no tank-tops, T-shirts, denim jeans or cut-offs. Soft spikes or tennis shoes are required to protect the greens."

Revised 7/14/07, 7/24/08, 1/23/09, 10/22/09, 5/20/10, 7/7/11, 9/1/11, 1/2013, 4/2013, 5/2013, 8/21/14, 11/10/15, 5/07/18, 2/20/19, 9/23/19, 10/2/19, 3/13/20, 11/20/20, 12/23/20, 05/19/22, 5/29/23, 1/12/24, 4/9/25

It appears that the Bylaws and Standing Rules were treated as one document, and it is our intention to have them separate. Revision of the Bylaws must be voted on and approved by the general membership. The Standing Rules may be changed by the executive board.