

Graeagle Meadows Women's Golf Club

Standing Rules

PURPOSE:

These rules are to be used for current operation of the GMWGC. Any changes to the Standing Rules may be amended by a simple majority of the Board of Directors.

SECTION 1: DUTIES OF OFFICERS

I. The Captain shall:

- A. Refer to By-Laws, Article VI Duties of Officers, Section I.
- B. Insure that a copy of the existing By-Laws and standing rules are posted at all time on the GMWGC Website and Bulletin Board.
- C. By November, meet with the immediate Past Captain, Past Treasurer and Treasurer to establish a proposed budget for the forthcoming year. The budget is effective from November 1 to October 31.
- D. Meet with head Golf Professional and if needed, the Men's Club representative in October to finalize the annual Play Day and events schedule.
- E. If not previously distributed.) March (include the Roster, Mini Ha Ha, Invitational and tournament flyers, and Budget, if not separately distributed), and August (include proposed Slate of Officers, Turd Tournament Flyer and dues renewal notice with Birdies and Eagles and Eclectic sign ups. (If not separately distributed.) May be issued via email and posted on GMWGC website and bulletin board. All referenced flyers and sign ups sheets may be posted on the GMWGC website and bulletin board rather than mailed.
- F. Ensure that a set of keys (clubhouse cabinets and cupboards) are available.
- G. Hold at least three (3) Board Meetings, spaced out during the year, preferably spring, summer and autumn.
- H. Review and approve the final draft of the membership Roster for the coming year (in December/January.)

II. The Co-Captain shall:

- A. See By-Laws, Article VI Duties of Officers, Section 2.
- B. Obtain the out-going Captain's "thank-you" gift and present it to her at end of her term at the annual Awards Luncheon in October.
- C. Be responsible for engraving all plaques.

III. The Secretary shall:

- A. See By-Laws, Article VI Duties of Officers, Section 3.
- B. Post a copy of Minutes of the May General membership Meeting and the September Annual membership Meeting on GMWGC bulletin board for a period of at least two (2) weeks.
- C. Forward copies of Board Meetings, General Meetings and other correspondence that needs to be posted to the Web Master.

IV. The Treasurer shall:

See By-Laws, Article VI Duties of Officers, Section 4.

Work with the Captain to establish a proposed budget for the forthcoming year.

Provide the Membership Chair, Handicap Chair and the Captain with a current list of all paid members.

- A. Maintain a list of all members who have paid their fees to participate in the Birdie & Eagles competition, Season Long Eclectic and Hole in One Insurance. She shall inform Play Day Chair of the Birdie & Eagle Eclectic Chair of the paid participants. In April she shall post a list of those participating.
- B. Notify the NCGA of any changes in names and addresses of the acting Captain and NCGA representative.
- C. Inform the Handicap Chair, Tournament Chair, Play Day Chair and Captains of any and all new members as they are admitted to the Club.

V. The Tournament Chair shall:

- A. See By-Laws, Article VI Duties of Officers, Section 5.
- B. Promote and post on GMWGC website, sign-up sheets for the Captain's Cup Tournament and Club Championship at least (30) thirty days prior to the scheduled events.
- C. Acquaint players in advance of GMWGC tournament procedures.
- D. Maintain a permanent record of entrants, winners, scores and awards of all tournaments.

VI. The Play Day Chair shall:

- A. See By-Laws, Article VI Duties of Officers, Section 9.
- B. Set games and descriptions of Play Days for the coming year and send list to Webmaster and Membership Chair.
- C. Set play for Ace of Aces qualifiers, which shall be on the last Play Day of each month (unless conflict with other Club events) April through August. In September the qualifier will be on the second to last Play Day. The Ace of Aces playoff shall be on the last Play Day of September.
- D. Create pairings and notify players no later than 4pm on the Wednesday prior to the Thursday Play Day. Provide a copy to the Pro Shop.
- E. Prepare the scorecards for the Play Day and have cards available Thursday prior to start of play.
Distribute funds to winners. Maintain a list of all chip ins and birdies (or better).
Provide list to Captain

At the end of each Play Day: enter scores, post scores to GHIN, determine the results and payouts. Provide results to the Webmaster for posting on GMWGC website no later than twenty-four (24) hours after the conclusion of play. Provide winners list and payouts to the Pro Shop.

- F. Set up and maintain the results of the Season-long Eclectic.

VII. The Handicap Chair shall:

- A. See By-Laws, Article VI Duties of Officers, Section 6.
- B. Obtain current handicap indexes from GHIN for the Invitational Tournament and any other Tournament requiring this information at the discretion of the Tournament Chair or Play Day Chair.
- C. Post all scores designated as tournament including but not limited to Captain's Cup and Club Championship.
- D. Assist the Tournament Chair to verify eligibility for participation in the Club Championship.
- E. Meet with Handicap Committee (Handicap Chair, Play Day Chair, and Captain) to resolve handicap related issues.
- F. Is responsible for selection of Most Improved Golfer of the year, for the period of October 1 of the prior year through the current year, in the handicap category of 0 – 45. Such Individual must be a member in good standing for the current year beginning May 1. Must have a posted at least (10) eighteen hole scores in

- competition on GMWGC Play Days during the current year. She shall procure and present the award for Most Improved Golfer at the Awards Luncheon in October.
- G. Present pins to all members in good standing who break 100, 90, 80, 70 for the first time in a GMWGC Play Day (or other sanctioned GMWGC events) at the annual Awards Luncheon on October
 - H. Outgoing Handicap Chair shall notify GHIN of new chair, when necessary.

VIII. The Rules and Greens Chair shall:

- A. See By-Laws, Article VI Duties of Officers, Section 10.
- B. Post a current copy of all local rules on the GMWGC website and bulletin board.
- C. Keep the Board and General membership apprised of any new or amended USGA Rules of Golf.
- D. Coordinate with the Rules and Greens Chair of the Graeagle Men's Golf Association regarding any new local rules or changes to existing rules.

IX. MEMBERSHIP CHAIR

The Membership Chair shall:

- A. See By-Laws Article VI Duties of Officers, Section 8
- B. Inform all new members of their admission into the Club and send welcome letter.
- C. Keep up to date and accurate records of all members of the Club.
- D. Post any changes or errors regarding the Roster, including new members acquired during the year.
- E. Keep the Pro Shop supplied with membership applications and a current roster.

X. The NCGA Representative shall:

- A. See By-Laws, Article VI. Duties of Officers, Section 7
- B. Notify the Captain of any pertinent notices from NCGA
- C. Provide copies of all pertinent notices from NCGA to the Webmaster.

XI. SPECIALTY CHAIRS

- A. **WEBMASTER:** The Webmaster shall post all Play Day winners on the GMWGC Website. She shall also post Meeting Minutes, Smoke Signals, flyers and entry forms for GMWGC tournaments, luncheons, and other local tournaments, as requested by the Captain. She shall forward to all members communications, as requested by the Captain.
- B. **INVITATIONAL:** The Invitational Chair shall organize the annual Invitational Tournament and luncheon which takes place on the second Thursday of July. She shall select the format for the tournament and impose a handicap limit of forty-five (45). A minimum of one and a maximum of two GMWGC members can play on a team. It may be allowed at the discretion of the Invitational Chair to have outside membership foursomes if they are sponsored or vouched for by a GMWGC member.
- C. **MINI HA HA:** The Mini Ha Ha Chair shall organize the annual GMWGC couples tournament and dinner which takes place in June. One (1) member of each team must be a member of either the GMWGC or GMGA. She shall coordinate the date with the Captain and in October reserve the picnic grounds and firehouse (as Back-up).
- D. **TURD TOURNAMENT:** The Turd Tournament Chair shall organize the annual Turd Tournament to take place the second Thursday in October. She shall determine the format of play, sweeps and prizes, and shall organize a luncheon to follow.
- E. **HOSPITALITY:** The Hospitality Chair shall be responsible for all social correspondence, get well cards, sympathy cards, etc.
- F. **PUBLICITY:** The Publicity Chair shall be responsible for transmitting the weekly and all specialty tournament results to the Portola Reporter newspaper and Webmaster for publication. This information will be available on GMWGC website no later than twenty-four hours after the conclusion of play.
- G. **BIIRDIES & EAGLES:** The Play Day Chair shall be responsible for posting a current Birdie & Eagle Board sheet on the GMWGC bulletin board. She shall present the Birdie & Eagle awards at the annual Awards Luncheon in October. Only birdies & eagle made on regular Play Days plus the Captain's Cup and Club Championship Tournaments are eligible.
- H. **ECLECTICS:** The Play Day Chair shall organize the Season Long Eclectic. She shall present the awards to one (1) overall winner of each Eclectic and, thereafter, the flights winners of each Eclectic at the annual Awards Luncheon in October. An Eclectic round may be played any time two or more GMWGC members play together

at Graeagle Meadows Golf Course, and she or both declares prior to the start of the round that she is playing an Eclectic round

The term for all members of the Board of Directors and Specialty Chairs is November 1st through October 31st. The outgoing Board shall turn over all records to the incoming Board.

SECTION 2. TOURNAMENTS

PLAY DAY TOURNAMENTS

- A. There shall be no minimum for any Play Day Tournament. Tournaments with greater than sixteen or more shall be flighted. Play Day Chair will determine distribution of sweeps (see Section 3. Scoring – Distribution of sweeps.)
- B. Sign-ups shall be via the GMWGC website, no later than Tuesday noon ~~or~~ prior to the Thursday Play Day. Pairings and starting times will be completed and players notified no later than 4pm on Wednesday prior to the Play Day. Additions, changes or cancellations after 8am Wednesday must be made through the Play Day Chair (or email to golfgmwgc@gmail.com) or on the morning of the Play Day, by telephone call to the Pro Shop.
- C. Payment of weekly sweeps, in an amount determined by the Board, is mandatory for all members with handicaps of 45 or less. A player with a handicap of 46 or more may either pay her sweeps and participate in the game using the 45 handicap, or may not pay the sweeps, not participate in the game of the day, and use her actual handicap.
- D. Each group shall turn in one (1) scorecard after the completion of play. Each scorecard is to be completed, signed and attested. The card must contain the gross score for each player. Any group failing to do so will be disqualified from the day's competition. Chip ins should be noted on the card.
- E. The maximum handicap allowed for participation in any and GMWGC tournaments and Play Days is forty-five (45). See "C" above regarding 46+ handicap options.
- F. Only members of the GMWGC may play our Play Days, with the exception of a potential member who will be allowed to play with the Club three (3) times prior to joining, or a guest of a member.

- G. Guests may play on any Play Day except during special tournaments. Each member may have the same guest twice each year. A guest must have a verifiable handicap. Guests may not participate in the sweeps unless game of the day is a team game. At such times, guests' sweeps are mandatory.
- H. Play to qualify for the Ace of Aces Playoff shall be on the last regular Play Day of each month, except for September, which will be on the third Thursday. The Ace of Aces Playoff will be the last regular Play Day in September, The USGA 9,6,3,1 method shall be used in case of a tie.

Captain's Cup

- A. This is a two round, modified match play tournament, which rewards low net players. It is played for points rather than by elimination of the player who loses the match.
- B. In the event a match ends in a tie, equal points will be awarded to each player.
- C. In the case of a tie for overall champion, there shall be a sudden death playoff.

Club Championship

- A. Must be a member in good standing from May 1st of the current year.
- B. Between the prior and/or current year, must post Five (5) eighteen hole games on GMWGC Play Days and attend one General Membership Meeting by in person or phone (approved in September 2022.) at Graeagle Meadows Golf Course.
- C. The Club Championship and Runner-Up are Low Gross and second low gross players over the field after the multi-day stroke tournament.
- D. Pay-outs will be Low Gross and Second Low Gross over the field. Low Net will be paid from their own flights.
- E. In the event of a tie, a sudden death playoff will be determine the Club Champion.
- F. The maximum handicap allowed is forty-five (45).

Invitational

- A. The Invitational Chair shall report all plans to the Executive Board.
- B. Any monies remaining in excess of expenses, after the current year's Invitational, shall remain in the treasury for the next year's Invitational.
- C. Eligibility for the Invitational: Must have a valid handicap established by June 1st of the current year. Handicap will be limited to forty-five (45); a handicap of forty-six (46) or more may play but will have her handicap adjusted to forty-five (45) for the Invitational.
- D. A minimum of one (1) and maximum of two (2) GMWGC players may play in a foursome. It may be allowed, at the discretion of the Invitational Chair to have outside membership foursomes if they are sponsored or vouched for by a GMWGC member.

SECTION 3. SCORING

Distribution of Sweeps

- A. As a general guideline, a minimum of one-third (1/3) of the field should be paid.
- B. Distribution of sweeps will be paid to one (1) Low Gross and one (1) low net player in each flight, if the game of the day warrants. Additional places will be paid depending upon the number of players in each flight.
- C. The USGA recommended rule for matching cards will be used for breaking ties: back Nine score, last six holes, last 3 holes, and finally the 18th hole, If there is still a tie, start a card playoff with the number one handicap hole.

Chip-ins, Birdies & Eagles, and Season long Eclectics

- A. A chip-in is defined as holing out from off the green with any club. Chip-ins are a ~~weekly payoff~~ at the end of season. Any member wishing to participate in the Chip-In Sweeps must pay into the Chip-In fund when registering at beginning of season.

- B. To participate in the birdie & eagle, a fee must be paid to the Treasurer. Eligibility for Birdies & eagles will begin with the first Play Day of the season and end on the last Play Day of the season. Only birdies & eagles made on regular Thursday Play Days plus Captain's Cup and Club Championship are eligible.
- C. To participate in the Season long Eclectic, a fee must be paid to the Treasurer. An "ecc" counts only on Play Days with Blue Golf keeping the scores.)

Most Improved Golfer

To be eligible for the Most Improved Golfer award you must be a member in good standing from May 1 of the current year and must post ten (10) eighteen-hole rounds at Graeagle Meadows Golf Course played in competition on Play Days before September 30 of current year. The Most Improved Golfer is the members whose handicap has decreased the most between October 1 of the prior year and October 1 of the current year.

SECTION 4. HOLE IN ONE INSURANCE

Hole in One Insurance in the amount of an annual fee to be determined by the Board of Directors payable to the GMWGC is available to any member choosing to purchase same. The money in this fund shall insure three (3) Hole-In-Ones. When a Hole-In-One is made, the fund will be used to pay the celebration tab up to one beverage per GMWGC member present, to a cap of \$150.00. Qualifying beverages are "well" drinks, house wine, domestic beer, soft drinks, coffee and tea.

- A. To qualify for a Hole-In-One Insurance Fund payout, the Hole-In-One must be made at Graeagle meadows Golf Course at any time. It will be up to the individual who made the Hole-In-One to choose if they wish to celebrate that day or wait until the next Thursday. There will be a cap of \$150.00 per Hole-In-One to pay the bar tab.
- B. If the Hole-In-One is made on a regular Thursday Play Day, Captain's Cup or Club Championship, the insurance will be used to pay for the celebration on the day of the Hole-In-One.
- C. There must be at least one (1) GMWGC/GMGA witness to the Hole – In-One and an eighteen hole round must be completed. A scorecard, completed, dated, signed and attested must be signed and posted.

SECTION 5. MISCELLANEOUS

Recommendations

- A. It is recommended that the Captain hold a Board Meeting in November, April/May and August, and at any other time during the year as needed.
- B. It is recommended that the Invitational Chair hold her first committee meeting in January to enable the committee to get as much work as possible done on the tournament over the winter months.
- C. It is recommended to allow new members, who join just prior to the date of the Invitational, to be officially a member who can establish her own team for the tournament.
- D. It is recommended, on Play Days only, when a member rides in another member's private cart, our Club asks that you pay \$10.00 to the private cart owner per 18 holes. If you are also a private cart owner or have paid the annual, unlimited cart rate to Graeagle meadows Pro Shop, the \$10.00 is waived.
- E. It is recommended that GMWGC pay the \$10 fee to MCGA for new members.

PACE OF PLAY

Slow play negatively affects both the other players in the slow player's group, who may rush their shots to make up for the slow player, and all players who are following the slow group, who must endure undue delay prior to making their shots. Therefore, the GMWGC has adopted the following Pace of Play Policy, as well as Efficiency Guidelines, using the recommendations of the USGA.

PACE OF PLAY POLICY

Rule 6-7 states "The player shall play without undue delay and in accordance with any pace of play guidelines which may be laid down by the Committee." And also specifies penalties for slow play. Please read carefully the following Policy and Guidelines to avoid receiving a penalty.

Allotted Time: Foursomes will be required to play an eighteen (18) hole round in **no more than 4 hours and 30 minutes**, which is an average of 13 minutes for par 3's, 15 minutes for par fours. And 17 minutes for par 5's. Per USGA's recommendations, each player has a **maximum of 40**

seconds to play her shot. (USGA advises players to strive for 20 seconds). The timing of a player's shot begins when she can play without interference or distraction. Time spent determining yardage, selecting the club, taking practice swing(s) and lining up the shot count as part of the time taken for the shot. On the putting green, timing begins after the player has been allowed a reasonable amount of time to lift, clean and replace her ball, repair her ball mark and other ball marks on her line of putt, and remove loose impediments on her line of putt.

Definitions of "Out of Position": A group is out of position if it (1) takes more time than allowed time to play, and (2) reaches a par 3 hole and the preceding group has cleared the next tee; reaches the teeing ground of a par 4 hole and the putting green is clear; or reaches a par 5 hole and the preceding group is on the putting green. (Both (1) and (2) must apply for a group to be out of position.) If a ruling or some other legitimate delay occurs, such as searching for a lost ball, which causes the group to lose its position, that group is expected to regain its position (usually catching up to the group preceding theirs) within a reasonable time.

Breach of Pace of Play Policy: Penalties: The following penalties are recommended by the USGA for any player in a group who takes more than the allotted time to play a stroke after timing of the player's stroke begins:

Stroke Play: 1 bad timing, warning; 2nd bad timing, 1 stroke penalty; 3rd bad timing additional 2 stroke penalty; 4th bad timing, disqualification.

Match Play: 1 bad timing, warning; 2nd bad timing, loss of hole; 3rd bad timing, warning, 4th bad timing, disqualification.

PACE OF PLAY EFFICIENCY GUIDELINES

Achieving a better pace of play is not about hurrying, It's about efficiency, which will help you and your fellow competitors, and will add enjoyment to your golf experience (and theirs).

BE READY TO HIT WHEN IT'S YOUR TURN

Determine yardage, select shot and club while others are hitting or while traveling to your ball.

Keep your pre-shot routine short.

Read your putt while others are putting or chipping.

Strive to play within 20 seconds of when it is your next turn.

Move promptly to your next shot. On the green, place extra clubs (and bag) at the side of green closest to the next green.

NOTE: In stroke play, there is no penalty for playing out of turn. If others are not ready to hit/putt and your group is out of position (and you will not have to stand on another's line of putt or chip or be in anyone's way) go ahead and hit your shot or putt, after announcing to them that you will go ahead and hit. (In match play, your opponent may require you to replay your shot if you play out of turn.)

BETWEEN SHOTS / HOLE

Return clubs to bag **after driving to the next tee**, when you take the club out for your next shot

(8 seconds X 100 shots = 13 minutes saved on the round.

Record scores at the next tee while others are hitting (to avoid delaying the group behind you.)

Be friendly, but save unnecessary chatting for before or after the round, or while waiting for group ahead to move on so you can hit. **(Never delay a shot to finish a story).**

USING CART EFFICIENCY

After teeing off, park the cart between balls (if practical) or drop player "A" off at her ball and proceed to Player "B"'s ball. Do not sit in cart and wait to be driven to your ball, (unless you cannot walk that far due to a disability.)

At the green, park cart between pin and the next tee to avoid exiting the green toward oncoming players, which cause unnecessary delay **(on hole # 3 par beyond the large pine tree to the left; on holes #6, 8 and 18, exit the green behind the cart path side of bunker.)**

If you are a threesome, help the single cart occupant mover her cart, if needed.