

# **KINGSMILL LADIES GOLF ASSOCIATION-18**

## **CONSTITUTION**

### **Article 1 - NAME**

The name of this association shall be Kingsmill Ladies Golf Association-18.

### **Article 2 - OBJECT**

This Association was formed for the enjoyment, sociability and benefit of Kingsmill lady golfers and seeks to promote interest and confidence in competitive play, familiarize players with the rules and etiquette of golf and inspire good sportsmanship in the game.

### **Article 3 - OFFICERS**

Officers of the organization shall be the President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President (s), Secretary and Treasurer.

## **BY-LAWS**

### **Article 1 – PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules of order the Association may adopt.

### **Article 2 – MEMBERSHIP**

Any female, 18 years or older, who is a Kingsmill Golf member with an established 18-hole course handicap index equal to 40 strokes or less on all Kingsmill courses may participate in this Association. Those 18-hole members who had actively participated in the weekly competitions through October 27, 1999 are “grandfathered” and shall enjoy full membership benefits,

regardless of their handicap. In the event that a current member's Kingsmill course handicap rises above 40 strokes, that member shall continue to be eligible to participate in KLGA events for up to one year on a probationary status. If the probationary member's Kingsmill handicap continues to exceed 40 strokes after one year, that member shall no longer be eligible to participate as a member of the KLGA-18 until her Kingsmill handicap returns to 40 strokes or less. Members who are on a Leave of Absence are not eligible to participate in KLGA-18 events, except as a guest for Member/Guest or Bring-a-Friend events.

Before April 1<sup>st</sup>, the Kingsmill Ladies Golf member must declare to which Association, the 18-hole or 9-hole, she wishes to establish her membership. After the year has started, if an 18-hole member wishes to change her membership to the 9-hole Association, or a 9-hole member wishes to change her membership to the 18-hole Association, and meets the handicap requirement, she may do so, with the understanding that prize money may be won in only one of the Associations. (Only one Association fee is paid by each member. Association fees are the source of prize money.)

### **Article 3 – KLGA-18 EXECUTIVE BOARD**

The elected Officers shall form the KLGA-18 Executive Board. Responsibilities of the Board are to establish policies, approve the budget and any expenditure over \$100 that was not in the original budget.

### **Article 4 - OFFICERS**

#### **Section 1. Terms and Elections**

Officers shall be elected annually for a term of one year. The election shall take place at the annual meeting in October. There is no term limit for annually elected officers. The President, with the approval of a majority of the Executive Board, shall fill any vacancies on the Board.

## **Section 2. President**

The President shall preside over all meetings of the Association and the Board. She shall appoint the chairs of all Committees and be an ex officio member of all Committees. She shall sit on the Kingsmill Golf Advisory Board. She shall have the power to perform the duties of the Treasurer in the event of the Treasurer's inability to act.

## **Section 3. 1<sup>st</sup> Vice President**

During the absence or inability of the President to act, the 1<sup>st</sup> Vice President shall perform the duties of that office. She shall ensure that the KLGGA website is kept up to date. She shall be the liaison to the Virginia State Golf Association and keep the KLGGA members informed of all VSGA-Women's Division events and Invitational tournaments. She shall attend meetings of the Kingsmill Golf Advisory Board in the absence of the President.

## **Section 4. 2<sup>nd</sup> Vice President(s)**

The 2<sup>nd</sup> Vice President(s) shall be the Chair of the Competition Committee. After the annual schedule is determined, she (they) shall prepare and ensure dissemination of the schedule to the membership. She (they) shall maintain a list of winners of weekly competitions and coordinate with the Treasurer to award prize money.

## **Section 5. Secretary**

The Secretary shall maintain and serve as custodian of all official records and documents of the Association. She shall: record minutes of all business meetings (a copy of such minutes shall be posted on the bulletin board in the Ladies Locker Room at least one week prior to the next general meeting and distributed via e-mail as soon as available); maintain a copy of the current Constitution and By-Laws and any amendments voted on and approved by the membership; handle all correspondence

pertaining to the Association's business as well as any other correspondence the President deems necessary.

#### **Section 6. Treasurer**

The Treasurer shall keep a full and accurate account of all receipts and expenditures. She shall provide a financial report at each general membership meeting.

#### **Section 7: Past President**

The Past President shall serve as an ex officio member of the Executive Board and shall have no voting rights.

### **Article 5 – MEETINGS**

The opening meeting shall be held in March. There shall be a general membership meeting/luncheon as needed from April through October. The closing luncheon/meeting shall be held in December at which time the officers for the following year shall be installed.

### **Article 6 – COMPETITIONS**

All competitions shall be conducted in compliance with the rules and regulations of the USGA and VSGA except where Local Rules apply. All rules questions or disputes shall be satisfied by the Competition Committee. See KLGA-18 Competition Procedures in the Handbook for further details.

### **Article 7 – HANDICAPS**

New members may establish a Kingsmill course handicap of 40 strokes or less by transferring a valid handicap index from another course. A provisional handicap can be established by providing at least five signed and attested score cards from 18-hole rounds. Members shall post all scores in compliance with USGA and VSGA rules.

### **Article 8 – GUESTS**

Though ineligible for prizes, a member's house guest is welcome to play on a play day if it is not a team competition. Members must get approval from the weekly Competition Coordinator for the guest to play. Non-member Kingsmill property owners are ineligible to participate as a guest in weekly events. However, they can be invited as the guest of a member in special tournaments such as the Member-Guest or a Bring-a-Friend Day.

### **Article 9 - USE OF MEMBERSHIP DIRECTORY**

The KLG-18 Membership Directory in either print or electronic form shall be used only for KLG-18 business.

### **Article 10 - AMENDMENTS**

Proposed amendments or additions to the Constitution and By-Laws shall be presented to the membership at two meetings. Changes or additions shall be approved by a two-thirds vote of the members present at the second meeting.

### **Article 11 – BY-LAWS REVIEW**

The Constitution, By-Laws and Standing Rules shall be reviewed every five years by a Committee appointed by the President, and presented to the membership for approval.

## **STANDING RULES**

### **Article 1 – STANDING COMMITTEES**

At the option of the President, the following Committees shall be created each year before competitive play begins. The chairs of all these Committees except the Competition Committee shall be appointed by the President. Unless otherwise specified, Committee members shall be appointed by each chair. All Committees shall prepare a final report of the activities, expenses, etc., during the year. These reports shall be turned in to the presiding President, then passed on to the upcoming President who shall hand them over to the succeeding chairs.

#### **Section 1. Competition Committee**

The Committee shall be responsible for planning and conducting the weekly competitions (excluding the Special Events) to include: a coordinator for each competition; pairings; scorecards and associated reports; scorecard review and verification and winner determination. The Committee shall communicate competition results to the membership and shall furnish results to the press. The Committee shall provide completed, signed and attested score cards to the Handicap Coordinator and the Ringers Coordinator.

#### **Section 2. Handicap Committee**

The Committee shall be responsible for monitoring members' handicaps, advising new members of USGA handicap rules and identifying the most improved golfer.

#### **Section 3. Nominating Committee**

The President shall appoint one member of the Board and three members at large. One of the at-large members shall be the chair. The slate for the following year shall be presented at the

September meeting and voted on at the October general membership meeting.

#### **Section 4. Hospitality Committee**

The Committee shall arrange all luncheons of the Association except for Special Events.

#### **Section 5. Ringer Committee**

The Committee shall maintain a record of each participant's best score for weekly tournaments on each hole of each course. Completed, signed and attested score cards must be used.

#### **Section 6. Publicity Committee**

The Publicity Committee shall be responsible for providing photographs and articles about the Association and its events to Kingsmill media. A member of the Committee shall serve as Historian maintaining an electronic record.

#### **Section 7. Williamsburg Cup Committee**

The Committee shall announce dates and choose teams for the competition, coordinate the schedule with other member clubs, and arrange a play day for the match at Kingsmill.

### **Article 2 – SPECIAL TOURNAMENTS**

The President shall appoint a Liaison for each of these events to work with the Club at Kingsmill (referred to hereafter as The Club).

When applicable, the following tournaments with the exception of the use of Mulligans, shall be posted as a Tournament (with a "T"): Member-Guest, Member-Member, Handicap, Club Championship, Couples Championship, Williamsburg Cup, Couples Member-Guest, Flag Tournament or any other tournaments deemed necessary by the Competition Committee.

## **Section 1. Club Championship**

This tournament shall be run by The Club. The Club shall conduct the tournament according to the Rules of Golf. This tournament shall be based on gross scores. The champion shall be the person with the lowest gross score of the field. The tournament shall consist of two separate 18-hole events on the Woods and the River courses, using tee times, played from the red tees. All competitors must play in the stipulated rounds. Players will be paired the second day according to their first round gross scores. In the event the championship cannot be played both days, an alternate date shall be pre-arranged on one of the two courses. A minimum of one of the scheduled 18-hole events must be completed. Prizes shall be awarded to 30% of the field and where allowable. In addition to first low gross in each flight, a second low gross in each flight may be awarded. In the event of a tie for the title of Club Champion, or any gross-score tournament for which an overall Champion is desired, the winner shall be determined by a hole-by-hole playoff to be conducted in accordance with USGA Rules. In the event of tie scores *within flights* for any tournament, winners shall be determined by a match of cards as recommended by the USGA rules. Only ladies who are participating in the tournament shall be assigned tee times to play in the tournament. There will be available tee times for ladies who are not participating.

## **Section 2. Handicap Tournament**

This tournament is conducted by The Club. The Club shall conduct the tournament according to the Rules of Golf. This Tournament is based on net scores played in stipulated rounds. The winner shall be the person with the lowest net score. The maximum number of handicap strokes allowed is 40. On the first day of the tournament, players shall be paired and assigned tee times according to their handicap index; on succeeding days, they

shall be paired and assigned tee times according to their tournament net scores. In addition to the overall winner, prizes shall be awarded to 30% of the field. In the event of a tie for the title of Handicap Champion, or any handicap tournament for which an overall Champion is desired, the winner shall be determined by a playoff with handicaps for a minimum of three holes to be conducted in accordance with USGA Rules. In the event of tie scores *within flights* for any tournament, winners shall be determined by a match of cards as recommended by the USGA rules. Only ladies who are participating in the stipulated rounds of the tournament may play in the tournament. There will be available tee times for ladies who are not participating.

### **Section 3. Member-Guest Tournament**

This Tournament is conducted by The Club. The Club shall conduct this tournament according to the Rules of Golf. This tournament shall be based on gross and net team scores. Guests of members must be female and have an established USGA 18-hole handicap index. The maximum number of strokes allowed for any player shall be 40. No more than 30% of the total number of prizes shall be awarded for gross scores.

### **Section 4. Invitational Tournament**

This Tournament shall be conducted by The Club. The Club shall conduct this tournament according to the Rules of Golf. It shall be based on gross and net team scores. Participants must be female and have an established USGA 18-hole handicap index. The maximum number of strokes allowed for any player shall be 40. No more than 30% of the total number of prizes shall be awarded for gross scores.

### **Section 5. Star Wars Tournament**

The format for the Star Wars Tournament, played in October, is a modified Ryder Cup format. Players earn their spot on the two

eight-player teams by accumulating points throughout the KLGA season by playing weekly and placing. One point for playing, three points for first place, two points for second place and one point for third place. In a team event, only playing points will be awarded.

Teams are determined at the end of September. The 16 players with the most points will make up the two teams. If someone is not available, the next person on the list will be chosen. Pairings for the competition will be made by the Star Wars chairperson based on similar handicaps. The winning team will have their names engraved on the Star Wars Plaque.

### **Article 3 – PRIZES**

#### **Section 1. Most Improved Golfer**

The most improved player shall be an active member of the Kingsmill Ladies Golf Association and must have played in 15 KLGA-18 competitions or 50% of all KLGA-18 competitions, whichever is less. The VSGA handicap system computes the percentage of improvement in each player's index from April 1 through November 1 (the KLGA-18 season of play). This shall be used to determine the winner. The winner shall be the person who has the highest percentage improvement using the USGA formula and not under review by the USGA, VSGA or by the KLGA-18 Handicap Committee.

#### **Section 2. Hole-in-One**

The fee for the hole-in-one is to be paid by the member prior to the day the hole-in-one is made. Participants must pay the fee annually. The fee shall be set by the Board at the beginning of the year. The hole-in-one must be made on one of the Kingsmill 18-hole courses and it must be made during an 18-hole round. A copy of the completed, signed and attested score card must be turned

in to the Handicap Chair. The fiscal year shall be from April 1 to March 31. This prize shall be awarded at the April membership meeting. The amount of the hole-in-one prize shall be determined by the Board at the beginning of each year. A member can receive a prize for each hole-in-one she makes. Any leftover funds shall be carried over to the next year.

### **Section 3. Ringers**

Fees to play in the Ringer competitions are to be paid by the member. All prize money from the Ringer fees shall be awarded by flight to those who accumulate the lowest gross and net scores on each course. These prizes shall be awarded at the December meeting. The Tournament and Ringer Chairs shall decide which competition scores shall be eligible.

### **Section 4. Weekly Prizes**

Prizes in the form of gift certificates from the Pro Shop shall be awarded in December. In unusual circumstances, the board may approve payment of prizes by check.

### **Section 5. Milestone Prizes**

At the December meeting, players shall be recognized for breaking 70, 80, 90 or 100 for the first time. It is the player's responsibility to notify the handicap chairperson in order to be recognized.

## **Article 4 - MONTHLY LUNCHEONS**

**Section 1.** The reservation/cancellation deadline for Wednesday luncheons shall be noted on the luncheon invitation and is earlier than the deadline to register for golf. If the luncheon reservation is not canceled by the deadline, the member shall be charged.

**Section 2.** If the tournament is canceled on Wednesday, the luncheon and meeting shall be held at noon.

### **Article 5 - AMENDMENTS**

A majority of the Executive Board can make changes in the Standing Rules without the approval of the members.

Approved: October 17, 2018

Effective: January 1, 2019

By Laws Review Committee:

Ann Schnaedter, Chair

Rosemarie Butz

Charlotte McGinnis

Sue Mutell

Ex Officio Member:

Linda Rein, KLGA-18 President