

CONSTITUTION AND BY LAWS OF THE ST. GEORGES BASIN

COUNTRY CLUB WOMEN'S GOLF



(amended August 2004)

(amended August 2009)

(amended August 2016)

By-Laws created by resolution of the Board of Directors on 27th day of November 1997 for the governing of the St. Georges Basin Country Club Women's Golf Club, superseding all previous By-laws in respect of such matters.

1. Name of Section

The name of the section shall be the St. Georges Basin Country Club Women's Golf Club.

2. Definitions

- a) The Women's Golf Club means the St. Georges Basin Country Club Women's Golf Club.
- b) The Country Club means the St. Georges Basin Country Club Limited.
- c) The committee means the management committee of the St. Georges Basin Country Club Women's Golf Club.
- d) The Board means the Board of Directors of the St. Georges Basin Country Club.

3. Objectives

To enable the Women members and Women visitors to participate in the sport of golf; to provide the usual privileges, convenience and facilities of a golf club, to support the game of golf and act at all times in accordance with the Memorandum and Articles of Association and By-Laws of the St. Georges Basin Country Club Ltd. To affiliate with any governing bodies of the sport as may be approved by the Board of Directors.

4. Membership

- a) Women members and Women Life members of the Country Club may apply in writing on the form "Club Membership Nomination Form" as prescribed from time to time by the committee.
- b) Membership of the Women's Golf Club is extended on the condition that the member will observe and adhere to the Memorandum and Articles of Association of the St Georges Basin Country Club Ltd. and to the By-Laws made pursuant thereto. In the event of any member failing to act in accordance with such Memorandum and Article of Association and By-Laws she shall be liable to be dealt with as provided by the Articles of Association or By-Laws. Provided however, that any breach of etiquette or breach of golf rules laid down by any governing body with which the Women's Golf Club is affiliated shall be dealt with by the committee.
- c) Where the committee is of the opinion that a breach of etiquette and/or a breach of golf rules has been committed by a member, the committee shall meet and determine that issue. Provided however, the member concerned shall be given not less than seven (7) days notice in writing of the time, date and place of such meeting and will be provided with details of that which is alleged against her. The member shall be given the opportunity to appear at such a meeting and present whatever material or evidence as may be considered relevant. The committee shall determine whether or not a breach of etiquette or playing rules has been committed by that member and the committee may: reprimand, suspend or expel that member from the Women's Golf Club. Any motion to expel a member shall require a two third majority of the committee to be carried. Any member who has been dealt with by the committee may appeal to the Board of the Country Club who shall determine the matter in accordance with the provisions of the Articles of Association of the St. Georges Basin Country Club Ltd.
- d) If the Board is of the opinion that a member of the Women's Golf Club may have been guilty of a conduct so as to warrant the expulsion of that member from the Women's Golf club the Board of Directors may of its own volition require that member to appear before it and determine that issue. Provided the member shall be given not less than seven (7) days notice in writing of the time, date and place of such meeting and will be provided with details of that which is alleged against her. The Board shall determine whether or not the member has been guilty of such conduct.
If it is determined that a breach has been committed the board may reprimand, suspend or expel that member from the Women's Golf Club.
- e) The Women's Golf Club in consultation with the Board of Directors of the St. Georges Basin Country Club Ltd. may from time to time limit the number of Members of the Women's Golf club.
- f) Any member who has not paid the pre determined yearly subscription of the St. Georges Basin Women's Golf Club by the thirty first day of July shall be deemed unfinancial and shall be excluded from participating in any event organised by the Women's Golf Club.

5. Life membership a) A member who has been a member of the Women's Golf Club for a period of not less than ten years and who has rendered distinguished service to the Women's Golf Club shall be eligible to be elected a life member of the Women's Golf Club. A candidate for life membership shall be nominated by not less than two (2) members of the Women's Golf Club. Any candidate shall require the approval of the Board of Directors. Only one life member shall be elected in any one year. The election of a life member shall take place at the Annual General Meeting of the Women's Golf Club. Any motion to bestow life membership shall require at least three-fourths majority of those present at the Annual General meeting and entitled to vote. Any motion to bestow life membership shall require at least twenty-one (21) days notice in writing to members prior to the Annual General Meeting.

b) Every life member shall upon her election be entitled to all privileges of membership of the Women's Golf Club but without being liable for payment of the annual subscription which is payable to the sub-section only.

6. Notices

With the exception of notices required pursuant to rule (4c and 4d) notices shall be deemed served as from the date such notices were affixed upon the Women's Golf Club notice board.

7. Annual Subscriptions

a) The financial year of the club shall be from the first day of July until the thirtieth day of June in each year.

b) The annual subscription of members shall be determined by the committee by the thirtieth day of May in each year (subject to the Country Club's administration requirements) and shall be payable by the thirty-first day of July in each year as approved by the Board of Directors.

8. Annual General Meeting

a) The annual general meeting of the Women's Golf Club shall be held on a suitable day during November each year and the outgoing committee will be responsible for organising Presentation Day for that year. At least twenty one days (21) days notice shall be given to all playing members and life members of the club.

b) The quorum for all general meetings shall be twenty-five (25) members. In the event of there not being a quorum present within half an hour of the stipulated time of commencement then the meeting shall be adjourned to the date and time and place not later than eight (8) days hence and these members present at that meeting shall constitute a quorum.

c) Nominations for the office of:

President

Vice President

Secretary

Treasurer

Captain

Vice Captain

Handicap Manager

4 playing members

Shall open not less than twenty one (21) days prior to the annual general meeting and shall be in writing by the Proposer and the Secunder with consent of the nominee and the nomination signed by her and handed to the Hon. Secretary and posted on the notice board. Nominations close at 4p.m. on the 7th day prior to the Annual General Meeting.

Office bearers may hold a particular office for a maximum of 3 consecutive years. Personnel may make themselves available for re-election after a period of one year's absence.

At the conclusion of their term, personnel may stand for a different position to the one they held.

In circumstances where there are no nominations for a vacant position, the office bearer may continue in their role for a further year.

- d) Should the number of nominations exceed the number of Office's to be filled an election shall be by secret ballot.
- e) Ballot papers shall be issued to all members of the Women's Golf Club for such election as are necessary at the Annual General Meeting.
- f) Should the number of nominations for any office be less than the number required then those persons nominated shall be declared duly elected and further nominations shall be called for from the floor to fill the remaining vacancy or vacancies. Provided however, that in the event of there being no nominations for the positions of Secretary or Treasurer then the offices of Secretary and Treasurer may be combined and these duties carried out by the Secretary/Treasurer.
- g) A returning officer and scrutineers shall be elected at each annual general meeting. Neither the returning officer nor scrutineers shall be candidates for any office.
- h) The ballot shall be conducted on the first past the post system and the elected officers will take office immediately.
- i) The business of the Annual General meeting shall comprise:
- I. Confirmation of minutes of last Annual General Meeting and any special meetings.
 - II. Adoption of the annual reports and election of officers.
 - III. Any special business brought forward in accordance with these rules.
 - IV. Any notices of motion submitted by any financial member of the Women's Golf Club provided that such motion has been delivered by 4p.m. not less than twenty one (21) days prior to the date of the meeting, immediately upon receipt of such written notice of motion the Secretary shall cause such notice to be placed upon the notice board.

9. Sub Committee and Delegates

- a) The committee may from time to time constitute sub-committees as may be considered desirable.
- b) The committee shall, as soon as practicable appoint from the committee a Match Committee comprising of five (5) persons which shall include the Captain as Chairperson, the Vice-Captain, Handicap manager and two other committee persons.
- c) No committee member shall hold office in more than one (1) golf club at any one time without special permission from the committee.
- d) The Women's Golf Club may with the approval of the Board of Directors raise and retain funds for the management and benefit of the Women's Golf Club.

10. Management

a) The Women's Golf Club shall be under the management of the committee and shall be responsible for organising competitions and to supervise the conduct of those competitions and the sport within the Women's Golf and in conjunction with other clubs pursuant to the rules of any governing body with which the Women's Golf Club is affiliated.

b) The executive of the Committee shall consist of:

President

Vice-President

Secretary

Treasurer

Captain

Handicap Manager

c) The President of the St. Georges Basin Country Club Ltd. or his nominee shall be deemed invited to attend meetings of the committee and shall be given prior notice of all such meetings. He may take part in debates but shall not be entitled to vote.

d) The President shall be the Chairperson of all the meetings and in her absence the Vice-President shall be appointed in her stead. In the absence of the Vice-President then those present shall elect a Chairperson from their number. The President shall be the ex-officio member of all sub-committees but is not required to attend all sub-committee meetings.

e) No meeting of the committee shall be held unless a quorum of members is present and prior notice of the meeting has been given to all members of the committee.

f) A quorum shall consist of five (5) members.

g) The Chairperson shall have a deliberate and casting vote.

- h) If a quorum be not present within fifteen (15) minutes after the appointed time of starting, the meeting shall be adjourned to a date the members present shall determine, the notice of the adjourned meeting shall be given to all members of the committee by the Secretary.
- i) The committee shall have the power to fix all entrance fees for games and competitions and do all the things necessary to give effect to the objects of the Women's Golf Club.
- j) Any resolution of the committee may be rescinded or altered by ordinary resolution at any meeting of the committee. Any resolution passed by the Women's Golf Club at a General Meeting may be rescinded or amended at a further general meeting of the Women's Golf Club, twenty one (21) days notice must be given for such a resolution.
- k) The committee shall meet not less frequently than once in each month.
- l) The President, Secretary, Treasurer and Captain or any three (3) members of the committee may at any time request the Secretary of the committee to convene a special meeting of the committee. The Secretary shall give all members of the committee not less than twenty four (24) hours notice of time, place and date of the meeting and the purpose for which the meeting has been requested.
- m) The Secretary shall call a special general meeting of the Women's Golf Club upon the request of the committee or upon request in writing of not less than twenty five (25) financial members of the Women's Golf Club. In each case the request shall stipulate the purpose for the convening of the special general meeting, and any special meeting called shall be limited to such purpose. No other business shall be transacted. Upon receipt of such a request the Secretary shall cause to be displayed on the club noticeboard the time, date and place of such a meeting and the purpose for which the meeting has been called. Twenty one (21) days notice must be given for same.
- n) The committee shall fill any casual vacancies in the offices of the Women's Golf Club.
- o) A member of the committee who without prior permission of the committee fails to attend three (3) consecutive meetings may forfeit her office and the vacancy filled in accordance with this rule.
- p) In the event of the committee resigning in a body, a special general meeting of the club shall be called and new office bearers and members of the committee elected.
- q) The minutes of the meetings of the committee shall be kept in a book provided for that purpose, a copy of the minutes and Treasurer's report of the committee meetings shall be forwarded to the General Manager of the Country Club.
- r) The committee may from time to time make, amend or repeal such local rules, as it considers necessary for the proper control and administration of the sport and of competitions conducted by the Women's Golf Club.
- s) Emails to and from St Georges Basin Women's Golf Club will be treated as legitimate forms of correspondence.