



# RULES OF CENTENARY PARK GOLF CLUB INCORPORATED

Incorporation Registration Number: A7723

ABN: 22 352 396 542

## BY-LAWS

(Amended August 2022)

### TABLE OF CONTENTS

<b>1. Preliminary</b>	<b>2</b>
<b>2. Meetings</b>	
<b>(1) Committee Meetings</b>	<b>2</b>
<b>(2) Sub-Committee Meetings</b>	<b>2</b>
<b>(3) Annual General Meeting</b>	<b>2</b>
<b>3. Membership Categories</b>	<b>2</b>
<b>4. Annual Subscriptions</b>	<b>3</b>
<b>5. Club Executive</b>	<b>3</b>
<b>6. President/Captain Term</b>	<b>3</b>
<b>7. New Members</b>	<b>3</b>
<b>8. Change of Personal Details</b>	<b>3</b>
<b>9. Handicaps</b>	<b>3</b>
<b>10. Members Belonging to More Than One Club</b>	<b>4</b>
<b>11. Match Committee</b>	<b>4</b>
<b>12. Competition Entry Fees</b>	<b>4</b>
<b>13. Competition Prizes</b>	<b>4</b>
<b>14. Dress Standards</b>	<b>4</b>
<b>15. Etiquette and Courtesy in Clubhouse</b>	<b>5</b>
<b>16. Etiquette and Courtesy on the Course</b>	<b>5</b>
<b>17. Pennant</b>	<b>5</b>
<b>18. Social Sub Committee</b>	<b>5</b>
<b>19. House Sub Committee</b>	<b>6</b>
<b>20. Ladies Sub Committee</b>	<b>6</b>
<b>21. Competition Committee</b>	<b>6</b>
<b>22. Complaints and Enquiries</b>	<b>6</b>

## 1. PRELIMINARY

These By-Laws are additional to the Rules of the Centenary Park Golf Club Inc and regulate the running of Meetings, Membership, Competitions and any other specific Rules.

These By-Laws can only be amended by a majority vote of Club members at a General Meeting of the Club.

In these By-Laws, "Club" refers to the name of the Association as detailed in the Constitution.

## 2. MEETINGS

### (1) Committee meetings

- (a) Shall be held on the third Monday of each Month, commencing at 7.30 pm, unless otherwise advised by the Secretary.
- (b) Shall recommend fees & subscriptions for the following year, to the Annual General Meeting for approval.

### (2) Sub-Committee Meetings

- (a) Sub Committees shall hold their meetings on a regular basis as determined by the respective committees and minutes of these meetings shall be reported to the Committee.

### (3) Annual General Meeting

- (a) Shall be held each year in August, unless otherwise advised by the Management Committee and subject to Rule 30(1) of the Club's Rules.
- (b) Shall receive the Annual Financial Report.
- (c) Shall elect Office Bearers and Committee members.
- (d) Shall approve the fees and all annual subscriptions for the following year.

## 3. MEMBERSHIP CATEGORIES

### (1) The Club shall consist of the following Membership Categories

#### (a) Ordinary Members -

- (i) shall be not less than 21 years of age.
- (ii) shall include Life Members.
- (iii) shall be entitled to all rights and privileges of the Association including the right to vote and to hold office.

#### (b) Associate Members -

- (i) shall include Social Golf Members, Social Members, Junior Members and Honorary Members.

#### (ii) shall not hold office nor be entitled to vote.

1. Social Golf Members shall be amateur golfers of not less than 21 years of age and shall be permitted to participate in only four (4) golf competitions in a year.
2. Social Members shall not hold an Australian Handicap but can become an Ordinary Member with full rights upon payment of the Annual Subscription.
3. Junior Members shall be an amateur golfer of 21 years of age or less and more than 12 years of age. Should a junior younger than 12 years of age, wish to be a Junior Member, have extraordinary golf talent, the Club Captain and/or President may give exemption for age and allow the junior to become a member.
4. Honorary Members shall be eligible to be elected as Honorary Members of the Club for a period not exceeding 12 months. They shall be 21 years of age, may be a Councillor of the City of Frankston or in the opinion of the Committee should be elected for the good of the Association.

#### **4. ANNUAL SUBSCRIPTIONS**

- (1) 30-year members shall receive a 50% discount on the Annual Subscription, exclusive of any levy or insurance included in the subscription.
- (2) Life members are exempt from any Annual Subscription.

#### **5. CLUB EXECUTIVE**

Executive of the Club shall comprise:

- i. President
- ii. Secretary
- iii. Treasurer
- iv. Club Captain.

#### **6. PRESIDENT/CAPTAIN TERMS**

The positions of President and Captain can only be held continuously for a period of five (5) years subject to Rule 55(1) of the Club's Rules.

In the event that there are no nominations for either position of President or Captain at the AGM, following the end of the five (5) period, the incumbent may be re-elected to the position.

#### **7. NEW MEMBERS**

- (1) The Secretary and/or the Membership Coordinator shall conduct an induction of all new players admitted to Centenary Park Golf Club as follows:
  - (a) New players to be given an overview of the Club and a tour of the Club Rooms to show those areas for signing in for Competitions and logging onto the Computer.
  - (b) They are to be provided with an information handbook, contact numbers, a Player's Edition of the Rules of Golf and Centenary Park Golf Club By-Laws & Competition Rules.
  - (c) Arrangements are to be made for them to be issued with a username and password to log onto the Club website.

#### **8. CHANGE OF PERSONAL DETAILS**

- (1) Members must notify the Secretary in writing of any change of personal details such as address, phone number, email, and emergency contacts.

#### **9. HANDICAPS**

- (1) All members must be fully paid up to retain their World Handicap; upon a member being registered as non-financial, that handicap will lapse.
- (2) A new member with an existing handicap shall be awarded that handicap once verified.
- (3) New members without a handicap must submit three (3) card, two (2) of which must be played at Centenary Park Golf Club Course, appropriately recorded and signed in accordance with the Rules to be awarded a handicap.

#### **10. MEMBERS BELONGING to MORE THAN ONE CLUB**

- (1) A player with multiple Club Memberships must nominate one Club as the Home Club.
- (2) The Home Club is responsible for maintaining that Member's Handicap and must be given the name/s of the other Club/s.
- (3) The Member will also report to the other Club/s; the name and course rating of the Home Club, the Handicap there, and any alterations which may be made to the Handicap from time to time.
- (4) Where Membership has ceased at another Club, the member must report this fact to the Home Club.

## **11.MATCH COMMITTEE**

- (1) The Match Committee assists with all aspects of the Club's golf competitions, playing members and visitors.
- (2) The Match Committee
  - (a) is formed by the elected Vice Captain, includes the Ladies' Captain and its responsibilities include:
    - i) local Rules, Rule queries, syllabus preparation, all competition management and marshalling, handicap management, Time Sheets and Competition Results.
    - ii) liaison with Victorian Golf League, Golf Australia and Centenary Park Golf Club Course Management regarding competitions, events and results.
    - iii) the counting of all Competition monies, and the ordering and awarding of Competition Trophies and prizes
    - iv) Junior Management/development
    - v) Pennant Golf participation.

## **12.COMPETITION ENTRY FEES**

- (1) The Committee will authorise the Club's competition fees on recommendation from various sub committees.
- (2) The Committee shall set an amount to be set aside from the Competition Fees and retained by the Club to assist in running costs of the Club.

## **13.COMPETITION PRIZES**

- (1) Sub Committees are responsible for running their Competitions and allocation of prizes as they see fit.
- (2) The various committees responsible for running their competitions shall award prizes for the winners, runners up, nearest the pins (NTP) and balls down the line as they see fit.
- (3) Any member disqualified from the competition is still eligible to win a NTP or hole in one.
- (4) A minimum 25% of the competition entry fees shall be retained by the Club.
- (5) The remaining 75% shall be distributed to the members by the way of prizes.

## **14.DRESS STANDARDS**

- (1) All members are required to dress in neat attire befitting the Club both on the course and in the Club's premises.
- (2) The Committee may determine particular standards of dress at any time.
- (3) A copy of the current Dress Code is to be displayed on the Club's Notice Board and website.
- (4) Any members not conforming to the dress code shall be addressed by a Committee member and may be requested to leave the Clubrooms.

## **15.ETIQUETTE and COURTESY in the CLUBHOUSE**

- (1) Each member is ultimately responsible for their overall demeanour and behaviour.
- (2) All Rules, Codes and Standards will be adhered to.
- (3) Persons and Property will be treated with respect.
- (4) All visitors & guests to the Clubhouse must be signed into the visitors' book before entering premises.
- (5) Any member in breach of the Etiquette may be called before the Club's disciplinary Committee with the matter being dealt with in accordance with the Club's Constitution.

## **16.ETIQUETTE and COURTESY on the COURSE**

- (1) At all times Etiquette and Courtesy on the course are paramount.
- (2) Each Member is ultimately responsible for their behaviour and knowledge of the **Rules of Golf**. Members must not behave in any manner that will bring Centenary Park Golf Club into disrepute.
- (3) All players should refer to the “Local Rules” on the scorecard, events white board and Club Website.
- (4) Rulings and pertinent instructions from the Pro-Shop must be adhered to.  
**Note:** The lowest handicapped or equal lowest Handicapped Members of the playing group; is/are deemed to be the ‘Captain’ of that playing group, and responsible for the overall cohesion of play for that playing group.
- (5) Shout FORE if there is the slightest possibility a ball may strike someone.
- (6) Distraction of any kind is uncomfortable.
- (7) Do not move, talk or stand close to, or directly behind the player, or the hole; when that player is making a stroke.
- (8) Do not walk-up on a player from behind when that player is making a stroke.
- (9) Do not cast shadows near a player addressing then playing a ball.
- (10) Buggies, bags, umbrellas, hand towels and the like, must always be kept out of all player’s line of vision, and not impede a player’s stroke.
- (11) Do not rummage through a bag or other item when a player is making a stroke.
- (12) When tending the flag as a player putts, stand well clear of all player’s lines of putt, and avoid casting a shadow over the cup.
- (13) Ensure that no-one is close before taking a practice swing.
- (14) Avoid causing damage to the course when taking a practice swing.
- (15) All members are ultimately responsible for their behaviour on the course.
- (16) All members must have a knowledge of the “**Rules of Golf**” and the Etiquette of Golf as set out in the Rules of Golf.
- (17) All members must have a knowledge of the Local Rules of the Course that are displayed on Club House notice board.
- (18) Any member in breach of the Etiquette may be called before the Club’s disciplinary Committee with the matter being dealt with in accordance with the Club’s Constitution.

## **17.PENNANT**

- (1) The Club nominates teams to compete in
  - (a) Men’s Pennant Competitions in the Victorian Golf League. Teams will include, but not limited to, Scratch, Handicap and Senior competitions.
  - (b) Ladies Pennant and Interclub competitions in Golf Australia.
  - (c) Junior Pennant.

## **18.SOCIAL SUB COMMITTEE**

A Sub Committee that organises and caters for social functions for the Club.

## **19.HOUSE SUB COMMITTEE**

A Sub Committee that involves the general upkeep and standards within the Club Rooms.

## **20. WOMENS SUB COMMITTEE**

A Sub Committee responsible for the day- to- day requirements of organising all ladies’ events, Fund raising, Charity Day, Challenge Bowl and catering for these events.

## **21. COMPETITION COMMITTEES**

- (1) The Competition Committees assist with all aspects of their golf competitions, playing members and visitors.
- (2) The Competition Committees are formed by the elected Captain, and 3-4 other members as required, and its responsibilities include:
  - a) Local Rules, Rule queries, syllabus preparation, all competition management and marshalling, handicap management,
  - b) Preparation of Time Sheets and Competition Results and uploading these to the appropriate websites
  - c) Liaison with VGL, Golf Australia, and Centenary Park Golf Club Course Management regarding competitions, events and results.
  - d) Arranging Managers and Captains of Pennant and Interclub teams.
  - e) The counting of all Competition monies, and the ordering and awarding of Competition Trophies and prizes and is to be undertaken by the Competition Committee of the day.

## **(23) COMPLAINTS and ENQUIRIES**

- (1) All Club matters shall be addressed in writing to the Secretary.
- (2) All Golf matters shall be addressed in writing to the Club Captain
- (3) All matters may be directed to the Committee of Management