

Section (C) The Ladies' Club

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## **C. The Ladies' Club**

### **C 1 Membership**

1.1 The Membership of the Ladies' Club shall consist of Ladies admitted to membership of the Club.

### **C 2 Objectives**

2.1 Maintain affiliation to the Irish Ladies' Golf Union and undertake in writing, to accept and abide by the Constitution and Bye Laws of such Union and the Bye-laws of the District in which the Club is situated.

2.2 Accept and apply the Standard Scratch Score and Handicapping Scheme as prescribed by the Council of National Golf Unions and such rules there under as may require to be implemented from time to time by the Irish Ladies Golf Union.

2.3 Accept and recognize the Royal and Ancient golf Club of St. Andrews as the sole Authority for prescribing and implementing the Rules of Golf and the Rules of Amateur Status.

2.4 Accept that the Club is the overall Authority for administering the affairs of both the Men's and the Ladies' Clubs as provided in these Rules.

### **C3 Officers and Committee**

3.1 The business and affairs of the Ladies' Club shall be under the Jurisdiction and control of a General Committee (hereinafter referred to as 'The Ladies' Committee') consisting of the Captain, Vice-Captain, Honorary Secretary, Honorary Treasurer, Honorary Competitions Secretary and Honorary Handicap Secretary, all of whom are Officers of the Ladies' Club and six other Members.

3.2 The Officers and Committee members, other than the Captain and Vice Captain, shall be elected each year at the Annual General Meeting of the Ladies' Club. The Ladies' Committee shall have the power to fill by co-option any vacancy that may occur in such Committee during the year. They may also if deemed necessary appoint sub-committees for the smooth running of the affairs of the Club.

3.3 The Lady Captain's appointment, following on from her year as Vice-Captain, will be ratified at the Annual General Meeting and she shall hold this position until the next AGM. In the event that she is unable, for whatever reason to assume the position, The Lady Captain will be nominated by the Ladies Committee and will be subject to the approval of the members at the AGM.

3.4 To be eligible to serve as a Member of the Ladies' Committee, a lady must be a Member of the Club for at least one year. To be eligible to serve as an Officer a lady must be a member of the committee for at least one year. No Lady may serve as a member or officer of the Ladies' Committee for more than six years without first having ceased to be a Member of the Ladies' Committee for at least a year. This rule shall not apply to the term of office of the Captain or Vice-Captain of the Ladies' Club; however such terms shall count as membership of the Ladies' Committee.

3.5 In exceptional circumstances, where difficulties arise with filling an Officer position in compliance with clause 3.4 above, the Ladies' Committee may nominate another lady member for appointment to the vacant position, in the best interest of the ladies club and subject to the approval of members at the AGM.

3.6 The Vice-Captain of the Ladies Club shall be nominated at the Annual General Meeting of the Ladies Club by the incoming Captain and the outgoing Captain respectively, subject to the prior approval of the Committee, and also subject to the approval of the members present. In the event that either the incoming Captain or the outgoing Captain or both are unable or unwilling to make the nomination, the Ladies Committee will nominate the Vice-Captain.

#### **C 4 Committee Meetings.**

4.1 A record of attendance of members at Committee Meetings shall be kept and read at the Annual General Meeting prior to the election of Officers.

4.2 Any Committee Member who has not attended three consecutive monthly meetings, shall at the discretion of the Ladies' Committee be removed from the Ladies' Committee and the Ladies' Committee may co-opt to fill the vacancy.

4.3 The Ladies' Committee shall meet at least six times a year. They shall also meet any other time upon a requisition to the Secretary, in writing, signed by any five Members of the Ladies' Committee, for the transaction of business of the Club. Three days' notice of such a meeting is to be given. The quorum for any meeting of the Ladies' Committee shall be six, which shall include an Officer.

4.4 The Captain may at any time call a Meeting of the Committee.

#### **C 5 Administration and Finance**

5.1 The Hon. Secretary shall keep a correct record of all business transacted at Committee Meetings, shall give seven days' notice of General and three days' notice of Committee Meeting.

5.2 The Captain of the Ladies' Club shall be responsible for the everyday affairs of the Club except such duties which are specifically assigned to another officer or Committee Member of the Ladies' Club.

5.3 All written complaints concerning matters under the jurisdiction and control of the Ladies' Committee shall be referred primarily to the Hon. Secretary who shall place the complaint before the Ladies' Committee.

5.4 The Ladies' Committee shall be entitled to charge and retain all entry fees in Club and Open Competitions under its control and management and for which it has arranged for the provision of prizes.

5.5 The Ladies' Committee shall have no power to borrow for the purpose of the Club by way of overdraft, term loan, loan account or otherwise from the Committees bankers.

5.6 Proper Accounts and books shall be kept by the Honorary Treasurer showing the financial affairs, receipts and disbursements of the Ladies' Club.

5.7 The Funds of the Club shall alone be answerable for any proper debts or charges against it, and no Member of the Ladies' Committee as between the Member and the Club, shall be personally liable in respect of any order or contract given or entered into by the Club, or by any member of the Committee, acting bona fide and within the scope of her authority on behalf of the Club, or the Ladies' Committee although she may have been a party to the order or contract.

5.8 The Bank Account shall be kept in the name of the Ladies' Club (and shall be clearly identified as such), and in such Bank as the Ladies' Committee may, with the authority of the Management Committee, from time to time determine. All cheques must be signed by two members of the Ladies' Committee.

5.9 The financial year of the Club shall start on the 1st of October and end on the 30th of September.

5.10 The Honorary Treasurer of the Ladies' Committee shall submit to the Management Committee Year End Financial Statements within six weeks of the year-end.

## **C 6 General Meetings**

6.1 The Club year shall run from the 1st of December to the 30th of November.

6.2 The Annual General Meeting shall be held within two months from the end of the financial year, and at such place and time as the Ladies' Committee may see fit to appoint. The date of the meeting shall be given by way of notice posted in the Ladies Club Notice Board on or before the 8<sup>th</sup> October and may also be advised to Members by way of email and website. The notice shall outline the date and time of the meeting and shall advise Members of requirements for submitting notices of motion, vacancies on committee and the nomination process therefor.

6.3 Notices of Motion and Nominations of Officers and Members of the Ladies' Committee must be made in writing to the Hon. Secretary at least fourteen days before the date of such meeting.

6.4 Seven days before such Annual General Meeting, Audited accounts, details of motions and nominations will be notified to Members by way of email and website and hard copies will be made available on request. Twenty Members shall form a quorum at any General meeting.

6.5 Extraordinary General Meetings: A Special or Extraordinary General Meeting may be called upon a requisition in writing, signed by at least twenty Ordinary, Honorary or Special Members of the Club, addressed to the Hon. Secretary and stating the object of the proposed Meeting. Upon receipt of such requisition the Ladies' Committee shall forthwith proceed to convene a General Meeting.

6.6 If the Ladies' Committee do not proceed to convene same within twenty one days from the date of the requisition having been delivered to the Hon. Secretary, the requisitions or any other Twenty Ordinary, Honorary or Special Members may convene a General Meeting, but such Meeting shall not discuss any business, or vote on any question, other than that specified in the requisition to the Ladies' Committee.

6.7 Seven days' notice specifying the place, date, hour, and object of the Meeting, shall be given to the Members in the manner prescribed below.

6.8 The Ladies' Committee may summon any General Meeting by a notice posted on the Notice Board of the Ladies Club and by email and website, stating the business of the Meeting and such notice shall be deemed to have been duly served on each Member.

6.9 At any General meeting, unless a poll be demanded by at least five Members, a declaration by the Chairman that a resolution or an amendment, had been carried, and an entry to that effect in the Minutes Book shall be sufficient evidence of the fact

### **C.7 Playing Facilities**

7.1 The Ladies' Club shall accept the Authority of the Management Committee as regards the use of the Course.

7.2 The Ladies' Club shall decide the eligibility of the various categories of female Members to play in major competitions.

### **C.8 Changes to the Constitution, Rules and Policies**

8.1 No Amendments to the Constitution of the Ladies' Club shall be repealed or altered or new Clause made except at a General Meeting of such Club and by the consent of a majority of two-thirds of the Members present and entitled to vote at such meeting and written notice of the proposed change must be sent to the Hon. Secretary with the names of the proposer and seconder attached, at least 14 days prior to the Meeting at which same is to be considered.

8.2 The Committee of the Ladies' Club shall have power from time to time to make such rules and policies as it considers necessary for matters under its jurisdiction, but every such rule or policy shall be subject to ratification by the Management Committee.

8.3 In the event of disputes as to the interpretation of any of the foregoing Rules, Policies or Local Rules of the Club, the matter(s) in dispute shall be referred to the Management Committee whose decision thereon shall be accepted as absolutely final and binding on the parties to such dispute(s)

### **C.9 Rules of Golf and Local Rules**

9.1 The Rules of the game of Golf for the Ladies' Club shall be the Rules of Golf as approved by the Royal & Ancient Golf Club of St. Andrews.

9.2 In addition the Management Committee in consultation with the Ladies' Committee in compliance with Clause B15.2 shall from time to time prescribe such Local Rules as it considers necessary having regard to the nature of the Course or otherwise provided such Local Rules are not contrary to or at variance with the Rules of Golf or directives issued by the Irish Ladies' Golf Union.