

# **TURA BEACH MEN'S GOLF CLUB REGULATIONS**

1. The Tura Beach Men's Golf Club ("the Club" or "TBMGC") shall be managed by a set of Regulations approved and adopted by members.
2. The Club shall be managed by a Management Committee comprising a President, a Vice-President, a Secretary, a Treasurer and up to five other members of the Management Committee.
3. At any meeting of the Committee, four (4) members thereof shall form a quorum.
4. These Regulations may be altered from time to time by a majority vote of the Committee members present at a Committee meeting.

## 5. DUTIES OF OFFICERS

- (a) **PRESIDENT** – The duty of the President shall be to preside at meetings, to regulate and keep order in all proceedings and carry into effect the Rules of the Club.
- (b) **SECRETARY** – The duties of the Secretary shall be to be the Executive Officer of the Committee. He shall, if possible attend all meetings of the Committee, General and Special Meetings of the Club. He shall record the minutes of all meetings, conduct all correspondence in connection with the general business of the Club and attend to the business and affairs of the Club in accordance with the decisions and directions of the Committee.
- (c) **TREASURER** – The Treasurer shall present a statement of the transactions and of the financial position of the Club at each Committee meeting and General meeting of the Club. The Treasurer shall attend to the day-to-day business and affairs of the Club in accordance with the directions of the Committee.

The Committee shall at all times ensure the Club's financial and banking instructions and responsibilities of the Treasurer and Committee are adhered to.

- (d) **CAPTAIN** – The powers and duties of the Club Captain shall be as follows:-
  - i. To welcome new members by having them introduced as far as possible, by arranging to have cards for handicaps taken and by instructing them in regard to the lay-out of the course, local rules and Rules of the Club.
  - ii. To educate members in regard to the rules and etiquette of golf, the local rules and Rules of the Club.
  - iii. To see that members observe the rules and etiquette of golf, the local rules and Rules of the Club and report any infringements to the Match Committee
  - iv. To carry out all such other duties and exercise all such other rights and powers as the Committee may from time to time entrust to or confer upon him.

## 6. MATCH COMMITTEE

The Match Committee of the TBMGC shall comprise: the Captain, Vice-Captain, Professional and Secretary.

## 7. DELEGATES TO FAR SOUTH COAST DISTRICT GOLF ASSOCIATION

Delegates to the Far South Coast District Golf Association shall be elected by the Committee and from the Committee immediately after the Annual General Meeting and shall hold office, except as hereunder, until the next Annual General Meeting. Any Delegate absenting himself from two (2) consecutive meetings of the

said District Association without good and valid reason to the satisfaction of the Committee shall be held to have vacated office and the Committee shall have power to fill the vacancy. The Delegates shall report proceedings of the Far South Coast District Association Meetings to the meetings of the Club Committee and at District Association meetings, the delegates will vote in accordance with the policy of the Club.

#### 8. Logo and Club Colours

The Club Logo and Club Colours shall be that as adopted by the Company.

#### 9. Delegations

Rule 29.11(a) of the TBCC Constitution provides as follows:

- (a) (The Board shall have power) to establish sub-clubs with such rules (including objects, powers and membership qualifications) as the Board may determine.

In accordance with the above rule, the Board has determined that sub-clubs for the purpose of the organisation and management of competitions in men's and ladies golf shall be established and maintained and shall have the following powers delegated to the elected officials of the respective sub-clubs. In making this delegation the Board revokes any previous delegation to the aforementioned sub-clubs.

The Board also wishes to advise the respective sub-clubs that the following delegation is absolute – that is, the sub-clubs have total management control over the issues that have been delegated to them by the Board. The Board henceforth has no responsibility for the issues delegated but in return for this delegation of authority it expects the sub-clubs to meet stringent reporting requirements to the Board, as outlined in rule 29.14 of the Constitution. Specifically, the sub-club “subject to the general control and supervision of the Board, ...may manage its own affairs but shall make regular reports to the Board and submit copies of all minutes and records to the Board”.

The Board also wishes to inform the sub-clubs that they have no authority to act beyond the powers that have been delegated to them. If issues arise that are beyond the powers delegated by the Board to the sub-clubs they are obliged to bring these issues to the attention of the General Manager and/or the Board, with or without recommendations for action.

#### **Delegations**

Tura Beach Men's Golf Club hereby have the following powers delegated to them by the Board of the Tura Beach Country Club:

- 1) Preparation and publication of the annual schedule of golf competitions and events
- 2) Determining the conditions of play and results of golf event and managing all matters affecting competitions, matches and general play on the course
- 3) Providing rules officials when needed for events
- 4) Adherence to and adjudicating on the rules of golf
- 5) Framing local rules in accordance with the rules of golf
- 6) Liaison with District, State and National Bodies

- 7) In conjunction with the Course Superintendent, recommend tee and pin placements for major events
- 8) Oversee handicapping, course rating and score card design and production, including the correct application of all handicapping matters as set out by Golf Australia
- 9) Maintain a register of winners of all major competitions
- 10) Review field sizes and time sheet pressures to ensure comfortable playing conditions are maintained
- 11) With the Club Professional(s) collect competition entry fees, arrange for disbursement of competition prize vouchers and make an untied donation of any surplus competition fees to the Tura Beach Country Club.
- 12) With the Club Professional(s) oversee operational issues with regard to golf development, particularly juniors and prospective new members
- 13) Provide detailed selection criteria for all representative teams and ensure all aspiring representatives are aware of these selection criteria
- 14) Manage pennant team preparation and participation including selection, coaching sessions, logistics, result notification and oversee the production and use of the club uniform for representative fixtures
- 15) Deal with all minor disciplinary matters in relation to golf activities and, as per rule 29.17, promptly report any disciplinary action to the General Manager. Refer any more serious matters to the General Manager for Board action
- 16) Make all necessary arrangements for special events including room bookings and catering requirements
- 17) At presentations, be mindful of inclusiveness, by recognising visitors, special achievements, condolences, sponsors, club winners at away events, forthcoming social events, etc.
- 18) Publicise competition results and general interest issues on the TBCC web-site and via other media as appropriate
- 19) Oversee the management of trophies, including presentation, engraving, recognition of sponsors, etc.
- 20) Liaise with NSW Veterans Golf Association on participation in relevant events
- 21) Manage the annual Tura Beach Open Day and Interclub Challenge Days
- 22) Conduct regular meetings of the elected sub-club committee, maintain approved minutes of such meetings and promptly provide copies to Members (on the golf notice Boards). Provide a summary of items requiring Board attention to the General Manager 7 days prior to the monthly Board meeting
- 23) In accordance with rule 29.15 of the TBCC Constitution, empower the sub-club to open and operate a bank account and to provide the Board with the name(s) of persons eligible to operate such an account.
- 24) Provide a summary of finances following each meeting to the General Manager and make all supporting documentation available if requested by the Board or General Manager

- 25) Establish and maintain sub-club Constitutions and/or By-Laws reflecting the relationship between the sub-club committee and its constituent members and, according to rule 29.16, seek Board approval for any amendments to these sub-club Constitutions or By-Laws.
- 26) The maximum size of sub-club committee is to be nine (as per the Registered Clubs Act)
- 27) Establish, maintain and update a Procedures Manual as necessary
- 28) Establish a combined match committee containing representation from men's and women's sub-clubs to oversee all tournaments, discuss and implement local rules, GUR, mixed events and other such matters relating to golf competitions
- 29) Develop relationships with golf clubs of similar standing in other areas and establish reciprocal arrangements where possible
- 30) Liaise with the Club Professional(s) on all relevant matters to ensure smooth delivery of golfing services as per the Club Professional(s) contract.
- 31) Provide representation on the course and greens committee to ensure effective communication is maintained between the various committees.