



**THE CONSTITUTION AND RULES**

**OF THE**

**TURA BEACH LADIES' GOLF CLUB**

**DATE OF EFFECT: 8<sup>th</sup> February 2023**

# **TURA BEACH LADIES' GOLF CLUB**

## **CONSTITUTION AND RULES**

(To be read in conjunction with and reference to the Constitution  
of Tura Beach Country Club Ltd.)

This Constitution and Rules shall come into effect on the date of the Tura Beach Ladies Golf Club 2023 Annual General Meeting.

### **1 NAME**

The name of the club is Tura Beach Ladies' Golf Club.

### **2 INTERPRETATION**

In this document:

- a. "Company" shall mean Tura Beach Country Club Ltd.
- b. "The Club" shall mean the Tura Beach Ladies' Golf Club, a section of the Company.
- c. "Board" shall mean the Board of the Company.
- d. "The Committee" shall mean the members for the time being of the Committee of Management of the Club as elected in accordance with these rules.

### **3 OBJECTS**

The objects of the Club are to promote and administer the game of golf for the enjoyment of our members always adhering to the rules of golf and the requirements of the Board.

### **4 MEMBERSHIP**

Membership shall consist of female persons in the following categories, as defined by the constitution of the Company:

- a) Full Members who have paid the appropriate membership fee to participate in golf; and
- b) Life Members.

### **5 EXPULSION, SUSPENSION, REPRIMAND OF MEMBERS**

All members of the Club undertake to comply with the Constitution and Rules of the Club.

Any expulsion, reprimand or suspension of a member shall be the sole role of the Company.

When the member is competing in a golfing competition under the control of the Club, then the Club shall have the right to reprimand or suspend the member from such competition.

Notwithstanding anything contained in the Constitution and Rules of the Club the powers of the Committee in relation to any disciplinary action against a member shall be governed by Sections 20, 21 and 22 of Tura Beach Country Club Ltd., in substitution for and to the exclusion of any provision in the Constitution and Rules of the Club.

## **6 ELECTION OF COMMITTEE**

Members who have attained the age of 18 years shall be eligible to stand for election as Office Bearers or Committee members of the Club and to vote at any General Meeting of the Club.

The election of Officers and Members of Committee shall take place in the following manner:

- a. Any two Members may nominate an eligible Member to serve on Committee. The name of each member so nominated, with her signed consent, shall be in the hands of the Secretary before a date and time previously determined by the Committee and advised in the Notice to members of the Annual General Meeting.
- b. At an Annual General Meeting the election of all officers if necessary shall be by SECRET BALLOT which shall be conducted by two (2) persons appointed by the Committee. Members shall record their votes on the Ballot Paper using consecutive numbers, commencing with the figure 1 for their preference of candidate(s).
- c. If there are not sufficient nominations in writing to fill the required number of vacant offices, the written nominees shall be declared elected and further nominations shall be accepted from members present at the meeting.
- d. In the case of an equality of votes for any candidate or candidates, then the persons appointed shall determine by lot the candidate to be elected. "Determine by Lot" means the names of the candidates concerned, having been written on similar slips of paper, and the slips having been folded to prevent identification and mixed and drawn at random then the candidate whose name is first drawn is elected.
- e. Should there be insufficient candidates, the Committee shall ask for nominations from the floor to fill the vacant positions.

## **7 ANNUAL GENERAL MEETING**

- a. The Annual General Meeting of the Club shall be held no later than the 31st May.
- b. A notice advising members of the time and place appointed by the Committee for such meeting shall be placed on the Club's Notice Board twenty-one (21) days before the date of such meeting.
  - i. Nominations shall be called for Committee Officers twenty-one (21) days before the Annual General Meeting and close seven (7) days before the Annual General Meeting.
- c. The business to be transacted at the Annual General Meeting shall be:
  - i. Confirmation of the minutes of the previous meeting of members;
  - ii. Reading of annual reports, including reports of the President, Captain and Treasurer and the consideration and adoption thereof;
  - iii. Election of Office Bearers;
  - iv. Transaction of any other business of which notice has been received at least seven (7) days prior to the date of the meeting.

- d. The quorum of an Annual General Meeting shall be fifteen (15) eligible voting members present in person. If within half an hour, after the time appointed for the start of the meeting, a quorum is not present, the meeting shall be adjourned to a date to be fixed within twenty-one (21) days and, if at the adjourned meeting, a quorum is not present at the time appointed for the start of the meeting, those present shall constitute a quorum.
- e. At any Annual General Meeting a resolution or motion put to the vote of the meeting shall be decided on a show of hands except where a poll is demanded by at least one third of the members present.
- f. If a poll is demanded it shall be taken in such manner as the chairperson directs and the result of the poll shall be deemed to be the resolution of the meeting.

## **8 MANAGEMENT**

- a. A Committee shall manage the affairs of the Club. The committee will be comprised of 8 members.
- b. The office bearers will be:
  - i. President
  - ii. Captain
  - iii. Vice Captain
  - iv. Secretary
  - v. Treasurer

They will be joined by 3 other committee members.

- c. Where a casual vacancy shall occur in the Committee, the Committee may appoint a replacement to the committee and that person shall hold office until the next Annual General Meeting of the Club.
- d. The Committee may appoint Sub-Committees and Volunteers as required to assist with the work of the Committee.
- e. Meetings of the Committee shall generally be held monthly, with a minimum of 6 meetings per year and with no more than two months between meetings.
- f. The Chairperson shall be the President or, in her absence, another Committee member shall take the chair. The Chairperson shall have a casting vote as well as a deliberate vote.
- g. Four (4) Committee Members are required to form a quorum.
- h. Should any Committee Member absent herself from three consecutive meetings without leave, her position shall be declared vacant.
- i. No Committee Member shall hold office in more than one Golf Club at any one time.

## **9 DUTIES OF OFFICERS**

### **PRESIDENT:**

- a. Shall chair Committee meetings;
- b. Ensure the Secretary has prepared all paperwork for meetings;
- c. Arrange social functions associated with Inter-club challenges, end of season Pennant, Christmas parties and any other occasions that arise during the course of the year;
- d. Liaise with General Manager and Caterer when necessary.

### **SECRETARY:**

- a. Shall record the minutes of Committee meetings;
- b. Set and, in conjunction with President, distribute agendas prior to meetings;
- c. Be responsible for Inwards and Outwards correspondence.

### **CAPTAIN:**

- a. Shall co-ordinate all aspects of golf competitions;
- b. Arrange the yearly program;
- c. Ensure as far as possible that the rules of golf are adhered to;
- d. To present Match Committee minutes to the Ladies Committee.

### **VICE CAPTAIN:**

- a. Support and assist the Captain in her role;
- b. Act as Captain, in the absence of the elected Captain;
- c. Carry out any appropriate duties required of her by the Captain, either on a regular basis or as the need arises.

### **TREASURER:**

- a. Keep accurate records of the Ladies' Golf Club Finances;
- b. Present up to date financial reports to the-Committee meetings;
- c. Prepare and present annual financial statements to the Ladies' Golf Club Annual General Meeting;
- d. If requested make all records available to the Board.

## **10 GENERAL MEETINGS**

- a. A General Meeting shall be convened by the President or Honorary Secretary upon them receiving a requisition in writing stating the business for which it is required from not less than fifteen (15) members or five (5) per centum of the members of the Club (whichever is the less).
- b. The Committee may call a General Meeting, when necessary, at any time.
- c. A notice advising members of the time, place and nature of business to be brought forward at a General Meeting shall be placed on the Club's Notice Board twenty-one (21) days prior to the date of such meeting. No other business than that advised in the Notice shall be dealt with by the meeting.

**11 DELEGATES TO FSC&TGA & WVGANSW**

Club Delegates 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.

**a) FSC&TGA Delegate**

Any elected FSC&TGA delegate absenting herself from two (2) consecutive meetings of the FSC&TGA 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 Delegate shall report proceedings of the Far South Coast & Tablelands Golf Association meetings to the meetings of the Committee and, at District Association meetings, will vote in accordance with the Ladies' Golf Club.

**b) WVGANSW Delegate**

The WVGANSW delegate shall report to the Committee on relevant matters pertaining to the Association.

**12 COMPETITIONS**

The Committee shall have full powers relative to the competitions. The Match Committee (as a Sub-Committee) shall draw up the dates and conditions of play for all competitions. Prior to play, conditions of the competition shall be clearly displayed on the notice board.

**13 RULES OF GOLF**

The Rules of Golf, as authorised by the Royal and Ancient Golf Club of St. Andrews, and the Club's Local Rules and By-Laws shall be adopted.

No rule or decision shall be made which conflicts with the rules and decisions of the Committee.

**14 COMPLAINTS**

All complaints shall be made in writing to the Secretary, who shall submit them to the Committee. In no instance should a servant of the Club be directed or reprimanded directly by a member.