

BY-LAWS AND STANDING RULES OF THE WOMENS NINE HOLE GOLF ASSOCIATION OF OAKDALE GOLF AND COUNTRY CLUB PAR TEE NINERS

ARTICLE I – NAME

The name of this organization is Oakdale Golf and Country Club (OGCC) Par Tee Niners. This organization is affiliated with Women's Nine Hole Golf Association (WNHGA).

ARTICLE II – PURPOSE

The purpose of this organization is to promote the interest of golf for the nine-hole members of OGCC.

ARTICLE III – MEMBERSHIP

Every OGCC Proprietary, Senior, Weekday, and Young Executive Member is eligible to join and play with the Par Tee Niners. To be an '*active Par Tee Niner*' you must complete at least six nine-hole rounds on Tuesday Play Days in the current year. All *active Par Tee Niners* have the privilege of serving on the Executive Board and are eligible to lead and serve on Committees. The privileges and benefits of this organization are available only to members.

Any new members may play with both the Oakdale Women's Golf Club (OWGC) commonly referred to as the 18-Hole Ladies and the Par Tee Niners for a trial period of 3 months or less. During this trial period, the member will be eligible to play in sweeps only. The member may then choose to join either or both groups.

Only *active Par Tee Niners* are eligible to participate in team play, Tournament of Champions (TOC), and Most Improved Golfer.

ARTICLE IV – DUES

Upon joining, members will be responsible for dues payable to Par Tee Niners as well as to Oakdale Ladies Golf Association (OLGA) and WNHGA. There is also an annual charge to maintain your handicap through Northern California Golf Association (NCGA). Fees and dues to these organizations are automatically added to your statement from OGCC upon joining the Par Tee Niners, then annually in the fourth quarter of each year.

Members that belong to both the OWGC and the Par Tee Niners will pay additional dues to OWGC, Women's Golf Association of Northern California (WGANC), and NCGA.

ARTICLE V – MEETINGS

A general meeting will be held for all members at least once per year, with one being election of officers. The captain may call any other meetings as deemed necessary.

ARTICLE VI – EXECUTIVE BOARD AND COMMITTEES

The Executive Board is elected and consists of:

- Captain
- Co-Captain
- Secretary/Recorder
- Treasurer
- Handicap/Membership Chairperson

Elected officers must be *active Par Tee Niners* and are eligible to be serve on either the Par Tee Niners or the 18-Holers Executive Boards but not both at the same time. The committee chairpersons and members may hold concurrent roles on both the Par Tee Niners and 18-Holers organizations and committees.

The Captain assigns chairpersons for the following committees:

- ECCI
- Historian
- Open Day/Outside Invitationals
- Rules
- Sunday Couples
- Sunshine
- Sweepstakes
- Team Play
- Tournaments:
 - Home and Home
 - Par Tee Niners Invitational
 - Tin Cup
 - Others, as needed

Chairpersons may serve as leaders for multiple committees, as directed by the Captain. Chairpersons shall hold meetings, as needed, and shall report monthly to the Captain progress and accomplishments. The Captain is responsible for disseminating information of these meetings to the general membership. The Executive Board shall have the power to call special meetings and conduct the affairs and business of the Par Tee Niners as set forth in these By-Laws.

ARTICLE VII – ELECTION OF OFFICERS

The candidate for Captain is responsible for nominating the incoming Board members. The slate of Executive Officers is presented to the membership for a vote which shall be held fourth quarter of each year.

ARTICLE VIII – EXECUTIVE BOARD DUTIES

SECTION I – CAPTAIN

The Captain directs the affairs of Par Tee Niners and appoints her chairpersons of the committees. She presides at all Par Tee Niner's Executive Board meetings.

She is responsible for:

- coaching and mentoring the Co-Captain
- keeping the members updated of activities and events bi-monthly, or more often, as needed
- preparing a monthly report to members for inclusion in the OGCC newsletter "Tee Talk"
- representing the Par Tee-Niners on the OLGA and OGCC boards
- attending the new member events to recruit new members
- attending specified WNHGA meetings and reporting back
- appointing special committees, as needed
- serving as an ex-officio member of all the committee replacing any board member or committee chairperson who vacates the position or fails to perform the required duties
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- setting up the calendar for the coming year, including all Par Tee Niners and WNGHA events
- preparing, ordering, and presenting awards at the Par Tee Niner Christmas party (see Standing Rules for more information)
- reviewing Par Tee Niners By-Laws annually and suggesting revisions as needed
- acting as an advisor to the incoming Captain and Executive Board

The Captain may delegate responsibilities to one or more board members or committee chairpersons.

SECTION II – CO-CAPTAIN

The Co-Captain is responsible for:

- performing the duties of the Captain in her absence
- learning the responsibilities of the Captain to assume the role when the Captain's term ends
- assisting the captain to contact new members for potential recruitment, as needed
- assuming other duties assigned by the Captain

SECTION III – SECRETARY/RECORDER

The Secretary/Recorder is responsible for:

- maintaining hard copy and electronic copies of by-laws, instruction manuals, and other documents in a central location
- taking notes and recording minutes, as needed
- tracking and recording all the awards presented at the Christmas party

SECTION IV – TREASURER

The Treasurer is responsible for:

- establishing the annual budget
- reconciling the bank account and accounting book for the Par Tee Niners
- paying expenses of Par Tee Niners, as directed by the Captain and/or Committee Chairpersons
- receiving registration fees and issuing checks for tournaments
- setting up the Captain as the alternate signer on the bank account
- issuing checks for tournament fees, as necessary
- reporting to members at meetings the balance in the bank account

SECTION V – HANDICAP/MEMBERSHIP

The Handicap/Membership Chairperson is responsible for:

- verifying scores are posted for the Tuesday Play Day, for postable games
- keeping scorecards/records and running reports for all Tuesday Play Days
- adding/verifying members on the software tool endorsed by WNHGA
- confirming the winners of most improved and captain's award at end of year (Christmas Party)
- being the liaison between Par Tee Niners and WNHGA handicap chairperson
- assisting members in their responsibility related to proper posting and scoring

ARTICLE IX – COMMITTEE CHAIRPERSONS

SECTION I - ECCI

The ECCI Chairperson is responsible for:

- planning and implementing the ECCI Tournament held April through September
- collecting fees
- tracking scores
- communicating results to the Captain
- distributing prizes at the Christmas Party

SECTION II – HISTORIAN

The Historian maintains a memory record of pictures and clippings of Par Tee Niner related activities and presents it to the outgoing Captain at the end of the term (Christmas Party).

SECTION III – OPEN DAY/OUTSIDE TOURNAMENTS

The Open Day Chairperson receives, responds, posts, and communicates to the members all

SECTION IV – RULES

The Rules Chairperson is responsible for:

- attending and working with WNGHA at the regional Rules Seminar to learn new rules for year
- circulating the invitation to attend the regional Rules Seminar to the interested membership (especially those that participate in team play either as players or markers)
- disseminating the new rules to the members
- work with the Pro Shop settling questions of rules that come up during play
- distributing educational materials to members to highlight one rule, at least monthly

SECTION V – SUNDAY COUPLES

All Par Tee Niners that are proprietary or senior members and their husbands or guests are eligible to play in the monthly tournaments. Individuals are responsible for any associated fees, when applicable. The monthly tournaments run from April through October and a maximum of twenty teams are allowed.

The Sunday Couples Chairperson is responsible for:

- obtaining Volunteer Hostess for each tournament
- posting the sign-up sheet for each month
- verifying teams and the format
- Notifying the Captain when attendance is insufficient for format selected

The Volunteer Hostess is responsible for coordinating potluck or, obtaining club reservations for lunch

SECTION VI – SUNSHINE

The Sunshine Chairperson sends cards, etc. when deemed necessary and communicates actions with the Captain monthly. She may also send gifts, when approved by the Executive Board.

SECTION VII – SWEEPSTAKES

The Sweepstakes Chairperson is responsible for:

- creating game instructions by month for the entire year and placing them in the file boxes
- assembling, coordinating, and reminding the monthly volunteers
- assisting monthly volunteers when they are unable to attend their assigned event

The monthly volunteers are responsible for:

- explaining the game, sharing any special course information, and coordinating the selection of teams through blind draw or other means
- conducting the morning meeting before play on Tuesdays to inform players of assigned teams and starting holes
- giving the pairing sheet to the pro-staff before play begins
- giving copies of the results (as prepared by the pro-staff) to Handicap Chairperson and Captain
- notifying the Sweepstakes Chairperson and getting a substitute if they are unable to attend an assigned Tuesday

SECTION IX – TEAM PLAY

The Team Play Chairperson is responsible for coordinating and implementing team play as set forth by WNHGA. This position works closely with the Handicap/Membership Chairperson. and working with the captain on a regular basis during the Team Play Season.

SECTION X – TOURNAMENTS

The Tournament Chairperson is responsible for:

- collaborating with Captain to assign Co-Chairpersons for each tournament that is sponsored by the Par Tee Niners for that year
 - overseeing the Co-Chairpersons to ensure all their assigned duties have been completed
- The Tournament Co-Chairperson is responsible for:

- planning, coordinating, and implementing their assigned tournament
- maintaining on going communication with the Tournament Chairperson, Treasurer, and Captain regarding activities and/or status of the tournament, at least monthly

ARTICLE X – HANDICAPS

All Par Tee Niners must be a member of WNGHA and have a handicap established by this organization. A provisional handicap requires (5) five signed, dated, and posted, 9-hole scores that are played on Tuesday Play Days within a three-month period. An established handicap requires (20) twenty signed, posted, and dated 9-hole scores, in the past 24 months. All players must assure all their scores are posted in an authorized golf information network/handicap tool of the United States Golf Association (USGA). Those who are establishing a handicap, must post every score in the system. This applies to all completed rounds of golf, not just those played with the Par Tee Niners. The Handicap Chairperson will show you how to post your score.

Tuesday score cards are given to the OGCC Pro Shop. The OGCC Pro Shop is currently responsible for posting the scores into the golf information network and giving the scorecards and list of winners to the Handicap Chairperson. The Handicap Chairperson verifies that all scores have been posted into the golf information network and assists the Captain in determining eligibility and the winner of the Captain's Award.

ARTICLE XI – AMENDMENTS TO BYLAWS

Amendments may be made by a majority vote of membership at a general or special meeting, in which a quorum is present. The membership must be notified in writing (Bulletin Board) two weeks prior to voting. Standing Rules are not amendments and do not require a majority vote to be modified.

ARTICLE XII – QUORUM

Fifteen Par Tee Niners members shall constitute a quorum.

ARTICLE XIII – SOCIAL

SECTION I – GUEST DAY

Each member may invite one guest that is not a current Par Tee Niner member. This is held on the last Tuesday of each month, unless otherwise stated.

SECTION II – CHRISTMAS PARTY

A Christmas Party will be held in December of each year and at that time, the following awards will be given: Breaking 40, 50, and 60, Birdies, Chip-ins, Pars, Beat the Pro, Hole in One, ECCI, TOC – Tournament of Champions, Captain's Award, Most Improved and the Hostess Gift.

OAKDALE GOLF AND COUNTRY CLUB
PAR TEE NINERS
STANDING RULES

1. TUESDAY PLAY DAY

TIME OF PLAY:

- Tuesday mornings shall be the day for Par Tee Niners play, except Tuesdays that the course is closed
- when course is closed, play will be on Thursdays with or after the 18 Holer ladies
- to qualify for Sweeps, your fee must be paid ½ hour prior to play
- starting time is 8:30am from April through October and 9:00am from November through March
- the Captain will officially notify members of starting time in her monthly news report (Tee Talk).

FORMAT OF PLAY:

- the type of play for the month shall be posted at the beginning of the month
- teams are selected by blind draw except for Guest Day
- on Guest Days, members may choose their own teammates with assistance from the monthly Sweeps Volunteer, as needed
- participants may choose either red tees or combo tees

2. AWARDS

Awards shall be presented at the Christmas party in December. All Chairpersons must have their information into the Captain's hands in November. The awards will include:

- a. Breaking 40, 50, and 60:
 - "one time only" pin, for your first postable score below the target value
 - game must be played at Oakdale with a Par Tee Niner on Tuesday Play Day
- b. Birdie:
 - only one pin per year, is awarded
 - birdie pins are given for a birdie on Tuesday Play Day
 - birdie "jackpot" is started each year during January, February and March join and pay your \$2.00
 - any birdie recorded before December 1st of each year is eligible
 - Entering the "jackpot" is not required to win a birdie pin
- c. Chip-ins:
 - only one pin per year is awarded
 - chip-in pins are given for chip-ins on Tuesday Play Day
- d. Pars:

- only one pin per year, is awarded
 - par pins are given for pars
 - first par must occur on Tuesday Play Day; additional pars can be on postable games played with an OLGA member
- e. Beat the Pro:
- only one pin per year
 - during 'Beat the Pro' games held on Tuesday Play days, if players net score matches or is less than the pro's gross score, they are eligible
- f. Hole in One:
- only one pin per year, and one plaque awarded by WNHGA
- g. ECCI:
- awarded to the participant that has the most improved 'percentage' score improvement between April 1 and September 30
 - percentage improvement is calculated by the following formula:

$$\% \text{ improvement} = \frac{\text{score of first round} - \text{sum of best of all holes}}{\text{score of the first round}} \times 100$$
 - participants must complete at least five 9-hole rounds on both the front and the back
 - participants may submit up to ten 9-hole rounds on both the front and the back
 - participants must play all rounds with an OLGA member from same tees (either combo or red)
 - normally played on red tees; however, may be from combo tees if participant chooses
 - participants paid fees are distributed to the top finishers (up to three places when there are enough participants)
- h. TOC:
- played in flights as set forth by WNHGA
 - only *active Par Tee Niners* are eligible to play in the TOC
 - plaques will be awarded
 - Champions name is engraved on the perpetual trophy for lowest gross score
- i. Captain's Award (low gross and low net awards are given to a lucky player who):
- has completed at least twenty postable games at our course in the previous 24 months
 - played at least one postable game during each of the three months chosen
- Selecting the three months:
- Captain selects three months (preferably months when Tuesday games are postable)
 - Captain places the names of the selected months in an envelope and gives to the Handicap/Membership Chairperson

- After Nov 1, the Handicap/Membership Chairperson will open the envelope and do the following:

Handicap/Membership Chairperson will:

- Write down the low net score for every player who played during the selected months
- Determine the lowest net and gross score for each month from all eligible players
- Add the lowest net scores and the lowest gross score for each player
- Select the player with the lowest net and lowest gross score for all 3 months and award \$50 to each

j. Most Improved:

- players must be *active Par Tee Niners* and have a 20-game index before December 1st of the previous year and complete twenty games in the current year ending November 30
- award given to the participant with the highest overall improvement ratio using the Golf Handicap Information Network (GHIN) report with the WNHGA criteria
- WNHGA awards a certificate and Par Tee Niners awards a pin

k. Hostess Gift:

- \$50 given to hostess of the Par Tee Niner Christmas Party (from Par Tee Niner budget)

3. SUNDAY COUPLES

Sunday Couples is typically played as a scramble. Other formats are permitted as agreed to by participants. Formats should consider the games that can be completed in the allotted time. The Volunteer Hostess typically hosts the after-game party and provides the main dish. She coordinates the other side dishes in the potluck sign up. Alternately the Volunteer Hostess may reserve the club for after-game party and participants will be responsible for their own food.