

BY-LAWS
of
IVANHOE LADIES GOLF CLUB

Incorporated A0007678B

Updated – January 2024

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SECTION 1 – PRELIMINARY

1. By-Laws in General

- 1.1. These By-Laws are to be read in conjunction with the Model Rules (Victorian Justice Department Consumer Affairs, Dec. 2012) for the incorporated Association – Ivanhoe Ladies Golf Club, referred to below as Ivanhoe L.G.C.
- 1.2. These By-Laws include what were formerly known as the Rules and Regulations of the Ivanhoe L.G.C. and contain a Preliminary section and sections on Governance, Membership and Competition organization and arrangements.
- 1.3. These By-Laws or parts of these By-Laws may be made, amended or repealed on a vote of the Committee of the Ivanhoe L.G.C. however such additions, deletions, or amendments should be notified to the members within 14 days (except for amendments in regard to member fees which are decided at the AGM - see 6.3)

SECTION 2 - GOVERNANCE

2. Purpose

- 2.1. To provide members with a variety of golf competitions on a weekly basis throughout the year, except for the Christmas and January holiday period.
- 2.2. To promote and hold either alone or jointly with other clubs or with the Victorian Golf League, golf competitions, matches and events.
- 2.3. To conduct ancillary fund-raising and other social activities in order to financially assist the achievement of the purposes of Ivanhoe L.G.C., social contact between members and others and to support Community causes/organizations as determined from time to time by the Committee of Ivanhoe L.G.C.
- 2.4. To co-operate with the Management of the Ivanhoe Golf Course and through the Committee of Ivanhoe L.G.C. to liaise with them in the general conduct of the game of golf in regard to the regular weekly competitions and with special activities and events held there.

3. Annual General Meeting

- 3.1. Whilst all members of Ivanhoe L.G.C. are entitled to attend the A.G.M. only full financial members and Life Members are entitled to vote at the meeting.
- 3.2. The A.G.M. shall be held in November each year.

4. Affiliations

- 4.1. Ivanhoe L.G.C. is affiliated, and through the club its members, with the Victorian Golf League (hereafter the VGL), Golf Victoria (hereafter GV) and through GV, with Golf Australia (hereafter GA).

5. Committee

- 5.1. The Committee of Ivanhoe L.G.C. shall be referred to as the Committee below.
- 5.2. In accordance with the Model Rules the Committee shall consist of a President, Vice-President, Secretary, Treasurer and Ordinary members.
- 5.3. There may be up to ten Ordinary members elected at the AGM and these shall include a Captain, a Vice-Captain, an Assistant Treasurer and a Handicapper.
- 5.4. Under normal circumstances it is expected that the President, the Vice-President, the Captain and the Vice-Captain will be renominated for the role for a second year, with the Vice-President and Vice-Captain being nominated for election to the roles of President and Captain respectively following their previous roles.
- 5.5. Any member of the Committee absenting herself from three consecutive monthly meetings shall be held to have vacated her position on the Committee unless she had applied for leave of absence in advance or she makes a satisfactory explanation to the Committee for such absence. Such vacancy may be filled at the next scheduled Committee meeting and the member selected by the Committee shall hold office until the next AGM.
- 5.6. In accordance with the Rules of Golf a committee formed (as a sub-committee of the Committee) with the Captain and Vice-Captain, is in charge of Competitions. This sub-committee, called the Match Committee, is made up of the Captain, Vice-Captain/Handicapper, President, Secretary and Vice-President and meets from time to time as is needed.
- 5.7. If required the Committee is able to appoint another member/s onto the Committee for the remainder of their year in office, either to increase the Ordinary members of the Committee to ten or to take on a specific role.

6. Financial Matters

- 6.1. Whilst the Annual membership fees are agreed to at the AGM if adjustment to these is required after the AGM due to increases in affiliation fees, insurance costs or charges by Ivanhoe Golf Course a General Meeting of the members will determine the amended Annual fee.
- 6.2. As is necessary, the Treasurer will recommend to the Committee a formula on which fees are to be charged to new members who join during the financial year, however the fees must cover the costs of that person's membership to Ivanhoe L.G.C.
- 6.3. Fees charged are the Annual Membership fee and a once only Joining fee- both of which are decided at the AGM. The Annual fee is reduced in the case of 30-year members, and those playing 9 holes. The Treasurer and Committee, through the affiliated organizations must ensure both Personal and Public Liability Insurance for all members while they are playing golf at Ivanhoe Golf Course or are representing Ivanhoe L.G.C. at any other course.

7. Publicity/Media contact

The organization of publicity and any media contact on behalf of Ivanhoe L.G.C. shall be done through the Committee.

SECTION 3 – MEMBERS AND MEMBERSHIP

8. Members

8.1. A maximum of seventy playing members are to comprise the club at any one time.

8.2. Life Members

8.2.1. On the recommendation of any member of the club to the Committee for consideration, and if considered appropriate, on the recommendation of the Committee to all members, a person who has been a member for at least 10 years and has served on the Committee, may in consideration of valuable services rendered to, or on behalf of Ivanhoe L.G.C. be elected a Life Member, on such conditions as may be prescribed from time to time by the Committee. A two-thirds majority of those who respond is necessary for such an election.

8.2.2. The recommendation of the Committee shall be sent to members with the notification of the AGM and returned by a date & time notified for this return at least one week prior to the AGM.

8.2.3. If the nominee is elected as a Life Member, this will be announced at the AGM

8.2.4. There shall be no more than six playing Life Members at any one time.

8.3. Associate Members

(previously known as Social Members)

8.3.1. On application to the Committee former members may be admitted as Associate members (non-playing) for the payment of a fee, determined from time to time by the Committee.

8.3.2. Associate members may from time to time by invitation from a full member and approval of the Captain play a round of golf on competition days but would be ineligible for any daily prize.

8.4. New Members

8.4.1. A person wishing to join the club shall play at Ivanhoe Golf Course on a suitable competition day and be given access to a copy of the Model Rules to read and to agree to abide by prior to joining, information about the fees they will be required to pay, what these cover and an application form to complete. New members joining before June 30 in any year will be asked to pay the Annual Fee and those joining after June 30 will be asked to pay half of the annual Fee. Upon completion of the application and the payment of fees the application shall be considered and decided upon at a meeting of the Committee

8.4.2. A new member with an official handicap is immediately eligible for a daily trophy.

8.4.3. provided that she has produced verification of her handicap and meets the event qualification, if any.

8.4.4. A new member without an official handicap is able to obtain one in accordance with Golf Australia requirements. A Committee member or an experienced player should play with the new member until sufficient cards are returned for handicapping.

8.5. Death, Bereavement, Illness

- 8.5.1. In the eventuality of the death of a Life Member, a current member or a past member the following is to take place.
 - 8.5.1.1. Life Member A card/letter is to be sent to the family, and the Club is to be represented at any Service.
 - 8.5.1.2. Current Member A card/letter is to be sent to the family, the Club is to be represented at any Service and flowers or a donation given, as is appropriate.
 - 8.5.1.3. Past Member A card/letter is to be sent to the family and it is desirable for the Club to be represented at any Service with flowers or a donation given at the discretion of the Committee.
- 8.5.2. In the eventuality of a death in the family of a member a card/letter is to be sent to the member.
- 8.5.3. If a member is seriously ill and/or in hospital a card/letter is to be sent and at the discretion of the Committee flowers may be sent.

SECTION 4 – COMPETITION ORGANIZATION AND ARRANGEMENTS

9. Syllabus

Towards the end of each calendar year the Match Committee is to prepare a Syllabus for the forthcoming year which is distributed to all members.

10. Handicaps

Ivanhoe L.G.C. Handicaps are done through Golf Link. Whilst the Handicapper or her assistant enters the data from the club weekly competitions it is the responsibility of individual players to see that all official competitions are entered into Golf Link and to check their current handicap before playing.

- 10.1. Ivanhoe L.G.C. will Handicap 9-hole scores played in official competitions.
- 10.2. Ivanhoe L.G.C. will not handicap scores from Social play, Pro-Am or Novelty events, or from events in which fewer than 14 Clubs are permitted.
- 10.3. Ivanhoe L.G.C. will not handicap scores in a competition declared Null and Void
- 10.4. Ivanhoe L.G.C. will not handicap a score gained by a player in a competition field in which competition the player had not entered.

11. Course Rating

Is organized as necessary in conjunction with the Management of Ivanhoe Golf Course, all Clubs who play on the course and GV.

12. Local Rules

These are drawn up by the Management of Ivanhoe Golf Course in consultation with the Clubs who play on the course and are amended, as necessary from time to time.

13. Measuring Devices and Mobile Phones

- 13.1. Measuring Devices which fit the criteria given in the Local Rules and in the VGL handbook may be used in all competitions.

13.2. Mobile phones may only be used in accordance with VGL rules.

14. Marking of Cards

14.1. For any official competition cards should be marked by a player with an official handicap or by another person approved by the club's Handicapping Authority.

14.2. Unless the condition of the card precludes this, markers scores should also be recorded on the card of the player they are marking. MiScore ensures that markers scores are recorded.

15. Disagreement with decision/s regarding competition results

Any player immediately affected by a decision made with regard to the result of a competition, who feels the decision made should be changed, should state this in writing to the Captain as soon as is possible, preferably on the day the decision is announced. Information and reasons relating to this should be given.

16. Weekly Competition Organization

16.1. **Draw** Entries close at Noon on the day prior to competition.

16.2. **Play** Captain or Vice-Captain will finalise the timesheet prior to commencement of play.

16.3. **Caddies** are not to be used in competitions held at Ivanhoe G.C. but may be used, where and when permitted by the VGL.

16.4. **Golf Carts** may only be used as directed by the Ivanhoe Golf Course Manager and in accordance with clauses 16.4.1 and 16.4.2 below.

16.4.1. For the Club Championships and Medal Days OR any competition determined by the Match Committee from time to time, Golf Carts may only be used in accordance with the regulations of the VGL. Exemptions on medical grounds will be granted on prior notification to the Captain or Vice-Captain.

16.4.2. For other than the competitions specified in 16.4.1, any player, prior to commencing play, may notify the Captain, Vice-Captain, or a person on desk duty of their intention to use a Golf Cart for that day's competition. This notification is not required for players over 70 years of age.

16.5. **Course Markers**

Members must play off the course markers as specified on the board prior to play commencing.

16.6. **Score Cards**

16.6.1. Score Cards must have the correct handicap filled in and must be signed by the player and marker. MiScore ensures that correct handicap is used, and player and marker agree scores before submitting. Scorecards printed from MiClub will have the correct handicap.

16.6.2. The actual strokes taken should be checked by the player and marker and must be correct or the player is disqualified.

16.6.3. In the case of an incorrect handicap, if the handicap declared is lower than the actual handicap the player must play off the declared handicap and is not disqualified; if the

declared handicap is higher than the actual handicap the player is disqualified, however under some circumstances they may be handicapped on the round.

16.7. **Precedence on the Course** must always be given to Course maintenance workers.

16.8. **Nine Hole Competition** A nine-hole competition will be held each week, subject to the competition of the day. Minimum of 6 players required for a prize to be awarded.

16.9. **Competition Cancellation, abbreviation or suspension** Any competition may be cancelled, shortened or suspended at the discretion of the Match Committee or the Captain or Vice-Captain as in By-Law 15.10 due to an electrical storm, flooding, extreme heat, Course closure, a hurricane, an earthquake or any other circumstance which warrants this action.

16.10. Extreme Weather Policy

16.10.1. **Extreme Temperatures** In accordance with the WGV Heat Guidelines ('08) consideration for ceasing or modifying a competition will occur when the ambient temperature is greater than 31 degrees Celsius.

16.10.1.1. **Temperature prior to commencement of play –**

Between 31 and 35 degrees Celsius - The Match Committee may suspend or cancel play

Higher than 35 degrees Celsius – The Match Committee will cancel play.

16.10.1.2. **Extreme temperature occurring during play –**

Between 31 and 35 degrees Celsius –The Club Captain may suspend or cancel play.

Higher than 35 degrees Celsius – The Club Captain will cancel play.

Factors to be considered by the Match Committee, Captain or Vice-Captain in reaching a decision

the Bureau of Meteorology weather forecast;

the expectation and timing of a cool change;

the current duration of the hot weather;

the Relative Humidity of the day.

16.10.2. **Extreme Weather (or poor visibility) Conditions, including Lightning.** Play will be suspended or cancelled when weather conditions are considered dangerous (see Rules of Golf Appendix I 4.)

16.10.2.1. **Dangerous weather conditions prior to commencement of play–** The Match Committee may suspend or cancel play.

16.10.2.2. **Dangerous weather conditions occurring during play –**

The Club Captain, Vice-Captain or member of the Match Committee appointed may suspend or cancel play.

16.10.2.3. **Factors to be considered by the Match Committee, Captain or Vice-Captain in reaching a decision –**

Bureau of Meteorology weather forecast;

expectation and timing of change;

currant duration of inclement weather.

16.10.3. Methods of decision making and communicating these decisions

16.10.3.1. Prior to the commencement of play the Club Captain, Vice-Captain or a member of the Match Committee will advise the players in the field of the situation and whether play is to be cancelled or delayed.

16.10.3.2. During play - the signal for suspension or cancellation of play will be a prolonged note of the siren;

The Captain or in her absence the Vice-Captain or if also absent a member of the Match Committee will carry and sound the siren and be responsible for making decisions during play.

16.11. Weekly Prizes

16.11.1. A prize must not be awarded to a member who is not financial.

16.11.2. A player may only be awarded a scratch, handicap or putting prize, with the exception that at the discretion of the Match Committee, on special days, more than one prize may be awarded to a particular person NOT including both gross and nett prizes.

16.11.3. Prizes are awarded in the order determined by the Captain.

17. Monthly Medal and Prizes

17.1. A Club Medal is to be played for on a designated Thursday of each month (Feb to Oct inclusive). It is to be played off the black markers in a stroke or Stableford format determined by the Captain, Vice-Captain, or an appointee from the Match Committee. The Medal is awarded for the best nett score, a Club prize is awarded for the second-best nett score (Runner-up) and a prize is awarded for the best putting score. Additional prizes may be awarded for such competitions as the longest/straightest drive and for nearest the pin, on particular holes, as determined by the Captain.

17.2. To be eligible to enter the Monthly Medal competition a member must be financial and have a GA handicap.

17.3. In the event of a tie for the Medal, the playoff is to be over 18 holes on the following Medal Day except in unforeseen circumstances, when the replay will be at the Match Committee's discretion. Contestants, using their original handicap (for the playoff only), play in the field, but not together, and they are also eligible for that day's competitions.

17.4. If still tied, players continue for a further nine holes on the same day until a decision is reached (see VGL Handbook).

17.5. In the event of a tie for runner up, the winner is determined by a count back.

17.6. Playoff for Medal of Medallists and Runner-up (Spoon) is held in November. In the event of a tie for Medal of Medallists or Spoon, the winner is determined by a count back. A member can playoff for Medal of Medallists and Spoon but can only win one of them.

18. Annual Competition

18.1. Grading Divisions

These are to be determined on the Captain's recommendation to the Match Committee, as required.

18.2. Club Championships

- 18.2.1. The Club Championships are to be decided over 54 holes of stroke play, played whenever possible over three consecutive weeks.
- 18.2.2. In the event of a tie, an 18-hole playoff will be played on the next Medal day with a referee.
- 18.2.3. To be eligible to compete in the Club Championships, a member must be financial, have been a member for at least three months and have a GA handicap.
- 18.2.4. Each week, the winner of the day is entitled to take the daily prize, which is held in conjunction with the Championships. Members not in the draw for the Championships or any who have been disqualified from the Championships, are not entitled to play with the competitors, but may play at the end of the field.
- 18.2.5. The "draw" is to be made prior to the Championships, in handicap order. Each grade is to be "drawn" together with "A" grade leading the field followed by "B" then "C" grades. In the second week the players go out in the order of merit of gross scores within their grade. In the third week players go out in the order of merit of total gross scores from the previous two weeks, within their grade.
- 18.2.6. In the event of a competitor changing her handicap during the championship competition, the new handicap will apply but she remains in the grade in which she was originally entered.
- 18.2.7. Each grade will have a Grade Winner. This will be the player with the best gross score in her grade.
- 18.2.8. The Club Champion will have the best gross score over all the grades and will also be the winner of her grade.
- 18.2.9. The Concurrent Handicap Winner will be the player with the best nett score over all grades who is NOT the Club or a Grade winner.
- 18.2.10. Trophies/Prizes At the conclusion of the Club Championships prizes will be awarded to all winners with perpetual trophies being presented at the end of the year.

18.3. Sylvie Davey Trophy

- 18.3.1. This perpetual trophy is awarded for the highest total of points obtained over the year. Points are awarded for each first, second, third and fourth position won during the year in individual competitions.
- 18.3.2. In the event of a tie, all winners' names are to appear on the perpetual trophy.
- 18.3.3. A prize to keep is given to all winners.

18.4. Eclectic Awards

- 18.4.1. The Eclectic opens on the first competition day of the year and closes on the last week in October, or as determined by the Match Committee.
- 18.4.2. All financial members with GA handicaps are eligible to enter, at any time during the year.
- 18.4.3. The first entry may be stroke, Stableford or par scores. Only true stroke and nett scores may be used for Best Gross or Nett.
- 18.4.4. A player and her marker are responsible for the correctness of her Eclectic card. If an incorrect entry is made, the Captain may disqualify that member's scores for the week.

- 18.4.5. In the event of a tie, all winners will receive prizes.
- 18.4.6. A member may not win both gross and nett prizes.
- 18.4.7. Prizes are awarded for the Best Gross Eclectic (Grades A, B & C), Best Nett Eclectic, 5 Best Putting scores, Most Birdies and Most Gobblers.

18.5. Norma Brown Medal of Medallists

- 18.5.1. Only Monthly Medal winners in the particular year are eligible to compete for this trophy.
- 18.5.2. The competition is to be held as for the monthly Medals, early in the month to allow time for a play-off, if required.
- 18.5.3. The winners name is to be inscribed on the perpetual trophy, which is presented on the last day of the season with a trophy to keep.

18.6. Annual 9-hole Competition

- 18.6.1. Only Monthly 9-hole winners in the particular year are eligible to compete for this trophy.
- 18.6.2. The competition is to be held, and if necessary, decided, as for the monthly 9-hole competition.
- 18.6.3. A prize to keep is presented on the last day of the season to the winner.

18.7. Captain's Trophy

- 18.7.1. This is a Stroke or Stableford Event as determined by the Captain, Vice-Captain or Match Committee, played over two consecutive (where possible) weeks.
- 18.7.2. To be eligible, a member must be financial and have a GA handicap. The Captain is eligible to win the daily competition but is not eligible to win the overall competition.
- 18.7.3. If a player's handicap changes following the first round the new handicap will apply to the second round.
- 18.7.4. In the event of a tie, the winner will be determined on a count back.
- 18.7.5. The winners name is to be inscribed on the perpetual trophy, which is presented on the last day of the season with a prize to keep.

18.8. Match Play Knockout Competition

- 18.8.1. An annual match play knockout competition is to be held, with the entry date, any entry fee and grade/s to be determined by the Match Committee and advised to the members.
- 18.8.2. Players will use their current handicaps for all the matches they play, giving each opponent a stroke on the relevant holes, for each point by which their handicaps differ. Players will remain in the Grade initially determined throughout the competition.
- 18.8.3. All rounds are to be played, at the discretion of the Match Committee, during a club scheduled match play competition or at any time agreed upon by the competitors, at the Ivanhoe G.C.
- 18.8.4. The dates over which each round may be played is set by the Match Committee. If no mutual date can be agreed upon, the competitor available on most days is to be given a walkover.
- 18.8.5. The final/s is/are to be played with a referee in attendance. The referee/s is/are to be appointed by the Match Committee.

18.8.6. If in any match there is a tie at the completion of 18 holes, play must continue, hole by hole, until a winner is determined, using strokes as for the first 18 holes.

18.8.7. Prizes will be presented on the last day of the season to the Winner in each final.

18.9. 4BBB Event

18.9.1. This is a Stableford event of 36 holes played over two consecutive weeks (where possible). Competitors may choose their own partners.

18.9.2. If a player's handicap changes following the first round the new handicap will apply to the second round.

18.9.3. In the event of a tie the winning pair will be determined by a count back.

18.9.4. Prizes will be presented on the last day of the season to the winners.

18.10. Putting Competition

18.10.1. From year to year, as determined by the Match Committee, a Putting Competition may be held. The format/rules of such competition will be determined by the Match Committee and advised to all members.

18.11. Encouragement Award

18.11.1. This should be determined by the Match Committee on the recommendation of the Captain and made on the last day of the season, if appropriate, to a member who has a high handicap, has not won any significant club trophy, whose attendance is regular/frequent and, if possible, has reduced her handicap.

18.12. Lost Medals/Trophies

18.12.1. A member may only have a lost medal or Life Member's badge replaced if she requests this in writing to the Committee. It is replaced at her own expense.

18.12.2. In the event that a perpetual trophy in the possession of a member is lost or damaged the Committee should be notified in writing, with an explanation of any cause. The Committee may then request the member to contribute to the cost of any repairs or replacement.

19. Special Days/Events/Competitions

19.1. VGL Events

It is hoped to encourage members to enter appropriate VGL events. The Committee will determine the extent to which the Club will financially support players participating in VGL events.

19.2. VGL Pennant Competition

19.2.1. On the recommendation of the Match Committee the Committee will appoint a Pennant Manager to organize, in collaboration with team Captain/s appointed by herself, the club's participation in the VGL Pennant competition on an annual basis.

19.2.2. The Pennant Manager having established the interest in and availability of members to participate in this competition, the Match Committee will determine the number of Club teams to be entered each year.

19.2.3. The Committee will determine the extent to which the Club will support the Pennant team/s financially.

19.3. **Bowls and Salvagers** conducted by VGL clubs The Club will pay entry fees for all official Bowls and Salvagers conducted by League clubs for one team selected by the Captain and Handicapper.

19.4. Guest Day

- 19.4.1. An annual Guest day will be scheduled to which members are encouraged to invite a guest to play with them.
- 19.4.2. No entry fee or competition fee will be charged on the day as members are expected to pay their guest's green fees and for their lunch.
- 19.4.3. Play will be organized by the Captain and if wished by the Match Committee.
- 19.4.4. Fundraising may be organized by the Committee and the proceeds will go to the club.

19.5. Charity Day

- 19.5.1. An annual Charity day will be scheduled and advertised to all VGL Women's clubs and to members to invite friends.
- 19.5.2. A sub-committee to organize this occasion will be appointed by the Committee and should include either the Captain or Vice-Captain.
- 19.5.3. An entry fee will be charged but not a competition fee.
- 19.5.4. Play will be organized by the Captain/Vice-Captain.
- 19.5.5. Fundraising may be organized by the Committee and the proceeds will go to a registered Charity nominated by the Committee prior to the event.

19.6. Life Members' Day

- 19.6.1. An annual Life Members' day is to be scheduled and organized by the Committee.
- 19.6.2. Life Members green fees and lunches are to be paid out of Club funds.
- 19.6.3. Small gifts are to be given to the Life Members.

19.7. Committee Day

- 19.7.1. An annual Committee day is to be scheduled and organized by the Life members to thank the Committee for their efforts on behalf of the Club.

19.8. Party Day

- 19.8.1. This is to be held on the last Thursday of the season and organized by the Committee.
- 19.8.2. Play will be at the discretion of the Captain and Committee.
- 19.8.3. The annual trophies will be presented by the Captain and President.
- 19.8.4. Retiring Committee members will be given a small gift donated by the Club.
- 19.8.5. New Committee members will be welcomed, and badges will be presented to them and to those taking on new roles.

19.9. Riverview Challenge Cup

- 19.9.1. This annual competition is to be scheduled jointly by the Captains of Ivanhoe and Riverview L.G.C. and is to be hosted and organized alternately by the Committees of these clubs.
- 19.9.2. There is a cup, donated by Mrs. Phyll Wilson, a Life Member of Riverview L.G.C. for competition and the host club is to organize/provide the individual trophies for the day.
- 19.9.3. The total scores from the ten best cards from each club determine the winning club.
- 19.9.4. The competition is normally Stableford, but if Stroke play, then nett scores are used.

19.10. Annual Trip Away

Generally, an annual trip away is scheduled and organized by a sub-committee of members who are not on the Club committee, although the venue is organized through the Club committee.

19.11. Optional Days/Competitions

As scheduled from year to year by the Match Committee and organized by the Captain/Vice-Captain other special days may be held.

These may include fundraising days e.g. Cancer Council day or be simply fun or social events such as Footy Fun day, Maundy Thursday, Oaks day, Committee day or a Presidents v Captains team competition.