

## **HANDICAP RULES**

GCGA will use the USGA Golf Handicap and Information Network (GHIN) System for the current year. Use of the Slope System will be incorporated.

The district will use current handicaps for all events. Only those players with a permanent handicap (20 scores) will be eligible for GCGA Tournament prizes.

Scores will be accepted from any rated course for handicap use. Cards from other courses must show course rating as well as date.

Maximum handicap for GCGA events is 40. Any handicap over the maximum will be listed as 40. In order for this system to function properly, all scores must be turned in as they are played.

## **SOFT SPIKES**

Soft spikes are now required at many of the member clubs and are recommended by most. Please check with the host club before each tournament.

## REGULATIONS GOVERNING TOURNAMENTS & ENTRIES

1. Entries can be mailed to the individual designated on the entry form or done online on the GCGA webpage. Mailed entries will not be accepted if they are postmarked BEFORE the opening date or AFTER the closing date.
2. Online entries can be paid using the Venmo app or a check can be mailed. Only one entry form and one check permitted per envelope.
3. All checks **MUST BE MADE PAYABLE TO GCGA - NO CASH!**
4. Any entry NOT COMPLETE and NOT CORRECT will be returned
5. Pairings will be made strictly by handicap. ***No refunds of entry fee which includes cart fee will be given after pairings have been made.***
6. Cancellation Policy: A member must cancel by 8am of the closing date to receive a full refund, cancel by 8am one week before the event to receive a cart fee refund. Cancel after these dates, receive NO REFUND!  
Subsequent entries for the balance of the year will not be accepted for "No Shows" and "No Notice to the tournament committee" (other than emergencies such as auto accidents, etc.).
7. Scorecards that are not signed will be disqualified. Official scorecard must be kept by opponent and attested by self. Scorecards should be totaled correctly.
8. **GCGA ASSUMES NO RESPONSIBILITY FOR LOST OR STOLEN ARTICLES.**
9. Prize certificates will be distributed the following week to the club's GCGA representative.
10. Gross takes precedence over net with the exception of winner being first low net of field or flight.
11. Dealing with ties:
  - A) **REGULAR TOURNAMENTS:** Add together the prize amounts for the tied places and divide by the number of players.
  - B) **TRAVELING TROPHIES:** Break ties by matching scorecards for the back nine, last six holes, last three holes, or the 18th hole. **NET:** Match scores for the back nine less one-half handicap, last six holes less one-third handicap, etc. Fraction of one-half or more count as a full stroke. Fractions less than one-half are disregarded. If this procedure does not produce a winner, the winner shall be determined by lot.
12. If the number of entries received exceeds the tournament limit, there will be a blind draw. Any player given a starting time is required to pay the entry fee. Tournaments are open to GCGA members only. After the pairings are made, the Chair of the Day is the only one authorized to make replacements for a single entry tournament. This will be done from the stand-by list. Only one attempt shall be made to reach a stand-by. In partner events, the substitutes must pay entry fees at the check-in table.
13. Your current handicap index 2 weeks prior to the event will determine the flight in which you play. **USGA RULES GOVERN ALL PLAY.** Local rules will be posted at each tournament. Any disputes will be decided by the Rules Committee. Their decision is final.
14. There shall be a two stroke penalty imposed for late arrival for tee off time, unless sufficient notice has been given to permit substitution. There shall be a two stroke penalty imposed for slow play, which in the opinion of the tournament committee and the Pro, has held up the field. A Player shall report to the starter ten minutes before her tee off time at her designated starting tee, but shall check-in at the registration table at least 30 minutes before tee time.
15. No one shall carry her own bag or pull her own cart. Motorized power carts must be used. No one is permitted to bring her own caddy or walk an event. Special conditions may alter these rules.

Should there be any questions concerning tournament, entries, and/or regulations, contact the Tournament

## Coordinators

### EAST SIDE

**Barb Gorka (QH) 440-428-4357**  
2380 Forest Glen Road  
Madison, OH 44057

### WEST SIDE

**Nancy Noble (ASH) 419-281-5344**  
1187 Pheasant Run Lane  
Ashland, OH 44805

## SCORING DISPUTES

Any dispute between golfers concerning scoring due to disagreement of the number of strokes taken and/or a breach of USGA rules shall be decided by the Committee. Golfers involved in such a dispute must report the problem to the scorer at the score table. The scorer will then notify the members of the Committee.

The committee shall be comprised of five persons and shall include, if present, the GCGA Rules Chairperson, followed by the rest of the elected GCGA officers. If these options do not provide enough members, the Committee shall then include GCGA Committee Chairpersons who are members of the Executive Board. In lieu of the presence of five of the above people, the President or Tournament Chair may appoint the necessary number of GCGA members to complete the Committee.

Contestants in a dispute should refrain from signing the scorecard in question until the dispute is settled. The Committee shall then hear from all parties in the dispute and make an immediate decision based on the available information. The decision is final.

## Tournament Fees

The entry fee of \$55 per person, per tournament, includes lunch, wait staff gratuity, cart fee and gratuity to the club pro. (with the exception of Championship)

**Participants are responsible for their own tips to the bag boys**, and the Club Representative of the host Club shall provide a container for collecting tips for the bag boy. A subsidy of \$5 is paid by GCGA for prizes, therefore, in the event of a rainout no prize money will be reimbursed.

## Team Dues & Fees

Each Member Club participating in Team events must pay annual dues of \$60.00 by March 31 each year. The Tournament Fee by each participant will be the same as the regular tournament entry fee and will be allocated in an identical manner as described in the Tournament Fees section of this handbook. Registration for team events are done online. Please note on the entry form that you are playing the Team competition. Payment can be made through Venmo. The Team Captain is responsible for collecting any check payments prior to the event. No shows will not be refunded. The Team Captain must notify the Club Representative of the host Club of number of participants one week in advance.

**GREATER CLEVELAND GOLF ASSOCIATION  
CONSTITUTION & BYLAWS  
CONSTITUTION**

**ARTICLE I—NAME**

**15.1** The name of this organization shall be the **Greater Cleveland Golf Association**.

**ARTICLE II—PURPOSE**

**2.1** The purpose of this Association shall be to promote the best interests and true spirit of the game of golf in the area served by the Association; to foster close and friendly cooperation in matters of common interest among the member clubs of the Association; to stimulate interest and competition by holding interclub matches and other tournaments; to maintain a system of handicap rating of members of member clubs, and to follow the format as set forth by the United States Golf Association.

**ARTICLE III—MEMBERSHIP**

**3.1** Any regularly organized private or semi-private social club with an established Women's Association with a constitution and/or bylaws and the right to the use of a golf course shall be eligible for membership.

**3.2** Additional Classifications: The Executive Board is the membership committee, and shall have the power to establish additional classifications of memberships.

**3.3** Obligation and Discipline: Acceptance of membership in the Association shall bind such applicant to abide by the constitution, bylaws, and other charges presently or hereafter authorized. If any club member shall default in its observance of the provisions of this constitution or of the bylaws, rules or regulations of the Association, or shall fail to cooperate in any action or policy adopted by the Board of Club Representatives or the Executive Committee, such club member may be suspended or expelled by the affirmative vote of two-thirds (2/3), of the Board of Club Representatives, the Executive Committee or a committee appointed by the Association.

**3.4** Member Representation - Board of Club Representatives: Each active member club shall be entitled to elect two (2) official representatives, and each member club shall notify the president of the Association of the Persons elected to act as its representatives for such year. In case any representative so elected shall be unable to continue to act as such representative, such member club may appoint an alternate or successor representative. The representatives shall be designated as Club Representatives and together shall constitute the Board of Club Representatives of the Association. Each member club acting through its representatives shall be entitled to two (2) votes at all meeting of the Association.

**3.5** It shall be the responsibility of each member club to notify the Association as soon as possible when they fail to meet the membership requirements, or, no longer desire to be an active member of the Association.

**ARTICLE IV—OFFICERS**

**4.1** The officers of the Association shall include the President, First Vice President, Second Vice President, Secretary, Corresponding Secretary, and Treasurer. No Club will have more than one representative serving as an officer at any given time period.

**ARTICLE V—AMENDMENTS**

**5.1** This constitution may be amended by the affirmative vote of a majority of the Board of Club Representatives at any annual meeting or at any special meeting called and held for that purpose, providing that thirty days written notice of such amendments be given.

**AMENDMENT 1**

**1.1** On the dissolution of this corporation, any unappropriated funds on hand will be used for charitable purposes in accordance with the purpose of this organization. **NO REPAYMENT WILL BE MADE** to the Association or organizational members.

# GREATER CLEVELAND GOLF ASSOCIATION

## BYLAWS

### ARTICLE I—MEMBERSHIP

**1.1 Applications for membership:** Applications for membership shall be in writing addressed to the Association. Such application shall be accompanied by a copy of the applicants Constitution and Bylaws, a list of its officers and members, a statement concerning the location, size and character of its golf course, together with a brief history of the applicants, and such other information as the Executive Committee of the Association may prescribe. Any eligible club may be elected to the membership by a majority vote of the Executive Committee. Each GCGA member club will be required to provide at least three names of members willing to serve as a representative on the Board of Club Representatives, an Officer or a Committee Chairperson by completing a form letter and returning it to the Chairperson of the Nomination Committee by August 1st. Failure to comply will result in a one year suspension from any sanctioned GCGA event. This will include Team Play and Tri-League.

**1.2 Dues:** The annual dues for each member club are payable on or before the last day of April. All clubs whose dues remain unpaid by that date may be suspended. Individual member dues shall be payable on or before the fifteenth day of June, with the exception of a new member to a club. Her dues shall be payable when joining a club at anytime during the season. Members must be 16 years of age and over. No one may play in any GCGA event unless their dues have been paid. Both member and club dues may be changed by a unanimous vote of the Board of Club Representatives.

**1.3 Handicaps:** The Association shall insist on the establishment of handicaps of individual club members. It shall require that every participant in matches or tournaments sponsored by the Association shall have current handicaps.

### ARTICLE II—FISCAL YEAR

**2.1** The fiscal year shall be from the first day of November through the thirty-first day of October.

### ARTICLE III—OFFICERS

**3.1** The officers of the Association shall be a President, a First Vice President, a Second Vice President, a Recording Secretary, a Corresponding Secretary, and a Treasurer. The Executive Committee may appoint such assistants to said offices as, in its judgment, are requisite or necessary. Such appointees need not be members of the Board of Club Representatives, provided that such appointees are members of member clubs of the Association. Said officers shall be elected at the Annual Fall Meeting of the clubs and shall hold office for one (1) year and until their successors are elected and qualified. No member may hold the same office for more than two (2) consecutive years with the exception of the Treasurer who may continue for a third year or longer at the discretion of the Executive Committee. In the case of the absence of any officer, or for any other reason which the Executive Committee may deem sufficient, the Executive Committee may delegate the powers and duties of such officer to any other officer or to any member of the Association provided a majority of the committee concur.

#### **3.2 Duties of Officers:**

**President:** The President shall preside at all meetings of the Board of Club Representatives and of the Executive Committee and shall exercise, subject to the control of the Executive Committee, general supervision over the affairs of the Association, appoint committees deemed necessary and perform generally all duties incident to said office and such other duties as may be assigned to her by the Executive Committee

**First Vice President:** The First Vice President shall perform the duties of the President in her absence, serve as Tri-League Chairman, and such other duties as may be deemed necessary by the Executive Committee.

**Second Vice President:** The Second Vice President shall assist the President and 1st Vice President and shall perform any other duties as may be deemed necessary by the Executive Committee.

## BYLAWS (continued)

**Recording Secretary:** The Recording Secretary shall keep records of the Association and of its meetings and of all committee meetings, including meetings of the Executive Committee. She shall present a full report of all matters relating to the affairs of the Association. In addition, she shall perform all duties incident to her office and such duties as may be assigned to her by the Executive Committee.

**Corresponding Secretary:** The Corresponding Secretary shall have charge of all correspondence of the Association. She shall give and serve notice of meetings. In addition, she shall perform all duties incident to her office and such other duties as may be assigned to her by the Executive Committee.

**Treasurer:** The Treasurer shall keep full and accurate accounts of all monies received and shall deposit the same in the name of and to the account of the Association in such depositories as may be designated by the Executive Committee. She shall disburse all monies under the direction of the Executive Committee. She shall keep an itemized account of all receipts and expenditures; and at the Annual Fall Meeting of the Association, she shall present a written report and shall make a like report whenever requested by the Executive Committee. The retiring Treasurer shall deliver to the new Treasurer all books, records, and reports of the Association that are in her possession on completion of the Fiscal year. Immediately after her election, the Treasurer shall notify the bank that she has been authorized to sign all checks. At the close of the fiscal year of the Association, she, with all supporting data and other records in her possession, shall deliver a financial report covering the fiscal year to the Executive Committee. She shall send out all notices of dues and taxes.

### ARTICLE IV—EXECUTIVE COMMITTEE

4.1 The Executive Committee shall be composed of the officers of the Association, the immediate past president, the tournament coordinators, and not more than three additional persons appointed by the President. The officers of the Association and the members of the Executive Committee, appointed by the President, need not be member of the Board of Club Representatives, provided, however, that such officers and appointees shall be members of member clubs of the Association. Not more than two members of the Executive Committee shall be members of the same member club.

4.2 The Executive Committee shall have full power and authority to exercise all the powers of the Board of Club Representatives in the management and control of the affairs of the Association according to its absolute discretion unless specific direction with respect to any matter shall have therefore been given it by the Board of Governors. Without intending to limit the generality of the foregoing, the Executive Committee shall have the power to establish policy statements for its own government, shall prescribe the rules and regulations of entries therein, and to fix penalties for any violation thereof.

4.3 The Executive Committee and/or the Officers of the Association shall not enter into any obligations, contingent or otherwise, the total of which for any fiscal year shall exceed the total amount derived from the following sources:

- (a) Annual income from dues and assessments,
- (b) Annual carryover from previous fiscal year,
- (c) Other income (bequests, gifts, etc.).

4.4 A majority of the members of the Executive Committee shall constitute a Quorum for the transaction of business. Meetings of the Executive Committee shall be held upon call by the President or by any three members of said Committee. At least one (1) day's notice shall be given of all meetings of the Executive Committee.

### ARTICLE V—MEETINGS

5.1 **Annual Fall Meetings:** The Annual Fall Meeting of the Association shall be held before November 1st on such day as the Executive Committee shall fix, and at such place as the Executive Committee shall designate.

5.2 **Annual Spring Meetings:** The Annual Spring Meeting of the Association, for the purpose of acquainting the membership with the program of events, shall be held before the third Saturday of April on such date as the Executive Committee shall fix, and at such place as the Executive Committee shall designate.

5.3 **Special Meeting:** A Special Meeting of the Association may be called by the President or by the Executive Committee, or can be called on the written request of five member clubs. The call for special meetings shall state the object of the meeting and no business other than that specified in such call shall be transacted thereat.

## BYLAWS (continued)

**5.4 Notice of Meetings:** A written notice of the Annual Spring, Annual Fall Meeting, or any Special Meeting, will include the time and place of the meeting and an agenda to Such written notices shall be mailed or emailed to each member of the Board of Club Representatives and to each member club at least ten (10) days prior to any such meeting..

**5.5 Quorum:** A majority of the representatives of member clubs shall constitute a quorum at any meeting. At least one representative from each member club shall be present.

**5.6 Voting Power:** Each member club shall be entitled to two (2) votes, such votes to be cast by the duly designated representatives of such club, or in case of their absence, by their duly accredited alternates or substitutes.

**5.7 Proxies:** Voting by proxy for the election of officers shall not be permitted. Voting on questions or matters of general interest may be by mail, or email if so desired by the Executive Committee. Passage of such matters voted upon by mail, or email, shall be subject to a majority affirmative vote by the stated deadline

## ARTICLE VI—NOMINATING COMMITTEE

**6.1** The President shall appoint, with the approval of the Executive Committee, three (3) members of the Association to serve on the Nominating Committee, no two (2) from the same club. The immediate Past President will serve as Chairperson.

**6.2** It shall be the duty of the Nominating Committee to nominate a candidate for each office to be filled at the Annual Fall Meeting. Nominated candidates must be willing to accept the positions if elected. It shall be the duty of the Nominating Committee to present and post the slate of nominees four weeks prior to the election at the Annual Fall Meeting. Further nominations may be made and accepted from the floor with the consent of the nominee.

## ARTICLE VII—STANDING COMMITTEES

**7.1** The President shall appoint the chairperson of each standing committee.

**7.2** Each committee chairperson, or her designee, shall keep a written record of the committee meetings and shall present such in the form of a committee report at the end of the fiscal year.

**7.3 Tournament:** The Tournament Coordinators shall be responsible to the President for planning all competitions, except team matches. The Tournament Coordinators should arrange for supervision of all competitions.

**7.4 Handicap:** The Handicap Chairperson shall be responsible to the President for all aspects of handicapping.

**7.5 Rules:** The Rules Chairperson shall be responsible to the President for advice on the Rules of Golf, cooperate with the Tournament Chairpersons in planning and conducting competitions. It is also her duty to promote knowledge of and adherence to the Rules of Golf among the membership. A primary duty of the Rules Chairperson is to understand and to be able to interpret the rules of Golf.

**7.6 Team:** The Team Captain shall be responsible to the President for organization of club teams, informing the members of the schedule of matches, and determining lineups.

**7.7 Prize:** The Prize Chairpersons shall be responsible to the President for distribution of all prizes.

**7.8 Publicity:** The Chairperson of the Day shall be responsible for the publicity of her club's event. It is her responsibility to forward the results of the tournament to the webmaster for posting on line.

**7.9 President's Award Selection Committee:** This committee shall receive, review, and approve all nominees for this prestigious award based on the following criteria:

The award will not necessarily be given every year.

The recipient must have performed above and beyond the call of duty

She must have been in GCGA a minimum of 10 years.

She shall have represented GCGA in events.

Absences because of health reasons should not be a factor.

The award is not limited to one person per year.

Nominations must be received by the Annual Fall Meeting for the award to be presented at the Annual Spring Meeting.

## **ARTICLE VIII—ORDER OF BUSINESS**

The following order of business shall be observed at the Annual Fall Meeting of the Association:

1. Roll Call of the Representatives
2. Reading of the minutes of previous meeting
3. Treasurer's Report
4. Committee Reports
5. Unfinished Business
6. President's Report
7. Election of Officers
8. New Business
9. Adjournment

## **ARTICLE IX—AMENDMENTS**

**9.1** These Bylaws may be amended at any meeting of the Board of Club Representatives by an affirmative vote of a majority of those present and voting, providing a quorum is present and providing that thirty (30) days written notice of each amendment be given.

**Amended October 1, 2013**