

## SWGGA By-Laws

### Article I - Name

The name of the organization shall be the Suburban Women's Golf Association. (SWGGA)

### Article II - Purpose

The purpose of SWGGA is to promote sportsmanship, friendship and competitive play among local area clubs.

### Article III - Membership/Dues

#### *Section 1. Membership*

Club membership is limited to those clubs participating in SWGGA. Individual eligibility is determined by active membership (dues paying and having posted at least five 18-hole scores in the past 12 months at her home course) in a private club or in the 18 hole women's group of her public club. An individual member of SWGGA may play for only one club for the duration of the season. Rosters from each club should be submitted at the first match of each season. Rosters may be amended as women join or leave a particular club during a season.

#### *Section 2. Dues*

Dues are \$50 per year per member club, payable by April 1.

### Article IV- Governance/ Representatives/ Host Club

#### *Section 1. Chair Club*

Chair responsibility shall rotate through the clubs on a preset schedule and change each year at the planning meeting. The primary team representative of the Chair Club is the chairperson of SWGGA.

#### *Section 2. Representatives*

Each member club in SWGGA is entitled to two representatives, one primary and one alternate. Each club is entitled to one vote

#### *Section 3. Host Club*

The Host Club is the home club on the day of a match.

### Article V- Meetings

#### *Section 1. Meetings*

One planning meeting shall be held by the end of December prior to the new season. The assuming chairperson shall be responsible for the planning meeting. Additional meetings may be called as required. The members present at any meeting, after proper notice, shall constitute a quorum.

## **Article VI-Matches**

Each member club shall host a match once during the season, according to the schedule established at the planning meeting. Each club shall play each of the other clubs one time each season. A club should play a Host Club only once in a season.

The final play day of the season should be hosted by the Chair Club, and should be a Fun Day. When membership numbers permits, the host of Fun Day, the chair club shall not play a Host Club at any time during the season.

Should SWGA membership be comprised of an odd number of clubs, the home team will not play at their own course.

USGA rules apply unless otherwise noted.

## **Article VII - Responsibilities**

### ***Section 1. Chair Club responsibilities***

- a. Schedule, host and conduct a pre-season planning meeting. Schedule additional meetings as needed. Compile and distribute minutes for all meetings.
- b. Poll member clubs for agenda items.
- c. Draw up a phone tree to be used in the event of a match cancellation.
- d. Determine the match schedule, ensuring that each team plays each of the other teams once in a season, and that each team is matched against a home team no more than once a season.
- e. Distribute to each primary representative the match schedule, a listing of all team representatives, phone numbers, email addresses and a current phone tree.
- f. Verify score tally after each match.
- g. Have traveling trophy engraved and award trophy at the close of the season to the team with the most accumulated points.
- h. Have 1<sup>st</sup> and 2<sup>nd</sup> place permanent plaques engraved and awarded at Fun Day.
- i. At the end of the season, inform the incoming chair about the Chair Club rotation procedure for the next season.

### ***Section 2. Host Club responsibilities***

- a. Provide enough helpers to assure the smooth running of the match to include rangers to assist players, monitor play and mete out consequences.
- b. Assign carts and starting tees.
- c. Arrange starting tee order so that all teams #1 from each club will be out on the course first, teams 2, 3, and 4 should follow in order.
- d. Determine whether the ball will be played as it lies or if course conditions warrant, a ball may be marked, lifted, cleaned and placed in a player's own fairway.

- e. Provide crackers on each cart and drinks such as ice tea and lemonade at the turn.
- f. Ensure all holes are identified. Post temporary signs if necessary.
- g. Calculate and compile results of the matches.
- h. Provide each primary representative with current tally of accumulated points.

***Section 3. Team Representative responsibilities***

- a. Attend all meetings, send an alternate if necessary.
- b. Distribute a roster of eligible players at the start of each season to each of the other clubs and provide updates of new players prior to match play.
- c. Submit a list of 8 players or no fewer than 4 players no later than 4 days prior to the match to the host club and the opposing team representative, along with each player's handicap index as of the date determined by the host club. Teams must be made in lowest to highest index order. Highest allowable index is 34.2. If a club does not field four teams three times during the course of a season, they will be asked to resign from SWGA.
- d. Prior to the start of each match, review the scorecards to verify correctness of handicaps and strokes for each of your players and each opponent.
- e. Collect cart fees and give to appropriate person at the Host Club.
- f. Remain at each match until scoring is complete. Share results at home.
- g. Instruct players on the rules of play, match scoring and submission of scores.
- h. Emphasize speed of play. Encourage players to pick up when out of the hole, and explain how to score a hole after picking up.
- i. Ensure that all players post their scores from all matches as tournament scores.

***Article VIII – Match Procedures***

***Section 1. Competition***

- a. Teams – Each club shall field 8 players divided into 4 teams of 2 players each.

Teams will be determined using the USGA handicap indexes of the players as determined by the Host club. Team A will consist of the 2 players with the lowest indexes, sequentially to team D consisting of the 2 highest indexes.

The brackets of handicap indexes for A, B, C, and D are as follows:

- A. up to 18.0
- B. 13.0 to 23.0
- C. 18.0 to 28.0
- D. 24.0 to 34.2

b. Handicap/Strokes.

1. Highest allowable handicap index is 34.2. A player with a higher index will be limited to strokes equivalent to a 34.2.
2. There is no limit to the range of handicaps among the 8 players of a member club, but players within each team of two may not have a differential of more than 8 strokes (USGA recommendation.)
3. Strokes will be allocated against the lowest handicap within each foursome, up to a maximum of 10 strokes.

Exceptions: If needed, a player can play in a higher index bracket than her index allows, but there will be no limit to the number of strokes she would give.

4. Substitutions may be made after teams have been submitted to the Host Club up until the actual match. However, the substituted player will be put into the appropriate handicap order and teams adjusted as necessary.

c. Scoring – Play is best ball net of each of the teams.

One point is awarded for each hole won, zero points for a hole lost, and ½ point for a tie.

Exceptions: Effective December 2013, SWGA voted to limit the scoring of one- person versus two-person team as follows: the single person who completes the round shall receive no fewer than 6 points, while the two person team shall receive no more than 12 points. The single player who does not finish the round shall receive only those points earned for holes played. The two person team shall receive the balance of match points upon completion of the round.

Year-end Ties: To resolve a year-end tie for first place, the A teams of the clubs involved will play a sudden death play-off as the course can best accommodate. In the event of a tie for second place, both teams will be awarded a 2<sup>nd</sup> place trophy.

d. Failure to field a team

In the event a Club fails to field a team and a resolution has not been mutually agreed upon between the parties, the points for the match will be distributed as follows: 25 points to the team unable to field the team and 38 points to the team which is able to field a team.

e. Weather

1. When inclement weather is imminent and status of play is questionable, the host club representative will make the decision to cancel competition as soon as possible and, if this takes place in sufficient time prior to the start of play, will use a telephone calling chain to inform the other representatives of the decision to cancel. In the event that the cancellation of play cannot be determined in time to use the phone chain, cancellation will take place after players arrive.
2. When inclement weather occurs after play has begun, the host club representative and the SWGA Chairman or Assistant may meet with the host club professional and/or groundskeeper on duty to request the course be closed. If the request is denied, the SWGA host club representative makes the final decision. If play is discontinued in this case, unplayed holes are halved.

If play is continued during the inclement weather, however, any team wishing to concede under the conceding rule may do so, but loses all points for holes not yet completed. If both teams decide to discontinue play, points earned for holes completed will be awarded, and the remaining unplayed holes will be halved.

**RAIN DAYS WILL NOT BE RESCHEDULED OR MADE UP**

**Article IX – Rules of Play**

***Section 1. Rules***

SWGAs players will observe all rules of USGA, SWGA and the local rules of the Host Club. Decisions of the Host pro shall be final in any dispute not covered by SWGA By- Laws.

***Section 2. Cell phones***

A ringing cell phone shall be penalized by loss of the hole. Cell phone conversations shall be limited to emergencies.

***Section 3. Measuring Devices*** - Distance Measuring Devices are permitted.

***Section 4. Score Posting*** - Following a match, players will be responsible to post their scores as tournament scores and representatives will be responsible for their players doing so.

***Section 5. Slow Play***

The host club will be responsible to monitor slow play. If a group is 1 hole behind, a warning will be issued to the group. If the group is found to be 2 holes behind, they will be asked to pick up and go to the next hole. For any hole not finished due to moving, both teams will earn ½ point.

**Article X – Review of the By-Laws**

These By-Laws shall be reviewed annually and revised accordingly.

(Reviewed December 2017)