

**Catalina Country Club Ltd
By-law Number 1
Lady Members Section**

a) Inception

Catalina Women Golfers Section

BOD 17.3a.1

Moved: C. Flynn

Seconded: P. Higgs

The Board attests that the existing Catalina Country Club Women Golfers has been formed as a Section of the Club as defined in the Constitution, and that membership is open to any female in the Ordinary classes of Golfing member of the Club, and to any female Life Member. The Board directs that its organisation will be subject to the Club's Constitution and to its Golfing Sections Policy, and to its own existing constitution which is to be compatible with national and state associations for women's golf. Adult women visitors or Social Members may play in this Section's competitions provided the competition fee and applicable green fees are paid.

b) Constitution

Approved BOD 20.8.

Page: 1 of 4

Previously considered at BOD:18.1

Persons Affected: All Lady Members

Replaces: 25/01/2018

Effective: 27/08/20

**CONSTITUTION OF THE CATALINA COUNTRY CLUB
LADY MEMBERS SECTION.**

(1) DEFINITIONS

- (a) Corporate responsibility (fiscal as well as organisational) for any Section of the Club rests with the Board as defined in the Constitution and in underlying corporate legislation; it extends to all activities of a Section.
- (b) Definitions are as in the Constitution of the Catalina Country Club Ltd, plus:
- (c) "Section" herein means the Lady Golfing Members Section
- (d) "Committee" herein means the Catalina Lady Golfing Members Section Committee.
- (e) "Member" herein means a Member of this Section unless the context means otherwise
- (f) "Club" means the Catalina Country Club Ltd.
- (g) "Constitution" means the Constitution of the Catalina Country Club Ltd

(2) MEMBERSHIP

The Membership of this Section will be all adult female Golfing Members of the Club, and the Club will maintain its membership list. There will be no membership fee.

(See section 7(f) regarding Juniors)

(3) OBJECTIVES

- (a) To manage all social activity within the Section,
- (b) To generate, by means approved by the Board, funds to support its activities, and to make financial reports to the Board at intervals determined by the Board.
- (c) To administer competitions that are exclusively for female players and which have been allocated to this Section by the Board.

(4) THE SECTION'S COMMITTEE

The affairs of this Section shall be managed by a committee of nine (9) members of this Section. It will comprise: President, Vice President, Captain, Vice-Captain, Handicap Manager, Honorary Secretary, Treasurer and two (2) Ordinary Members. It will meet as it sees fit but will meet at least once each month from February to November.

The Chairperson shall be the President who shall have a casting vote as well as a deliberate vote. In her absence the Chair shall be taken by the Vice President, the Captain or by a temporary Chairperson elected by those present at the time, in that order. Quorum shall be six members. Resolutions of the Committee require a simple majority of those Members of the Committee present at the time.

Should any member absent herself from three consecutive meetings without leave, her seat shall be declared vacant. No Member of the Committee shall hold office in more than one Golf Club at any one time.

The Committee will take office at the closing of the Annual Presentation of Trophies,

(5) ELECTION OF THE COMMITTEE

- (a) The Office Bearers and the two Ordinary Members shall be elected at the Annual General Meeting of the Section at which every financial Section Member present may vote.
- (b) Any two Members of this section may nominate a fellow Lady Member to serve on the Committee. The name of each Lady Member so nominated, with her signed consent, shall be in the hands of the Honorary Secretary of the Section at least twenty-eight days before the Annual General Meeting.

- b) The list of names of candidates shall be affixed to the notice board at least fourteen (14) clear days before the Annual General Meeting. If necessary, ballot papers shall be prepared and each Lady Member present at the Annual General Meeting must vote for as many candidates as there are vacancies, otherwise her vote will be invalid.
- (c) If there is no candidate for a position on the Committee, nominations may be made from the floor at the AGM, subject to the agreement of the nominee. If there are still insufficient candidates, the Committee shall fill the remaining vacancies by invitation, subject to agreement by the nominee.
- (d) Casual vacancies (as described in the Club Constitution section 82 and in section 4 herein) arising in the Committee may be filled by appointment by the remaining Committee, subject to the agreement of the nominee.

(6) DUTIES OF THE COMMITTEE MEMBERS

- (a) The President will lead the Section in social matters, and in business matters relating to Section specific golf. The President, or her deputy, will chair the Committee in an impartial manner.
- (b) The Vice-President will deputise the President.
- (c) The Honorary Secretary shall carry out the resolutions of the Committee and may enlist the help of any Member of the Section in this task. She, or her deputy nominated by the Chair, will take the minutes of all proceedings of Section Committee meetings. The Secretary will keep a full record of approved minutes.
- (d) The Treasurer shall furnish an account of all monies received and disbursed on behalf of the Section and shall furnish a financial statement at each monthly meeting and a verified Balance Sheet for the preceding financial year at the Annual General Meeting.
- (e) The Section Captain will direct all aspects of golfing activities on Board approved Ladies Section golfing days. She will have responsibility for the Section's Match Committee. She will consult with and follow the direction of the Club Captain. She will provide the Committee with a written report on decisions made by the Match Committee, with a copy to the Club Captain.
- (f) The Vice-Captain will deputise for the Captain.
- (g) The Handicap Manager will maintain the Ladies' handicapping under the supervision of the Ladies' Captain.
- (h) The Ordinary Committee Members will perform tasks allocated to them by the Committee or by the President.

(7) GOLFING MATTERS

- (a) 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 observed.
- (b) There will be a Section Match Committee selected by the Captain, comprising three Committee Members. The Captain will nominate a lead Match Committee member, who may be herself. This Committee is the one identified by the R&A Rules of Golf and draws its authority from them. The Match Committee may administer penalties during Section competitions in accordance with the R&A Rules. These may include penalties for misconduct as described in those Rules.
- (c) Conditions of Play – regular Section competitions:
 - (i) The conditions under which the Lady Members may play shall be fixed by the Board of Directors.
 - (ii) The conditions under which non-members may play in Section specific competitions shall be determined by the Committee subject to approval by the Club Captain.
 - (iii) The administrative portion of the competition fee for regular Section competitions will be the same as set by the Board for Club-run competitions.
- (d) Conditions of Play – tournaments and other special competitions:
 - (i) The dates, entry fee, and conditions of play for such events shall be drawn up by the Committee and submitted to the Club Captain and the General Manager for approval.
 - (ii) Prior to play, the conditions of the event shall be clearly displayed for all participants.
- (e) For section specific events, the Ladies Section Committee Members' names will be permitted on the time sheets prior to the openings of bookings. If the event incorporates team participation, then playing partners may be entered at the same time.
- (f) Female Junior Golfing Members of the Club may play in any of this Section's competitions when, as are all players, they will be subject to the authority of the Section's Match Committee.

(8) GENERAL MEETINGS

The Lady Members shall have an Annual General Meeting (AGM) before the end of October: the date of it should appear in the Club's Fixture Book.

The business of the Annual General Meeting shall be:

- (i) To transact any general business of which due notice has been given to the Secretary (see below), including any amendments to the Section's Constitution to be recommended to the Board.
- (ii) To announce the results of the elections for a new Committee: this will always be the last function of the AGM (see also section 4).

If in the elections two or more candidates obtain an equal number of votes the Chairperson of the meeting shall have a casting vote as well as her deliberative vote. The Chairperson of the meeting will vacate the chair if she is in a contest for any post in the new Committee, and the chair will be filled according to section 4, provided the replacement is not herself involved in any contested position, until the new Committee is announced. The member so filling the Chair will enjoy a casting vote in the elections.

Notice of the AGM and other General Meetings will be given no less than three weeks before its date. Proposals of resolutions must be in writing and with the Honorary Secretary in time for the notice of resolutions to be posted on the notice board at least fourteen days before the meeting.

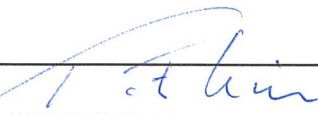
Quorum for a General Meeting (including the AGM) will be twenty-five financial Members of the Section. Questions at a General Meeting will be resolved by vote and by a simple majority (but see (9) below). The Committee may call a General Meeting as and when it sees fit.

(9) ALTERATION OF THIS CONSTITUTION

A resolution to submit an alteration of all or any of this Constitution can only be made at the Annual General Meeting (AGM) of the Section or at a General Meeting of it and will require a two-thirds majority of those Members present. Note - adoption of this constitution and of any alteration to it depends upon ratification by the Board of Directors of Catalina Country Club Ltd.

(10) COMPLAINTS shall be made in writing to the Honorary Secretary who shall submit them to the Committee.

(11) NOTWITHSTANDING the provisions elsewhere in this Constitution, the Committee is authorized to make any minor amendments including spelling, deletions or additions to this Constitution.

Authenticated  on this day 28th August 2020
P J Criss, President