



GOLF SECTION BY-LAWS

(as adopted at a Special General Meeting of Club members held on 21 November 2005)

1. **NAME:**
The name of the Golf Section shall be "The Irene Country Club Golf Section", after this referred to as the Section. The Irene Country Club shall be referred to as the Club; the Committee of the Section shall be referred to as the Committee; and the Golf Captain shall be referred to as the Captain.
2. **IDENTITY AND CONSTITUTION:**
The Section shall be an integral part of the Club and it shall, as such, be bound the by-laws, regulations and Club Constitution, with which rules, regulations and Constitution these by-laws or any amendments or additions, shall at no time be in conflict.
3. **AMENDMENT OF BY-LAWS:**
The by-laws may be altered by a resolution passed by no fewer than a majority of seventy-five percent (75%) of members present and entitled to vote at the annual general meeting of the Section or at a special general meeting called for that purpose provided, however, that no such amendment shall be of any force or effect until ratification by the Board of the Club.
4. **INTERPRETATION OF BY-LAWS:**
In the event of any dispute arising as to the meaning or interpretation of these by-laws or of any decision taken by the Committee, the ruling of the Captain shall be sought and, having been given, shall be accepted pending notice of an appeal by any member of the Section aggrieved by the decision of the Captain, which appeal shall be lodged in writing with the Captain within seven (7) days of his decision; and such an appeal shall then be heard and decided upon by the Committee within fourteen (14) days of its receipt. Any decision given by the Committee on the hearing of such an appeal shall be subject to review by the Board of the Club within a period of fifteen (15) days of the date of the decision. Failing such review, such decision shall be final and binding on the Section and its members.
5. **MEMBERSHIP:**
Membership of the Section shall consist of all members of the Club who are eligible to play golf in terms of the Club Constitution.

6. **GENERAL MEETINGS OF THE SECTION:**

- (i) The Annual General Meeting of the Section shall be held on a date to be decided upon by the Committee, it shall be held at least twenty-one (21) days prior to the Annual General Meeting of the Club each year, and it shall be convened on not fewer than fourteen (14) days written notice dispatched to all Full members of the Section.

The Committee may call a Special General Meeting of the Section at any time. It shall also call such a meeting if requested to do so by means of a detailed written petition signed by no fewer than ten (10) Full members of the Section. At such a Special General Meeting only the business specified in such a petition shall be dealt with.

All Special General Meetings shall be convened by written notice, which shall be dispatched to all Full members of the Section not later than fourteen (14) days before the relevant meeting.

(ii) **Voting at General Meetings:**

Each Full member and each Limited member of the Section in good standing at the time of a General Meeting shall have one (1) vote in respect of each motion put to the vote at the relevant meeting. In the event of a split vote at any general meeting of the Section, the Chairman at the meeting shall have a casting as well as a deliberative vote in regard to each motion put to the vote at such meeting. Unless otherwise directed by the Chairman in his absolute discretion, voting shall be by show of hands. If a ballot were demanded by no fewer than three (3) members present and entitled to vote, however, voting shall be by ballot. Voting in the election of committee members shall always be by secret ballot.

(iii) **Quorum at General Meetings:**

Twenty-one (21) Full golf members in good standing shall form a quorum at all general meetings of the Section. If, within twenty (20) minutes after the published date and time of commencement of the relevant meeting no quorum is present, the meeting shall stand adjourned to the same time and place one (1) week later, and those members of the Section present at such adjourned meeting shall constitute a quorum.

General meetings of the Section shall be chaired by the Captain and, in his absence, the Vice-Captain. If neither the Captain nor the Vice-Captain nor any person nominated by the Captain can be present, the members present at such meeting shall elect an acting Chairman from their midst, who shall preside at the meeting.

7. **BUSINESS AT THE ANNUAL GENERAL MEETING**

The annual general meeting of the Section shall, inter alia:

- Receive the Captain's report on the Section's activities during the preceding year.
- Elect a Golf Captain and a Vice-Captain for the ensuing year.
- Elect four (4) Full members to join the Committee of the Section for the ensuing year.
- The Golf Committee of seven (7) members shall then be composed of the Golf Captain, the Vice-Captain, the Ladies Golf Captain, and the four elected Full golf members. The Ladies Golf Section shall elect the Ladies Golf Captain.

Each candidate for election as Golf Captain, Vice-Captain or member of the Golf Committee, shall be nominated in writing by a proposer and seconder, and each

nominee shall indicate his or her acceptance of the nomination to the Club Manager. The proposer, seconder and nominee shall be Full members in good standing of the Section at the time of nomination.

All nominations shall be submitted to the Club Manager at least fourteen (14) days before the date set for the annual general meeting of the section, and a list of nominations, with the names of the respective proposers and seconds, shall be displayed on the Club's Notice Board at least seven (7) days before the date set for the annual general meeting.

Annual general meetings shall address any matter of which due notice may have been given, as well as any other pertinent matters.

8. MANAGEMENT OF THE SECTION:

- (a) The Captain shall automatically be the Chairman of the Committee.
- (b) In the event of the resignation of the Captain, or should this position become vacant for any other reason, the Vice-Captain shall be the Captain for the remainder of the year, and in the event of the Vice-Captain's position becoming vacant, the Committee shall elect an acting Vice-Captain from its members for the remainder of the year. Any change of this nature shall be notified to the Board of the Club.
- (d) The Committee is authorised to co-opt any members in good standing to serve on the Committee in order to maintain its total number at seven (7). The Board of the Club shall be notified of the names of co-opted members. The Committee is also authorised to invite additional persons for specific purposes but such invited persons shall have no vote.
- (e) In the absence of the Captain from a specific Committee meeting of the Section, the Vice-Captain shall preside at such a Committee meeting, and should neither the Captain nor the Vice-Captain be able to be present at such a Committee meeting, the remaining committee members shall elect an acting Chairman from their midst for the duration of the meeting. Any decisions made at such a meeting shall be ratified by the Golf Captain before implementation.
- (f) Any member of the Committee absenting himself or herself without leave of absence from three (3) consecutive committee meetings, shall forfeit his or her seat on the Committee and, in such event, the Committee may co-opt a further member of the Section in good standing to fill the vacancy and to serve on the Committee for the relevant unexpired period of the Committee's term of office. The co-opted member shall have full voting rights.
- (g) The Committee shall hold at least ten (10) meetings during each Club financial year to conduct the affairs of the Section and, as far as possible, one meeting shall be held each month. No fewer than three (3) days notice shall be given in order to convene any meeting of the Committee.
- (h) Four members of the Committee shall constitute a quorum.
- (i) The Captain may:

- (1) Appoint a Secretary to attend to the secretarial duties of the Committee. Such appointee shall have no voting rights on the Committee.
- (2) Appoint any person to attend, on a regular basis, to all matters relevant to the golf handicaps of members and to handicapping in general. Such official shall submit, when necessary, reports and recommendations to the Committee for consideration and/or action.

Any disagreement between a member and the appointed handicapping official shall be referred to the Committee for a final decision.
- (3) Allocate to each member of the Committee such functions and responsibilities as he may deem necessary.
- (4) Nominate a Committee member or golf representative, if required, to serve on any other Club committee.
- (j) The Captain shall represent the Section on the Board of the Club in terms of Clause 14.2.1 of the Club Constitution; and the Vice-Captain shall represent the Section on the Sports Executive.

9. **DUTIES OF THE COMMITTEE:**

- (a) The Committee shall be responsible for all golf competitions, tournaments, handicapping, the selection of golf teams representing the Club, and liaison with Gauteng North Golf Union and any other relevant organisations.
- (b) Entry fees to competitions shall be recommended by the Committee to the Board of the Club.
- (c) The Committee shall decide on the eligibility of any golfer, member or non-member, junior or senior, amateur or professional, to take part in a competition being played at the Club under the jurisdiction of the Committee. Any outside organisation or private golfing group which has received permission from the Committee to use the course for private tournaments is exempt from the Committee decision except as noted in 10 (a) below.
- (d) All proposals or decisions of the Committee involving finance, Club employees and their terms of service, shall be submitted to the Board of the Club for consideration.
- (e) The Committee shall keep as a permanent record Minutes of a meeting, General Meetings and Special Meetings. The Minutes shall record the proceedings and the resolutions taken. Any such Minutes, or certified extracts of them, signed and certified by the Captain, shall be evidence that the proceedings were regular and took place at a meeting duly convened and held.

10. **RULES AND REGULATIONS:**

- (a) No golfer who has been debarred from the use of the Irene Country Club by a decision and recommendation of the golf disciplinary committee or the Board of the Club shall be accepted as a member or guest of a visiting golfing group. When requests for permission to play at Irene are made by such groups, they shall be informed by the Club

Manager of this by-law.

- (b) Results of competitions administered by the Committee shall be decided strictly in terms of the rules of the Gauteng North Golf Union.
- (c) A majority decision of a quorum of the Committee on all matters relating to competitions or tournaments, provided they are not in contravention of the Rules of Golf, shall be final.
- (d) A member who fails to arrive on time for a competition for which he or she is booked on the official timesheets or who fails to cancel the relevant booked time at least three (3) days before the due date may be held accountable for the playing fees due by him or her. The Committee may take action against any member guilty of non-arrival on a frequent basis.
- (e) Any golfers arriving late for their booked tee-off time may lose their place in the field, in which case they may be called upon to tee off at the back of the field.
- (f) Should the timesheet be fully booked, an intending player may ask for his name to be entered on a waiting list, which shall be maintained by the Sports Shop. Openings that may occur on the timesheet shall be filled on a "first-come, first-serve" basis.
- (g) Members shall enter in the National Golf Network computer their Nett Differential scores of all 18-hole rounds played. Each score entered shall also indicate the date of play and, if not at ICC, the name of the course where the score had been attained. Differentials shall be entered immediately after play or without avoidable delay.
- (h) A golfer without an official handicap from a recognized club shall not be considered for a prize in competitions administered by the Committee.
- (i) The maximum handicap for competitions administered by the Committee shall be determined by the Committee.
- (j) A member of the Section may introduce any one specific guest only once per calendar month. No visitor shall play golf on Saturdays or Sunday mornings unless accompanied by a member or unless permitted to do so by the Sports Shop official in charge at his or her discretion. Members shall be held responsible for the good conduct of the visitors they introduce.
- (k) Any member with a grievance shall discuss it with the Captain or any other member of the Committee, or should preferably submit the grievance in detail by letter for consideration by the Captain or the Committee. The Committee shall serve as the first level for the address of the grievance, but should it fail to resolve the relevant issue satisfactorily in the complainant's view, the complainant may take the matter direct to the Board of the Club, whose decision shall be final.
- (l) All members are expected to observe the rules and etiquette of golf. This includes care of the course; repair of pitch-marks on the greens; smoothing both of footprints and club marks in bunkers after playing in them; speeding up play; the non-use of abusive language, unseemly

behaviour on the course, in the bar or in the clubhouse; and observance of the Club's dress code.