

# Standing Rules

## MEMBERSHIP

The Lake of the Pines Women's Golf Club (LOPWGC) is for anyone who enjoys the social and tournament side of golf, as well as contributing to the local community. The Women's Golf Club has three types of membership: LOP Resident, Associate, and Social, as defined in the bylaws. Upon joining the club, a member must have an established index of 35.2 or less from the LOP red tees. The club handicapper will be responsible for handicap verification of all new members.

**Member-in-Good-Standing** is defined as:

1. Being an LOP resident in good standing or an Associate Member.
2. Having paid the current LOPWGC dues.

**Requirements for the Club Championship Tournament:**

1. Must be a Member-in-Good-Standing, as defined above.
2. Must play and post at least four 18-hole scores with the LOPWGC during regular Wednesday Play during the preceding 12 months. The LOPWGC Board may make exceptions for new members or medical issues prior to the signup deadline.
3. A member who joins both the Lake of Pines Lady 18ers and lady Niner's (dual member) must declare at the beginning of each year whether she wishes to be awarded the opportunity to participate in either the WNHGA (Women's Nine Hole Golf Association) Tournament of Champions or the WGANC (Women's Golf Association of Northern California) Champion of Champions. A dual member cannot participate in both. Club Champion and Runner Up must have declared the Lady 18ers as their home club.

**Requirements for the President's Cup:**

1. Must be a Member-in-Good-Standing, as defined above.

**Honorary Junior Girl membership** is defined as:

1. any girl younger than 18 years of age
2. with an established index of 35.2 or less.

LOP WGC dues will be waived through the end of the year in which the player turns 18. To receive a GHIN Number she must join either the YOC (Youth on Course) or NCGA and pay their fees. She is eligible to compete in WGANC Open Days that are not oversubscribed. She is not eligible to compete in WGANC tournaments. The player will be assigned a sponsor from within the WGC club. The player is not eligible to vote or hold office in the WGC. She may participate in weekly sweeps and WGC tournaments with the exception of the Club Championship, Two Person and Four Person Best Ball events. She is allowed to invite guests as long as their guests have a valid GHIN number. An adult member of WGC must accompany a junior member during all WGC events. She is allowed pro shop credit or gift certificates.

**Dues** – Annual dues of \$85 for Regular and Associate members and \$10 for Social membership. Checks payable to LOPWGC, must be paid by December 1<sup>st</sup> for the member to be listed in the club roster. The dues include LOPWGC dues, Hole-In-One insurance and NCGA for handicap services. Members renewing their membership after Dec 1<sup>st</sup> will be charged a \$5 fine for a late payment. At the discretion of the WGC Executive Board, a new member's annual LOPWGC dues may be prorated or waived. Note: New members who join after November 1 are free for the months of November and December.

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**New Member Sponsors** – New members will be assigned a “sponsor” upon entry into the LOPWGC. It is the sponsor’s responsibility to show the new member where club materials are located, club practices, procedures, activities, and to introduce her to as many club members as possible.

### **GENERAL CLUB INFORMATION**

**Women’s Golf Association of Northern California (WGANC)** – LOPWGC is a member of the WGANC, which promotes and serves the interest of women’s amateur golf in Northern California. The WGANC provides a digital online copy of the “Green Book”, which includes their tournament calendar and useful information regarding **other** golf club locations, Open Day dates, invitational tournaments, and course handicap tables. This can be found on [www.WGANC.com](http://www.WGANC.com).

Open Days are an excellent way to meet golfers from other clubs and a wonderful opportunity to play different courses. If you are not familiar with this program, please ask the Open Day Chairperson or any of our members for help. Please be aware that there is a penalty for no-shows. Sign-ups are generally three weeks in advance of the date, available in the Open Day binder located in the WGC cabinet in the main hall of the Sports Lounge.

**General Meeting** – Monthly meetings are usually scheduled on the first Wednesday of every month, with the exception of months with heavy schedules. Golf will precede or follow the meeting.

In the event of bad weather, meeting changes will be announced via an email communication to the membership. Members are encouraged to attend the general meetings as decisions may be made that affect our golf course and club business.

**Changes to the Standing Rules** – Changes to the standing rules shall be made by the majority of the membership at a regular general meeting, with as much advance notice to the members as possible.

### **PLAY DAYS AND TOURNAMENTS**

**Play Days** – Occur every Wednesday, with the exception of Guest Days and Special Tournaments. Shotgun start times are printed on the top of each calendar page in the club roster. The calendar also indicates the game to be played (however the game is sometimes changed as needed).

Sign-up sheets are available in the Pro Shop at least one week prior to the upcoming Play Day. Only WGC members are permitted to play on regular Wednesday play days. For all games played on regular Wednesdays (non-tournament days), members must sign up in the Pro Shop and pay for sweeps no later than the Monday before the Wednesday play day. Members may make up their own foursomes or threesomes, depending on the scheduled game, or may sign up with any group who still needs players. Blind Draw days are an exception. For these days, sign up in the Pro Shop on the Blind Draw sheet. Each participant will then receive an email on Tuesday providing starting holes, names of those in each 3-some or 4-some and the game information. If a member must cancel after Monday, it is her responsibility to call the Pro Shop and speak to a live person. It is strongly suggested that a least one member of the group also be notified. Check the LOP.org website under 'Pro Shop Course Updates' or call the Pro Shop at 268-8337 for potential rain cancellations or frost delays.

**Playing from the Green Tees** - Members may choose to play from the Red Tees or the Green Combo Tees on any play day that is not already specified on the calendar as Green Combo Tees for all. This also

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includes the Best Ball Partners, Best Ball Foursome, Women's Invitational and President's Cup, recorded as 'T' scores. The exception is the Club Championship which requires play from the Red Tees.

On regular Wednesday play days when some of the field is playing from the Red Tees and some are playing from the Green Tees, you must declare what tee you are playing from to your group before starting the round. You must also indicate on the scorecard what tee you are playing and take the adjusted handicap, if appropriate. In case of tournaments, as noted above, you must declare what tee you are playing from when you sign up for the tournament so score cards can be prepared accordingly.

Winners of regular Wednesday play days will receive a Pro Shop gift card quarterly. Players who pick up on a hole that counts in the tournament, or do not finish a full round, are considered to have "Withdrawn" themselves and must line-out their score and write "WD" at the end of the line.

**Women's Score Cards** – Scorecards must be signed, dated, attested and show Gross and Net Scores, Handicap, which tee box played Red or Green and Adjusted Score. Members who do not complete the card are at risk for Disqualification. Check the Pro Shop or go online for current handicap.

**Pace of Play** – An 18 hole round of golf should be completed in 4 ½ hours (15 minutes per hole). Players may be disqualified, at the Chairperson's discretion, if they do not complete the round in **5 hours**. All players are required to keep pace with the group in front.

**Guest Days** – Each member may invite up to three guests or play in a member/member flight.

To be eligible to play, guests:

1. must have an active 18 hole GHIN number or handicap index.
2. Can be an active member of the Lady Niners.

**Note:** The Guest Day Chairperson may specify the criteria for certain guest day tournaments.

Sign-up sheets are available in the Pro-Shop 3 weeks in advance with a **one week deadline**. Entry fees in the form of cash or check are due on day of play, and may include any meals served as a part of the guest day, or as otherwise specified by the chairperson with consent of the WGC Board and published in advance. Members are urged to meet their guests and sign-in and pay at the same time. All participants, even in the Member/Member flight, must pay. The Tournament Chairperson must be notified of any cancellations at least 48 hours prior to the start of play or member will be charged the full amount of the event for themselves and their guest(s).

**Tournaments** – Our calendar lists various special tournaments, each of which is managed by a chairperson and sometimes with a committee of volunteers. A flyer, with important tournament information, will be posted in the Sports Lounge or Pro Shop. The Sign-Up sheet will be in the Pro Shop on either the 18'er clipboard or the 18'er display rack on the counter. Tournament fees (in the form of a check made out to LOPWGC) are due at time of sign-up, and should be deposited in the tournament folder at the Pro Shop. No cash will be accepted.

**Invitational Tournament** – Invitational guests must have an active 18 hole GHIN number and not currently be a member of another LOP golf club to be eligible to play. Guests can be a LOP resident as long as they are not a current member of a LOP golf club. Members may invite up to 3 guests.

**Behind the Field** - Members are allowed to play 'behind the field' if there are open holes on Wednesday for the WGC sponsored Tournament (i.e., BB Foursome, Club Championship, Invitational) or Guest day. The tournament chairperson will notify the Pro Shop of the holes in use for the Tournament no later than

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and preferably sooner than the Monday before the Wednesday tournament. The Pro Shop will then have a list of holes available and members not playing in the tournament can sign up 'behind the field' in the Pro Shop in person or via phone on Tuesday before the Wednesday tournament. There will be no tournament game nor will sweeps be collected for the 'behind the field' players.

### CLUB AWARDS

**Turnover & Awards Events** – Turnover of officers and awards event will be held in January. The awards event will be supplemented by the club treasury.

**Most Improved Player** – Determined by the WGANC and based on a percentage of handicap improvement from January 1 to November 30<sup>th</sup>. Member shall have played a minimum of eight (8) rounds with 18ers on any regular Wednesday play day or in any WGC sponsored event between January 1 and November 30 of a calendar year in order to be eligible for this award.

**Break 100, 90, 80, or 70** – Awarded with a Pin. Recognition rules are:

- a) Must be on Wednesday or WGC tournament.
- b) Must be gross score with no "pick-ups".
- c) Played from regular red or green tees.
- d) Each milestone award can only be won once from the red and once from the green tees.

**March – October Low Net** – The lowest net score(s) for the month wins \$10.00 credit in Pro-Shop. Current winner's picture is displayed in the trophy case in the Sports Lounge. Must be on a Wednesday or other WGC Tournament with no "pick-ups". May be played from the Red or Green tees using the appropriate handicap.

**Birdies, Chip-Ins, & Sandy-Pars** – **Only the first** chip-in, birdie and sandy par for each member, will receive a credit in the Pro-Shop for an amount determined each year. (Valid only for Wednesdays or WGC Tournaments) All birdies, chip-ins, and sandy-pars should be posted for year-end recognition.

**Verified Hole-In-One** – The member must have played at least 13 of the 18 holes, date the scorecard and have it attested by someone who actually witnessed the event. After the happy dance, be sure have an appropriate picture taken of yourself (like on the green holding your ball) and save your golf ball. **For full procedure details** for reporting a hole-in-one, see the LOPWGC Information Binder in the Sports lounge cabinet.

Awards for a WGC member earning a hole-in-one at LOP are: \$150 of bar drinks, \$75 Pro Shop credit, and a plaque with details of the event. A hole-in-one earned at another course is awarded \$50 of bar drinks. You pay the bill and take the receipt to our Treasurer for re-reimbursement. Member does not receive any LOP Pro Shop Credit or plaque.

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## POSTING SCORES

It is each member's responsibility to post the score of all games played home and away unless otherwise noted. Posting may be done on the computer in the Pro Shop or at the away course you play. Posting may also be done from your phone on the NCGA website.

If 14 or more holes are played your score must be posted Using par plus pops for any unfinished holes. The Handicap Chairperson should be consulted for any posting problems or questions. If only nine holes are played, a nine hole score should be posted.

Score Posting per Hole per the World Handicap System:

- Keep count of every stroke played.
- The maximum score for each hole played is limited to a net double bogey – which is equal to Par of the hole plus 2 strokes plus any handicap strokes.
- If the ball is picked up during play, the golfer may estimate the probable score she would have gotten.
- If a hole is skipped, post par plus any handicap strokes.

### Handicaps

Beginning in 2020 handicaps will be adjusted at midnight each night. The Playing Conditions Calculation in the new posting system will analyze daily scores to determine if conditions of play differed significantly from “normal” to the extent that scoring was impacted. The goal is to give players more accurate evidence of their ability. **Therefore scores must be posted on the day of play before midnight.** Players will be notified on game days and tournaments what handicap date will be used.

### Maximum Hole Score

In the World Handicap System of Golf, the Maximum Hole Score for posting purposes will be **Net Double Bogey**, which is par plus 2 plus your pops on that hole.

*EXAMPLES:*

Par 5.....5 + 2 + your pops on that hole=

Par 4.....4 + 2 + your pops on that hole=

Par 3.....3 + 2 + your pops on that hole=

In a game where “picking up” is allowed, the player should post the most probable score she would have had on the hole if she had continued playing, but not greater than the maximum allowed for her handicap.

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### **Appointed Chairpersons and their Duties**

- 1. Club Storage Facility Chair shall:**
  - a. Inventory and control storage unit.
  - b. Transfer all books and records to new Club Storage Facility chair.
- 2. Communications Chairperson shall:**
  - a. Maintain and update the email distribution list of WGC members for the WGCLOP gmail account.
  - b. Train users to use the WGCLOP gmail account for distribution of club information.
  - c. Transfer all books and records to new Communications Chairperson.
- 3. Handicap Committee shall:**
  - a. This committee is responsible for all aspects of compliance with the USGA Handicap System regarding score posting, peer review, corrections in records and calculations, and handicap revisions and adjustments.
  - b. Committee will meet to resolve issues that may arise during regular or tournament play.
  - c. The committee members include the Handicapper, Captain, Rules Chairwoman, and Tournament Chairwoman.
- 4. Membership Chairperson shall:**
  - a. Edit, publish, and distribute the current membership information and application.
  - b. Process new membership applications as per instruction manual.
  - c. Maintain a current list of all members contact information.
  - d. Prepare and distribute membership renewal notices.
  - e. Transfer all books and records to the new membership chair.
- 5. Open Day Chairperson shall:**
  - a. Receive and post Open Day notices and sign-up sheets for each event.
  - b. Mail sign-up sheets according to the required dates and keep a copy on file.
  - c. In case of limited entry, she will have to decide, according to “Open Day Criteria”, which members are eligible to attend and notify all who signed up.
  - d. Organize the LOP Open Day Tournament.
  - e. Work with the LOP Food and Beverage for all food service needs.
  - f. Transfer all books and records to the new Open Day Chairperson.
- 6. Publicity Chairperson shall:**
  - a. Distribute reports of club activities to appropriate media.
  - b. Write a column for the LOP monthly newspaper.
  - c. Transfer all books and records to the new Publicity Chairperson.
- 7. Roster Production Chairperson shall:**
  - a. Work with Captain, Co-Captain, and Tournament chair to produce yearly roster.
  - b. Transfer all books and records to the new Roster Production chair.
- 8. Rules Chairperson shall:**
  - a. Render decisions in regards to USGA Rule Book and local rules of the Lake of the Pines Women’s Golf Club.
  - b. If necessary, convene a rules committee of the Captain, Rules Chair, and Tournament Chair.
  - c. Post and update local rules as necessary.
  - d. Acquaint new members with rules of golf course.

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- e. Attend WGANC annual regional meeting for rules updates.
  - f. Transfer all books and records to new Rules Chairperson.
- 9. Special Tournament Chairpersons shall:**
- a. Be responsible for reviewing past tournament binder, coordinating the event, appointing her own committee and arranging for prizes.
  - b. Take a head count of participants and confirm total with LOP Food and Beverage **during** the event to ensure proper billing. Appoint a knowledgeable substitute if unable to attend.
  - c. Advise the Treasurer of the final head count and the individual meal price.
  - d. Provide a copy of the tournament results to the Publicity and Website Chairpersons.
  - e. Provide a list of the winners who will receive Pro Shop Credits to the Sweeps Treasurer and Club Treasurer.
  - f. Send a copy of the Tournament Worksheet (income/expense report) to the Treasurer and the Captain.
  - g. Ensure Treasurer has received all bills from Food and Beverage, Pro Shop and Accounting in a timely manner.
  - h. Update the tournament binder and transfer all books and records to the new Tournament Chairperson.
- 10. Sunshine Chairperson shall:**
- a. Send cards to ill and bereaved members.
  - b. Transfer all books and records to the new Sunshine Chairperson.
- 11. Sweeps Treasurer shall:**
- a. Maintain separate bank account.
  - b. Obtain list and money of weekly sweeps winners from Tournament Chairperson and record winnings in each member's account.
  - c. Be responsible for verifying and paying bills submitted by the LOP accounting office. Record purchases on each member's account.
  - d. Post updated sweeps balance sheet.
  - e. Prepare monthly account balance and submit to the Treasurer.
  - f. Periodically compare own records with those of the Pro Shop.
  - g. These duties may be performed by the elected treasurer or any member in good standing.
  - h. Transfer all books and records to the new Sweeps Treasurer.
- 12. Team Play Captain shall:**
- a. Be responsible for the selection of team members based on qualifications.
  - b. Attend and represent LOP at Team Play meetings.
  - c. Determine the Team Play uniform on a yearly basis.
  - d. Organize transportation and notify team members for each away event.
  - e. Be responsible for "Team Play Day" at LOP, working with the LOP Food & Beverage.
  - f. Report results to the general membership when applicable.
  - g. Transfer all books and records to the new Team Play Captain.
- 13. Sisters/Women's Golf Day Tournament Chair shall:**
- a. Recruit a committee of an 18er and a 9er to assist in determining the format, prizes, etc. and communicate all details to both clubs.
  - b. Coordinate lunch with LOP Food and Beverage or arrange for an informal picnic within LOP.
  - c. Maintain all records and transfer books to the new chairpersons.

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**14. Holiday Luncheon Chairperson shall:**

- a. Coordinate the holiday luncheon in even years. The WGC alternate responsibility for this event each year with the 9ers.
- b. Work with LOP Food and Beverage for all food service needs.
- c. Communicates all details to the membership of both clubs.

**15. Ambassador shall:**

- a. Act as liaison between the Club and the NCGA/WGANC.
- b. Promote participation in all WGANC Tournaments, Open Days, Regional Meetings, and Seminars.
- c. Serve as advisor to the Captain and the Board in WGANC/NCGA matters, and bring club concerns to the WGANC/NCGA.
- d. Commit to this position for a minimum of 2-3 years at the will of the Captain.
- e. Transfer all books and records to the new WGANC Ambassador.

**16. Website Production Chairperson shall:**

- a. Work with appropriate parties to produce and maintain club information, postings, pictures, and schedules on LOP website.
- b. Transfer all books and records to the new Website Production Chairperson.