

CMR GOLF CLUB: LADIES SECTION

CONSTITUTION

CLAUSE 1

TITLE

CMR Golf Club Ladies Section

CLAUSE 2

AFFILIATION

The club is affiliated to the Ladies Golf Gauteng and thereby to the South African Ladies Golf Association.

CLAUSE 3

AIMS AND OBJECTIVES

- To provide golfing activities to all its members
- To raise money for various functions and improvements to the Club
- To ensure this section operates within budget and is financially sound
- To promote ladies participation and encourage Junior Golf

CLAUSE 4

MEMBERSHIP

- 6 Day Members
 - May play on weekdays and pre-arranged times on Saturdays, Sundays and Public Holidays.
- Weekday Members (5-Day Members)
 - May not play in championships and only:
 - On weekdays
 - On Saturdays paying visitors fees
 - In trophy and board events declared to be open events at the discretion of the committee
- Honorary Life Members
 - Have privileges of full members and shall not be required to pay subscriptions
- Pensioner Members
 - Must be 63 years of age and have been a member of the Club for 10 years
- Junior members
 - May not be older than 18 years and younger than 10 years
 - Shall pay the same fee for competitions when playing in Ladies' events
- Country Members
 - Member who is a bona-fide resident outside a radius of 120kms of the Club and has no place of business within that radius
 - Member may use all Club House facilities, but will be regarded as a visitor when using the course
 - Must have an official handicap to play in competitions
 - May not play in board or trophy events
- Social members
 - May use club house facilities
 - Shall pay visitors fees to play golf
 - May not play in competitions unless they are affiliated to a club and have an official handicap
 - May not play in board and trophy events

Application for membership to be submitted to the Main Club. The Ladies Executive Committee to grant final approval for membership to the Ladies Section.

The committee shall consist of the following office bearers:

- Captain
- Vice-captain
- Treasurer
- Secretary
- Additional members a minimum of 2 and a maximum of 5

The committee shall be responsible for the proper and efficient administration of the Ladies Section

Executive Committee

The executive committee shall consist of the following office bearers:

- Captain
- Vice-captain
- Secretary
- Treasurer

The executive committee shall be empowered to act on behalf of the committee. Any decision made by this committee shall be regarded as binding.

Disciplinary Committee

The disciplinary committee shall consist of the following office bearers:

- Captain
- Vice-captain
- One other committee member appointed by the committee

The disciplinary committee shall be empowered to investigate and conduct hearings of all violations of the code of conduct by members or visitors and pass appropriate judgement.

An appeal against a judgement may be lodged with the Main Club Committee

Only 6-day ordinary members may vote at the Ladies Annual General Meeting.

Notice shall be posted on the Notice Board in the Ladies Locker Room one month before the AGM for new committee members' nominations. All nominations must be completed 7 (seven) days before the AGM. If no nominations are received, the Captain may ask for verbal nominations at the AGM.

At the AGM the following portfolios shall be filled as defined in Clause 5:

- The Captain shall be elected for a period of 2 years
- Committee members shall be elected for a term of 1 year

The Committee has the power of co-option to fill vacancies and may co-opt any additional member of their choice to serve on sub-committees provided that the Ladies Committee shall consist if a minimum of 6 (six) and a maximum of 9 (nine) members

A member may resign from the Committee on submission of a written resignation to the Captain

The Committee may terminate the services if a Committee Member by majority votes

Committee Meetings

- The committee shall attend at least one meeting per month, the date of which shall be determined by the Captain
- 4 (four) members of the Committee form a quorum
- In the event of a Committee member missing three consecutive meetings without a formal and acceptable reason, the member shall forfeit committee membership

Annual General Meeting

The Annual General Meeting (AGM) shall take place within three months after the end of the financial year

12 (twelve) people constitute a quorum

Notice of the AGM, with agenda items, must be posted on the CMR Club Notice Board at least 4 (four) weeks before the scheduled meeting. ALL members must be advised by phone, or e-mail or post

Members shall be entitled to submit items for inclusion in the Agenda up to one week before the scheduled AGM

Special General Meeting

A Special General Meeting (SGM) may be called by the Committee, or by at least 10 (ten) members as signatories

Notice of the SGM, with agenda items, must be posted on the CMR Club Notice Board and Ladies Locker Room at least 4 (four) weeks before the scheduled meeting

The financial year of the Ladies Section ends on 31 December of each year

All the Ladies Section funds shall be held at Standard Bank Florida

Ladies accounts shall go out with the Club accounts

If a member has not settled her account by the prescribed due date, she shall not be entitled to play in the Club Championships or vote at the AGM

No cheques may be made payable to cash, unless specially agreed to by the Executive Committee

At each monthly meeting the Treasurer will present and income and expenditure statement

The accounts must be drawn up in such a way as to comply with formal accounting procedures

At the end of each financial year the books shall be submitted to the auditors

All cheques issued by the Ladies Section shall be signed by any two of the following:

- Treasurer
- Captain
- Vice-captain

When the Treasurer resigns prematurely, an audit of the accounts shall be conducted by the Lady Captain prior to the new Treasurer taking office

Should the need arise for the auditing of the books by an auditor, the Committee will raise a vote on this decision

Original invoices must be provided for reimbursement

No Committee member shall open any accounts to facilitate the purchase or payment of any goods, etc.

No member of the Ladies Section shall perform any act or enter into any form of transaction in the name of the Section without prior consent of the Committee at a properly convened meeting

CLAUSE 9

GRIEVANCE PROCEDURE

Should any lady member wish to appeal against a committee's decision or voice any other reasonable grievance, she may lodge a complaint in writing to the Committee whereupon the grievance will be discussed at a Committee meeting and resolved

If a lady member is not satisfied with the Resolution of the Committee, the grievance may be submitted to a Special Meeting

CLAUSE 10

UNIFORM

Official club uniforms shall be worn for all league matches and any official events as stipulated

CLAUSE 11

LIMITATION OF LIABILITY

Limitation of liability as per Club Constitution (Paragraph 6)

CLAUSE 12

OTHER CONTINGENCIES

Situations or events not stipulated above shall be referred to in the Main Club Constitution

CLAUSE 13

CONSTITUTIONS

This Constitution shall remain in force until changed at the AGM or SGM convened for this purpose. A copy of the Constitution shall be circulated to all lady members at least two weeks prior to such a meeting for comments or suggestions.

This Constitution was approved at the Annual General Meeting of the Ladies Section held on the 3rd day of March 2002 at Maraisburg

LADY CAPTAIN

SECRETARY

The original Constitution should be lodged in the office of the General Manager of CMR for safekeeping.