

Bylaws of the DOT Golf Club

NAME

This organization shall be known as the DOT Golf Club (hereinafter referred to as the 'Club'. For purposes of fiscal accounting and event scheduling, the 'golf year' shall begin on December 1 and end on November 30 of the subsequent calendar year.

MISSION

The mission of this Club is to further the enjoyment of the game of golf by providing good fellowship, friendly competition, and good humor for all of its members

MEMBERSHIP

Club membership shall include all those persons currently in good standing and having paid the required annual dues.

New members shall be required to be sponsored by an existing member who shall have been a member in good standing for a period of no less than one year.

Sponsorship of new members shall be made known to the Secretary no later than two weeks prior to the annual meeting. At the annual meeting, the new member(s) will be welcomed by the presiding officers and the Club members in attendance.

Guests invited by any member in good standing shall be permitted to attend any club event provided there is no adverse impact upon the regular Club members

MEETINGS

Annual Meeting

The annual meeting will be scheduled by the outgoing President as soon as possible after the first day of the current golf year. This meeting will be presided over by the outgoing President of the Club. The business of the Club will be discussed by those members present and any necessary decisions will be decided by a majority vote of those members present. Required items to be included in the Annual Meeting Agenda are as follows:

Welcome of new members

Presentation of previous golf year's Treasurers Report including a recommendation for the level of dues needed for the current year.

Bylaws of the DOT Golf Club

Review of current golf year's Member Roster

Review and amendment of Club Bylaws

Review and amendment of Appendix A – Club Rules

Review and amendment of Appendix B – Coordinator Guidelines

Review and amendment of Appendix C – Handicap Method

Approve, or revise, the recommended amount of dues to be paid by each Club member for the current golf year

Review, discuss and agree on a tentative Schedule of Events for the current golf year

Recognize and accept additional nominations 'from the floor', for Club officers and Committee Chairpersons

Election of officers and Committee Chairpersons for the current golf year

Special Meetings

Special meetings of the general membership may be scheduled by the President at any time during the regular season. Notice of the time place and reason for the special meeting shall be distributed to all Club members by the Secretary at least one week prior to the scheduled date.

OFFICERS

Officers of the Club shall be elected for a term of one year. Elections shall take place at the annual meeting. The newly elected (or reelected) officers shall preside over the Club activities on the day following the date of the annual meeting.

Nomination for any Club office shall be submitted to the Secretary no later than two weeks prior to the annual meeting. Additional nominations may be made at the Club's annual meeting.

Unless special circumstances exist, no person shall hold more than one office during the course of the same year.

President

The duties of the President shall include the following:

Arranging for the location, date, and time of the annual meeting

Bylaws of the DOT Golf Club

Presiding over discussions of the annual meeting agenda items

Serve as permanent member of the 'Bus Trip Committee'.

Represent the Club at any official function including funerals, celebrations, and dedications.

Secretary

The Secretary may appoint an Assistant Secretary to aid in the performance of his/her duties. The duties of the Secretary shall include the following:

Act on behalf of the President in the event of his/her absence.

Sign on behalf of the Club, all official document(s) and contract(s) except those contracts executed by the Treasurer for Club events.

Store and secure club records and archives.

Distribute, correspond, and maintain records of official club communications.

Maintain and update Club Inet web sites

Maintain and update the official Club Roster of members

Maintain and update the official Club Schedule of Events

Maintain and update 'Appendix B – Coordinator Guidelines' of these Bylaws

Obtain trophies and plaques for presentation at the Club's annual meeting

Prepare the Annual Meeting Agenda for the current golf year

Treasurer

The Treasurer may appoint an Assistant Treasurer to aid in the performance of his/her duties. The duties of the Treasurer shall include the following:

Act on behalf of the President in the event of the absence of both the President and the Secretary.

Create and maintain records of all revenues and expenses incurred for activities made part of the Club's Schedule of Events

Bylaws of the DOT Golf Club

Sign on behalf of the Club, event contract(s) that may be required by golf courses listed within the Club's Schedule of Events

Collect and deposit all revenues required to facilitate Club activities

Disburse funds that are required by any Club sponsored activity.

Determine member discounts for greens fees associated with any event listed within the Club's Schedule of Events

Prepare and submit a Treasurer's Report at the annual meeting which shall detail all revenues and expenses of the Club's previous year's activities.

STANDING COMMITTEES

Committee Chairpersons of the Club shall be elected for a term of one year. Elections shall take place at the annual meeting. The newly elected (or reelected) Committee Chairpersons shall preside over their respective activities on the day following the date of the annual meeting.

Rules Committee

The Chairperson may appoint a Vice Chairperson to aid in the performance of his/her duties. The duties of the Chairperson of the Rules Committee shall include the following:

Record and Preserve the club member handicaps including the updating of handicaps after each Club golf event.

Oversee the Presidents Cup Tournament including the scheduling of qualifying rounds, competitive matches and the recording the results

Make rulings on any issue involving general or specific situations related to the Club's golf play

Maintain and update 'Appendices A1, A2 & A3' of these Bylaws

Maintain and update 'Appendix C – Handicap Method' of these Bylaws

Bus Trip Committee

The Chairperson may appoint a Vice Chairperson to aid in the performance of his/her duties. The duties of the Chairperson of the Bus Trip Committee shall include the following:

Obtain a consensus of the general membership at the annual meeting that a bus trip should be made part of the Club's Schedule of Events for the current golf year.

Bylaws of the DOT Golf Club

Request Club members to volunteer to assist in fulfilling the requirements for this event

Identify the location, date and time for this Club event

Create a budget (in conjunction with the Treasurer) for this club event.

Arrange for all the elements of this event including ticket cost, greens fees, transportation, food, tips and all other related expenses

ACTIVITIES

Scheduled Events (Outings)

The Club's Schedule of Events shall serve as the official document defining those events sponsored by the Club. Each event will require a 'Coordinator(s)' to be designated at the Club's annual meeting. The designated coordinator(s) for each event will be responsible for conducting all the necessary activities as set forth in 'Appendix B – Coordinator Guidelines'.

Non - Affiliated Events (Outings)

The Club's Schedule of Events may display events that are of interest to Club members but not officially sponsored as a Club event. The contact name for any non-affiliated event will be included as part of that listing.

ADOPTION AND AMENDMENTS

These Bylaws and Appendices shall be approved and adopted by a majority vote of the Club members. The vote will be scheduled after a minimum of a two week notice is made to all Club members. Upon adoption, amendments to these Bylaws and Appendices will only be considered and adopted at subsequent annual meetings by a majority of those members present.

Bylaws of the DOT Golf Club

Appendix A1

General Club Rules

The rules of the Club shall be amended from time to time and shall reflect decisions made by the general membership at the Annual Meeting.

Rules Governing Play of the Game

USGA Rules shall govern the play of golf unless otherwise defined by these Club local rules.

The maximum score to be recorded per hole is double par. If a player wishes to hole out after he reaches double par, he may do so as long as his continued play does not affect the pace of play. However he should only record the double par on the score card. In match play the hole should be played out beyond double par until the hole is decided. But, for handicap purposes, no more than double par should be recorded. The player is responsible for turning in a score card with no scores exceeding double par. This score will be used to determine low net prize awards. In the process of updating handicaps the scores will be checked, hole by hole, to ensure that scores exceeding double par are adjusted before the handicap calculation.

Rule changes for 2014 season

- Senior tees age limit was reduced from 70 to 65. Player must reach the age of 65 BEFORE the first tournament of the year. (Example: if first outing is April 9th, player must be age 65 April 9th or before.) If player is not 65 when season starts, they must play the entire year from the white or regular tees.
- Eligible senior players MUST declare which tees their handicap will be figured from BEFORE the season starts. Once declared & recorded, the Senior Player may not switch which tees their handicap will be figured from.
(In other words, if you are an eligible Senior player, but decide to start the season from the white or regular tees, you CANNOT switch to the Senior tees at any time during the season)
- Eligible senior players MAY play from the white or regular tees after declaring to play from the senior tees, but their handicap will ONLY be figured from the seniors tees.
- For NEW players, handicaps will be established after completing & recording scores from 3 club events. NO NEW PLAYER WILL BE ELIGIBLE TO WIN LOW NET UNTIL THE 3 ROUNDS ARE COMPLETED & AN OFFICIAL HANDICAP IS ESTABLISHED. New players are eligible to win all other awards no matter how many rounds they have played.

Bylaws of the DOT Golf Club

The previous year's President's Cup champion will be automatically qualified for the current year's tournament. Player seeding will be determined as follows:

The champion will play in the regular qualifying rounds and be seeded based on his qualifying score.

If the Champion fails to score as one of the top 16 qualifiers, he will be automatically seeded in the 16th position behind the top 15 qualifiers. The player bumped from the 16th position will become the first alternate.

The use of GPS distance measuring devices shall be permitted for events sponsored by the Club.

In order to improve pace of play, a Club local rule is adopted for non-tournament play which provides for a one (1) stroke penalty for a lost ball or out of bounds ball to be placed at the nearest point where the ball crossed the playable course. This local rule equates with the USGA rules for 'hazards' on the course.

Trophies and Prizes

A trophy for the President's Cup Tournament will be inscribed with the name of the previous year's winner and will be awarded to that winner, for a period of one year, at the current year's annual meeting. In addition, a prize in the amount of \$100 shall be awarded to that tournament winner.

A plaque will be awarded for that member whose handicap is 'Most Improved'. In addition, a prize in the amount of \$50 shall be awarded to the 'Most Improved' winner.

A plaque will be awarded for that member who shoots the 'Low Net Score' at any one of the Club's outings as listed in the current year's Schedule of Events. In addition, a prize in the amount of \$50 shall be awarded to the 'Low Net Score' winner.

Prizes will be awarded for competitive play at each of the Club events which shall be determined by the Coordinator(s) of that event.

Bylaws of the DOT Golf Club

Dedications and Memorials

Individuals who became deceased while being a member of the Club shall be memorialized at a designated event included on the Club's Schedule of Events.

Memorialized members include:

Chick Rupprecht

Don Beishl, Sr.

John Waldner

John Frandsen

Frank Scarpatti



Bylaws of the DOT Golf Club

Appendix A2

President's Cup Championship Rules

The DOT Golf Club President's Cup Tournament is a match play, single elimination tournament that will determine the Club Champion. It is played in accordance with USGA rules except where noted by the Rules Committee.

- Two **QUALIFYING ROUNDS** of 18 holes will be played at **(TO BE DETERMINED)**. A player's lowest net score from either round will be used to determine the qualifiers and to fill the bracket.
 - **Stroke play** with official club handicap. All participants must have established an official club handicap.
 - All putts must be holed out. **NO Gimmies**
 - The defending champion will automatically qualify.
 - Low 15 net scores and the defending champion will advance to match play. The non-qualifiers will be ranked by net score and will be designated as alternates.
 - Alternates will take the place of any qualifiers who are unable to compete in the match play portion of the competition. Once match play begins there will be no substitution of alternates.
- The 16 qualifiers will be ranked by net score and bracketed for subsequent competition.

1 v 16	2 v 15
8 v 9	7 v 10
4 v 13	3 v 14
5 v 12	6 v 11

- All remaining competition will be **match play** with official club handicaps.
- The higher handicap player in a match will receive the difference in handicaps to be applied to his/her score, one stroke per hole, on the most difficult holes as shown on the course score card until all the strokes are used.

Bylaws of the DOT Golf Club

5. Any member's handicap will be 'frozen' during his/her participation in the President's Cup Tournament. That is, the member's handicap at the time of the qualifying round(s) will be the handicap used for the duration of that member's participation in the match play competition. For Club handicap purposes, match play rounds as part of the President's Cup Tournament will not be included in that members handicap calculation.
6. If a match is tied after 18 holes a sudden victory playoff will begin on the first hole. If, for some reason, a playoff cannot be completed the match will be decided by the rules committee on a match of cards. The holes to be matched will be taken in order of difficulty as shown on the course score card.
7. All matches must be completed before the next scheduled round. If a player cannot play a scheduled match, it is his/her responsibility to arrange with his/her opponent to play the match at a mutually acceptable time and place before the date of the next scheduled round. If an acceptable time cannot be arranged, the player who was unable to play on the originally scheduled date will be considered to have forfeited the match.
8. The subsequent matches will be played on the following dates:

(TO BE DETERMINED)

Decisions of the Rules Committee will be final.

Bylaws of the DOT Golf Club

Appendix A3

4-Man Scramble Golf Tournament Rules

USGA Golf Rules apply except as modified below

Club Rules

1. All four team members tee off on each hole. The team decides which tee shot it likes best and marks that position.
2. Balls from other three tee shots are picked up. Each team member then places their ball within 1 club length of the marker but no closer to the hole and takes their next shot.
3. This procedure is followed on every shot for the remainder of the hole, including putts. However, when the chosen shot is marked on the green, players must take their shot from that marked position.
4. The first ball to go in the hole is counted for the team score. For instance, if a player taps their 2nd putt in before all other players have taken their first putt, the score is counted as 2 putts even if the next player makes their first putt.
5. If the ball the team chooses to play is in a hazard (sand, water, bushes...), in the rough or Out of Bounds, you cannot drop the ball outside of the hazard or rough even if relief is within one club length.
6. Each team must use at least 1 of each team member's tee shots on each nine (minimum two tee shots from each player after 18) and be able to show on the scorecard where that has been done.

Play *Ready Golf* to keep a good pace, observe proper golf etiquette and enjoy the day.

Bylaws of the DOT Golf Club

Appendix B – Coordinator Guidelines

Based on the discussions and agreements reached at the Annual reorganization meeting, there are a number of items that need to be tended to by 'outing coordinators'. The information typically agreed to at the annual meeting include tentative dates for DOT Golf Club outings for the upcoming season; preferred courses to be played on the tentative dates; and designated 'outing coordinators' for each of the courses to be played.

After finalizing the preliminary outing details, each 'outing coordinator' is responsible for that outing and will need to complete a number of items regarding his designated outing:

As soon as possible, contact should be made with the golf course "Event Director" to confirm the availability of reserved tee times on the tentative date determined at the annual meeting. Both tee times and greens fees vary with each course. Unless agreed to at the annual meeting, the cost of greens fees & cart should not exceed \$65 per golfer, nor should the first tee time start after 12 noon.

If the tee times are not available on the tentative date, the coordinator has the discretion to revise the date to an alternate date plus or minus one week from the original date.

If a suitable date cannot be accommodated, or the quoted cost exceeds \$60, or tee times are not available prior to 12 Noon, contact the Club President regarding any alternative courses for that outing date.

Once a date and time have been confirmed, some judgment needs to be exercised regarding the number of tee times quoted for the reservation. For those courses requiring an executed contract and deposit, the amount of the deposit is often based upon the number of golfers (or tee times) quoted. The Club policy is to limit the deposit to as small an amount as possible. If the required deposit turns out to be more than \$200, contact the Treasurer regarding availability of funds. Attention needs to be focused on the course's policy regarding revising (up or down) the quoted number of outing attendees.

After all the terms have been settled with the course "Event Director", send that information to the Secretary (or designee) for updating the Schedule of Events. If a contract is required, send it (or have it sent) to the Treasurer for signature and the remittance of any required deposit. A copy of the executed contract will be made part of the Secretary's files.

Approximately three to four weeks prior to the outing date confirm with the course "Event Director" that the outing is on their schedule.

Determine number of golfers attending the outing from signup sheet obtained from the previous outing, phone calls, and/or email solicitations.

Bylaws of the DOT Golf Club

Approximately one week before the outing date (or as required by the contract), contact the course “Event Director” to finalize/confirm date, tee off time, and number of golfers expected for the outing.

With many courses this final number of golfers obligates the Club to PAY.

Prior to the outing set up the foursomes based upon requests and discretion of coordinator. Determine the order of tee off times for foursomes (Posting of foursomes & tee off order on INET is appreciated).

Consider Pace of Play in formulating foursomes and order of tee off.

On the day of the outing, arrive early enough to check-in with course Event Director and collect monies from Club members and guests. Announce ‘local rules’ (i.e. –winter rules or not), closest to the pin holes, maintaining pace reminder, prizes (\$10 per man - \$7 for prizes; \$3 to Club), etc. to outing attendees. Prior to tee off, remit payment to the Event Director and obtain receipt. After completion of the round, determine prizewinners and distribute prize monies.

Provide attendance roster, prizewinner names; receipt and cash balance to the Treasurer.

RULE CHANGE FOR 2014

- **The outing coordinator shall be responsible for the selling of 50/50 tickets. The proceeds from the sale of the 50/50 tickets will be used to replenish the bus fund & to help subsidize club events.**

Bylaws of the DOT Golf Club

Appendix C – Handicap Method

The Club has acquired a commercial program which approximates the calculation of official USGA handicap services. Using the flexibility of the 'Choice Golf Handicap System' (CGHS), the Club handicaps will reflect the following principles:

- 1) Only scores recorded at official Club events will be used in the calculation of handicap indices.
- 2) A handicap multiplier of .85 will be applied to the average of calculated differentials using a variable number of the lowest differentials taken from the most recent scores recorded at official club events. A differential is equal to the difference between the recorded gross score (**using a maximum of double par for any hole**) and the course rating.
- 3) Handicap indices will be rounded to the closest whole number for purposes of establishing a Club handicap.
- 4) The maximum handicap allowed is 36.
- 5) The number of differentials used in the calculation of handicaps will include all rounds played up and until 9 rounds are completed.
- 6) Upon completion of a 10th round, the handicap will be computed using the best three scores of the last 10 rounds.
- 7) A sliding scale of best rounds taken from the last played rounds will incrementally increase until the best 10 of the last 20 rounds played is reached. After 20 rounds are completed, handicaps will be based on the best 10 scores of the last 20 rounds played.