

# OAKWOOD LADIES GOLF ASSOCIATION STANDING RULES

Revised and Approved  
February, 2019

Standing Rules are those governing the general weekly operations of OLGA. These rules are adopted formally and put into writing so that a set policy is guaranteed and provides uniformity and continuity for the benefit of the membership. These Standing Rules differ from the Constitution and Bylaws in that they may be changed or repealed at any Executive Board meeting by a majority vote.

## **I. Regular Playdays**

- A. Members in good standing, having a USGA approved handicap, are eligible for prizes. A handicap may be established based on a minimum of five or more scores from any 18 hole golf course previous to application. Scorecards shall contain the following information: Score, Date, Attest, and Slope and Rating of the course played.
- B. Members play from the yellow tees or, if they qualify for the Rule of 95, they may opt to play from the silver tees. Once a member's index rises above 37.5, she is required to play from the silver tees.
  - 1. Rule of 95 – If age + HC index = 95 or more, a member may opt to play from the Silver tees.
- C. Regular playdays shall be every Tuesday during the prescribed golf season with the exception of holidays or the golf course being closed for play. Sign-up for play shall be on the Chelsea Automated Tee Time System. Deadline for sign-up is noon Friday. Pairings will be posted at the Clubhouse and on the OLGA website.
- D. Regular play shall consist of eighteen holes each playday. The Tournament Chair shall determine the weekly competition.
- E. Regular competition prizes will be determined by the Tournament Chair and approved by the Executive Board. Weekly winners will be posted.
- F. On playdays, each group shall keep the official scorecard to be signed by scorer, attested by all other players, and deposited in the OLGA mailbox. On other days each player must post her own score.
- G. Members who are delinquent in annual dues and/or cancellation fees are not eligible to participate in regular playdays, tournaments, or voting.
- H. Check-in at the Pro Shop for playdays should be thirty minutes before tee time.
- I. Policy for 'Late Cancellations' and 'No-Shows':
  - 1. If you need to cancel by Friday noon, call Chelsea and follow the prompts for "event request".
  - 2. If you need to cancel between Friday noon and Monday at 5:00 p.m., call the OLGA cancellation line (480 319-3650, ext. 2) and leave your name, phone number and the date you wish to cancel.
  - 3. If you cancel on Tuesday morning, call the Pro Shop at 895-1159, ext. 7. (This is a courtesy call only, and does not absolve a player from being assessed the \$3 cancellation fee. See below.)

4. If a player does not show up without canceling prior to 5:00 pm the night before the day of league play, she will be assessed \$3 which must be paid within one (1) week in order to be paired for play the following week.
- J. When the play of the day is for a four-person team format not covered under the USGA Rules of Golf, each member of the team shall be considered a “partner” of the other and the applicable rules shall apply.

## II. **Major Tournaments**

### A. **Eligibility**

1. Members in good standing must have a valid USGA approved handicap.
2. During the play of a major tournament, players not entered in the tournament will be able to compete in the regular Tuesday event.
3. All major tournaments will be played from the yellow tees. Silver tee members may opt out of the tournament (while still being able to play – just not considered for the tournament), or they may elect to play from the yellow tees for the tournament on the sign-up sheet provided.

### B. **State Medallion**

1. Tournament information shall be posted on bulletin board ten days in advance of play.
2. Four rounds of golf are played. ALL FOUR ROUNDS MUST BE PLAYED ON THE SAME 18 HOLES. Players do not have to play in all four rounds. Winners will be determined by two best low gross and two best low net scores. Medallions are awarded for both low gross and low net. No one player may win both low gross and low net.
3. Handicaps in effect at the time of each round played shall be used. Results and standings shall be posted after each round.
4. In the event of a tie, an 18-hole playoff shall be held prior to the entry deadline.
5. The AWGA Representative shall conduct the State Medallion Tournament and may be assisted by the Tournament and Pairings Chairs.
6. Medallions will be presented at a meeting.

### C. **OLGA Cup (low net tournament)**

1. Tournament information shall be posted on bulletin board ten days prior to play.
2. Sign up for the tournament shall be as determined by the Tournament Chair.
3. Tournament shall be in flights. Players shall be paired according to handicap index and shall be assigned to flights based on their handicap on Lakes/Palms. Handicaps shall be updated as necessary for subsequent rounds, but players shall remain in the flight assigned on the first day of the tournament. The subsequent rounds shall be paired within flights and according to standing.

4. Player with the lowest cumulative net score shall be the overall winner, separated from all flights. Any ties for the overall winner shall be determined by an 18-hole play-off with the same prior handicap applied, conducted within one week of tournament completion. If still tied after 18 holes, winner shall be determined by a card-off (using the USGA recommendation) with the same handicap applied.

For the playoff, the Tournament Chair or her designee shall accompany the competitors. The loser of the overall playoff shall be moved back to her original flight and shall be considered the first place winner in that flight. First, second and third place winners in each flight shall be awarded prizes. Any ties in the flights will have the prize money split among the winners for that place. Ties for flight winners will not be broken by card-off, instead the players tied will split the money available as follows:

1<sup>st</sup> place ties – equally split combined funds for first and second (and third if necessary) place money

2<sup>nd</sup> place ties – equally split combined funds for second and third place money

3<sup>rd</sup> place ties – equally split third place funds for all players tied.

5. Scores and standings shall be posted after the completion of each round.
6. Awards shall be presented at the end of the tournament.
7. Beginning in the year 2011, the Developer's Cup will be known as the OLGA Cup Low Net Tournament. The amount of \$300 will be donated by the Director of Golf to be used as prizes for this tournament.

**D. Club Championship (low gross tournament)**

1. Tournament information shall be posted on bulletin board ten days prior to the tournament.
2. Sign-up for the tournament shall be as determined by the Tournament Chair.
3. Tournament shall be in flights. Players shall be paired according to handicap index and shall be assigned to flights based on their handicap on Lakes/Palms on the first day of the tournament. The subsequent rounds shall be paired within flights according to standing.
4. The Club Champion may come from any flight. The player with the lowest cumulative gross score shall be the overall winner, separated from all flights. Any ties for the overall winner shall be determined by a sudden death playoff immediately following the final round. For the playoff, the Tournament Chair or her designee shall accompany competitors. The loser of the overall playoff shall be moved back to her original flight and be considered the first place winner in that flight. First, second and third place winners in each flight shall be awarded prizes. Any ties in the flights will have the prize money split among the winners for that place. Ties for flight winners will not be broken by card off. Instead the players tied will split the money available as follows:

1<sup>st</sup> place ties – equally split combined funds for first and second (and third if necessary) place money

2<sup>nd</sup> place ties – equally split combined funds for second and third place money

3<sup>rd</sup> place ties – equally split third place funds for all players tied.

5. Scores and standings shall be posted after completion of each round.
6. Awards shall be presented at the Club Champion Reception immediately following completion of the final round. A gift will be presented to the Champion and all flight winners will be recognized at that time.

### **III. Duties of the Standing Committees**

All standing committee Chairs shall maintain a detailed description of their duties and may appoint a Co-Chair and/or committee to assist her in those duties. Additionally, it is the responsibility of each Chair to communicate with other affected Chairs.

#### **A. Tournament Chair**

1. The Tournament Chair, with the approval of the Executive Board, shall be responsible for scheduling all regular playdays and major tournaments.
2. The Tournament Chair shall appoint a member to select and head a scoring committee, which shall be responsible for editing regular playday scorecards and posting the results.
3. The Tournament Chair shall be responsible for preparing and posting the results of major tournaments, except the State Medallion. She shall notify the Pro Shop to update appropriate plaques.
4. The Tournament Chair shall be responsible for establishing the flights every four months and for major tournaments.
5. The Tournament Committee shall be composed of the Tournament Chair, Rules Chair, and the OLGA President. The Committee will set the conditions of play, form of play, course conditions, pairings, and procedures for breaking ties for major tournaments in cooperation with the Head Golf Professional.

#### **B. Pairings Chair**

1. The Pairings Chair, with the approval of the Tournament Chair, shall be responsible for the preparation and posting of all regular playday and major tournament pairings.
2. The Pairings Chair shall print all scorecards.

#### **C. Handicap Chair**

1. The Handicap Chair shall follow all handicap requirements issued each year by the Arizona Women's Golf Association and USGA.
2. The Handicap Chair shall post all playday scores on the computer.
3. The Handicap Chair shall keep accurate membership records and immediately report all new members to the President, Treasurer, New Member Orientation Chair, Pairings Committee and Pro Shop.
4. The Handicap Chair shall appoint a Handicap Committee to insure the integrity of handicaps.
5. The Handicap Chair shall be responsible for recognizing the Most

Improved Golfer at the December luncheon.

6. The Handicap Chair shall post all scoring corrections requested by OLGA Members.

**D. Rules/Parliamentarian Chair**

1. The Rules Chair shall thoroughly familiarize herself with the USGA Rules of Golf and Roberts Rules of Order, Revised.
2. The Rules Chair shall interpret "Local Rules" for OLGA in cooperation with the club professional, and when necessary, interpret and apply all such rules of golf.
3. The Rules Chair shall, with a majority of the Executive Board, act as a Committee to settle all rules disputes. Their decision shall be final.

**E. Social Chair**

1. The Social Chair shall be responsible for the arrangement of all social functions of OLGA such as luncheons and/or receptions.
2. The Social Chair shall be responsible for decorations, food, sign-up sheets, prizes and entertainment when necessary or required.
3. The Social Chair shall assist with other special events as required (Robson Challenge, PICO, Member/Guest, etc.)

**F. New Member Orientation Chair**

1. The New Member Orientation Chair shall be responsible for a brief orientation of all new members, acquainting them with the procedures for playdays, signing up, posting scores, etc.

**G. Invitational and/or Member Guest Chair**

1. The Chair shall be responsible for the OLGA Invitational and/or Member Guest.
2. The Chair may request the assistance of the Social Committee.

**H. Awards Chair**

1. The Awards Chair shall purchase all special golf awards with the approval of the Executive Board as to type and cost.

**I. Hole-In-One/Birdies/Eagles Chair**

1. All OLGA members in good standing are members of the Hole-In-One Club. The annual fee is included in the yearly membership dues.
2. A hole-in-one shall be recognized when it occurs during any completed regulation round on any Oakwood eighteen holes on an OLGA league play day

during a scheduled event and is witnessed. Payment shall be \$100.00. The hole-in-one must have been made with the player's first shot on that hole.

3. The Chair shall compile and record all necessary information provided by Captains from the scorecards on OLGA playdays.
4. The Chair shall conduct this on-going event commencing with the first playday in January and ending with the last playday in December. Winners will be determined every 4 months and the results posted.
5. The Chair shall maintain these records only for regulation 18-hole rounds in which a member plays her own ball.

**J. Publicity Chair**

1. The Publicity Chair shall report news and events pertaining to OLGA for publication in the Sun Lakes Splash and the web pages.

**K. Sunshine Chair**

1. The Sunshine Chair shall be responsible for sending cards to members when there is a situation of concern.

**L. AWGA Representative**

1. The AWGA Representative shall act as liaison between OLGA and AWGA.
2. The AWGA Representative shall conduct the State Medallion Tournament and may be assisted by the Tournament and Pairings Chairs.
3. The AWGA Representative shall appoint an Alternate Representative to serve in her capacity during absence or disability.

**M. Team Play Captain**

1. The Team Play Captain shall have full responsibility of organizing and selecting a team according to East Valley Team Play Bylaws.
2. The Team Play Captain shall appoint a Co-Captain to assist.
3. A handicap of 25 or less is required to be eligible for team play. Sign-up for Team Play is held the month of April to facilitate ordering of uniforms. Members new to OLGA after April 30 must sign up by November 1 for the season, which begins in November and continues through April.
4. In the event that eight qualifying members are unavailable for a given match, the Team Play Captain shall have the option of recruiting an OLGA member to fill any vacancy.

**N. Ladies Choice (Match Play Tournament)**

1. Tournament Chairs shall post a sign-up sheet, collect the entry fee, and determine flights and tournament format.
2. Tournament information sheets shall be available.

3. Flights, and seeding within flights, shall be determined by the combined handicaps of each two-person team. There shall be an eight stroke maximum difference between partners' handicaps, with the higher handicap being adjusted if required. Each flight shall consist of a winners' bracket and first round consolation bracket.
4. Play shall be four-ball match play. Current handicaps shall be used.
5. Players shall agree upon their date and tee time within each match deadline. Players may choose to play their matches on regular OLGA playdays, but may not compete in the game of the day.

**O. Reception Chair**

1. The Reception Chair shall be responsible for coordinating food for breakfasts held prior to special tournaments. This may include posting sign-up sheets, reminding members of what they are to bring as well as coordination with Pro Shop Staff for table set-up.
2. The Reception Chair shall purchase coffee, condiments and paper products as needed for the events, replenish food as required and clean up after the event.

**P. Directory**

1. The Directory Chair shall be responsible for maintaining the Directory database and making updates as required when new Members join the Club. This includes taking pictures of new members.
2. The Directory Chair shall be responsible for publishing the directory annually and distributing directories to the membership.

**Q. Photo/Historian Chair**

1. The Photo/Historian Chair shall be responsible for taking photos at all Club functions. This may include the Welcome Back Luncheon, election of officers and our major tournaments.
2. The Photo/Historian Chair shall maintain a file of pictures and post information pertaining to special events, such as winners of major tournaments.

**R. Robson Challenge Chair**

1. The Robson Challenge Chair shall post information about an upcoming Robson Challenge event and maintain a list of members who are interested in participating. Once the event is set, the players representing OLGA shall be selected according to handicap parameters listed by the hosting club.
2. The Chair shall be responsible for collecting the established fees from the team members, sending the money and team roster to the hosting club.
3. The Chair is responsible for coordinating transportation arrangements, shirt selection (if required), notification to team of final standings and any payouts. The Chair shall provide a list of winners and the check from the hosting club to the Treasurer. The Treasurer will provide the appropriate information to the Pro Shop for posting chits.
4. The Robson Challenge Chair shall attend a coordinator's meeting after each event to assist in establishing the following year's schedule.

5. When OLGA is host of the tournament, the Robson Challenge Chair shall be responsible for appointing a committee to assist in coordination of the tournament games, pairings, breakfasts and luncheon. The Robson Challenge Chair shall work with the Tournament and Pairings Chair as required.

**S. Webmaster**

1. The Webmaster Chair(s) shall be responsible for maintenance of the OLGA website, OLGAOLF.com. Some information on the website is maintained by OLGA Committee Chairs, such as Tournament Chair.
2. The Webmaster shall provide new Chairpersons with update access to and training on how to update the website so they may maintain information pertinent to their responsibilities, such as the Tournament Chair and Pairings Chair. Additionally, when a Chair no longer has the responsibility, the Webmaster removes the access capability.
3. The Webmaster shall update the website for a Chair of a one-time event such as the Member/Guest, Charity or PICO. These Chairs do not have update access to the website.
4. The Webmaster shall update annually new information such as OLGA Board members, OLGA Chairs, Constitution and By-Laws, important dates, etc. In addition, old information will be removed at the end of the year.
5. The Webmaster shall be responsible for periodically removing outdated information from the website and posting photos of special events.

**T. CAGD**

1. The CAGD Chair shall be responsible for promoting CAGD, providing entry forms and encouraging participation in the 5-6 tournaments that are held annually.
2. The CAGD Chair shall be responsible for posting the annual tournament schedule and flyers for each tournament.
3. The CAGD Chair shall be responsible for collecting membership dues and blind draw monies, then reporting results and providing monies to the Pro Shop to post chits.

**U. PICO Chair**

1. The PICO (Crossover Tournament) Chair shall be responsible for coordination of the annual PICO tournament with the three other clubs, Ironwood, Cottonwood and Palo Verde.
2. The PICO Chair shall be responsible for posting a sign-up sheet for the PICO tournament and forwarding our list to the hosting club.
3. When OLGA is host of the tournament, the PICO Chair shall be responsible for appointing a committee to assist in coordination of the tournament games, pairings, breakfasts and luncheon. The PICO Chair shall work with the Tournament and Pairings Chair as required.



**IV. General Rules and Etiquette**

- A. No denim, halters, tank tops, cutoffs or short shorts are allowed on the course.
- B. All adjusted scores must be recorded on the computer on the day of play each time a member completes a round of 13 or more holes, except on playdays when the Handicap Chair posts all scores.
- C. Members' guests are welcome for playdays, except when major tournaments, special events or ABCD games are scheduled for members. Members shall be allowed a guest twice a year on regular playdays. Guests are not eligible for prizes. The member must notify the Pairings Chair before the posted deadline for sign-up.
- D. Players shall familiarize themselves with USGA Rules of Golf, Local Rules, and all the conditions under which golf events are played.
- E. Players shall strictly observe the USGA Rules of Golf, the etiquette of golf, and the traditions of the game.
- F. In the interest of all, play without delay. There should never be an open hole ahead of you. In order to speed up play, step aside and allow the group behind to play through.
- G. Allow players behind to play through when searching for a LOST ball. Continue play when they have passed and are out of range.
- H. Leave the green immediately after all players have holed out. Wait until you reach the next tee to record your score.
- I. Cell phones carried with players shall be turned off except in an emergency situation.
- J. Be considerate of your cart partner. Some people are sensitive to cigarette smoke and heavy fragrances.