

**OAKWOOD LADIES GOLF ASSOCIATION (OLGA)
STANDING RULES, SPECIAL EVENTS, STANDING COMMITTEE CHAIRS
AND GENERAL INFORMATION**

STANDING RULES

Standing Rules govern the general weekly operations of OLGA. These rules are formally adopted and documented as set policy to guarantee and provide 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These Standing Rules differ from the Constitution and Bylaws in that they may be changed or repealed at any Executive Board meeting by a majority vote

Membership

1. Membership is open to all women golfers who have a valid USGA handicap. If her handicap index exceeds 37.5, she is required to play from the silver tees and her playing handicap will be capped at 37.5.
 - a. A membership may be accepted or declined based upon handicap index and age
 - i. A non-resident of Sun Lakes must be at least 40 years of age
2. A handicap may be established based on a minimum of three (3) or more scores from any 18-hole golf course prior to application
 - a. Scorecards shall contain the following information
 - i. Score, Date, Attest and Slope and Rating of the course(s) played
3. Members must pay annual dues with their online application
4. Members who are delinquent in their annual dues and/or late cancellation fees are not eligible to participate in the regular play days, special events or voting

Regular League Days

1. Regular league days consist of 18 holes and are every Tuesday during the prescribed golf season with the exception of holidays or course closures
2. Sign-up for play using Golf Genius
 - a. Deadline for sign-up is noon the Friday before our Tuesday League Day
3. Pairings will be posted on the OLGA website and on the OLGA Golf Genius portal (GGID to be published annually)
4. Members play from the yellow tees, or if they qualify for the Rule of 95, they may opt to play from the silver tees
 - a. Rule of 95 – if Age + HC index = 95 or more, a member may opt to play from the silver tees
 - i. Verification of eligibility will be made by the Handicap Chair
5. Once a member's index rises above 37.5, she is required to play from the silver tees and her playing handicap is capped at 37.5.
6. A member must play from the same tees for a full year. She may not alternate during the year
7. Check in at the Pro Shop or Starter thirty (30) minutes before tee time

8. Each group shall enter their scores in Golf Genius plus keep an official scorecard which needs to be signed by the scorer, if this does not occur, the group will be removed from the game of the day.
 - a. All players must sign the scorecard for ALL Special Events
9. The first name listed in each pairing is designated captain

Captain Responsibilities

1. Ensures the accuracy of the scorecard and that it is consistent with Golf Genius
2. Deposits the official scorecard in the OLGA drop box
3. Maintains the Pace of Play
 - a. Keeping up with the group in front of her
 - b. Playing ready golf
 - c. Allowing the group behind her to play through unless it is a Special Event

Late Adds

1. Between Friday noon and Monday noon call the OLGA add/cancel line at (480) 317-3650, Ext 2 and follow the prompts
2. Late adds will be limited to three (3) times per calendar year

Cancellations

1. If you need to cancel before Friday noon, use the Golf Genius app or signup confirmation email to indicate "Not Playing"
2. If you need to cancel between Friday noon and Monday at noon, call the OLGA cancellation line at (480) 317-3650, Ext 2 and leave your name, phone number and the date you wish to cancel (Note: There may be a Golf Genius cancellation option available at a later date)

Late Cancellations and No-Show(s) Fees

1. Canceling after Monday at noon (the day before play) is considered a late cancel and there is a \$3.00 fee assessed
 - a. As a courtesy, please call the Pro Shop (480) 895-1159, Ext 7 and speak to a member or leave a message
2. There will be a \$5.00 fee assessed for no-shows or failure to cancel prior to the Pro Shop closing the night before the day of league play
3. Members will have a ten (10) day grace period to pay any fees
 - a. If the fee is not paid within the ten (10) day grace period the member will not be paired until payment is made

SPECIAL EVENTS

Special Events are conducted in addition to regular weekly play and include:

- Club Championship (February)
- OLGA Cup (December)
- State Medallion Qualifier (January–May)
- Member/Guest (March)
- Summer Tournament (July or August)
- PICO (April)
- OLGA/MOGA (optional)

Members not entered in the Club Championship or OLGA Cup may participate in the regular Tuesday game.

Budget

- Special Events shall be funded through the approved OLGA budget.
- The Club Championship, OLGA Cup, and Summer Tournament shall each have a dedicated budget line item.
- Entry fees for other events may be assessed to offset event expenses.
- The Tournament Chair shall manage all expenditures within the approved budget; exceptions require prior approval in accordance with OLGA financial policies.

Club Championship (Low Gross Tournament)

1. The tournament is a low gross event accumulating scores over 3 consecutive rounds. The tournament is flighted but the Club Champion is the player with the lowest cumulative gross score, independent of flights. The overall winner may come from any flight but is not also eligible for winnings within flights. A minimum of three places will be paid within the flights.
 - a. Overall club champion payout: \$100
 - b. Flight payouts: 1st - \$50, 2nd - \$30, 3rd - \$20
2. Tournament information shall be communicated to the membership three (3) weeks prior to the tournament. Communication must include an email through GG, notification on the OLGA website and optionally, posting on the clubhouse bulletin board.
3. Eligibility
 - a. Returning members are eligible based on prior participation; new members become eligible after playing at least three league games in the current season.
 - b. Each player must participate in all three rounds
 - c. The Club Champion must play from yellow tees. Silver tee members wishing to compete for Club Champion must notify Pairings Chair that they will compete all 3 weeks from the yellow tees
4. Tournament Format and Flights
 - a. The Tournament shall have flights with all participants assigned to flights based upon their Lakes/Palms playing handicap. Once flights are established, they are set for all rounds even if player's handicap indexes change.
 - b. Silver tee players will be in separate flights from yellow tee players
 - a. If there are less than the same number of flight participants in the Silver vs Yellow, then Silver will get paid based on a percentage of the participation.
 - c. Scores and standings shall be available after the completion of each round
 - d. Players for the second round shall be paired within their flight according to their standing after the first round
 - e. The final round shall have players paired according to their overall standing within the tournament
5. Tie Breaking
 - a. Any ties for the overall Club Champion shall be determined by an aggregate three (3) hole playoff on Holes 16, 17, and 18 of the last course played on the final day
 - b. The Playoff shall commence immediately following the conclusion of the final round

- c. If a player is not immediately available for the playoff, she will be deemed to have forfeited her playoff opportunity
- d. The Tournament Chair or her Designee shall accompany the players
- e. If the players are still tied after the three (3) hole playoff, a sudden death playoff will continue beginning on Hole 1 until a winner is declared
- f. The overall winner will be removed from her flight and be declared the overall Club Champion
- g. The loser(s) of the overall playoff shall remain in their original flight(s)
- h. Any ties in the flights will be broken by the USGA recommended method

OLGA Cup (Low Net Tournament)

1. The tournament is a low net event accumulating scores over 2 consecutive rounds. The tournament is flighted but the winner is the player with the lowest cumulative net score, independent of flights. The overall winner may come from any flight but is not also eligible for winnings within flights. A minimum of three places will be paid within the flights.
 - a. OLGA Cup low net winner payout: \$100
 - b. Flight payouts: 1st - \$50, 2nd - \$30, 3rd - \$20
2. Tournament information shall be communicated to the membership three (3) weeks prior to the tournament. Communication must include an email through GG, notification on the OLGA website and optionally, posting on the clubhouse bulletin board.
3. Eligibility
 - a. Returning members are eligible based on prior participation; new members become eligible after playing at least three league games in the current season.
 - b. Each player must complete both rounds
 - c. The winner must play from yellow tees. Silver tee members wishing to compete for OLGA Cup must notify Pairings Chair that they will compete both weeks from the yellow tees
4. Tournament Format and Flights
 - a. The Tournament shall have flights with all participants assigned to flights based upon their playing handicap. Once flights are established, they are set for all rounds even if player's handicap indexes change.
 - b. Silver tee players will be in separate flights from yellow tee players
 - c. Scores and standings shall be available after the completion of each round
 - d. Players for the second (final) round shall be paired according to their overall standing within the tournament
5. Tie Breaking
 - a. Any ties for the overall OLGA Cup winner shall be determined by an aggregate three (3) hole playoff on Holes 16, 17, and 18 of the last course played that day and shall commence immediately following the conclusion of the final round
 - a. If a player is not immediately available for the playoff, she will be deemed to have forfeited her playoff opportunity
 - b. For the playoff, the Tournament Chair or her Designee shall accompany the players
 - c. If the players are still tied after the three (3) hole playoff, a sudden death playoff will continue beginning on Hole 1 until a winner is declared
 - d. The overall winner will be removed from her flight and be declared the overall OLGA Cup winner

- e. The loser(s) of the overall playoff shall remain in their original flight(s)
- f. Any ties in the flights will be broken by the USGA recommended method

State Medallion Qualifier

1. The tournament is a low gross and net event accumulating the two best scores over 4 rounds. The tournament is not flighted and the two winners; one low gross and one low net, must play from the yellow tees. Each winner will be awarded entry to represent OLGA in the Arizona Golf Association State Medallion tournament in January of the following year. Should a player win as both Low Gross and Low Net, it is her option to choose which category she would like to participate in.
2. Tournament format
 - a. Four rounds of golf are played on the Lakes/Palms courses.
 - b. There are no flights but play and pairings is by low to high handicap index.
 - c. While players do not have to have played in all four rounds, winners will be determined by their **TWO** best low gross and/or their **TWO** best net scores
 - d. Handicaps in effect at the time of each round played shall be used with results and standings posted after the second, third and final round
 - e. A tie for either Low Gross or Low Net shall be broken by the USGA recommended method
 - f. State Medallions are awarded for both Low Gross and Low Net Winners

Summer Tournament

1. The Tournament Chair, at her discretion in either July or August, will organize a Summer Tournament, of her choosing, and this will be the only game of the day for OLGA

OLGA/MOGA

1. OLGA is responsible for this tournament in the odd years and MOGA in the even years
2. Format is determined by whom is hosting the tournament and is held on their respective play day
 - a. For OLGA, it is the only game of the day

PICO

1. Palo Verde, Ironwood, Cottonwood and Oakwood Ladies Leagues join together for two days of golf followed by a luncheon

Member/Guest

1. An annual tournament pairing an OLGA member with her guest (a non-OLGA member with a valid USGA handicap)

STANDING COMMITTEE CHAIRS

(Any chair name followed by an Asterisk (*) is part of the Executive Board)

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

Tournament Chair*

1. Coordinate and plan all weekly golf events including Birdies/Ringers/HIO
 - a. Winners for Birdies/Ringers will be determined every four (4) months
 - i. Birdie payouts - \$25 & \$10 per flight
 - b. Notify Treasurer, AGA and Publicity Chair of Hole(s)-in-One
 - i. A Hole-in-One is recognized with \$100 and an Eagle is recognized with \$50
 1. Either must be completed and witnessed on an OLGA 18-hole regulation round play day
 2. A Hole-in-One must be made with the player's first shot
 3. An Eagle must be made so that their score is two under par on a hole
2. Furnish pertinent information to the Pairings Chair
3. Audit scorecards and determine winners and the amounts paid according to the approved annual budget
4. Post results of weekly and special event tournament scores
5. Tournament Chair, Rules Chair and head golf professional will set conditions of play
6. Prepare the annual OLGA calendar with President and other area leagues

Pairings*

1. Pair participants for weekly play, including all special events, creating the scorecards and tee sheets
2. Email preliminary pairings by noon on the Saturday before play
3. Email and post final pairings after noon on Monday before play. Final pairings may also be done by tournament chair.

Handicap/Membership*

1. Follow all handicap requirements issued each year by USGA
2. Has the right to periodically check the daily tee sheets to ensure that all scores are being posted
 - a. It is the prerogative of the handicap committee to post a score equal to the lowest of the last 20 scores for a game that the member neglected to post
3. Qualify new members and communicate them to the Executive Board, Orientation Chair, Pairings Chair, Pro Shop and Web Manager
4. Generate current year membership for Web Manager to post
5. Determine and recognize Most Improved Golfer at the December luncheon
6. Post all scoring corrections requested by OLGA members

Rules/Parliamentarian*

1. Be familiar with the USGA Rules and Roberts Rules of Order
 2. Interpret and apply "Local Rules" for OLGA in cooperation with the club professional
- Select monthly rule and forward to Web Manager to update on the website

AGA Representative*

1. Serve as liaison between OLGA and AGA
2. Golf Genius is calculating the results of the State Medallion Qualifier play dates
 - a. Keep scorecards from the State Medallion Qualifier play dates

3. Appoint an alternate to serve in her absence or disability
4. Attend AGA meetings as needed

Social

1. Arrange and organize social functions of OLGA (e.g. Luncheons/receptions)
2. Responsible for sign-up sheets and menus
3. Post timely notices of dates, menus and cost
4. Assist with special events as required (e.g. PICO, Member/Guest, etc.)
5. Assist the Grounds Crew Collection member

New Member Orientation

1. Contact new member(s) and arrange orientation
2. Introduce them to the general membership on their first play day prior to teeing off
3. Acquaint them with procedures for play day, sign-up, local rules and answer questions about OLGA
4. Assign a mentor and request Pairings Chair to pair them together the first two weeks of play

Special Event(s)

1. Temporary Chair(s) appointed annually by the President for special events (e.g. PICO, Member/Guest, etc.)
2. Responsible for obtaining other committee members and an Executive Board liaison
3. Keep accurate records in accordance with the budget established by the Executive Board
4. Coordinate with Social Chair and post all information for sign-up, lunch, cost, etc.
5. Establish an exit meeting for each Special Event and leave a detailed report of what did or did not work for the event so that it may be passed on to future Chairs

Publicity

1. Submit news, events and photos for publication in the Sun Lakes Splash and website
2. Responsible for taking or obtaining photos at club functions
3. Maintain file of pictures

Sunshine

1. Send cards to members when there is a situation of concern
2. Upon approval of family, notify membership of arrangements for funerals and celebration of life

Travel Team

OLGA participates in Travel Team leagues throughout the Valley, providing members the opportunity to represent the club in organized inter-club play. The Travel Team Chairpersons are responsible for coordinating OLGA's participation, including team organization, communication, and league administration.

1. MISSION STATEMENT:
 - To advance & promote the interests of golf by experiencing head-to-head competition of match play for OLGA amateur women golfers while fostering camaraderie & good sportsmanship & upholding the integrity of the rules of golf

2. ELIGIBILITY:
 - Members must be IronOaks residents or hold a non-resident IronOaks annual golf membership to join either the Desert or Links Travel Team.
 - Returning members are eligible based on prior participation; new members become eligible after playing at least three league games in the current season.
3. PLAYDAY SELECTION:
 - Eight team members are selected based upon the following:
 - Either the Captain or Co-Captain will play in every match
 1. On days of league captain meetings, both the Captain & Co-Captain are eligible to play
 - The remaining team slots will be filled by the women with the lowest HCI
 - Any number exceeding the eight (8) players shall be an alternate
4. CAPTAIN & CO-CAPTAIN:
 - The Captain and Co-Captain shall serve at the will of the team
 - At the beginning of the season, the Captain or Co-Captain shall extend the invitation to all OLGA members to join team by outlining the parameters of each team available

Web Manager*

1. Responsible for maintenance of the OLGA website
2. Add new members and maintain member roster database
3. Maintain the accuracy of the website information. Mandatory elements follow.
 - a. Board members and committee chairs
 - b. Annual game play calendar and weekly events, tee sheets and results
 - c. Special Events
 - d. Constitution, By-Laws and Standing Rules
 - e. Rules & Etiquette

CAGD Representative

1. Collects membership dues and blind draw monies
2. Posts annual tournament schedule and flyers in clubhouse
3. Encourages participation in the CAGD tournaments held throughout the year
 - a. Sends an email to CAGD members of upcoming tournament including application
4. Reports blind draw results and provides monies to the Pro Shop for chits

PICO

1. Coordinate annual PICO tournament with Palo Verde, Ironwood, Cottonwood and Oakwood
2. Post sign-up sheet or use Golf Genius signup features and forward OLGA list to hosting club
3. When hosting PICO, appoint committee to assist
 - a. Coordinates tournament game, pairings, breakfast and luncheon
4. Works with Tournament Chair and Pairings Chair as required
5. There is a line item in the OLGA budget to support PICO

Nominating Committee

1. Seeks nominees for the Executive Board
 - a. President, Vice-President, Secretary and Treasurer

2. Responsible for the installation of the elected Executive Board

GENERAL RULES AND ETIQUETTE

1. No denim, halters, tank tops, cutoffs, jeans or short shorts are allowed on the course
2. All scores must be recorded on GHIN on the day of play on non-OLGA play days
 - a. GHIN will automatically generate an 18-hole score based upon the 9-hole score you entered
 - b. 14 holes played must be entered hole-by-hole and the USGA system will add an "expected score" for the holes not played to create a full 18-hole score differential
3. Members shall be allowed a guest twice a year on an OLGA play day except when special events or ABC(D) games are scheduled
 - a. Guests are not eligible for prizes
 - b. Members may signup a guest using golf genius weekly signup feature or the member must notify the Pairings Chair before the posted deadline for sign-up
4. Members shall familiarize themselves with the USGA Rules of Golf, Local Rules and all the conditions under which OLGA events are played, including golf etiquette and the traditions of the game
5. Slow play will not be tolerated and the team captain is responsible to maintain pace of play
 - a. If the team has fallen behind and/or searching for a lost ball the team captain should allow the group behind to play through
 - i. This does not apply to Club Championship or OLGA Cup
6. Leave the green immediately after all the players have holed out, waiting until you reach the next tee box to record scores
7. For the enjoyment of the game, cell phones should be ~~turned off or~~ placed in the silent/vibrate mode
8. Be considerate to your team members as they may be sensitive to heavy fragrances, cigarette smoke and music played