

EMERALD LAKES VETERANS GOLF CLUB



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EMERALD LAKES VETERANS GOLF CLUB



Constitution of the Emerald Lakes Veterans Golf Club

Name

1. The name of the Club shall be the “Emerald Lakes Veterans Golf Club” Hereinafter referred to as (ELVGC).

Objects

2. The objects for which the Emerald Lakes Veterans Golf Club is established:
 - a. To provide for the organisation and administration of our Veteran Golfers currently part of the Northern Gold Coast and District Veteran Golfers Association Inc, and in accordance with the rules of the Queensland Veteran Golf Union Incorporated, hereinafter called QVGU.
 - b. To ensure that as far as possible the rules and the objectives of the District Association and the QVGU are upheld by our Veteran Golfers.
 - c. To promote, foster and encourage the game of golf equally for all members and protect the interests of all members.

Membership

3. Membership of ELVGC shall be in four categories:

- 1 Veteran Membership
- 2 Super Vet Membership
- 3 Life Membership
- 4 Visitors

3.1 VETERAN MEMBERSHIP

3.1.a Prospective Members shall have attained the age of 55 years to be eligible for membership.

3.1.b New members must be financial members of Emerald Lakes Golf Club (ELGC) and hold a current Golf Australia Handicap or acquire one prior to being eligible to compete in ELVGC competitions.

New members are not required to pay daily competition fees until they are eligible to compete in ELVGC events.

New members are eligible to play in ELVGC events after they have completed and submitted four (4) correctly completed scorecards in ELVGC individual events.

- 3.1.c The Veteran Members of our Club who are members of the Emerald Lakes Golf Club form part of the Northern Gold Coast and District Veteran Golfers Association Inc. and Queensland Veterans Golf Union and whose affiliation fees are properly paid shall be deemed to be a member of these two groups.

3.2 SUPER VET MEMBERSHIP

- 3.2.a Veteran Members on attaining the age of 80 years automatically acquire Super Vet status.

3.3 LIFE MEMBERSHIP

- 3.3.a Life Membership may be awarded to Veteran Members at the discretion of the Management Committee. To be considered for a Life Membership a member must have served a minimum of seven (7) years in total. Consideration must also be given to any special service carried out for the benefit of the ELVGC or QVGU. The above seven (7) years may be reduced taking this circumstance into account. Voting by the Committee should be 75% in favour of the proposed candidate.

- 3.3.a(i) Life membership is restricted to five (5) live active members at any one time.

- 3.3.b Life Members have full voting rights at all ballots conducted by ELVGC.

- 3.3.c Life Members are exempt from normal Competition entry fees but are to pay fees for Championship events.

- 3.3.d Life Membership does not exempt the recipient from ELGC commitments.

3.4 VISITORS

- 3.4.a A visitor is a person who is not a financial member of the ELVGC.

- 3.4.b A visitor may only play in an ELVGC event if there is an available Tee time at commencement of the daily competition, after all ELVGC members playing have a Tee time.

- 3.4.c A visitor must pay the appropriate Green Fees to ELGC before competing in any ELVGC daily event.

- 3.4.d A visitor is not required to pay ELVGC competition fees – as they are ineligible for any competition prizes.

- 3.4.e If a visitor participates in a team event then that team must consist of ELVGC members – minus the Visitor ie. a 1 or 3 - person team. The Visitor may play, but NO shot or score may count towards the team score – for ELVGC competition purposes.

- 3.4.f If visitors wish to stay for luncheon events they are to pay in full prior to commencement of the luncheon, unless invited by the ELVGC committee.

Affiliation Fees

4. 4.1 Affiliation fees are due on 1st January each year. Each member shall pay an annual affiliation fee.
- 4.2 This fee shall be determined at the December Management Committee Meeting, of such amount as our Club determines so as we may continue affiliation with the NGCDVGA and QVGU.
- 4.3 Affiliation Fees outstanding by the 1 March each calendar year will void membership of ELVGC

Management

5. The management of the Emerald Lakes Veteran Golf Club will be in the hands of the Management Committee, which shall have the general control and management of the affairs, property and funds of the ELVGC.
 - a. The Management Committee shall consist of the President, Vice President, Captain, Vice Captain, Secretary, Treasurer and Four (4) Committee Members.
 - b. At the Annual General Meeting (AGM) all members of the Management Committee for the time being shall retire from office but shall be eligible upon nomination for re-election.
 - c. Nominations for Members to serve on the Management Committee shall be in writing signed by a proposer and a seconder and by the nominated Member. Such nomination shall be lodged with the Secretary at least *seven* (7) days prior to the A.G.M.
 - d. Should there be at the commencement of such meeting an insufficient number of candidates nominated then nominations may be taken from the floor of the meeting.
 - e. Should the number of candidates for any office exceed the required number then a ballot shall be conducted for that office.
 - f. The committee may co-opt any member to fill any vacancy that may occur from time to time on the committee.
 - g. Meetings of the Management Committee shall be held at least once per month in each calendar year at such times and places as may be considered necessary by the Management Committee.
 - h. Failure to attend three consecutive meetings shall result in expulsion from position.
 - i. Leave of absence shall be attained at a prior Committee Meeting.
 - j. The quorum for a Management Committee Meeting shall be fifty percent (50%) of the number of the current committee plus one (1).

The Management Committee shall have authority to:

- 5.1 Decide all matters of dispute that arise within the ELVGC.
- 5.2 Decide a common playing fee on competition days and to determine the allocation of trophies and monetary proceeds on such occasions.
- 5.3 Seek approval of ELGC for imposition of recommended penalties in relation to infringements of discipline and / or rules prejudicial to the ELVGC.
- 5.4 Appoint two delegates to represent the ELVGC on the District Association Committee.
- 5.5 Appoint delegates to attend Emerald Lakes Golf Club Combined User Group Meetings.
- 5.6 Management Committee may second members from ELVGC or appoint Sub Committees as it sees fit to ensure the smooth performance of any event or function undertaken by ELVGC.
- 5.7 Any Sub Committees appointed under 5.6, shall include the ELVGC President as Ex-Officio Member.

Delegates

6. The Management Committee shall appoint Delegates to represent the interests of ELVGC at local and district level. Such delegates are responsible to:
- a) Attend all meetings of organisations to which they have been appointed.
 - b) Present the views of the ELVGC without prejudice.
 - c) Report back to Committee any matters affecting ELVGC.

General Meetings

7. a) The AGM shall be held within one month of the end of the financial year and shall be held at a time and place determined by the Management Committee. Members shall be notified of date and place not less than 21 days prior.
- b) The business to be transacted at every AGM shall be;
1. The receiving of the Presidents Report, Captain's Report and statements of income, expenditure, assets and liabilities for the preceding financial year.
 2. The election of members to the Management Committee.
 3. Such other business as may be properly brought before the Meeting, and having been displayed on the ELVGC Notice Board not less than 14 days prior.
- c) Extraordinary General meetings (EGM) of the ELVGC may be held from time to time as determined by the Management Committee or by petition from at least thirty (30) Members.
- d) Every question, matter or resolution at any meetings of the Management Committee other than alteration to this Constitution shall be decided on the majority of votes of Members present.

Electoral Procedure

8. Only fully financial members of ELVGC shall be eligible to vote at either Annual or Extraordinary General Meetings
- 8.1 Members are entitled to a single vote on all issues.
 - 8.2 Voting shall be by either, show of hands or secret ballot as determined for each issue by the Committee of Management
 - 8.3 In the event a member is unable to attend an Annual or Extraordinary General Meeting said member may submit an absentee vote.
 - 8.4 Casting of Absentee Votes must be on an approved ELVGC Voting form, available from the Secretary, and must be lodged with the Secretary no later than 24hrs prior to such meeting.
 - 8.5 ELVGC Committee will appoint independent scrutineers to confirm voting results.
 - 8.6 Voting shall be a majority vote – should there be three (3) or more applicants, that a declared winner must have a minimum of 50% of the vote, plus one (1) – to be elected. This may make it necessary to have an elimination vote - with the applicant with the lowest voting count being eliminated in each instance – and a further vote being necessary to declare an outright winner on the above basis.

Minutes and Documents

9. a) The Secretary shall keep full and accurate minutes of all questions, matters, resolutions and proceedings of all meetings to be entered in a book of permanent record.
- b) The Management Committee shall provide for the safe custody of the books, records and documents of the ELVGC.

Finance

- 10.** a) The financial year shall be the Calendar year commencing on the 1st January and ending 31st December each year.
- b) The ELVGC shall operate a Bank Account in the name of the ELVGC.
- c) All monies received shall be deposited as soon as practicable after receipt thereof.
- d) All cheques shall be signed by at least two persons, the President, Vice President, Secretary, Treasurer or other member authorised from time to time by the Management Committee. Cheques shall be crossed Not Negotiable.
- e) All expenditure shall be approved or ratified by the Management Committee.
- f) Within twenty one (21) days of the end of the financial year the Treasurer shall cause to be prepared a statement showing the following;
1. The income and expenditure for the financial year and
 2. The assets and liabilities at the close of that year.
- g) The Management Committee may from time to time authorise the Treasurer to invest surplus ELVGC funds in short term interest bearing deposits.

MATCH COMMITTEE

- 11.** The Match Committee consists of the Captain, Vice-Captain and President as Ex Officio member. The duties of the match committee will include, but are not limited to:
- a) Develop playing fixtures for ensuing year.
 - b) Organise and run daily / weekly competitions.
 - c) Scrutineer score cards and determine competition results
 - d) Distribute competition results.
 - e) Investigate and determine decision on any issues raised as a result of daily competition.
 - f) Ensure that all results / scorecards are entered into Golf Link prior to the following competition day.
 - g) The Match Committee may co-opt additional member/s on an as required basis.

Breach of Rules

- 12.** The Match Committee shall award punishment of Admonishment or Reprimand as considered relative to the offence. In the case of more serious offences the Match Committee shall recommend to the ELGC and ELVGC Committee of Management any Suspension or Termination of Membership as a result of conduct prejudicial to the Rules of Golf, ELGC or the ELVGC.
- a. Following notification from the Match Committee notice is to be supplied by the secretary to the member at the registered address of such member, stating the charge to be brought and specifying the time and place at which such charge will be further investigated by the Management Committee.
 - b. The notice to the member further shall set out that the member may attend at that meeting and present either verbal or written testament. If the member fails to attend the Committee may deal with the charge on the evidence before it.
 - c. After considering the charge and any explanation or defence made by the member, may by a resolution of not less than 75% of the Committee present invoke such admonishment or reprimand.
 - d. The secretary shall forthwith advise the member of the decision of the Committee.
 - e. In the event the Committee recommend Suspension or Termination of Membership the matter is to be referred to the ELGC for final determination.

ALTERATION OF CONSTITUTION

- 13.** a. The paragraphs or clauses in this constitution shall be referred to as the RULES.
b. The RULES may be amended, varied, rescinded or added to at the AGM/EGM by a vote of not less than : seventy five percent (75%) of the Members present - or - seventy five percent (75%) of a member quorum (member quorum being Sixty (60) financial members) – whichever is the higher number.

BY - LAWS

- 14.** a) The Management Committee may from time to time make, amend or repeal by-laws.
b) By Laws shall be consistent with these rules for the internal management of ELVGC.
c) Any by-laws may be set aside by a resolution of a General Meeting carried by 75% vote of members present.