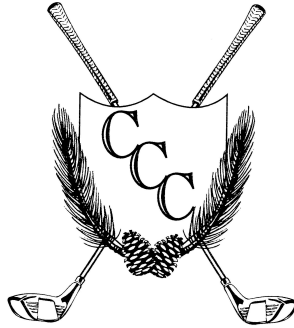


CLOQUET CC



MEMBER HANDBOOK

**Cloquet Country Club
400 Country Club Drive
Cloquet, MN 55720**

**Clubhouse: 218-409-6525
Golf Shop: 218-879-7997
Accounting: 218-203-5485**

**Email: cloquetcountryclub@gmail.com
Website: www.cloquetcc.com**

**General Manager:
Matt Carlson
www.cloquetcountryclub@gmail.com**

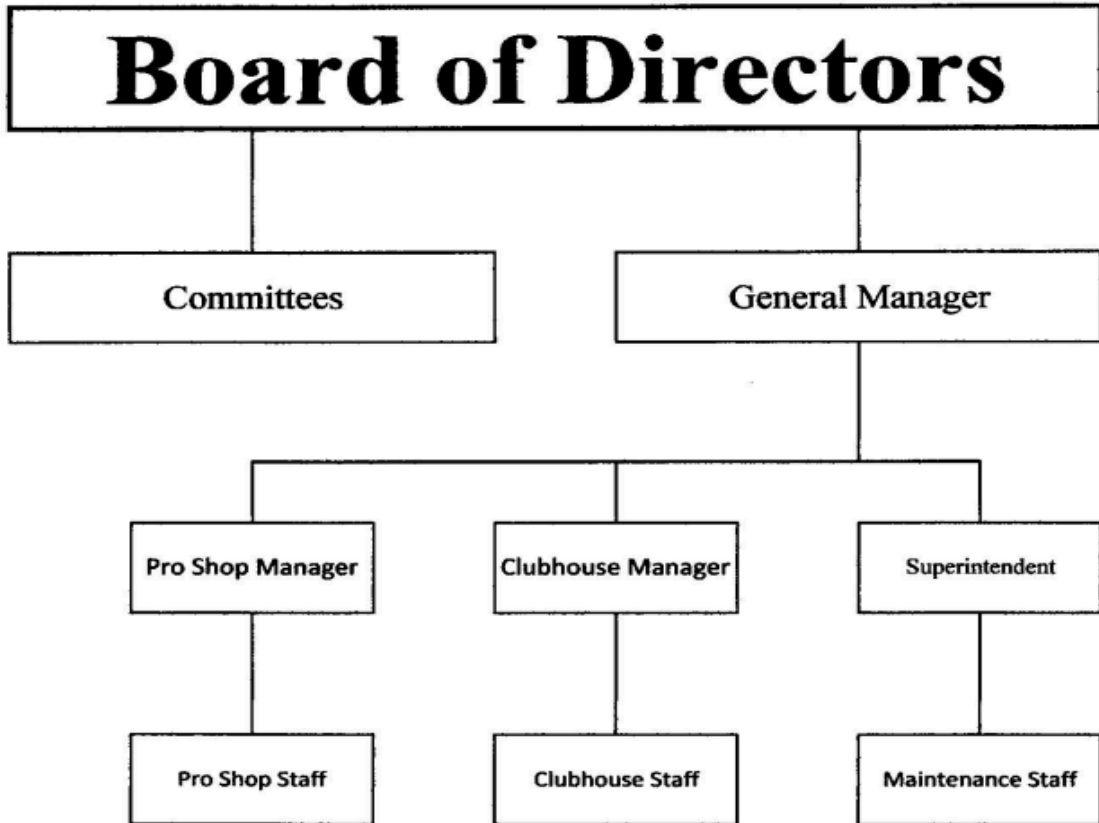
**Golf Course Superintendent:
Jud Crist**

**Bookkeeper / Billing:
Rock Solid Financials
accounting@cloquetcc.com**

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WHO MANAGES THE CLOQUET COUNTRY CLUB



WORKING COMMITTEES

All members are encouraged to take an active role in the Club by joining a committee to help the Club as well as making your voice heard and making a positive difference. Please contact the General Manager or any Board Member to express your committee interest.

Finance Committee

Reviews the Club's finances and develops the annual budget with assistance of the General Manager.

Tournament Committee

Reviews the Golf Shop operations along with tournaments and events. Their goal is to improve the golfing experience of all golfers.

Greens Committee

Reviews course and equipment maintenance plans and needs working directly with the Golf Course Superintendent.

Long Range Planning Committee

Focuses on longer term vision of the Club including potential projects and their feasibility.

Social Committee

Focuses on the social aspects of the Club. Events in the Clubhouse as well as tournaments.

Men's League Committee

Operates the Thursday afternoon Men's League – Format, budgeting and in season decisions concerning league operations.

GENERAL CLUB INFORMATION

Communications

Cloquet Country Club will use various forms of communication to keep members abreast of events at the Club. It is important as a member to keep email and personal contact information up to date.

CCC will utilize the Club website (cloquetcc.com) to highlight upcoming events and store operational information for member review. The Club calendar and events schedules are found on the website along with meeting schedules and minutes and the latest Club related news.

The Club will use emails to bring attention to items that are approaching shortly or of significant importance. These are called email blasts and will appear regularly in your inbox.

GOLF COURSE RULES

The Golf Course

All golfers must register in the Golf Shop before their round. Starting on #10 is both a courtesy and pace of play issue. You must receive permission from the golf shop to start on #10. Fivesomes must play at an appropriate pace. Starting times and reservations may be made one week in advance by calling 879-7997.

Tee Times

Can be made online or by contacting the Golf Shop (218-879-7997). The link to make online tee times can be found at > <https://cloquetcc.com/member-services>
Groups may need to pair up with one another during busy times.

Guests

Your guests are welcome to play at the Club based on the following rules.

- All guests/social members are expected to pay greens fees and need to be accompanied by a member (unless approved by the GM in advance).
- A guest/social member is welcome to play 5 times in a golf season. Exceptions may be made for out-of-town guests at the discretion of the Golf Shop. This does not include any outside tournaments they participate in.
- All guests/social members are expected to follow the same rules as members.
- Guests may not charge items in the Clubhouse or Golf Shop.

Social Members

Club social members can play golf only under the same conditions as guests.

- All guests/social members are expected to pay greens fees.
- A guest/social member is welcome to play 10 times in a golf season.
- Exceptions may be made for out of town guests at the discretion of the GM.
- All guests/social members are expected to follow the same rules as members.
- Social Members may charge items in the Clubhouse or Golf Shop.

Attire

Proper golf shirts (i.e. collared shirts) must be worn at all times. Cut-offs and tank tops are not allowed at any time. Shoes must be worn at all times and no metal golf spikes are allowed.

Invitational Tournament

The Cloquet Country Club Invitational Tournament is played yearly the second weekend in July. The course is closed to all other play during the Invitational.

Range Balls

Are **NOT** permitted on the golf course. Playing privileges may be suspended if this policy is not followed.

On Course Charging

Turn shack and beverage cart service on the golf course allows members to use either cash or their club charging privileges. The member will be asked to sign a slip if charging and that will be processed in the point of sale system at the end of the day by the staff member. Please refer to the club website for hours of operation of the on course services.

Electronic Device Policy

The use of electronic devices that produce sound (music, videos, games, etc.) shall be subject to the following restrictions. Before a device is used on the course, driving range or practice greens, members must confirm with fellow players that the use of such device is acceptable. The volume of such devices should be at a level that is heard only at a level that is heard only by the user and his/her fellow players so as not to disturb or distract golfers while golfing.

CLUBHOUSE RULES

Charging Privileges

CCC Members have in house charging privileges as long as accounts are kept current and are secured by credit card. Members always have the option to pay cash or apply purchases to a credit card. If accounts are not kept up to criteria, charging privileges will be suspended.

Attire

No members or guests will be permitted in the Clubhouse unless appropriately attired. Proper golf shirts must be worn at all times. Bathing suits, jerseys, tank tops, cut-offs shall not be considered appropriate attire. Shoes must be always worn in the Clubhouse.

Tipping

When making purchases in the Clubhouse, a tip is ***NOT*** included with the bill. Tipping is encouraged. However, tabs that are not closed out at the end of the day will be assessed a 20% gratuity.

Food Service

The Club offers complete dining service. Lunch and dinner are served beginning with the opening of the Clubhouse in the spring. For specific dining hours and availability, please refer to the website and email communications.

Parties/Banquets

The Clubhouse is available at no charge to all members. Reservations are required and may be made by contacting the GM. Items such as birthday or wedding cakes may be brought in from the outside.

Guests

No guests will be served unless accompanied by a Club member.

Locker Rooms

Showers are available in the men's and women's locker rooms. Towel service is complimentary; however, no towels are to be removed from locker rooms.

FAMILY UNIT

All memberships are considered family at the CCC. This includes any spouse and children age 22 & under.

GENERAL RULES

Stock Requirement

In order to be a member at Cloquet Country Club you must own at minimum one share of Club issued stock. This share represents 1/757th of the book value of the Club. Social members, junior members, members over the age of 80 and under the age of 30 are not required to own a share of stock for membership.

Membership Dues

Dues for golfing members may be paid monthly. The fiscal year for dues runs from November 1st through October 31st. One eleventh (1/11) of your annual dues will be billed starting in December. A member may pre-pay their annual dues at any time. Social members will be billed in March of each year. Although dues may be paid monthly, the dues structure is for the entire year. Therefore, members joining after December 1st will be expected to “catch up” from November 1st. This assures that all members pay for the entire year.

Assessments

From time to time, the Club may assess the membership. All assessments must be approved by the Club membership at a general membership meeting.

Past Due Accounts

Members are expected to pay their monthly bill within 25 days of receiving it. Playing and charging privileges will be suspended for any member who is 60 days or more past due. Privileges will be reinstated when the account is brought back to current. Members who are delinquent in paying their bill are subject to termination by the Board of Directors.

CCG Club Account Security Policy

Requires members to supply the Club with a valid credit card or bank account information. All stockholders and members are required to have at least one form of active electronic payment on file. The Club is authorized to pull any payments during monthly payment processing or past due accounts.

Collection Process

An account that has failed to meet all of the stipulations previously described will be turned over for collections. The member will be notified of the initial step in this process and be given an opportunity to arrange a plan for payment. If the member fails to contact the Club or fails to uphold the plan arranged the account will automatically be turned over to collection.

Board Meetings

The Club Board of Directors meeting schedule is posted on the Club’s website. The meetings are typically held at the Club. If you have an issue you would like to put on the Board of Directors agenda, please contact the General Manager at 879-7997 at least 10 days in advance of the scheduled meeting. Meetings are open to the general membership.

Annual Meeting

The annual meeting of the Club is held on the 3rd Wednesday in November. The exact date, time and location will be posted in email communication. All members are encouraged to attend but attendance is not required.

Men’s Leagues

There is a men’s league that plays on Thursday afternoons. If you would like to be a member of it, please contact the Golf Shop. Generally the course is closed on Thursday afternoons due to league play.

Women’s League

Ladies leagues play on Tuesday evenings.. The course may, or may not, be closed on Tuesday depending on the league. Check with Golf Shop for open tee times.

Junior Golf Play

Junior members are permitted to play as outlined below:

Monday	Non-Event Day – All Day
Tuesday	Before 4 PM and After 6 PM
Wednesday	Before 4 PM and After 6 PM
Thursday	Before 11 AM
Friday	Before 4 PM and After 6 PM
Weekends & Holidays	After 12 PM

* Exceptions to guidelines are allowed when accompanied by an adult member.

RESIGNATION PROCESS

Members who do not wish to continue their membership for the following season must inform the Club by contacting the GM prior to the next fiscal season which ends 10/31. If there is a waiting list, they will be allowed to take the spot of a member who has resigned. If a member does not maintain a social membership their stock will be forfeited.

SEASONAL SERVICES

CART PASS

- Seasonal Pass does not pay for full cart, riders will be charged the Split Cart Rate if they do not have a pass of their own.
- Family Seasonal pass guarantees 1 full golf cart unless authorized by the Golf Shop.
- Only guaranteed 18 holes of use for a given day unless more is permitted by the Golf shop.
- Carts must be in by dark or 9:00 pm whichever is first.
- During the Invitational Tournament or other scheduled events, priority for carts will be given to entrants rather than spectators.
- Cart and tee time reservations in advance will determine availability
- All cart drivers must have a driver's license
- You must be 18 years old to rent a cart unless approved by the GM
- Maximum of 2 riders per cart
- Damage to any cart or property will be the responsibility of the renter.

PRIVATE CART OWNERSHIP POLICY

- Owners must pay an annual trail fee (\$100 less than seasonal single cart pass) for access to the golf course.
- All drivers must be at least 16 years old and have a valid driver's license.
- Personal carts have unlimited usage & riders may ride free.
- Cart owners are responsible for maintaining liability insurance and paying any fees associated with owning a cart.
- A member of the family unit must be present to operate their private cart.

DRIVING RANGE

- Range access is NOT included in your membership unless you are under a promotional program that denotes that (1st or 2nd year members).
- You can pay as you go (per ½ hour) or obtain a seasonal pass
- Seasonal pass holders are authorized for up to 1 hour a day. For additional time, please get approval from the Golf Shop.
- The range has limited space. Please refrain from hitting balls through the back of the range with your driver. Also, please be aware of those on the golf course (#9 and #18). If you continually hit it errantly, you will be asked to stop. Safety of our members is of top priority.

Cloquet Country Club Code of Conduct

The Cloquet Country Club deems that upon payment of membership or green fees or participation in an event; all members, guests, and visitors have consented to be bound by both the restrictions and penalties imposed by this code of conduct. Members shall be liable for any breach committed, whether by themselves or their guests.

The intention of this is to establish clear and acceptable behavior expectations for the Cloquet Country Club members, guests, and visitors. It is not intended to restrict the rights of anyone but rather to ensure that all members, guests, and visitors can expect to be treated with respect while enjoying the Cloquet Country Club golf course and clubhouse.

It is the policy of the Cloquet Country Club not to tolerate harassment of any kind, whether verbal, visual, or physical, directed toward a member, guest, visitor, or employee. Members, guests, and visitors have the responsibility to refrain from conduct that is considered inappropriate or threatens the safety of anyone. Inappropriate conduct includes, but is not limited to, conduct that:

- Interferes with or adversely affects the ability of a patron to enjoy the Club and facilities;
- Is illegal;
- Is offensive to others;
- Harasses, disrupts, or interferes with the Club employee's work performance or which creates an intimidating or hostile environment.

The Board of Directors of the Cloquet Country Club are committed to providing an environment that is free of harassment with respect to any employee, member, guest, or visitor of the Club. The Board is further committed to a harassment-free workplace where everyone is treated with dignity and respect. The Board of Directors will take complaints of harassment seriously. Complaints shall be handled to protect the confidentiality of those involved and will be investigated by a representative appointed by the President or Vice President. It will be put on the agenda of the next Board of Directors meeting, or a special meeting may be called. The board will determine the extent of the penalty, which could include but is not limited to formal notice of rules violation, restriction of club privileges, suspension, or termination of membership.