

City Women's Golf Association – *GolfTracks*

Policies and Procedures

The Policies and Procedures – Standing Rules document is a collection of the decisions made by the membership, the Representative Council, and/or the Board of Directors. These Policies and Procedures – Standing Rules govern the operation of CWGA – *GolfTracks* for the good of the group.

1) General Policies

a) Membership

Membership in CWGA – *GolfTracks* is limited to amateur women golfers, 18 years of age or older. The member must pay her dues and have an established and verifiable USGA handicap. Playing handicaps will be determined using 100% of the handicap index the Saturday before an event. Though a golfer may have a higher playing handicap, the maximum playing handicap used for competition will be 32.

The maximum number of members accepted for CWGA – *GolfTracks* will be set by the Board of Directors. The Spring Membership Drive starts on the Fun Day and ends on May 15. All membership renewal applications are accepted for the Spring Membership Drive through May 15 and/or until the set number is reached on a first in, first accepted basis.

After May 15, all membership applications will be accepted until the maximum number set by the Board of Directors is reached on a first in, first accepted basis. The maximum membership number is set at 180. (Exceptions and considerations may be made by the Board of Directors)

The maximum number of golfers accepted for competition at any CWGA – *GolfTracks* event shall be 120 or a number set by the course venue. The minimum number of golfers needed to hold an official competition awarding participation and winning points shall be 50 unless a minimum number is set by the course venue and/or a minimum number is needed for contractual obligations.

b) Player Conduct

To provide a good golf experience for CWGA – *GolfTracks* members, CWGA - *GolfTracks* members must have a verifiable USGA handicap; must have a good knowledge of and follow the USGA Rules of Golf, and all golfers are expected to follow good golf etiquette, maintaining courtesy and good sportsmanship, including those guidelines established by the USGA in the 2023 Rules of Golf; Section 1.2 Standards of Player Conduct.

CWGA – *GolfTracks* golfers who display improper behavior, cheat, cause damage to our group, or threaten the integrity of our group will not be tolerated. All complaints against a golfer must be made in writing to the Board of Directors and received within ten days of the incident. Emailed

complaints are acceptable forms of written complaints. A golfer who displays improper behavior will be given a warning for the first transgression and the second, but if behavior continues to a third episode, that member will be expelled from the group.

c) Posting of Scores

From The USGA Handicap System Manual – “Two basic premises underlie the USGA Handicap System, namely that each player will try to make the best score at every hole in every round, regardless of where the round is played, and that the player will post every acceptable round for peer review.”

Adjusted gross scores for eligible events will be posted by the Tournament Director as “Away” scores.

d) Dress Code

Appropriate golf attire is required. (e.g. no short shorts, denim, midribs, tank tops, or halter tops.) Skirt or short length must be the longer styles.

e) Cell Phones

Cell Phones may be used for emergency call use only and must be set to vibrate mode. Please refer to the USGA Rules of Golf, Rule 4.3 as to the devices/features that are allowed during play.

f) Caddies

Caddies are not allowed in CWGA – *Golf Tracks* events.

g) Timeliness

For the golf round to start on time, golfers are expected to be signed in for any event 40 minutes prior to the start of the golf event.

The golf round of 18 holes should be completed in about four hours. The use of the Stableford scoring system allows for speedy golf, as those golfers who may be “out of a hole” and will not receive any Stableford points can pick up and move on to the next hole. Golfers need only record the maximum allowed for that hole which is “Net Double Bogey” (par + 2 + strokes) according to the USGA Rules of Handicapping Rule 3.1. This maximum score will be marked with an “X”.

The USGA advises that “Ready Golf” may speed up the pace of golf. Therefore, CWGA golfers may use ready golf for events. Of course, this means that when it is your turn, be ready!

h) Carts/Walking

Event fees for monthly events will cover the use of a riding golf cart. CWGA – *Golf Tracks* members are expected to follow guidelines for the use of carts at each golf venue. At certain events, golfers may be allowed by CWGA, if appropriate, to walk and use walking carts, but there

will be no refund of cart fees. Golfers must have permission from the Tournament Chair to use a walking cart.

i) Events

There will be five monthly events scheduled for CWGA – *Golf Tracks* November through March. There will be an End-of-Season CWGA – *Golf Tracks* fun tournament scheduled in April.

2) The Competition

a) Rules

All golf for CWGA - *Golf Tracks* shall be governed by the USGA Rules of Golf and any applicable local rules. The CWGA – *Golf Tracks* has adopted Local Rule E-5, Alternative to Stroke and Distance for Lost Ball or a Ball Out of Bounds and Local Rule F-5, Immovable Obstruction Close to the Putting Green and On the Line of Play. CWGA – *Golf Tracks* does not use dropping zones. If dropping zones are marked on a golf course venue, they should be disregarded. Other local rules will be considered by the Tournament Committee. At all events, each golfer will be provided with The Terms of the Competition sheet and an official scorecard.

b) Individual Competition

All golf events will be individual stroke-play golf using the Stableford scoring system – USGA Rules of Golf, Rule 21.1. Stableford scores will be considered for both gross and net divisions.

Bogey	1 over par	1 point
Par	par score	2 points
Birdie	1 under par	3 points
Eagle	2 under par	4 points
Albatross	3 under par	5 points
Condor	4 under par	6 points

Golfers will record gross scores, then are encouraged to record any gross Stableford points and any net Stableford points.

i) Determining Winners

Golfers will compete in flights according to handicaps. Flights are designated so that golfers compete against golfers with like handicaps, therefore the number of golfers in each flight may not be equal. Spread of handicaps may have to be adjusted from season to season according to handicap indexes of members in the group. For example:

Flight A: 0 – 10 handicaps
Flight B: 11 – 15 handicaps
Flight C: 16 – 20 handicaps
Flight D: 21– 25 handicaps
Flight E: 26 and up handicaps

While golfers may have higher course handicaps, the maximum playing handicap to be used for any CWGA event will be 32.

Winning places will be decided by total gross and then total net Stableford points.

All ties for monthly events will be broken using the recommended USGA tie breaker formula; comparing total scores and if tied, the last nine holes, then the last six holes, then the last three holes, etc.

ii) **Points**

At each event, November through March, all participants will receive one participation point.

At each event, November through March, approximately 1/3 of the golfers will be awarded winning place points for both gross and net placement in the flights. Golfers will receive 6 points for first place, 5 points for second place, 4 points for third place, and on down until at least 1/3 of the golfers in each flight have been awarded place points. No less than 1 point will be awarded. Points awarded for good golf in each flight may change from season to season according to numbers of golfers in CWGA – *Golf Tracks*.

Stableford points accumulate throughout the season, for the five monthly events, November through March, and are used to determine the overall CWGA - *Golf Tracks* Champions, both net and gross.

Points for participation and winning place points will accumulate over the season, for the five monthly events, November through March. At the end of the season, the total number of outstanding points and the amount of money in the prize pot will determine the value for each point. Members of CWGA – *Golf Tracks* will be awarded gift cards according to the number of points earned over the season.

c) **Team Competition**

On a volunteer basis, if a Club has, at a minimum, two CWGA – *Golf Tracks* members, it may declare itself a Team. There is no maximum. The GHIN record for each member of the Team must show GHIN membership at that Club in their individual GHIN profile. If a Club has a Team, all CWGA – *Golf Tracks* members from that Club are considered to be on the Team. A CWGA – *Golf Tracks* member belonging to multiple Clubs must indicate her Club for Team consideration on her membership application form. Any changes made to the Club designation must be made by November 1. For a golfer joining CWGA – *Golf Tracks* after November 1, her Club indicated on her membership application form stands for the current season. If a Team member changes golf clubs after November 1, her Team designation does not change for the current CWGA – *Golf Tracks* season. It is the golfer's responsibility to inquire if the Club listed on her membership application form will have a Team. The Team fee is a one-time fee of \$50 per team per season.

At the five season events, November through March, Team players determine a Team score by taking the top two gross scores of Stableford points and the top two net scores of Stableford points. Net and gross points may come from the same golfer. If a Team has only one golfer or perhaps no golfers at any event, the Team receives points only from that one golfer or no points. These points accumulate over the season. At the end of the five season events, the team with the

most gross Stableford points is declared the gross winner and the team with the most net Stableford points is declared the net winner. (Gross and Net winners may not be the same team.) The winning teams will have the Team Club names engraved on the trophy plaque which goes to those Teams to display at their Clubs for the following season. The prize pot of the \$50 per team entry fees is divided among the top teams according to the number of teams.

d) Special Events

For the Good of the Group and to promote friendly, fun golf, the Board of Directors may establish from time to time, special events and/or games.

e) The Skins Game

At each monthly golf event, golfers may, on a voluntary basis, choose to make a side bet/friendly wager. For the Skins Game, golfers bet they will get the very lowest score on any one hole. There is a net Skins Game and a gross Skins Game. Skins money is distributed at the end of the event. The bet for CWGA Skins is \$5. There will be three flights for Skins based on the handicap ranges of the membership. As of October, 2024 the ranges are: Flight A: 0 – 13; Flight B: 14 – 21; and Flight C: 22+.

f) The Hole-In-One Club

This is a voluntary game. A CWGA – *Golf Tracks* golfer may make a wager she will finish the hole with only one shot. Each CWGA – *Golf Tracks* golfer who would like to be in the HIO Club must pay \$2. This money accumulates until a CWGA – *Golf Tracks* golfer at a CWGA – *Golf Tracks* event makes an Ace. She gets all the money in the pot. (If two golfers, or more golfers, should score an ACE at the same event, the pot will be split.) Then golfers must replenish the pot, again paying the \$2 fee. The HIO pot carries over from season to season. If a golfer does not renew her membership, she forfeits her \$2 fee.

There are no other guidelines for this game. While it is a tradition that a golfer who makes this shot buys the other golfers in her group, who witnessed the shot, a drink, that tradition is not in our CWGA – *Golf Tracks* Policies and Procedures. To follow that tradition is up to the golfer who made the Ace.

3) Fiscal Policies

a) Membership

All CWGA – *Golf Tracks* members must pay a membership fee. This fee shall be \$50 for the spring membership drive and increase to \$60 after June 1. Golfers may join at any time, though there will be no pro-rating of fees for late entry into the group. There will be no refunds of any membership fees after November 1 unless there is a waiting list and at the discretion of the Board of Directors.

If more than 180 golfers apply for membership, a waiting list will be established. As membership cancellations occur, the golfers on the waiting list will be accepted for membership according to

their position on the waiting list which is determined by the postmark. While on the membership waiting list, no event registration forms will be processed until the golfer is accepted as a member, regardless of the postmark date for the event registration forms. Event registration forms for those on the membership waiting list will be processed as of the date of membership.

b) Event Fees

Event fees for CWGA – *GolfTracks* events shall be determined by the fees charged at the participating golf clubs. The Board of Directors makes every effort to keep these fees at a very reasonable rate and the Board has experienced great cooperation from area golf courses to keep these fees attractive. No provisions for club memberships at a CWGA – *GolfTracks* venue will be made by CWGA – *GolfTracks*. CWGA – *GolfTracks* members will pay the full venue fee at each event. If a golfer would like to pursue a refund at her member club, she will need to contact the Professional staff at her club.

Fees for events shall cover golf, range balls, riding carts, and golf staff services.

To participate in any golf event, a member must submit the event registration form along with a check for the golf event fees. Registration forms will be accepted in order, according to the postmark on the envelope or the date of the check for the registration(s) whichever is later, of those registrations received, until the event maximum of 120 (or a number set by the event venue) is realized. Registration forms and fees received after the event maximum is reached will be placed on a waiting list. The Tournament Chair(s) will fill any open spots created by cancellations from those on the waiting list.

When CWGA – *GolfTracks* contracts with golf venues, there is a commitment made for a certain number of golfers (maximum/minimum). To meet these contractual obligations, it is important registration numbers be timely and correct.

If after registering for an event, a member cancels for any reason, she must notify the Tournament Director(s) and send an email to cwgatucson@gmail.com as soon as possible. Refunds may be made (no refunds of \$5 or less) to members who must cancel for any reason according to this guideline:

- If a member cancels for any reason before seven (7) days prior to an event (before Noon the Monday before the event), she will receive 100% of her registration fee;
- If a member cancels for any reason within seven (7) days of an event (after Noon the Monday before the event and before Noon the Saturday before the event), she will receive 75% of her registration fee;
- If a member cancels for any reason within 48 hours of an event (Noon the Saturday before the event), she will receive no refund of her registration fee.
- There will be no transfers of funds to other events.

Please understand, CWGA will not cancel an event solely because of bad weather. While it is usually bad weather that may cause a course to be unplayable, and therefore, a cancellation of golf declared, other conditions will be considered before the Committee will consider cancelling an event for any other good and sufficient reason.

Lightning – the threat of lightning is a personal safety concern. If a golfer feels threatened by lightning, she may choose to discontinue or suspend her round of golf. Points earned before she discontinues her round will count towards her year-long accumulation of points. The Committee may also choose to discontinue or suspend golf if there is a threat of lightning. If golf is discontinued, the Committee will consider the status of points for that round.

c) Use of Membership Fees

The membership fees are intended to cover awards for golfers (90% of fees) and administrative costs for the group (10% of fees). The Board makes every effort to return, every season, almost all fees as gift cards and trophies for awards for good golf and participation at the end of the season and to cover necessary administrative costs.

d) Records

The Treasurer will keep records of all financial transactions and report those at any meetings. The Treasurer will prepare a budget. The records of the CWGA – *Golf Tracks* are reviewed each season.

4) Communication

The success of any group depends on good communication among members. To promote good communication for CWGA – *Golf Tracks* members, the following avenues have been established:

a) Web Site

CWGA – *Golf Tracks* will maintain a web site. The address is: cwगतucson.info. On the web site, members may find such information as CWGA By-Laws, CWGA Policies and Procedures, membership applications, event registration forms, event results, team standings, a calendar of events, and events registrants.

b) Email

CWGA – *Golf Tracks* will maintain an email address. The address is: cwगतucson@gmail.com. Members may submit questions and comments to Board members. Board members may send out notices, reminders, results, and information to members via email.

c) Directory

CWGA – *Golf Tracks* shall publish a directory for use by the members.

d) Representative Council

CWGA – *Golf Tracks* members may serve on the Representative Council. It is hoped that each Club will select a member to serve on this council, though any member may attend council meetings. The council will meet periodically to consider CWGA – *Golf Tracks* business. Council members will act as liaisons for CWGA – *Golf Tracks*. Elected Officers and Committee Chairpersons also serve on the Representative Council.

e) Board of Directors

The CWGA - *Golf Tracks* operations are governed by a Board of Directors made up of elected officers: President, Vice President, Secretary, Treasurer, Tournament Director(s), Communication Director, and Immediate Past President, and Committee Chairpersons. Duties for these officers are detailed in the By-Laws of CWGA – *Golf Tracks*. All officers are open to communication to and from all members. Officers and Committee Chairpersons serve on the Representative Council.

5) End of Season

a) Awards

i) Individual Points for Participation and Good Golf

Golfers will accumulate participation points and winning place points over the five monthly events, November through March. The number of outstanding points and the amount of money in the prize pot (from membership fees) determine the value of each point. Golfers will receive gift cards for their accumulated points.

ii) Team Winners

Teams will accumulate Stableford points over the five season events, November through March. There will be one Championship award for the gross team winner and one Championship award for the net team winner. Other places may be awarded determined by the number of teams participating in team competition. (Gross and Net winners will not be from the same club. Gross winners will be determined first, then the net winners.) If there are ties for team winners either gross or net, the teams' points earned at the most recent event in which both teams participated will be compared to break the tie. Winners will divide the team prize pot from the team fees according to the number of teams participating in the team competition. Team Championship winners will also have their Club names engraved on the trophy plaques and may take their trophies to their Club for the next season.

iii) Overall CWGA – *Golf Tracks* Champions and Flight Winners

This is an individual award given to the golfers who accumulate the most Stableford points over the five season events, November through March. There will be an award for the Overall Gross Winner and for the Overall Net Winner; each with the most accumulated Stableford points gross and net. The Overall Gross Winner is determined, then the Overall Net Winner is determined; a golfer may not win both awards. Each Overall Winner will receive an engraved

trophy/prize. Other awards will be given to those in each flight so that approximately one third (1/3) of the golfers in each flight receive awards. (The Overall Winners are not eligible for the Flight awards.) In the event of a tie for Overall Winners either gross or net, the golfers' points earned at the most recent event in which both golfers participated will be compared to break the tie. Ties for other flight places will be broken by comparing the opposing type of points – gross or net points. If still tied, the points from the last event in which both golfers played will be compared.

b) The April Tournament

The April Tournament shall be a one-day fun event. The Board of Directors shall determine the format for this Fun Day, including any handicap restrictions. Fees will be set to cover golf, dinner, prizes, and any other necessary expenses.

Possible formats include:

- Better Ball of Partners - One format for the tournament could be a better ball of partners using the Stableford scoring system. This event may be a guest day and partner teams may be a member/guest team or a member/ member team. Partners will be flighted according to combined handicaps. Flights and other Terms of Competition will be determined by the Tournament Chairman.
- Step Aside Scramble - Another format for the Fun Day Tournament could be an ABCD Step-Aside Scramble. All golfers hit drives from the tee. The golfers choose the best shot. The golfer who made that shot, steps aside and the other three golfers hit the next shot. The team proceeds in this manner until the team has a ball on the green. Then all four golfers may putt. It is expected that the tee shot of each golfer be used three times.
- ABCD Team with Two Best Net Balls used for scoring. Teams with ABCD golfers shall be formed. Each team will score the two best net balls from the group on each hole. Those teams with the lowest net scores will be the winners.
- ABCD Team with a Waltz format. Each team will score the better net balls with one net ball used on #1, two net balls used on #2 and three net balls on #3. This pattern would continue throughout the round of golf. Those teams with the lowest net scores will be the winners.

c) Annual Meeting and End - of - Season Awards Dinner

The Annual Meeting for CWGA – *Golf Tracks* shall take place at the End - of - Season Awards Dinner immediately after the April golf event. The purpose of the meeting shall be for conducting an election of officers, presenting awards, and conducting any business that may come before CWGA – *Golf Tracks*

This document may be amended by a majority vote of the members present at any official meeting of the membership, the Representative Council, and/or the Board of Directors.

Reviewed and Revised – Spring 2015

Revised – Fall of 2015

Revised – Spring of 2016

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