



## **Member Handbook**

***By-Laws, TWIG Rules, Getting Started, and Helpful Tips  
for members of Triangle Women in Golf***



Welcome to Triangle Women in Golf, known as TWIG. This membership handbook provides the By-laws of our association and offers help about the USGA Rules of Golf and TWIG Rules of Play, tips on getting started in the game of golf, and important golf etiquette standards. As a member of TWIG, we look forward to your active participation in our group activities, enjoying the game of golf and working towards the goals and aims of TWIG. Your involvement, commitment, and support of our association will ensure the continued success of our purpose and mission.

Since 1997 the programs of Triangle Women in Golf have been designed to meet you at your level whether you are an experienced or novice player, to help you grow and reach your individual golf goals, and to help you maintain your standing as a role model and mentor for young women to enjoy golf. As a golf association, TWIG members combine the genuine enjoyment of the game of golf with opportunities to have fun, learn, socialize, and network.

Let's play golf!

*Carmella L. Hart*

TWIG Membership Chair



## GENERAL INFORMATION ABOUT TWIG

- **When does TWIG meet?**

TWIG business meetings are held quarterly, beginning with a 1<sup>st</sup> Quarter Kick-Off meeting in March, 2<sup>nd</sup> Quarter meeting in June, 3<sup>rd</sup> Quarter meeting in September, and a 4<sup>th</sup> Quarter Christmas Social/meeting in December. Member attendance at quarterly meetings is expected to conduct the business of the association. Quarterly meeting dates are part of each year's program calendar and times and locations are announced in advance of each meeting.

- **What events are on the TWIG calendar?**

Our calendar events include:

- Golf Clinics
- League Play
- TWIG Invitational Tournament
- Member-Member Tournament
- Practice Parties
- Spring & Fall Golf Trips

- **How often do we play golf?**

Our golf season is April to October. 18-Hole outings are scheduled on Saturdays each month at different courses; 9-Hole outings are scheduled during weekdays.

- **Where do we play?**

We play regularly at courses throughout Raleigh and at other golf courses in Wake and Durham counties as determined by the Program Committee. We also arrange weekend golf trips where we travel to a select golf resort in the Spring and Fall.

- **What activities are planned for youth?**

Activities for female youth are planned through the TWIG Kidz program for African-American girls ages 8-18 under the

sponsorship of the TWIG Kidz Foundation Inc., where we provide mentoring and golf instructional activities.

- **What are membership dues and what do they cover?**

Membership dues are \$100.00 per year. New member dues are \$145.00 in the initial year only, which includes a \$45.00 application fee. Membership dues fund the TWIG annual budget 100% and cover budgeted items such as meeting expenses, Program committee expenses, Membership committee supplies, and budgeted operating expenses.

- **What is expected of a member of TWIG?**

- Support of the TWIG Kidz program
- Participation in golf outings
- Attendance at all quarterly meetings
- Joining a committee

- **Where should I send my TWIG application and dues?**

Dues are collected annually at the Kick-Off meeting or may be mailed to the TWIG P.O. Box no later than March 31<sup>st</sup>. New members may mail their completed application and dues check including application fee to the association's mailing address, Triangle Women in Golf, P.O. Box 99630, Raleigh, NC 27624-9630. The application can be found on our website at:

[www.trianglewomeningolf.com](http://www.trianglewomeningolf.com).

# **TRIANGLE WOMEN IN GOLF CONSTITUTION AND BY-LAWS**

## **Article I. Name**

The name of the organization shall be Triangle Women in Golf, commonly known as TWIG.

## **Article II. Purpose and Mission**

The purpose and mission of Triangle Women in Golf is to:

- Introduce African American adult and young women within the Triangle area to the game of golf.
- Promote and develop women golfers of all skill levels to all aspects of the rules of golf and golf etiquette.
- To foster a spirit of camaraderie and respect among members through sponsorship and participation in golfing and social events.

## **Article III. Meetings**

**Section 1.** The regular business meetings of all TWIG members will be held each quarter at a specified location to be announced in advance. The annual TWIG Kick-Off meeting shall be held during the first quarter business meeting. Election of Officers shall be held at the third quarter business meeting. The end of season meeting shall be held at the fourth quarter business meeting in combination with the Christmas celebration.

**Section 2.** Meetings of the Executive Board are held on a date prior to each quarterly business meeting. The date and time of the Executive Board meeting is decided on by the President.

**Section 3.** Meeting notifications specifying the date, time, and meeting location will be sent to the membership through an email or via an Evite invitation.

## Article IV. Membership

### Financial Obligations of Members:

**Section 1.** Each new member shall be responsible for an initial dues fee of \$145.00. The fee includes TWIG dues of \$100.00, plus a one-time application fee of \$45.00 which covers a TWIG new member welcome package. If a new member joins after October 31<sup>st</sup> in a calendar year, membership is valid for the following calendar year.

**Section 2.** After the first year of membership, dues shall be \$100.00 annually. Membership renewal for returning members should be paid at the Kick-Off Meeting or no later than March 31<sup>st</sup> to the Treasurer by cash, check, or credit card. Former TWIG members rejoining the organization are not required to pay a \$45.00 application fee upon reinstatement.

**Section 3.** The fiscal year for the club will be January 1<sup>st</sup> through December 31<sup>st</sup>. Members joining TWIG July 1<sup>st</sup> or later pay a prorated dues amount based on the remaining months of the year (\$100.00 divided by 12, times the number of remaining months in the year) plus the one-time application fee. If a new member joins after October 31<sup>st</sup> and pays the \$145.00 initial new member rate, membership is valid for the following year.

**Section 4.** Membership in the club is for the calendar year only; all memberships expire on December 31<sup>st</sup> annually and must be renewed by March 31<sup>st</sup> the following year.

**Section 5.** All membership fees and/or dues shall be reviewed by the Budget committee, Membership committee and/or the Executive committee prior to the fourth quarter business meeting to determine if dues are adequate to operate and maintain the club.

**Section 6.** Should members withdraw or become inactive, no refunds shall be processed.

**Section 7.** A \$40 assessment fee will be charged to a member who does not participate in the annual TWIG Invitational Tournament.



Participation is defined as registering to play in the tournament or recruiting players to play; becoming a hole sponsor or recruiting hole sponsors; volunteering on the planning committee or working as a volunteer on the day of the tournament.

**Section 8.** An annual fee is required of members who wish to maintain their handicap through TWIG's affiliation with a USGA Golf Handicap Indexing Network (GHIN) organization. Members who already have access to GHIN through another golf club membership may continue to maintain their handicap with the club of their choice and do not have to pay the fee.

**Section 9.** Spring and Fall Trip Commitments and Cancellations – The member's commitment to attend the Spring or Fall trip is confirmed by submission of a deposit to the venue as required by the venue and negotiated by the Program Committee. The venue's cancellation policy will always be followed, and the cancellation policy must be made available to all members prior to their commitment to attend a trip. If expenses are incurred by TWIG due to a member cancellation, the cancelling member may be responsible for reimbursing TWIG for the full amount of any financial shortfall caused by the cancellation.

**Membership Rights and Privileges:**

**Section 10.** A new applicant will be accepted for membership if they are interested in playing golf and participating in the organization. After receipt of a TWIG application and payment of dues, new members will be notified in writing of their acceptance by the Membership Chair.

**Section 11.** All members whose membership fees are current as of March 31st shall be entitled to voting privileges by ballot or acclamation, or at any TWIG meetings.

**Section 12.** TWIG membership shall vote on special fees and events, which may require additional and/or special fees over and beyond regular membership fees.

**Section 13.** All golf clinics shall be given by a golf professional at a specific location at the cost of the member.

**Section 14.** In addition to voting rights and the establishment of a USGA sanctioned handicap, every member has the privilege of participating in all TWIG golf events, tournaments, golf clinics, Big Shot Club recognition, and other TWIG-sponsored celebrations.

## **Article V. Election of Officers**

**Section 1.** The elected TWIG officers include: President, Vice President, Secretary, and Treasurer.

**Section 2.** The officers shall be elected at the third quarter business meeting each year when current terms expire. Terms are for two years and begin at the beginning of the fiscal year following the election.

**Section 3.** All nominations will be read from the floor by the Vice President or Nominating Committee Chairperson at the third quarter business meeting.

**Section 4.** Voting will be done by ballot or by acclamation.

## **Article VI. Duties of Officers**

**Section 1.** President: It shall be the duty of the President to preside at all meetings of the Triangle Women in Golf and to appoint chairpersons of the following eight committees: Nominating, Budget, Program, Membership, Communications, TWIG Kidz, Handicap, and TWIG Invitational Tournament committee, and to appoint a Sargeant-at-Arms, as well as call for volunteers to chair special events. She shall also be an ex-officio member of each committee. The President may also co-sign reimbursement vouchers and checks on all expenditures.

**Section 2.** Vice President: It shall be the duty of the Vice President to perform all the duties of the President in the event of her absence. The Vice President shall serve on the Program committee. It is also her duty to assist in coordination of all social events.

**Section 3.** Secretary: It shall be the duty of the Secretary to issue all notices of meetings by email or Evite and handle all correspondence, keep records of the proceedings, read the minutes of all TWIG meetings, and assist the Membership committee with communications as necessary.

**Section 4.** Treasurer: It shall be the duty of the Treasurer to bank all TWIG funds, from whatever sources received, in either the name of TWIG or the TWIG Foundation, respectfully, and to disperse all funds as approved by the Budget Committee. She shall serve as Chairperson of the Budget Committee, a committee appointed by the President. She is required to present a financial report at quarterly TWIG business meetings. At the end of the TWIG year, a written report showing all receipts and expenditures for TWIG and the TWIG Foundation during the current year shall be presented.

**Section 5.** Resignation of an officer: If any officer of TWIG must resign for unforeseen reasons, the following procedure takes place:

1. The resigning officer should request a member to immediately replace them for the remainder of their term to continue, uninterrupted, the business of the organization, conditional on final approval by the Executive Board;
2. The Executive Board will appoint the replacement officer in an acting capacity, until they are voted for with all other nominations received from the membership, to fill the vacancy for the remainder of the term.
3. If no replacement is found to fill the vacancy within 30 days, the Nominating Chair will solicit volunteers and/or nominations from the membership for a replacement to be voted for as soon as reasonable.

## Article VII. Chairs & Committees

**Section 1.** The Executive Board is composed of the officers of Triangle Women in Golf and committee chairs: President, Vice President, Secretary, Treasurer and Chairpersons of standing committees. The officers and committee chairs shall make recommendations to the TWIG membership on the management of the affairs, properties, and policies of TWIG, subject to the Constitution and the By-laws of TWIG.

**Section 2.** The Executive Board shall work with the Program Chairperson to plan details of any TWIG events. The Board shall assist this Chairperson with interpretation of tournament rules, as required. There shall be eight (8) standing committees and one (1) appointed position:

1. **Nominating Committee:** Shall develop proposed officers to be presented and voted on by the membership at the third quarter business meeting and shall solicit volunteers with the President to chair committees.
2. **Budget Committee:** Shall prepare a budget for the TWIG year, January to December, and submit to TWIG membership for approval, no later than the first quarter business meeting of the current budget year; including supplements to the budget, as required.
3. **Program Committee:** Shall identify more experienced golfers willing to give advice on rules or course etiquette during TWIG practice or play. The Vice President shall serve on this committee.
  - Negotiate league play/clinics/practice for TWIG membership.
  - Responsible for the TWIG Calendar of Events, including monthly play days and other activities
  - Plan the Spring and Fall trips.
  - Assist in planning the Member-Member Tournament.

#### 4. **Membership Committee:**

- Shall manage revisions or amendments to the Member Handbook and By-Laws as voted upon, printing Member Handbooks for new members and posting it to the TWIG website.
- Create and coordinate appropriate membership materials for distribution to members, including the official club golf shirt, a USGA Golf Rules book, meeting games and prizes.
- Assist in planning the Kick-Off Meeting details.
- Recruit and orient new and prospective members and acquaint them with the aims and programs of TWIG.
- Maintain a current active membership directory and coordinate with the Treasurer on dues paid.
- Keep a record of Big Shot Club achievements for recognition at quarterly business meetings.
- Recognize TWIG member birthdays and bereavements by sending cards of recognition.

#### 5. **Communications Committee:**

- Send pertinent communications to the membership from outside organizations.
- Develop and publish the TWIG newsletter.
- Maintain and coordinate updates to the content on TWIG website.
- Prepare articles for local news media.
- Maintain the TWIG scrapbook.
- Budget for and renew the registration of the website's domain name every five years.

#### 6. **TWIG Kidz Committee:**

- Coordinate activities of the TWIG Kidz Program to ensure program goals are met.
- Recruit young ladies ages 8-18 to participate in the TWIG Kidz Program.
- Act as liaison between parents and the TWIG association.
- Shall serve as the TWIG Invitational chairperson or work collaboratively with the TWIG Invitational Committee Chairperson as appointed by the President.

**7. Handicap Committee:**

- Assign GHIN golf handicap software passcode IDs to members.
- Advise members of how each handicap index is verified at each revision.
- Adjust handicap index if necessary.
- Advise members on what rounds should be posted as tournament rounds.

**8. TWIG Invitational Tournament Committee**

- Coordinate fund-raising events to support the TWIG Kidz committee programs.

**Sargeant-at-Arms:** Keeps meeting decorum in good order during all sessions. It shall be the duty of the Sargeant-at-Arms to investigate and act upon all personal member concerns and recommend appropriate action, if necessary, to the Executive board.

**Article VIII. Handicaps and Playing Requirements**

**Section 1.** TWIG is currently authorized to use the USGA Handicap System through its membership in Carolinas Golf Association (CGA). CGA requires that TWIG comply with the USGA Handicap System guidelines, have at least 10 individual dues-paying members who are admitted by a committee that is chosen by the membership, and provide members with a reasonable and regular opportunity to play with each other.

**Section 2.** TWIG members are expected to enter in GHIN all scores played according to the USGA Rules of Golf. Those scores may be recorded during a TWIG or a non-TWIG event (unless the golfer played alone). Each individual member is responsible for entering their own scores in GHIN.

## Article IX. TWIG Rewards and Benefits

**Section 1.** Being included in the Big Shot Club represents the achievement of certain golf skills during a round of golf. A member may receive recognition for any of the ten (10) below-listed skill achievements during TWIG outings or non-TWIG outings when the achievement is witnessed by another TWIG member, indicated on the scorecard, and the scorecard submitted to a Membership committee member.

**Section 2.** Recording – The Membership committee member will document skill achievements, communicate with the President or Vice President for quarterly meeting recognition, and to the Communications Chair for publication in the website and in the newsletter.

**Section 3.** Big Shot Club Rewards – All skill achievements each season will be recorded and recognized, however TWIG members will receive only one pin award per skill category per golf season. Big Shot Club pins will be presented, or other recognition given, at the next quarterly meeting after the achievement.

1. **Hole-in-One** on any hole
2. **Eagle** on any hole
3. **2-Club** (*Birdie on a par-3 hole*)
4. **Birdie** on any hole
5. **Chip-In** on any hole (hit from off the green)
6. **Sandie** (hit from bunker to green and score par or better, or hit from bunker into hole and score with any score)
7. **"I Broke 100"**
8. **"I Broke 90"**
9. **"I Broke 80"**
10. **"I Broke 70"**

Achievement of a birdie on a par-3 hole entitles a member to belong in the 2-Club and receive the 2-Club pin as a bonus award for this achievement. In addition to the 2-Club pin they will receive the customary birdie pin if it is their first birdie of the season.

The inventory of Big Shot Club pins will be part of the membership materials budget.

**Section 4.** Other Rewards and Benefits – The organization will recognize members in competitive TWIG events involving TWIG members or TWIG Kidz with appropriate prizes in accordance with the budget for that program.

### **Article X. Amendments**

These By-laws may be amended by a two-thirds (2/3) majority vote of the membership present, provided the Secretary has sent the proposed amendment(s) to the membership at least two weeks prior to the quarterly or other full meeting of the membership.



## TWIG RULES OF PLAY

*All players will abide by the USGA Rules of Golf and by the rules of the golf course where they are playing. The following rules and etiquette guidelines are merely supplemental to the USGA Rules of Golf. The list in no way covers all rules or situations. The list is intended to cover situations that occur most frequently during play. In several cases the rules have been altered for TWIG members to speed up play and minimize potentially frustrating experiences by players.*

**“PREFERRED LIES” or “WINTER RULES” apply for all outings.**

A ball lying on a fairway may be lifted and cleaned without penalty and placed within one club-length of where it originally lied, not nearer to the hole, to preserve as nearly as possible the stance required to play from the original lie. A ball so lifted is in play when the player addresses or makes her next stroke.

**“READY GOLF”** instead of Honors will apply at all outings.

See Tips on How to Play Ready Golf.

### **EQUITABLE STROKE CONTROL**

The maximum number of strokes per hole, to be used only for purposes of posting scores to calculate handicaps, is determined using *Equitable Stroke Control (ESC)*. Here's how to apply the ESC:

To convert your USGA Handicap Index to a course Handicap for the course you are going to play, use the Course Handicap Table from GHIN or complete the following calculation. (A player without an established *Handicap Index* must use the maximum *Handicap Index* 40.4).

1. Course Handicap = Current USGA Handicap Index multiplied by the Slope Rating of the tee you are playing from, then divided by 113.
2. Use the chart below to look up the maximum score you can post on any hole based on your Course Handicap (your most likely score).

3. If you do not complete a hole, write down your most likely score. If you do not play a hole or do not play a hole under the Rules of Golf, write down par plus the handicap strokes you would receive on that hole. Such scores should be preceded by an "X." (See Posting a Score when a Complete Round is not Played).

### **EQUITABLE STROKE CONTROL**

#### **18-Hole Equitable Stroke Control**

<b>18-Hole Course Handicap</b>	<b>Maximum Number on any Hole</b>
9 or less	Double Bogey
10 through 19	7
20 through 29	8
30 through 39	9
40 or more	10

#### **9-Hole Equitable Stroke Control**

<b>9-Hole Course Handicap</b>	<b>Maximum Number on any Hole</b>
4 or less	Double Bogey
5 through 9	7
10 through 14	8
15 through 19	9
20 or more	10

Example (for 18-hole play): A player with a Course Handicap of 6 has a maximum number of par plus two strokes (double bogey) for any hole. A player with a Course Handicap of 13 has a maximum number of 7 for any hole regardless of par. A player with a Course Handicap of 42 has a maximum number of 10 for any hole.

#### **POSTING A SCORE WHEN A COMPLETE ROUND IS NOT PLAYED**

If 13 or more holes are played, the player must post an 18-hole score. If 7 to 12 holes are played, the player must post a nine-hole score. In either case, scores for unplayed holes must be recorded as

par plus any handicap strokes that the player is entitled to receive on the unplayed holes.

Example: A player with a Course Handicap of 30 stops playing after 16 holes because of darkness. Hole 17 is a par 3 and is the number 18 handicap-stroke hole. The player will record 3 (par) plus 1 handicap stroke for an X-4 on hole 17. Hole 18 is a par 4 and is the number 12 handicap-stroke hole. The player will record 4 (par) plus 2 handicap strokes for an X-6 on hole 18.

### **BEGINNERS ONLY**

If you hit your ball into a sand trap, make no more than two attempts to get the ball out of the trap. If you are not successful, lift your ball from the sand trap and move it to the side of the trap closest to the hole and continue play. Count your strokes. The lifted ball from the sand trap counts as 1 stroke plus 2 strokes taken from the sand trap.

### **WHIFF STROKES**

The penalty is one stroke for each whiff except for beginners who shall not incur a penalty stroke.

### **BALL MOVED BY ANOTHER BALL**

If a ball in play and at rest is moved by another ball in motion after a stroke, the moved ball shall be replaced. The ball in motion shall be played as it lies. In stroke play, there is no penalty unless both balls lay on the putting green prior to the stroke, in which case the player whose ball was in motion incurs a penalty of two strokes.

### **WATER HAZARDS**

All ground or water within the margin of a water hazard is part of the water hazard and is considered in the hazard. Regular water hazards are marked by yellow stakes. Lateral water hazards are marked by red stakes. If a ball is in a water hazard (whether the ball lies in water or not), the player may be under penalty of one stroke:

- Play a ball as nearly as possible at the spot from which the original ball was last played.

- Drop a ball behind the water hazard, keeping the point at which the original ball last crossed the margin of the water hazard directly between the hole and the spot on which the ball is dropped, with no limit to how far behind the water hazard the ball may be dropped.
- Drop their ball on the other side of a water hazard (beginning players only). Scoring Example: 1- Shot in the hazard, 2- stroke penalty for going in the hazard, 3-next shot. Beginners: When teeing off, you may opt to tee off on the other side of a water hazard.

### **BALL LOST OR OUT OF BOUNDS**

If a ball is lost outside a water hazard or is out of bounds (marked by white stakes) the player shall play a ball, under penalty of one stroke, as nearly as possible at the spot from which the original ball was last played. If you think a ball may be lost or out of bounds, please play a provisional ball before leaving the spot of the original ball. The search for a lost ball shall be limited to five (5) minutes.

### **PROVISIONAL BALL**

If a ball is believed to be lost or is believed to be out of bounds, to save time, the player may play another ball provisionally as nearly as possible at the spot from which the original ball was played. The player shall inform another player that she intends to play a provisional ball, and she shall play it before another player goes forward to search for the original ball. If she fails to do so and plays another ball, such ball is not a provisional ball and becomes the ball in play under penalty of one stroke. The original ball is deemed to be lost. If the original ball is lost outside a water hazard or is out of bounds, the provisional ball becomes the ball in play under penalty of one stroke. If the original ball is neither lost nor out of bounds, the player shall abandon the provisional ball and continue play with the original ball. If she fails to do so, any further strokes played with the provisional ball shall constitute playing a wrong ball and the player shall incur a penalty of one stroke.

## **UNPLAYABLE LIE**

The player may declare her ball unplayable at any place on the course except when the ball is in a water hazard. The player is the sole judge as to whether her ball is unplayable. If the player deems her ball as unplayable, she shall, under penalty of one stroke:

- Drop a ball within two club lengths of the spot where the ball lay, not nearer the hole
- Drop a ball behind the point where the ball lay, keeping the point directly between the hole and the spot on which the ball is dropped, with no limit to how far behind the point the ball may be dropped.

## **GROUNDING THE CLUB IN A HAZARD**

When a ball is being played from within the bounds of a water hazard or in a sand bunker, the head of the club may not touch the ground before the stroke is made.

## **OBSTRUCTIONS**

An obstruction is anything artificial, including the artificial surfaces, cart paths, manhole covers, sprinkler heads and sides of roads. Bushes and shrubbery are not considered obstructions and no relief will be given. Relief may be obtained if the ball lies in, on, or so close to the obstruction that it interferes with the player's stance or the area of her intended swing. The player may lift the ball and drop it within one club-length of the point determined on the ground which:

- is not nearer the hole
- avoids the interference
- is not in a hazard or on a putting green

## **INACTIVE SEASON**

If you play a round during an inactive season, you must not enter your score in the handicap system (such as GHIN). The inactive season is determined by the authorized association for the geographical region. As determined by the Carolinas Golf

Association (CGA), the active season is year-round in North Carolina. In other words, there are no inactive seasons in North Carolina. In other regions, there are inactive seasons. In New Jersey, the inactive season is all dates not in the date range of March 15 to November 14 (their active season). If you played a round in Maryland on March 14, do not enter that score in GHIN.

### **COURSE CONDITIONS**

When a course is in a condition that affects play on most of the course (Example - Falls Village Golf Course when there has been heavy rain) you should not post the score to be used in determining a handicap index.

### **CASUAL WATER AND GROUND UNDER REPAIR**

Casual Water is any temporary accumulation of water on the course which is visible before or after the player takes her stance and is not in a water hazard. Ground Under Repair, marked by white lines, is any portion of the course so marked by the club. Relief from both can be taken. The ball can (without penalty) be placed at any point closest to the original ball position which:

- is not nearer the hole
- avoids interference by the condition
- is within one club-length of a firm stance outside the interference

### **IN THE LEATHER**

'In the leather' refers to the closest distance of the ball to the hole when putted. If the putted ball rests anywhere within a distance from the hole that is between the bottom of the putter grip to the clubhead, the golfer may choose to pick up and count it as a stroke.

### **STROKE PLAY and BEST BALL**

Stroke play is each golfer counting each of her own strokes per hole in a round. Best Ball is a team effort when after driving the ball on a hole, each person then hits from the best ball of the foursome as determined by the group or leader. On each hole the foursome hits from the lie of the best ball until the ball is putted in for score.

## TIPS ON GETTING STARTED

1. If you are new to the game of golf we suggest that you take at least one set of lessons from a golf professional (group or individual) to learn the basics — how to properly hold the club, the proper golf swing, etc.
2. Like anything new, lots of practice is required; check golf courses near your home for a driving range or practice facility.
3. After learning the basics, go out with friends, the person who introduced you to TWIG, or other TWIG members. We recommend you go along for a few holes and observe. This will help you to get a feel for the golf course and the game.
4. Wait until you are sure you plan to continue with this new sport before investing in a full set of clubs which consists of fourteen clubs. In the beginning, try to borrow clubs or rent clubs from a golf course. When you are ready to purchase, a “starter” set is recommended.
5. Invest in a pair of comfortable golf shoes; there is a lot of walking involved in golf.
6. If you wish, TWIG will assign you a “buddy”, someone you can contact directly for questions, guidance, and to go out with you during your early play. You are also encouraged to attend practice sessions sponsored by TWIG.
7. For educational purposes, you may want to obtain one of many videotapes available; e.g., Donna White’s “Beginning Golf for Women”.
8. Record your scores and enter those scores in GHIN.
9. Participate on one of eight TWIG committees. It is an expectation of membership, but also a very good way to enhance your knowledge of golf while building your commitment to TWIG.

## TWIG GOLF ETIQUETTE

1. Arrive 30 minutes before your tee time or golf event in consideration of others in your group.
2. When a player is teeing off, golf courtesy calls for the other players in her group to lower their voices so as not to disturb the player.
3. All the players in the group should be watching to see where the player's ball has been hit.
4. Do not walk in the path of another player's line of play on the putting green.
5. The first player to putt out shall replace the flag in the hole after all players have finished.
6. Smooth all sand traps and repair all ball marks on greens. Replace divots. "Pat down" spike marks after everyone has completed play on the hole.
7. Do not drive carts in the rough. When adverse conditions prevail, carts are always to be kept on the cart path . Carts are not to be driven within 50 yards of any green.
8. Carts must stay on the cart path on any par-3 hole.
9. Cart drivers must exercise caution for safety and consideration of their riding partner.
10. Do not record your score on the green or on the hole you just played. Mark your score card while waiting your turn on the next tee.
11. The group in front of you is setting your pace. If you are more than one shot out of position, police your group.



12. Be aware of the time taken for each hole. An adequate guideline is approximately 15 minutes per hole. Do not spend more than 5 minutes searching for a ball.
13. Always refer to the TWIG Rules of play if unsure about common occurrences during play.

## TIPS ON HOW TO PLAY 'READY' GOLF

Ready golf can be a good way to improve etiquette on the golf course. Ready golf includes thinking ahead so you are ready to play when it is your turn and not necessarily when you are the farthest away from the hole. Below are some of the principles that many golfers use so that they keep play moving:

- Keep your pre-shot routine short. Limit your practice swings to 1 or 2 per shot.
- Aim to play in 20 seconds - - from club selection to pre-shot routine to execution, strive to hit your shot in 20 seconds when it is your turn to play. Help keep play moving at a brisk pace.
- Have your club and yardage ready while your partner is hitting.
- Park your cart or place your golf bag between the green and the next tee box.
- When sharing a cart, use a buddy system -- don't wait in the cart while your cart mate hits and then drive to your ball. Get out and walk to your ball with a few clubs. Be ready to play when it is your turn and then let your cart mate pick you up. Or, drive to your ball after you drop your cart mate off and then pick him or her up after you hit. Unless the cart is going to or from a tee box, there should never be more than one person in it.
- If you reach your ball and are ready to hit, while other members of your group are not yet prepared, then go ahead and hit.
- It is important that everyone try to help find a lost ball to keep the match moving but players should do it after hitting their shots, not before.
- Keep up with the group in front of you - - your correct position on the course is immediately behind the group in front of you,

not immediately in front of the group behind you. Arrive at your next shot just before the group in front leaves the area in front of you. If you are consistently not able to keep up and a gap opens in front of you, invite the group behind you to play through, irrespective of the number of players in the group.

- Be efficient on the putting green - - mark your ball and lift and clean it when you arrive at the putting green, so you will be ready to replace it when it is your turn to play. You can usually line up your putt while others are putting, without disturbing them. First to putt out grabs the flagstick and waits to put it back. Always.
- Wait until the next tee to record your score.
- Always have a spare ball and spare tee handy.

**NOTES:**



## TRIANGLE WOMEN IN GOLF

P.O. Box 99630  
Raleigh, NC 27624-9630



Triangle Women in Golf Foundation, Inc.

@trianglewomeningolf A non-profit organization

### **Member Handbook & By-Laws Committee:**

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Janine Rouson, Treasurer

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Valerie Willis, TWIG Kidz/TWIG Invitational Chair

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Irie Jenkins, Membership Committee

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