

ST. HELENA



GOLF CLUB

The Constitution

of the

St. Helena Golf Club

Approved :	30 July 2006
Amended:	13 July 2008
Reformatted:	20 March 2014



St.Helena Golf Club

Constitution

Preliminary

1. NAME AND OBJECTS

- 1.1. The name of the Club is the ST HELENA GOLF CLUB
- 1.2. The objects of the Club are –
 - 1.2.1. To provide and promote the game of golf; and
 - 1.2.2. To provide social and recreational facilities for Club members.
- 1.3. The Club is a members' club consisting of –
 - 1.3.1. Playing members (senior and junior); and
 - 1.3.2. Non-playing members; and
 - 1.3.3. Temporary members

2. MEMBERSHIP

- 2.1. Any person who has attained the age of 16 years is eligible for election as a senior playing member, a non-playing member, or a temporary member.
- 2.2. A Junior Member of any age (see 2.3) can be eligible to play in Senior competitions when:
 - 2.2.1. They have an official handicap of 28 for a boy and 36 for a girl. This will be achieved by submitting three consecutive 18 hole completed cards.
 - 2.2.2. After receiving their official handicap there will be a Probation Period of 6 months when they will be eligible to enter the Monthly Medal competition.
 - 2.2.3. After a successful probation period that will be assessed by the Captain or Vice Captain they will be eligible to play in senior competitions but not in Junior competitions competitively.
- 2.3. Any person who attained the age of 10 years but has not attained the age of 16 years is eligible for election as a Junior playing member.
- 2.4. A temporary member must have paid the temporary membership fees covering a minimum period of one month.
- 2.5. The number of people permitted to be non-playing members is at the discretion of the Committee of Management.



- 2.6. A non-playing member, a temporary member or a junior member has no vote at a meeting of the Club and is not eligible to be elected to the Committee of Management.
- 2.7. A candidate for election as a member of the Club must be proposed by 2 senior members of the Club both of whom must have been members of the Club for at least 3 years.
- 2.8. The name and address of a candidate for election as a member of the Club together with the names of his or her proposers must be posted on the Club Notice Board by the Honorary Secretary and remain exhibited there for at least 7 days before the election.
- 2.9. The election of a person to be a member of the Club is by the Committee of Management which need give no reason for deciding not to elect any particular person to be a member of the Club.
- 2.10. The Club may award Honorary Membership of the Club to a member it considers has rendered outstanding service to the Club or who has reached the age of 70 and has been a standing member of St Helena Golf Club for at least 10 years.

3. COMMITTEE OF MANAGEMENT

- 3.1. The Club is managed by a Committee of Management elected by the members of the Club at an Annual General Meeting of the Club.
- 3.2. The Committee of Management is composed of –
 - A PRESIDENT;
 - A CAPTAIN;
 - A VICE CAPTAIN;
 - AN HONORARY SECRETARY;
 - AN HONORARY TREASURER;
 - A LADIES CAPTAIN;
 - A BAR MEMBER;
 - A HANDICAP MEMBER;
 - A GAMES MANAGER; AND
 - A COURSE MANAGER.
- 3.3. The Bar Member and Course Manager receive a salary for their services of an amount determined by the Committee of Management.
- 3.4. A person may hold more than one position on the Committee of Management.
- 3.5. A member of the Committee of Management holds office from the time of his or her election at an Annual General Meeting of the Club or appointment under paragraph (3.8) until the election of members of the Committee at the next Annual General Meeting of the Club and is eligible for re-election.
- 3.6. A member of the Club is not eligible for election as –
 - The Captain;
 - The Honorary Secretary; or
 - The Honorary Treasurer,

..if it is known that the member will not be present on the Island at the next Annual General Meeting of the Club.



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- 3.7. The Committee of Management may at any time –
- a) co-opt a member of the Club to be a member of the Committee; or
 - b) terminate such a co-option.
- 3.8. If an office on the Committee of Management becomes vacant the remaining members of the Committee may appoint a member of the Club to fill the vacancy.
- 3.9. The individual duties of the various members of the Committee of Management will include the following and any others as the Committee of Management may from time to time determine:

PRESIDENT	to give the captain advice on managing the affairs of the club and any other appropriate matters.
CAPTAIN	to control golf tournaments; to preside over committee and general meetings; and to have general management of the affairs of the Club, subject to compliance with any policy the Committee of Management adopts.
VICE CAPTAIN	to assist the Captain in the running of golf tournaments; and to carry out any other duties that enhance the good management of the Club.
HON SECRETARY	to deal with Club correspondence; to order trophies, prizes, accessories and equipment; to post quarterly an updated membership list; to post any notices pertaining to Club business; and to take minutes of all meetings and distribute them to the members of the Committee of Management.
HON TREASURER	to deal with the money of the Club and prepare financial statements; to prepare and collect members' accounts; to pay the Club's accounts; to require in writing payment of outstanding accounts and to report to the Committee of Management the failure by a member to pay outstanding accounts within 60 days of such request with a view to the termination of the member's membership of the Club.



LADIES CAPTAIN	to organise the ladies and junior competitions.
BAR MEMBER	to run the bar; to order the bar stock; to clean the clubhouse; to close the bar at the specified closing time; and to ensure that the clubhouse is properly secure.
HANDICAPS MEMBER	to assign handicaps to members; to post monthly a list of members' handicaps; and to post interim lists of handicaps for new members and/or adjustments necessary to established handicaps.
GAMES MANAGER	to arrange social functions for Club members and to organise golf competitions.
COURSE MANAGER	to maintain the golf course in consultation with the Committee of Management.

4. SUBSCRIPTIONS AND FEES

- 4.1. Subscriptions and fees shall be fixed by a General Meeting.
- 4.2. Subscriptions and fees are to be paid in advance.
- 4.3. Subscriptions are to be paid in full from the date a person's application for membership of the Club is approved by the Committee of Management.
- 4.4. A member may resign by giving the Honorary Secretary written notice of his intention to do so.
- 4.5. A member's resignation takes effect from the date the notice is given to the Honorary Secretary and any outstanding subscriptions and fees are a debt due to the Club.

5. GUESTS

- 5.1. A member may introduce a guest to the clubhouse or onto the course after entering his name and the guest's name in the Guest Book.
- 5.2. A member is responsible for the charges by and the conduct of his or her guests.
- 5.3. A member who invites a guest to play the course must pay the appropriate Green Fees currently displayed at the Clubhouse before play commences.



6. GENERAL MEETINGS

- 6.1. A financial year of the Club ends on each 31 December.
- 6.2. An Annual General Meeting of the Club, to be called by the Captain, must be held each financial year and not more than 15 months between one Annual General Meeting and the next.
- 6.3. Notice of the place, day and time of the Annual General Meeting must be posted on the Club Notice Board by the Honorary Secretary at least 14 days before the date of the meeting.
- 6.4. The minutes of the previous Annual General Meeting and accounts for the previous financial year must be posted on the club Notice Board by the Honorary Secretary at least 14 days prior to the meeting.
- 6.5. Twenty (20) Senior Playing members of the Club (excluding junior and temporary members) at the time resident on the Island is a quorum at a General Meeting of the Club.
- 6.6. If a quorum is not present at a General Meeting of the Club the meeting must be postponed for at least 14 days and may then be held irrespective of a quorum.
- 6.7. Any general business to be brought up at a General Meeting of the Club must be notified to the Honorary Secretary and posted by him on the Club Notice Board at least 14 days before the date of the meeting.
- 6.8. At an Annual General Meeting of the Club the Honorary Treasurer must present a report on the Club's finances and submit a Balance Sheet for consideration.
- 6.9. An extra-ordinary General Meeting of the Club may be summoned at any time by the Committee of Management or by not less than 25% of members of the Club (who are entitled to vote) giving the Honorary Secretary a request signed by them that they want such a meeting called and giving the purpose of the meeting.
- 6.10. Notice of an extra-ordinary General Meeting of the Club and of the object of the meeting must be posted by the Honorary Secretary on the Club Notice Board at least 14 days before the date of the meeting.

7. ACCOUNTS

- 7.1. The Club's accounts must be audited at the end of each financial year of the Club.

8. EXPENDITURE

- 8.1. All expenditure by the Club, except for the ordering of approved ongoing items (such as bar stock, golf balls and other like requisites) must be first approved by the Committee of Management).

9. PROPERTY

- 9.1. All the property of the club must be held by the Committee of Management for the use and benefit of the Club and its members.



10. INTOXICATING LIQUOR

- 10.1. The supply of intoxicating liquor on the Club's premises is permitted during the hours specified in the Club's liquor license.
- 10.2. Intoxicating liquor must not be supplied to members or to other persons on the Club's premises except by or on behalf of the Club.
- 10.3. Intoxicating liquor may be sold by the Club for consumption on the premises to –
 - a) members and their guests; and
 - b) visiting bodies or organisations or visiting sports or other teams or clubs and their supporters on the day of the visit if –
 - (i) their names are displayed in a prominent position on the Club Notice Board; and
 - (ii) the visit has been approved by the Committee of Management.

11. CONDUCT OF MEMBERS

- 11.1. The Committee of Management may, after giving a member a reasonable opportunity to put his case to the Committee, suspend the membership of a member whose conduct on the Club's premises or course is or has been in the opinion of the Committee contrary to the interests of the Club or injurious to its reputation.

12. LOCAL RULES

- 12.1. The Committee of Management may make Local Rules for the unusual and abnormal conditions and construction of the course.
- 12.2. The Honorary Secretary must ensure that a copy of any Local Rules is always on display on the Club Notice Board.
- 12.3. The Committee has no authority to waive a Rule of Golf.

13. HANDICAPS

- 13.1. A person who becomes a member of the Club from another golf club and who requires an official handicap must produce a current handicap certificate to the Handicaps member.
- 13.2. A member of the Club who does not possess a current Handicap certificate but requires an official handicap must submit to the Handicaps Member 3 cards signed by senior playing members.
- 13.3. A member without an official handicap will be permitted to play in Club Competitions but will be assigned a zero handicap until he has complied with paragraph (2).

14. COMPETITIONS

- 14.1. A player who enters for a competition is bound by the rules of the competition.



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- 14.2. After a draw for playing partners in a competition has been completed an alteration must not be made without the approval of the Committee of Management.
 - 14.3. When the Schedule of starting times for a competition has been announced a player must report to the official starter at least 5 minutes before his scheduled teeing off time.
 - 14.4. If a player fails to comply with paragraph (3) he will be penalised 2 strokes unless the failure is due to an emergency or duty callout when the penalty may be waived.

15. EXCLUSION OF LIABILITY

- 15.1. A person becomes a member of the Club and a person allowed to use the Club's facilities as a guest on the condition that he or she accepts that the Club or a member of its Committee of Management assumes no liability to the member or guest-
 - a) for any loss of or damage to any property of the member or guest occurring from whatever cause, in or about the Club's premises; or
 - b) for any injury sustained by the member or guest whilst on or entering or leaving the Club's premises.
- 15.2. The Honorary Secretary must ensure that a notice repeating paragraph (1) is at all times displayed in a prominent position on the Club's premises where it may be seen by those entering the premises.

16. ALTERATION OF CONSITUTION

- 16.1. This Constitution may be revoked, added to or altered by a motion passed at a General Meeting of the Club if –
 - a) notice of the proposal to move the motion was given in accordance with clause 6 (7); and
 - b) the motion is supported by at least 75% of the members present at the meeting and entitled to vote.

17. CONSTITUTION TO BE DISPLAYED

- 17.1. The Honorary Secretary must ensure that a copy of this Constitution and any amendments to it are always on display on the Club Notice Board.

18. REVOCATION

- 18.1. The previous Constitution of the St Helena Golf Club is revoked (12 February 1995).
- 18.2. Notwithstanding paragraph (1) all appointments made and things done under the previous Constitution remain as valid as if done under this Constitution.

ST. HELENA



This Constitution was approved and accepted by the members of the Club at a General Meeting of the Club held at the St Helena Golf Club on the **30th** day of **July 2006**.

President

Captain

Hon Secretary



Appendix to the St.Helena Golf Club Constitution

At the mid-year General Meeting held 13th July 2008, the membership unanimously agreed to include an ENTERTAINMENT MEMBER to the Committee of Management composition Section 3.2 of the Constitution as approved July 2006.