

Catalina Country Club Ltd
By-law Number 17
Golf Operations Committee – Terms of Reference

Committee: Golf Operations Committee

Approved: BOD 20.02

Previously considered at BOD: 19.05

Replaces: 31/10/2018, 24/11/2016, 30/05/2019

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Persons Affected: All Golfing Members

Effective: 27/02/2020

1 Definitions

- 1.1 Definitions are generally as listed in the Club Constitution.
- 1.2 "General Manager" (GM) means Secretary

2 The Committee

- 2.1 This Committee is hereby constituted by the Board of Directors in accordance with the Club's current Constitution and By-laws. It will report to the Board.
- 2.2 The Committee members will be:
 - Club Captain – Chairperson
 - Captain, Ladies Golfing Section (or nominated deputy);
 - Captain, Men's Veterans Golfing section (or nominated deputy);
 - Up to three Vice Captains (see 4.9);
 - Special Events Coordinator (see 4.9);
 - Junior Coordinator;
 - President of the Club (or nominated deputy) ex officio.
- 2.3 The General Manager may attend without invitation.
- 2.4 In the Captain's absence, the President or his/her deputy will Chair the meeting.
- 2.5 The Captain will ensure that the GOC manages any brief assigned by the Board of Directors.
- 2.6 The Committee shall meet at not more than two-month intervals, at the instigation of the Chair.
- 2.7 Quorum shall be four (4) unless there are three Vice Captains in post in which case it will be five (5). Voting will be by a simple majority.

3 Match Sub-Committee (see para 4 of By-law A2 "delegation of authority")

- 3.1 A Match Committee will control the conduct and play of amateur golf at the Club unless an outside organising authority has been given leave by the Captain to form their own Match Committee.
- 3.2 The Golfing Sections will constitute their own Match Committees for their Board allocated competitions.
- 3.3 Match Committees for all other events ("Club events") will be appointed by the Captain or his/her deputising Vice Captain, on a daily basis. In the event of uncertainty, any Vice Captain consulted by the Golf Shop will act as the Captain's deputy.
- 3.4 A Club Match Committee will have one, two or three members. They will be drawn from the Captain, the Vice Captain(s), capable (preferably rules-accredited) golfing members, and the Club Professional or his or her deputy.
- 3.5 A person who has served on the Match Committee has the right to attend the Golf Operations Committee if his or her actions in that role are subject to discussion.

4 Duties and Responsibilities

The GOC will, amongst other relevant things,

- 4.1 **recommend** to the Board a schedule of annual events.
- 4.2 **recommend** to the Board of Directors strategies, golfing policies and developments for improving golf and golf competitions at CCC.
- 4.3 **monitor and review** course ratings and stroke indexes are current and provide member(s) as required with the opportunity to become qualified in the course rating programme.
- 4.4 **provide** opportunity for golfing members to undergo Rules accreditation programmes.

The Captain will

- 4.5 **issue** the local rules for the course.
- 4.6 **liaise** with the Chair of GG&CC to ensure those areas of the golf facility deemed to require physical identification and publication (e.g. local rules), are clearly marked and details published. This includes but not limited to:

- Course boundaries
- Ground under repair
- Gardens and obstructions
- Obstructions and integral parts of the course including pathways
- Margins of water hazards, and
- Abnormal ground conditions.

4.7 **liaise** with Course Superintendent and/or the Grounds, Greens & CATS Committee as appropriate to manage competition course usage to even out wear and tear across the course, and to ensure that damaged areas of the course are taken into consideration.

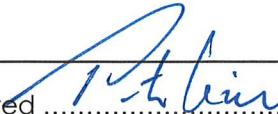
4.8 **ensure** that golfing members are advised of changes to the golf fixtures and provide instruction to members and training to club system administrators on golf-specific MiClub operations.

4.9 **nominate and recommend to the Board**

- a) the appointment of a Special Events Coordinator
- b) up to three **Vice-Captains**, preferably including one of each sex, to whom the Captain may delegate any of his or her powers from time to time.

The Special Events Coordinator will

4.10 **administer Special Events** under the direction of the Captain.

<p>Authenticated  on this day <u>16th March 2016</u></p> <p>P J Criss, President</p>
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