



# Kingston Beach Golf Club

## By-laws

### 2023

## Board Responsibilities

(Detailed role statements are available from the Office)

### **President**

- ☐ Will have overall responsibility for the activities and management of the Club
- ☐ Will chair the Board meetings and ensure the decisions around policies of the Board are implemented
- ☐ Will be accountable to the Board and members.

### **Vice-President**

- ☐ Will assume all powers and responsibilities of the President in their absence
- ☐ Will be elected in the same year as the President and with the view to becoming the successor.

### **Captain**

- ☐ Will have overall responsibility for –
  - Management and maintenance of the course/competitions and equipment as well as supervision of the Superintendent
  - Chairing Course and Match sub-committee meetings
  - The direction of the Vice Captains
  - Liaising with the Club Professional.

### **Vice-Captain (2)**

- ☐ Both vice captains will be responsible for the conduct of golf under the direction of the Captain and,
- ☐ With the view of either becoming the successor
- ☐ The vice captain elected by women members will have the additional responsibility for the fostering and conduct of women's golf.

### **Treasurer**

- ☐ Will keep accurate records of all income and expenditure
  - ☐ Will present reports to the Board Meetings and Annual General Meetings
  - ☐ Will chair the finance sub-committee.
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## Membership Classes

### **a) Full Membership**

- ☐ Over 18 years and eligible for election to the board
- ☐ 7-day course access
- ☐ Handicap

- ☐ Full voting rights
- ☐ Reciprocal rights privileges
- ☐ Competition access

**b) Intermediate**

- ☐ Between 18-30 years - eligible for election to the board
- ☐ 7-day course access
- ☐ Competition access
- ☐ Reciprocal rights
- ☐ Handicap
- ☐ Full voting rights

**c) Interstate/Overseas**

- ☐ Over 18 years
- ☐ Must be residing out of Tasmania for a minimum of 6 consecutive months
- ☐ 7-day course access while residing in the State
- ☐ Handicap
- ☐ Competition access while residing in the State
- ☐ Reciprocal rights while residing in the State
- ☐ No voting rights and not eligible for election to the board

**d) 9 Hole**

- ☐ Over 18 years and eligible for election to the board
- ☐ Entitled to vote at general meetings
- ☐ Course access 7 days
- ☐ Handicap
- ☐ 9 holes only per day
- ☐ 9-hole competition access
- ☐ No reciprocal rights

**e) Casual Members**

- ☐ Over 18 years
- ☐ Handicap
- ☐ Not eligible for election to the board
- ☐ No voting rights
- ☐ No reciprocal rights
- ☐ Course access 7 days
- ☐ No competition access (can pay comp fees & surcharge but not for Honour Board events)

**f) Junior**

- ☐ Under 18 years
- ☐ 7-day course access
- ☐ Handicap
- ☐ Competition access
- ☐ Not eligible for election to the board
- ☐ No voting rights
- ☐ Under 12-play permitted only under adult supervision

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## Sub-committees

Includes but not limited to -

### **a) Women**

- ☐ Assist the Club in achieving substantive equality between all men and women and help promote and support the participation of women and girls at all levels within the Club.

### **b) Course and Match**

- ☐ Will administer competitions and handicaps, Club representation, course management and maintenance.

### **c) Planning and Development**

Maintain and manage all Club facilities and future facilities by:

- ☐ Providing business and master planning with a focus on critical thinking and providing project management with a focus on quality and cost.

### **d) Commercial**

- ☐ Inclusive of Finance, Membership and Sponsorship/Fundraising and WH&S.

### **e) Golf Participation and Promotion**

- ☐ Position the club as being welcoming, highly engaging, accessible and inclusive and introduce golf that is friendlier, healthier, social and fun.

### **f) House/Social**

- ☐ Oversee kitchen/catering and social events.

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## Etiquette

It is important that all players are familiar with and observe the courtesies and customs accepted as the etiquette of golf, which are designed to make the game enjoyable for all.

Each player's enjoyment of the game depends upon the consideration and thoughtfulness of other players.

- a) All players must report to the Pro-shop on arrival at the Club and before entering the course.
  - b) Check the local rules before you hit off.
  - c) All players must use a set of golf clubs and bag. Golf equipment is available for hire from the Pro-shop.
  - d) No player should play until the players in front are out of range.
  - e) Consideration should be given to calling the following players through if they are waiting
  - f) Players must ensure that when dropping bags or the flagstick that no damage is done to the putting green and that neither they nor their caddies damage the hole by standing close to it or in the handling of the flagstick. Extreme care must be taken when using a putter head attachment to remove the ball from the hole.
  - g) If you are unable to take your place in the field, please remove your name from the booking sheet as soon as possible or advise the Pro-shop as soon as possible.
  - h) No one is to move, talk or stand close to or directly behind the ball or the hole when a player is addressing the ball or making a stroke.
  - i) Enter and leave bunkers at their low part and walk directly to your ball via the flat portion of the bunker. Smooth or rake all marks in the bunker and leave the rake in the centre, parallel with the line of play.
  - j) All players must repair divot marks both on the fairway and in the rough. This is done by replacing the divot and then covering with a thin layer of sand so as to remove any surface irregularities.
  - k) Repair ball marks, pitch marks and spike marks on the green, particularly your own.
  - l) Buggies must not be taken across greens or within three metres of the greens' surface or, between greens and bunkers.
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## Reciprocal Rights

Kingston Beach Golf Club enjoys reciprocal arrangements with the clubs listed on our website. Eligible members must request a letter of introduction from our Office prior to booking with reciprocal clubs.

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## Life Membership

The Club may grant Life Membership in recognition of long-term contribution to the Club.

May be nominated by any member.

The decision to propose Life Membership at the Annual General Meeting is solely the decision of the Board and no correspondence will be entered into. A policy to support related decisions is available from the Office.

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## Honorary Membership

The board may admit honorary members at its discretion.

- ☐ Not eligible for election to the board.
  - ☐ No voting rights.
  - ☐ Unrestricted access to all club facilities.
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## Provisional Membership

Prospective members, after completing a nomination form and paying relevant membership fees, must await approval from the Board before being admitted as bona fide members to the Club.

Whilst awaiting that approval, a provisional membership may be granted.

This membership permits temporary access to the course and facilities until an approval notification has been received.

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## Appointment of Course Superintendent

- a) The Course Superintendent will be appointed by the Board on such terms and conditions as it shall determine.

- b) The Course Superintendent shall assist the Captain with the maintenance and management of the Course and equipment and be responsible for the daily management of the Course staff and employees.
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## Visitors

- a) Members who invite guests to the Club must ensure that all green fees are paid in advance at the Pro-shop. In the event that the Pro-shop is closed, payments may be made online.
  - b) Members who wish to introduce a visitor for a golf competition should seek the permission of the Captain.
  - c) Any visitor shall not play more than six times per calendar year. Please note that visits, except for open club tournaments such as Christmas Tournament, will count.
  - d) A member's son or daughter under the age of twelve may use the course without payment of green fees provided they are in the company of a member and as a means of introducing them to golf. Members are responsible for the dress and conduct of their children.
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## Slow Play

A good game is a short game. At KBGC it is suggested that a player finishes an 18-hole round within 4.5 hours when playing in a group of four. Any excess of 4.5 suggests that attention needs to be paid to time minimization.

Some practices that need to be kept in mind to avoid slow play include-

- a) On the tee - be ready to hit when it is your turn.
- b) Fairway shots – ready golf.
- c) On the green – place buggies to the side of the green in readiness to proceed to the next tee.  
Do not leave your buggy in front of the green.  
Leave the green immediately you have holed out.
- d) Picking up – In Stableford, Par and Best Ball competitions, players must pick up if they can no longer effectively score on the hole being played.

For stroke rounds, maximum stroke will apply unless the competition is an Honour Board event.

- e) Calling through – A group which loses its place in the field so that there is a clear hole ahead, should call the following group through. Groups being held up under these circumstances have the right to play through when it is safe to do so.
  - f) Play a provisional ball when your ball may be lost.
  - g) Scorecards must be marked after you have moved to the next tee.
  - h) To avoid impeding the progress of all other golfers – play ready golf.
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## Scorecards

- a) Each player, after completion of the round, must scan the scorecard into the system and place completed cards into the competition box.
  - b) It is the responsibility of all players to ensure that their card details including score and signature are correct before returning to the competition box.
  - c) Players who do not finish a round (DNF) must write DNF on their card together with their reason for not finishing. The card must then be taken to the Pro-shop and discussed with the Professional.
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## Motorised Golf Carts

Members who experience difficulty in walking 18-holes of golf may use their own cart or hire one.

The following conditions for the use of motorised carts have been established to ensure their proper use and to protect the golf course.

- a) Carts must not be driven onto tees, tee-mounds, or greens or between bunkers and greens. Carts must be driven around the outside or greenside bunkers.
- b) Carts must not be driven or left within ten metres of the greens.
- c) Carts must be driven along the rough and strictly not on the fairways.
- d) Carts must not be driven ahead of play when a ball is still in play.
- e) No more than two persons or their equipment may ride in a cart, and under no circumstances should people under the age of 18 years be allowed to drive a cart.
- f) When carts are used in competitions, the users must maintain their normal place in the field and will have no special priority.



g) The Captain reserves the right to:

Rule on the occasions and the competitions in which a cart may be used.

Not permit their use on those occasions where temporary damage could be imparted to the golf course. The Vice-Captain, the Women's Captain, the Course Superintendent and the Club Professional have delegated authority from the Captain, in his absence, to close the course to the use of motorised golf carts at all times.

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## Priority on the Course

Players playing in the Club competition have precedence over all other players. Any player playing less than 18-holes must not cut in on a group playing a full round, nor any other group playing less than 18 holes, unless they can do so without causing interference to the other group.

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## Dress Regulations

Neat and tidy is the 'rule of thumb' at all times – on course, including practice facilities and in the Clubhouse.

The following is intended as a guide:

- ☐ current golfing fashions
- ☐ tailored clothing
- ☐ shirts and blouses must have collar
- ☐ footwear must be worn at all times with proper golf shoes on the course (however, not allowed in the Clubhouse)
- ☐ caps not to be worn backwards and not to be worn in the Clubhouse.

The following are not acceptable:

- ☐ larger than pocket size advertising/slogans on clothing
- ☐ tracksuits, tank tops, football shorts/jumpers.

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## Practice

Practice may take place in the areas so designated, i.e., the areas adjacent to the Clubhouse and the area in the rough at the 17<sup>th</sup> fairway adjacent to the 6<sup>th</sup> green. The practice matting closest to the first tee may be used in all weather conditions. Practice on the course and the practice putting green are subject to the following conditions –

Practice tee opposite the 18<sup>th</sup> green:

- a) Balls must only be hit up the hill in a northerly direction away from the Clubhouse end.
- b) Players using their own practice ball should only do so after 4.30 pm when the range is closed for the use of hired range balls.

Practice from the rough at the 17<sup>th</sup> fairway adjacent to the sixth green:

- c) This area must not be used when a competition is in progress.

Practice on the course:

- d) Only two balls may be played.
- e) Play must take place from the black and red tee markers.

Practice putting green:

- f) Members must not practice chipping in the direction of the Clubhouse or Pro-shop.

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## Inclinators

- a) Players leaving the 17<sup>th</sup> hole have priority use of the inclinator over any other person.
- b) Maximum of four persons with equipment are allowed to use the inclinator at any one time.
- c) When players leave the inclinator, they must ensure that the gates are locked and shut securely and the inclinator returned to the bottom.

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## Greens Staff

Members of the Greens Staff performing their duties on the course have priority at all times and players must not endanger them by hitting up when they are in the line of play.

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## Mobile Phones

Use of mobile phones on the course should be restricted to those using phones for scoring purposes and those using their phones for GPS applications.

Phone calls should only be made or taken in the case of an emergency, whether on course or in the Clubhouse.

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## Adverse Weather Policy

The Head Professional, Club Captain and Course Superintendent have the authority to decide that playing conditions are dangerous, and to suspend/cancel play or close the course (including practice facilities). A policy to support related decisions is available from the Office.

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## Insurance

Insurance against loss by fire or theft of property and golfing equipment is the responsibility of the member, as is any damage to cars and windscreens for cars parked in the Club carpark.

Golf clubs, buggies and carts stored in the Club's storage facilities are at the owner's risk, as are personal belongings left in the locker room or stored in personal lockers.

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## Animals on the Course

With the exception of seeing-eye dogs, animals are not to be brought onto the golf course.

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## Alcohol

Alcohol may be consumed in the Clubhouse and on the course. Only alcohol purchased from the caterer may be taken onto the course.

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### Version control

This policy and any changes take effect upon endorsement by the Board.

Date of Effect	Version	Summary of change(s)
05/10/23	1.3	Instruction for all players to report to Pro-shop before entering the course. Approved C&M 05/10/23
26/09/23	1.2	Committee name change from <i>Even Par</i> to <i>Golf Participation and Promotion</i> to take effect 26/09/23
22/11/22	1.0	Initial Draft approved by Board to take effect 22/11/22