

**CONSTITUTION, BY-LAWS AND RULES AND REGULATIONS FOR THE
MASON DIXON DISTRICT WOMEN'S GOLF ASSOCIATION**

**ADOPTED FEBRUARY 1987; REVISED 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 2001,
2003, 2010, 2011, 2012, 2014, 2015, 2016, 2017, 2018, 2019, 2021, 2022, 2023, 2024, 2025**

ABBREVIATION KEY:

APD/S –	Association Play Day(s)
AMCP –	Association Member-Club Professional
EB –	Executive Board
EC –	Executive Committee
GHIN -	USGA Golf Handicap Information Network
GROUP –	Individual threesome/<i>foursome</i> or Team threesome/<i>foursome</i>
HAMCP –	Host Association Member-Club Professional
HCHI –	Home Course Handicap Index
HREP -	Host Member-Club Representative
MDD-	Mason Dixon District
MYEHI –	Maximum Yearly Established Handicap Index
<i>RCC –</i>	<i>Rules Committee Chairwoman</i>
<i>RC -</i>	<i>Rules Committee</i>
REP –	Representative
TAB –	Season Points Tabulator
<i>TABT-</i>	<i>Tabulator Team</i>
WHS -	World Handicap System R&A/USGA Rules of Handicapping, Issued January 2024

**ARTICLE I
NAME**

**THE NAME OF THIS ORGANIZATION SHALL BE THE MASON DIXON DISTRICT (“MDD”) WOMEN'S
GOLF ASSOCIATION (“ASSOCIATION”).**

**ARTICLE II
PURPOSE AND GOALS**

**THIS ASSOCIATION HAS BEEN FORMED AND EXISTS FOR THE PURPOSE OF PROVIDING AN
OPPORTUNITY FOR TEAM AND INDIVIDUAL COMPETITION THAT ENCOURAGES PLAYERS OF A
VARIETY OF HANDICAP LEVELS, AS DEFINED HEREIN, TO COMPETE WITH OTHERS.**

THE GOALS OF THIS ASSOCIATION ARE

- 1. TO PROMOTE WOMEN'S GOLF THROUGHOUT, NORTHWESTERN MARYLAND,
SOUTHEASTERN PENNSYLVANIA, NORTHERN VIRGINIA, AND NORTHEAST WEST VIRGINIA**
- 2. TO PROVIDE TEAM AND INDIVIDUAL COMPETITION ASSOCIATION PLAY DAYS (“APD/S”)
UTILIZING GROSS AND NET SCORES TO AWARD DAILY PRIZES AS WELL AS TO CALCULATE
MEMBER-CLUB AND INDIVIDUAL PLAYER SEASON POINT TOTALS FOR SEASON AWARDS**
- 3. TO GENERATE INTERCLUB COOPERATION FOR THE BENEFIT OF AREA WOMEN'S GOLF.**

**ARTICLE III
MEMBERSHIP**

**THE MEMBERSHIP OF THIS ASSOCIATION SHALL BE THOSE CLUBS AND INDIVIDUALS WHO ARE
ELIGIBLE AS DEFINED HEREIN. HOWEVER, THE EXECUTIVE COMMITTEE (“EC”) SHALL HAVE THE
AUTHORITY TO LIMIT THE NUMBER OF ASSOCIATION MEMBER-CLUBS AND THE HANDICAP
RANGE FOR ASSOCIATION INDIVIDUAL MEMBERSHIP.**

SECTION I
ASSOCIATION MEMBER-CLUB

A GOLF OR COUNTRY CLUB IN, NORTHWESTERN MARYLAND, SOUTHEASTERN PENNSYLVANIA, NORTHERN VIRGINIA OR NORTHEASTERN WEST VIRGINIA, IS ELIGIBLE TO APPLY IN WRITING FOR MEMBERSHIP AND INDUCTION BY A TWO-THIRDS VOTE OF THE EC IF IT MEETS THE FOLLOWING REQUIREMENTS *THAT ARE VERIFIED BY AN EC TEAM ASSIGNED BY THE PRESIDENT:*

- 1. *INITIALLY OFFERS A MINIMUM OF SIX (6) PLAYERS WHOSE HANDICAPS ARE COMMENSURATE WITH THE MDD PLAYING FIELD AND IS LOCATED WITHIN THE DRIVING DISTANCE ESTABLISHED BY THE EC FROM ALL MEMBER-CLUBS***
- 2. *THE GREENS FEES ARE WAIVED***
- 3. *18 HOLES FOR PLAY WITH A CURRENT USGA ASSIGNED COURSE RATING AND SLOPE FOR WOMEN'S TEES MAINTAINED BY A GREENS SUPERINTENDENT***
- 4. *USGA APPROVED COMPUTERIZED HANDICAP SYSTEM LINKED TO THE WORLD HANDICAP SYSTEM R&A/USGA RULES OF HANDICAPPING, ISSUED JANUARY 2024 ("WHS") UTILIZING THE USGA GOLF HANDICAP INFORMATION NETWORK ("GHIN")***
- 5. *UTILIZES GOLF GENIUS WHEN APPLICABLE FOR APDS***
- 6. *A COMPLETE, OPERABLE CLUBHOUSE HAVING ADEQUATE DINING AND SERVICE FACILITIES TO ACCOMMODATE APD AND PARTICIPANTS THEREIN OVER AND ABOVE NORMAL CLUB ACTIVITY***
- 7. *A GUARANTEE THAT AN ADEQUATE SUPPLY OF CADDIES AND/OR CARTS WILL BE AVAILABLE TO ACCOMMODATE APD***
- 8. *HOSTS AN APD YEARLY WITH THE COURSE CLOSED TO OTHER PLAY THAT WOULD INTERFERE WITH THE ROUND***
- 9. *A GUARANTEE THAT, AS RECIPIENT OF THE TEAM TROPHY, IT WILL PROVIDE A SHOWCASE, AND BE SOLELY RESPONSIBLE FOR ITS SAFEKEEPING, MAINTENANCE AND REPLACEMENT IF DAMAGED BEYOND REPAIR.***

SECTION II
ASSOCIATION MEMBERS

- 1. *A BIOLOGICAL WOMAN GOLFER AT OR OVER THE AGE OF EIGHTEEN WITH AN ESTABLISHED 18 HOLE USGA GHIN HOME COURSE HANDICAP INDEX ("HCHI"), WITHIN THE MAXIMUM YEARLY ESTABLISHED HANDICAP INDEX ("MYEHI") FOR HER MEMBER-CLUB***
- 3. *EITHER BELONGS TO AN ASSOCIATION MEMBER-CLUB OR A WOMAN GOLFER WHO BELONGS TO AND IS ACTIVELY ASSOCIATED WITH AN ESTABLISHED WOMEN'S GOLF ASSOCIATION AT AN ASSOCIATION MEMBER-CLUB.***

AN ASSOCIATION MEMBER MAY CONTINUE HER MEMBERSHIP ("GRANDMOTHERED") IF HER HCHI RISES ABOVE THE MYEHI FOR HER MEMBER-CLUB. SHE SHALL, HOWEVER, BE REQUIRED TO PLAY TO THE MYEHI UNTIL HER HCHI FALLS BELOW SAME.

IN ACCORDANCE WITH THE WHS RULE 1.4b, A PLAYER MUST DESIGNATE ONE GOLF CLUB AS HER HOME CLUB TO BE RESPONSIBLE FOR MAINTAINING HER HANDICAP INDEX. THE ASSOCIATION MEMBER-CLUB REPRESENTATIVE ("REP") SHALL ENSURE THAT THIS PROCEDURE HAS BEEN FOLLOWED TO CERTIFY THAT HER PLAYERS ARE NOT GIVEN AN UNFAIR ADVANTAGE.

SECTION III MEMBERSHIP PROVISIONS

MEMBERSHIP IN THIS ASSOCIATION SHALL BIND EACH ASSOCIATION MEMBER AND ASSOCIATION MEMBER-CLUB TO ABIDE BY THE PROVISIONS OF THE CONSTITUTION, BY-LAWS AND RULES AND REGULATIONS ENACTED BY THE EC. REFUSAL TO COMPLY SHALL RENDER SUCH MEMBER LIABLE TO SUSPENSION OR EXPULSION BY A TWO-THIRDS VOTE OF THE EC.

IN ACCORDANCE WITH THE USGA RULES OF GOLF 1.2 STANDARDS OF PLAYER CONDUCT, PLAYERS ARE EXPECTED TO PLAY IN THE SPIRIT OF THE GAME THAT INCLUDES ACTING WITH INTEGRITY, SHOWING CONSIDERATION TO OTHERS AND TAKING GOOD CARE OF THE COURSE. *INAPPROPRIATE DISRUPTIVE BEHAVIOR BY A PLAYER CAUSING PACE OF PLAY DELAYS AND/OR LACK OF COURTESY TO ANOTHER PLAYER WILL NOT BE TOLERATED.*

- 1. IMMEDIATELY FOLLOWING PLAY BREACHES ARE TO BE REPORTED TO THE HOST ASSOCIATION MEMBER-CLUB PROFESSIONAL ("HAMCP"), HOST MEMBER-CLUB REPRESENTATIVE ("HREP") *AND THE RULES COMMITTEE CHAIRWOMAN ("RCC") OR IN HER ABSENCE ANOTHER RULES COMMITTEE MEMBER* PRESENT. MINOR INFRACTIONS MAY HAVE THE PLAYER'S REP ISSUING A WARNING WHILE MAJOR INFRACTIONS SHALL HAVE THE HAMCP AND THE *RCC* DETERMINING A PENALTY OR DISQUALIFICATION.**

THE FOLLOWING SHALL APPLY FOR CONTINUED BREACHES AND MAJOR INFRACTIONS BY A PLAYER.

- 2. PRIOR TO CONSIDERATION OF DISCIPLINARY ACTION, SUSPENSION OR EXPULSION, A COMPLAINT AGAINST EITHER AN ASSOCIATION MEMBER-CLUB OR AN ASSOCIATION MEMBER SHALL BE SUBMITTED IN WRITING TO THE PRESIDENT AND SHALL BE REFERRED TO THE *RCC* FOR FULL INVESTIGATION. THE *RCC* SHALL SUBMIT IN WRITING DETAILS OF THE COMPLAINT TO THE APPROPRIATE REP, WHO SHALL RESPOND IN WRITING TO SAID COMPLAINT WITHIN TWO WEEKS. THE *RCC* SHALL MAKE A COMPLETE REPORT TO THE EC FOR ACTION THEREON WITHIN FIVE DAYS OF COMPLETION OF HER INVESTIGATION.**

ARTICLE IV EXECUTIVE BOARD

THE MEMBERS OF THE EXECUTIVE BOARD ("EB"), THAT ALSO COMPRISE THE *RULES COMMITTEE ("RC")*, SHALL BE THE PRESIDENT, THE *RCC*, THE TREASURER, THE SECRETARY AND THE SEASON POINTS TABULATOR ("TAB"). *THE TAB SEAT CAN BE ASSIGNED TO TWO ELECTED OFFICERS AND FORMS A TABULATOR TEAM THAT INCLUDES THE PRESIDENT AND THE TREASURER ("TABT")*. THE EB OFFICERS SHALL BE ELECTED TO SERVE TWO-YEAR TERMS WITH TERMS OF OFFICE EFFECTIVE 1 OCTOBER YEARLY. TERMS OF OFFICE MAY BE EXTENDED BY A TWO THIRDS VOTE OF THE EC.

SECTION I VACANCIES

A VACANCY WITHIN THE EXECUTIVE BOARD BETWEEN ELECTIONS SHALL BE FILLED UTILIZING ARTICLE VI, SECTION 1; REPLACEMENTS SHALL SERVE OUT THE TERM.

**ARTICLE V
EXECUTIVE COMMITTEE**

THERE SHALL BE AN EC COMPRISED OF THE EB, EACH ASSOCIATION MEMBER-CLUB'S REP, AND THE IMMEDIATE PAST PRESIDENT, THAT WILL HAVE FULL CHARGE OF ALL BUSINESS PERTAINING TO THE ASSOCIATION. *EC MEMBERS ARE TO ATTEND ALL MEETINGS AND RESPOND TO ALL ASSIGNED ASSOCIATION ACTION ITEMS BY THE ESTABLISHED DEADLINE.*

**SECTION I
ASSOCIATION MEMBER-CLUB REPRESENTATIVE**

THE REP IS THE LIAISON BETWEEN THIS ASSOCIATION AND HER MEMBER-CLUB. REPS ASSUME THEIR DUTIES, AS OUTLINED AT ARTICLE V, SECTION IV, EFFECTIVE NO LATER THAN THE YEARLY PRE-SEASON MEETING AND CAN SERVE SINGLE OR MULTIPLE YEARS. REPS ARE REQUIRED TO HAVE A DULY APPOINTED ALTERNATE IN PLACE TO SERVE IN HER ABSENCE. IF NOT PROVIDED BY THE BY-LAWS OF AN ASSOCIATION MEMBER-CLUB, THE REP WILL BE RESPONSIBLE FOR APPOINTING HER REPLACEMENT. ALTERNATE AND REPLACEMENT CONTACT INFORMATION IS TO BE PROVIDED WITHIN TEN DAYS OF OCCURRENCE TO THE PRESIDENT. REP FAILURE TO ATTEND TWO CONSECUTIVE MEETINGS MAY BE GROUNDS FOR THE SUSPENSION OF AN ASSOCIATION MEMBER-CLUB UNDER ARTICLE III, SECTION III, MEMBERSHIP PROVISIONS.

**SECTION II
SPECIAL APPOINTMENTS**

AUDITOR

THE ACCOUNTS OF THE TREASURER MAY BE AUDITED YEARLY BY AN ASSOCIATION MEMBER APPOINTED BY THE PRESIDENT. IF ASSIGNED, THE AUDITOR SHALL PREPARE A POST-SEASON AUDIT REPORT TO BE PRESENTED AT A PRE-SEASON MEETING.

AD HOC CHAIR

A SENIOR EC MEMBER WILL BE APPOINTED BY THE PRESIDENT YEARLY TO SERVE AS THE AD HOC CHAIR WHO WILL SCHEDULE EC MEETINGS TO MANAGE ANY UNFORSEEN CIRCUMSTANCES IF THE PRESIDENT IS UNAVAILABLE FOR A PERIOD OF TIME.

**SECTION III
SPECIAL PROVISIONS**

ALL MEMBERS AND SPECIAL APPOINTEES OR DULY APPOINTED ALTERNATES TO THE EC MUST BE A FULL MEMBER OF THIS ASSOCIATION. EXCEPTIONS ARE APPROVED BY THE PRESIDENT.

MEMBERS OF THE EB CAN BE RE-ELECTED BUT CANNOT SERVE AS A REP DURING THEIR TERM OF OFFICE UNLESS THE EC APPROVES AN EXCEPTION.

SHOULD THIS ASSOCIATION DISBAND, A FINAL APD EVENT WILL BE HELD TO DISBURSE THE REMAINING FUNDS IN THE TREASURY IN THE FORM OF PRIZES.

**SECTION IV
DUTIES AND RESPONSIBILITIES**

THE DUTIES AND RESPONSIBILITIES OF THE EC ARE:

PRESIDENT

1. **CALLS AND PRESIDES OVER ALL MEETINGS OF THE EB AND EC**
 - A. **PROVIDES AGENDA FOR APD SCHEDULING, FORMAT CHANGES, PROBLEM RESOLUTION AND GENERAL REVIEW OF PROCESSES; AND CORRESPONDS ELECTRONICALLY FOLLOWING MEETINGS WITH MINUTES AND ASSIGNED ACTION ITEMS**
2. **PUBLIC RELATIONS**
 - A. **MAKES APD ANNOUNCEMENTS AND AWARDS TEAM TROPHY AT FINAL APD**
3. **POWER TO MAKE SPECIAL APPOINTMENTS AS DEEMED NECESSARY BY THE EC**
4. **PRESENTS POST-SEASON REPORT OR WAIVES TO IMMEDIATE PAST PRESIDENT AT THE PRE-SEASON MEETING**
5. **EX-OFFICIO MEMBER OF ALL COMMITTEES**
6. ***ESTABLISHES AND MAINTAINS ASSOCIATION'S CHECKING ACCOUNT ("ACCOUNT") AND AS OWNER IS EMPOWERED TO DISBURSE AND DEPOSIT FUNDS***
7. **REVIEWS CONSTITUTION, BY-LAWS AND RULES AND REGULATIONS YEARLY AND SUBMITS AMENDMENTS TO THE EC FOR VOTING; SHALL HAVE POSSESSION OF THE ORIGINAL SET AND AN ACCURATE RECORD OF ALL AMENDMENTS MADE THERETO**
8. **UPDATES ASSOCIATION HANDBOOK AND APD CHECKLIST YEARLY**
9. ***IS A MEMBER OF THE RULES COMMITTEE AND TABT.***

RULES COMMITTEE CHAIRWOMAN

1. ***ATTENDS ALL EC MEETINGS AND RESPONDS TO THE PRESIDENT'S ELECTRONIC REQUESTS***
2. ***HEADS RULES COMMITTEE***
 - A. ***COORDINATES JOINTLY WITH THE RULES COMMITTEE***
 - B. ***INITIATES ANY BY-LAW INFRACTION INVESTIGATIONS***
 - C. ***AVAILABLE TO SUPPORT THE HAMCP IN THE EVENT OF AN APD RULES VIOLATION***
3. ***PROVIDES ANY USGA RULE CHANGES YEARLY TO THE PRESIDENT FOR INCLUSION IN ASSOCIATION DOCUMENTS***
4. ***ASSISTS PRESIDENT WITH THE YEARLY REVIEW OF THE CONSTITUTION, BY-LAWS AND RULES AND REGULATIONS AND THE ASSOCIATION HANDBOOK***
5. ***WORKS ON SPECIAL PROJECTS AT THE REQUEST OF THE EC***
6. ***PER ARTICLE V SECTION IV TAB 4, REQUESTS HCHI VALIDATIONS.***

TREASURER

1. **ATTENDS ALL EC MEETINGS AND RESPONDS TO THE PRESIDENT'S ELECTRONIC REQUESTS**
2. ***BACK-UP OWNER OF THE MDD CHECKING ACCOUNT HAVING THE AUTHORITY TO DEPOSIT TO AND DISBURSE FROM SAID ACCOUNT***
3. **RECEIVES ASSOCIATION MEMBER-CLUB AND INDIVIDUAL ASSOCIATION MEMBERSHIP DUES, SPECIAL EVENT ASSOCIATION ENTRY FEES FROM REPS/MEMBERS, AS WELL AS THE MDD SPLIT FROM APD 50/50's**
4. **PREPARES AND SENDS MEMBERSHIP SIGN-UP SHEETS TO REPS YEARLY**
5. **KEEPS AN ACCURATE RECORD OF ALL INCOME AND EXPENDITURES, BY EC APPROVED CATEGORIES, IN THE ACCOUNT**
6. **PROVIDE A WRITTEN TREASURY REPORT MONTHLY TO THE PRESIDENT; AND A FINAL POST-SEASON REPORT SUBMITTED AT THE PRE-SEASON MEETING**

7. **PREPARES YEARLY BUDGET FOR APPROVAL BY THE EC**
8. **PREPARES AND DISTRIBUTES UPDATED MEMBERSHIP ROSTER TO EC PERIODICALLY**
9. ***IS A MEMBER OF THE RULES COMMITTEE AND TABT.***

SECRETARY

1. **ATTENDS ALL EC MEETINGS AND RESPONDS TO THE PRESIDENT'S ELECTRONIC REQUESTS**
2. **RECORDS AND KEEP MINUTES OF ALL MEETINGS SENDING DRAFT TO PRESIDENT**
3. **SUPPORTS ANY SPECIAL PROJECTS AS ASSIGNED BY THE PRESIDENT**
4. **SENDS THANK YOU NOTES TO THE MEMBER-CLUBS AT THE END OF THE SEASON ANNUALLY**
5. ***IS A MEMBER OF THE RULES COMMITTEE.***

TAB

1. **ATTENDS ALL EC MEETINGS AND RESPONDS TO THE PRESIDENT'S ELECTRONIC REQUESTS**
2. ***HEADS THE TABT THAT CALCULATES, RECORDS AND MAINTAINS SEASON POINTS:***
 - A. ***SETS EACH MEMBER-CLUB'S MYEHI FOR PLAYER'S YEARLY THAT CORRESPONDS TO ITS SLOPE AND RATING***
 - B. ***KEEPS RECORD OF INDIVIDUAL POINTS EARNED TOWARD END OF THE SEASON AWARDS WITH ASSOCIATION ATTESTED/SIGNED OFFICIAL SCORECARDS BEING THE ONLY SOURCE FOR ISSUING POINTS***
 - C. ***KEEPS RECORD OF TEAM POINTS EARNED TOWARD TEAM TROPHY***
 - D. ***DOUBLE CHECKS APD POINTS AFTER EACH APD PRIOR TO DISTRIBUTING SPREADSHEET TO EC***
 - E. ***PERFORMS FINAL CHECK OF POINTS FOR SEASON TEAM TROPHY PRIOR TO AWARDING TROPHY***
 - F. ***DETERMINES INDIVIDUAL WINNERS; PREPARES AND DISTRIBUTES SEASON PRIZE CERTIFICATES***
3. **MAINTAINS ASSOCIATION POINT RESULTS FOR ONE YEAR**
4. **ADVISES RCC OF ANY ASSOCIATION MEMBERS WHOSE POSTING OF GOLF SCORES NEEDS VERIFIED AS BEING ACCURATE BY THE APPLICABLE REP TO ENSURE THEY HAVE THE PROPER HCHI AND TAKES DETERMINED ACTION**
5. **RESPONSIBLE FOR COLLECTING ASSOCIATION SCORECARDS AND HAMCP'S OFFICIAL RESULTS AT APDS AT THE SCORERS TABLE FOR USE IN CALCULATING SEASON POINTS *AND A LIST OF THE DAILY WINNERS***
6. **SENDS THE SPREADSHEET, DAILY PRIZE RESULTS AND THE 50/50 WINNER AFTER EACH APD TO THE EC**
7. ***IS A MEMBER OF THE RULES COMMITTEE.***

REP

1. **ATTENDS ALL EC MEETINGS AND RESPONDS TO THE PRESIDENT'S ELECTRONIC REQUESTS**
2. **WORKS WITH HER ASSOCIATION MEMBER-CLUB PROFESSIONAL ("AMCP") TO FINALIZE APD DATE AND FORMAT AND PROVIDES AT THE PRE-SEASON MEETING**
3. **UTILIZING THE ASSOCIATION CHECKLIST PLANS AND EXECUTES HER APD, *THAT INCLUDES* WORKING WITH THE PRESIDENT TO FINALIZE FLIGHTS AND PAYOUT**
4. **RETURNS APPLICATION SIGN UP SHEET WITH MEMBER-CLUB AND INDIVIDUAL MEMBER DUES TO TREASURER BY DEADLINE AFTER VERIFYING THAT THE APPLICANTS MEET THE REQUIREMENTS SET UNDER ARTICLE III, SECTION II; ALONG WITH SPECIFICS FOR THE MEMBER ROSTER**

5. IF RECIPIENT OF TEAM TROPHY, ARRANGES AND PAYS FOR ENGRAVING AND PROPER MAINTENANCE
6. ESTABLISHES/POPULATES A MDD BULLETIN BOARD IN HER WOMEN'S LOCKER ROOM
7. *PROVIDES THE CONSTITUTION, BY-LAWS AND RULES AND REGULATIONS; THE HANDBOOK; THE MEMBER ROSTER; AND CURRENT SEASON POINT STANDINGS THAT INCLUDES DAILY WINNERS ELECTRONICALLY TO HER ASSOCIATION MEMBERS*
8. CONTACTS HER ASSOCIATION MEMBERS PRIOR TO EACH APD, COLLECTS ENTRY FEES, COMPLETES THE ENTRY FORM AND SUBMITS BY THE DEADLINE TO THE HREP
9. IF AN ASSOCIATION MEMBER'S HANDICAP INDEX RISES ABOVE THE MYEHI LIMIT, RESPONSIBLE FOR ADVISING ON THE APD ENTRY FORM THE ADJUSTED HCHI THAT HAS BEEN ASSIGNED AS THE MAXIMUM PERMITTED FOR THAT ASSOCIATION MEMBER-CLUB ("INDEX OVERRIDE")
10. ENSURES THAT HER ASSOCIATION MEMBERS ABIDE BY THE WHS HOME COURSE HANDICAP INDEX RULE 1.4b AS OUTLINED AT ARTICLE III, SECTION II
11. WHEN REQUIRED ESTABLISHES AN INTERNAL PROCEDURE FOR POSTING APD SCORES, REVIEWS WITH PLAYERS, AND POSTS FOR VIEW. CHECKS AFTER EACH APD THAT SCORES HAVE BEEN ACCURATELY POSTED, FOLLOWS UP WITH PLAYER IF SCORE IS NOT POSTED FOLLOWING ASSOCIATION MEMBER-CLUB GUIDELINES AND POSTING ACTION AT ARTICLE XII, SECTION II
12. INVESTIGATES ANY CONCERNS RELATED TO AN ASSOCIATION MEMBER, PROVIDES A REPORT TO THE RCC, AND TAKES ASSIGNED REQUIRED CORRECTIVE ACTION
13. PROVIDES MEMBER-CLUB DETAILS TO THE PRESIDENT FOR INCLUSION IN THE HANDBOOK FOLLOWING DATA CALL
14. ENSURES THAT THE SEASON CERTIFICATES ARE SUBMITTED TO THE TREASURER BY THE DEADLINE SET YEARLY BY THE EC.

ARTICLE VI

EXECUTIVE BOARD ELECTION PROCESS

THE OFFICE OF THE PRESIDENT SHALL BE FILLED BY A MEMBER OF THE EC THAT HAS SERVED A MINIMUM OF TWO YEARS. VACANCIES IN THE OFFICES OF RCC, TREASURER, SECRETARY AND TAB SHALL BE FILLED UTILIZING ARTICLE VI, SECTION I.

SECTION I

PROCEDURE

BY SEPTEMBER 30, THE PRESIDENT IS TO ADVISE THE EC WHEN AN EB OFFICE REQUIRES A REPLACEMENT FOR THE UPCOMING SEASON. THE REPLACEMENT METHOD SHALL BE AS FOLLOWS:

1. **ROTATION – CURRENT EB MEMBERS SHALL HAVE THE FIRST OPTION TO FILL AN OPEN POSITION FOLLOWED BY THE REMAINING MEMBERS OF THE EC. A REP WHO ACCEPTS AN EB POSITION MUST FOLLOW THE PROCEDURES SET IN ARTICLE V, SECTION III**
2. **SOLICITATION - IF AN OFFICE REMAINS VACANT, THE EC SHALL BE RESPONSIBLE FOR SOLICITING REPLACEMENTS FROM THE GENERAL ASSOCIATION MEMBERSHIP FOR THE OFFICES OF RCC, SECRETARY, TAB, AND TREASURER.**

FINAL APPROVAL OF ALL REPLACEMENTS REQUIRES A MAJORITY VOTE OF THE EC PRIOR TO THE FIRST PRE-SEASON MEETING.

ARTICLE VII MEETINGS

AT LEAST *TWO* EC MEETING WILL BE HELD PRE-SEASON. MEETINGS CAN BE PHYSICAL OR VIRTUAL.

ADDITIONAL MEETINGS CAN BE CALLED AT THE REQUEST OF THE PRESIDENT, *BY THE AD-HOC CHAIR*, OR A QUORUM OF THE EC. THE BUSINESS OF ADDITIONAL MEETINGS WILL BE LIMITED TO THAT AGENDA.

SECTION I QUORUM

A QUORUM FOR ALL EC MEETINGS SHALL CONSIST OF TWO-THIRDS OF ITS MEMBERS.

SECTION II VOTING

EACH EC MEMBER SHALL HAVE ONE VOTE. AN ASSOCIATION MEMBER-CLUB WITH TWO REPS WILL HAVE ONE VOTE. *IF THE TAB SEAT IS ASSIGNED TO TWO ELECTED OFFICERS EACH WILL HAVE ONE VOTE.* THE PRESIDENT SHALL ONLY VOTE TO BREAK A TIE. THE IMMEDIATE PAST PRESIDENT DOES NOT HAVE A VOTE.

ARTICLE VIII DUES AND ENTRY FEES

THE ASSOCIATION MEMBER-CLUB AND ASSOCIATION MEMBER ANNUAL DUES ALONG WITH THE APD ENTRY FEE SHALL BE REVIEWED FOR REVISION YEARLY BY THE EC.

SECTION I APPLICATIONS

THE FAILURE OF AN ASSOCIATION MEMBER-CLUB TO PAY THE PRESCRIBED DUES SHALL PROVIDE REASON FOR SUSPENSION. INDIVIDUAL ASSOCIATION MEMBER DUES WILL NOT BE ACCEPTED UNTIL THE ASSOCIATION MEMBER-CLUB'S DUES HAVE BEEN RECEIVED.

SECTION II SPECIAL EXCEPTIONS

INDIVIDUAL ASSOCIATION MEMBERSHIPS WILL BE ACCEPTED AFTER THE INITIAL MEMBER-CLUB APPLICATION SUBMITTAL. HOWEVER, DUES AND VERIFIED SPECIFICS FOR THE MEMBERSHIP ROSTER ARE TO BE PROVIDED TO THE TREASURER PRIOR TO SAID NEW MEMBER PARTICIPATING IN AN APD.

APD FORMATS, AWARDS/PRIZE STRUCTURE, HOLE-IN-ONE RULES, DISCRETIONARY FUND USAGE AND 50/50 FORMAT

SECTION I
THE EC SHALL REVIEW THE APD FORMATS, AWARDS/PRIZE STRUCTURE, HOLE-IN-ONE RULES, DISCRETIONARY FUND USAGE, AND 50/50 FORMAT YEARLY.

SECTION II

THE EC WILL DETERMINE THE HOLE-IN-ONE PAYOUT BASED ON THE NUMBER OF WINNERS DURING THE SEASON. IF THERE ARE NO WINNERS DURING A SEASON THE EC CAN VOTE TO REDUCE THE ESCROW ACCOUNT AND RE-DIRECT FUNDS TO THE DISCRETIONARY FUND TO BE USED FOR THE BENEFIT OF THE ASSOCIATION MEMBERSHIP.

SECTION III

POINTS ARE AWARDED TO PLAYERS AT EACH ADP WITH THE FIVE LOWEST GROSS AND NET SCORES BY FLIGHT. THE TEAM SCORE BY MEMBER-CLUB AT EACH ADP IS THE TOTAL OF THE POINTS DIVIDED BY THE NUMBER OF PLAYERS THAT PARTICIPATED. IF A PLAYER DOES NOT FINISH THE ROUND, THE TABT SHALL REVIEW THE CIRCUMSTANCES TO DETERMINE WHETHER TO COUNT THAT PLAYER IN THE CALCULATION.

ARTICLE X AMENDMENT

THE CONSTITUTION, BY-LAWS AND RULES AND REGULATIONS MAY BE AMENDED AT ANY MEETING, OR THROUGH ELECTRONIC CORRESPONDENCE, BY A TWO-THIRDS VOTE OF THE EC.

ARTICLE XI PARLIAMENTARY AUTHORITY

ROBERT'S RULES OF ORDER, NEWLY REVISED, SHALL GOVERN ALL MEETINGS OF THE ASSOCIATION IN ALL CASES TO WHICH THEY ARE APPLICABLE AND IN WHICH THEY ARE NOT INCONSISTENT WITH THE CONSTITUTION, BY-LAWS AND RULES AND REGULATIONS.

ARTICLE XII RULES AND REGULATIONS

SECTION I USGA RULES OF GOLF, MDD RULES, LOCAL RULES, AND THE WHS.

THE USGA RULES OF GOLF SHALL GOVERN ALL PLAY. MDD RULES WILL BE PROVIDED ALONG WITH LOCAL RULES PRIOR TO PLAY BY THE HAMCP. THE RULES COMMITTEE RESERVES THE RIGHT TO DISQUALIFY A MEMBER FROM ASSOCIATION PLAY IN THE EVENT OF GROSS NON-COMPLIANCE OF THE USGA RULES OF GOLF AND THE WHS. EACH MEMBER IS RESPONSIBLE FOR KNOWLEDGE OF THE CURRENT USGA RULES OF GOLF AND IS ENCOURAGED TO HAVE THE USGA RULES OF GOLF BOOKLET OR APP IN THEIR POSSESSION FOR USE DURING ASSOCIATION PLAY.

WHS RULE 3.3 IS TO BE FOLLOWED FOR POSTING "MOST LIKELY" SCORES FOR TEAM APD'S.

WHEN APPLICABLE THE WHS SHALL BE UTILIZED WITH MEMBERS REQUIRED TO POST APD SCORES IN ACCORDANCE WITH SAID DOCUMENT AND THEIR MEMBER-CLUB PROCEDURE. FAILURE WARRANTS THE FOLLOWING:

- A. 1ST OFFENSE – VERBAL TRAINING BY THE REP**
- B. 2ND OFFENSE – WRITTEN WARNING NOTICE BY REP**
- C. 3RD OFFENSE – ACCESSED MDD DISCIPLINARY ACTION**

SECTION II HOME COURSE HANDICAP INDEX

REPS ARE SOLELY RESPONSIBLE FOR PROVIDING THEIR PLAYERS' GHIN NUMBER THAT IS USED

BY THE HAMCP'S TO DETERMINE APD HANDICAPS. THE PLAYER CANNOT ADJUST HER HANDICAP ON THE OFFICIAL SCORECARD. IF SHE BELIEVES THAT HER HANDICAP IS INCORRECT, SHE IS TO CONSULT THE HAMCP AND HER REP PRIOR TO PLAY, SO THAT IT CAN BE REVIEWED AND CORRECTED IF NECESSARY. IF HER REP IS NOT PRESENT, A MEMBER OF THE RULES COMMITTEE SHALL BE CONSULTED AND ACT IN HER STEAD.

SECTION III APDS

THE FIELD WILL BE SET INTO FLIGHTS BY THE HAMCP BASED ON THE NUMBER OF PARTICIPANTS AND HANDICAP RANGES TO ALLOW AN EQUITABLE VARIANCE BETWEEN HANDICAPS. PLAY WILL GENERALLY BE IN THREESOMES ("GROUP") FOR INDIVIDUAL TOURNAMENTS; TEAM EVENTS WHEN APPROPRIATE. HANDICAP PERCENTAGE ALLOWANCES MAY BE CALCULATED BY THE HAMCP IN RELATION TO THE FORMAT OF PLAY. BLIND DRAWS WILL BE ASSIGNED BY THE HAMCP IF REQUIRED FOR TEAM PLAY.

AS POINTS ARE EARNED AT THE INDIVIDUAL AND MEMBER-CLUB LEVEL BY EACH APD FOR END OF THE SEASON AWARDS, ALL WILL BE PLAYED WHEN SCHEDULED UNLESS THE HOST ASSOCIATION MEMBER-CLUB IS CLOSED (EX: INCLEMENT WEATHER). IF UNEXPECTED INCLEMENT WEATHER BECOMES EVIDENT PRIOR TO PLAY THE FIELD WILL BE GIVEN INSTRUCTIONS FOR A TRUNCATED ROUND BY THE HAMCP. DURING PLAY SHOULD THE WEATHER CONDITIONS BECOME HAZARDOUS, PLAY MAY BE SUSPENDED OR CANCELLED. IF CANCELLED AND CANNOT BE RESCHEDULED, THE EB MEMBERS PRESENT AND THE HAMCP SHALL DECIDE THE METHOD FOR AWARDING DAILY PRIZES. ALL PLAYERS WHO COMPLETE A TRUNCATED ROUND WILL RECEIVE TWO POINTS GROSS AND NET; THERE WILL BE NO TEAM POINTS EARNED. HOWEVER, IF RESCHEDULED, POINTS WILL NOT BE ISSUED AND THOSE ELIGIBLE ON THE ORIGINAL DATE WILL BE GIVEN FIRST PRIORITY TO FILL THE FIELD.

APDS WILL START PROMPTLY AT 9:00AM WITH PLAYERS EXPECTED TO BE IN THEIR CART NO LATER THAN 8:35 AM. PLAYERS ARE TO ENSURE THAT THEY ARRIVE WITH SUFFICIENT TIME PRIOR TO PLAY TO MEET THESE DEADLINES. IF YOU ARRIVE AFTER THE FIELD HAS SHOTGUNNED, A PENALTY MAY BE ASSESSED IN ACCORDANCE WITH THE USGA RULES OF GOLF.

THE RULES OF PLAY AND METHOD FOR RECORDING SCORES FOR APDS WILL BE PROVIDED PRIOR TO PLAY AND MUST BE FOLLOWED. PLAYERS ARE RESPONSIBLE FOR THE ACCURACY OF THEIR SCORE. TO SUPPORT ACCURACY, AN OFFICIAL AND BACKUP SCORECARD IS TO BE KEPT BY EACH GROUP AND COMPARED WITH ANY SCORE DISCREPANCIES (HOLE BY HOLE AND TOTAL) RESOLVED PRIOR TO *EVERYONE IN THE GROUP ATTESTING THEN SIGNING* THE OFFICIAL SCORECARD AND TURNING IN AT THE SCORER'S TABLE. *WHEN GOLF GENIUS IS ALSO UTILIZED FOR RECORDING AND POSTING SCORES AT AN APD THE RULES SHEET WILL SPECIFY THE ADDITIONAL STEPS TO FOLLOW.* GROSS NON-COMPLIANCE WILL BE GROUNDS FOR DISQUALIFICATION.

SETTLE RULE/SCORE DISPUTES ON THE COURSE BEFORE MOVING TO THE NEXT HOLE. CALL THE HAMCP IF YOU NEED IMMEDIATE HELP OR PLAY TWO BALLS (USGA RULE 20), AND SEEK CLARIFICATION FROM THE HAMCP FOLLOWING PLAY, MAKE APPROPRIATE ADJUSTMENTS IF WARRANTED, BEFORE FINALIZING THE OFFICIAL SCORECARD/*GOLF GENIUS*.

THE CURRENT USGA RULES OF GOLF AND ASSOCIATED USGA HANDBOOKS DO NOT CONTAIN WORDING ON HOW TO HANDLE A DISAGREEMENT BETWEEN PLAYERS IN A GROUP AS TO A PLAYER'S SCORE ON A PARTICULAR HOLE. FOLLOWING DISCUSSIONS WITH A USGA RULES REPRESENTATIVE THE FOLLOWING WILL BE UTILIZED AT MDD EVENTS:

- 1. IF A PLAYER BELIEVES THAT ANOTHER PLAYER IN HER GROUP HAS MISCOUNTED A SCORE THERE NEEDS TO BE AN IMMEDIATE DISCUSSION TO RESOLVE THE ISSUE. THE PLAYER IN QUESTION IS ULTIMATELY RESPONSIBLE FOR KNOWING HER SCORE ON A HOLE; WHEN QUESTIONED SHE MUST BE ABLE TO RECALL EACH SHOT ON THE HOLE AND VERBALIZE SAME TO THE PLAYER QUESTIONING HER SCORE. MOST OF THE TIME FRIENDLY DISCUSSION BETWEEN PLAYERS IN A GROUP AS TO EACH SHOT TAKEN QUICKLY RESOLVES THE ISSUE WITH BOTH PARTIES AGREEING TO A SCORE. THE SCORE MUST BE RESOLVED BEFORE TEEING OFF ON THE NEXT HOLE**
- 2. IF ONLY ONE PLAYER IN THE GROUP (THE OTHERS DID NOT WITNESS THE QUESTIONED PLAYER'S SHOTS TO HAVE INPUT) DOES NOT AGREE WITH THE QUESTIONED PLAYER'S SCORE AND THE DISCUSSION PROCESS LISTED UNDER #1 DOES NOT RESULT IN AN AGREEMENT AS TO THE SCORE, THE MARKER IS TO ACCEPT THE QUESTIONED PLAYER'S SCORE AS BEING ACCURATE. HOWEVER, IF TWO OR MORE PLAYERS IN THE GROUP ALL CONTEND THAT THE SCORE IS DIFFERENT; EX: NOT A 5 BUT A 6 AND CAN POINT OUT SHOT BY SHOT THE DIFFERENCE ((EX: YOU WERE ON THE GREEN AFTER HITTING THREE SHOTS (DRIVER, THEN A FAIRWAY METAL, THEN AN IRON AND ONCE ON THE GREEN YOU THREE PUTTED) THE PLAYER IN QUESTION IS TO ACCEPT THAT MAJORITY RULES AND SHALL AGREE TO THE GROUP'S ADJUSTED SCORE BEFORE TEEING OFF ON THE NEXT HOLE.**

APD DAILY PRIZE AND SEASON AWARD CERTIFICATES ARE TO BE REDEEMED BY THE DATE INDICATED OTHERWISE THEY WILL BE INVALID FOR CONSIDERATION OF PAYMENT.

USAGE OF CELL PHONES DURING ASSOCIATION PLAY IS ONLY PERMITTED WHEN: AN MEDICAL EMERGENCY ARISES, THE GROUP REQUIRES CLARIFICATION FROM THE MDD HANDBOOK/BY-LAWS, RULE/DISPUTE SUPPORT FROM THE PRO SHOP, OR THE RULES OF PLAY HAVE THE GROUP ENTERING GOLF SCORES INTO GOLF GENIUS.