

# *Dobson Ranch Golf Association (DRGA)*

## **Operating Procedures & Bylaws**



**DRGA Board of Directors**

**August 12, 2024**

**Rev 8.6**

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**Article 1. Organization:****1.1 Name**

- 1.1.1 The name of this organization shall be the “[Dobson Ranch Golf Association](#)” also known as the “[DRGA](#).”

**Article 2. DRGA Membership:****2.1 Eligibility:**

- 2.1.1 Any person who has reached their 18th birthday may become a member of the Association upon payment of annual dues and verification of their Amateur status.
- 2.1.2 Members of the PGA of America so long as their “Classification Status” is not A-3 for professional play.
- 2.1.3 Any person under the age of 18 may become a member of the “Junior Division”. Junior AGA memberships are free of charge. and includes an annual USGA GHIN handicap.
- 2.1.3.1 This “Junior Membership” does not entitle the person to play in DRGA events and will be listed as a “Handicap Only” in the “DRGA Master Roster.”
- 2.1.4 Any person may purchase an annual “Handicap Only” Membership which includes a USGA GHIN Handicap. This membership does not entitle the person to play in DRGA events.

**2.2 Benefits of Full Membership:**

- 2.2.1 Eligible to register and play in DRGA tournament events.
- 2.2.2 Includes membership into the Arizona Golf Association (AGA), representing the United States Golf Association (USGA) and includes an annual “USGA” handicap and a “GHIN” number.
- 2.2.3 Includes the Dobson “Ranch Card” if not previously purchased.
- 2.2.3.1 Refunds for previously purchased “Ranch Cards” are not provided.

**2.3 Annual Dues:**

- 2.3.1 Terms of Membership & Registration:
- 2.3.1.1 The DRGA yearly tournament season is Dec.1st of the current year thru Dec. 31 of the upcoming year.
- 2.3.1.2 The two tournaments in December of the current year will count toward the four (4) Major Tournament required qualification rounds.
- 2.3.1.3 Membership applications and payment must be submitted through the [DRGA Website](#).
- 2.3.1.4 Registration opens November 1st of the current year for membership in the following year for New Members.
- 2.3.1.5 Membership applications for the current DRGA season will no longer be accepted as of September 30th of the current membership year.
- 2.3.2 Renewing, New and Handicap Only Members

- 2.3.2.1 For Renewing Members:
  - 2.3.2.1.1 Discounted annual renewal membership dues shall be payable between November 1<sup>st</sup> and December 31<sup>st</sup> of the current year. Membership shall expire on December 31<sup>st</sup> of the following year.
  - 2.3.2.1.2 Annual membership dues shall constitute membership from December 1<sup>st</sup> of the current year through December 31<sup>st</sup> of the following year inclusive, regardless of when paid during any given year.
- 2.3.2.2 For New Members:
  - 2.3.2.2.1 New Members may participate after December 1<sup>st</sup> of the current year's tournaments upon receipt of membership application and payment of dues.
  - 2.3.2.2.2 The Board of Directors shall agree upon any changes to the coming year's annual membership dues amount no later than the September Board of Directors meeting.
- 2.3.3 The Arizona Golf Association (AGA) annual membership fee spans the current year December 1<sup>st</sup> through December 31<sup>st</sup> of the following year. The DRGA annual membership fees are based on Arizona Golf Association (AGA) membership fees and forecasted DRGA administration/operating expenses.
- 2.3.4 No member shall have voting, tournament sign-up participation privileges while delinquent in payment of their dues. If DRGA dues are not paid on or before December 31<sup>st</sup> that member shall be placed on "Inactive" status within the DRGA until payment is received.
- 2.3.5 The Board of Directors may grant "Honorary Membership" to an individual with a majority vote approval.
- 2.3.6 Ring of Honor Members shall receive a lifetime membership and a reserved tee time as well as a USGA/GHIN number if requested.

DRGA Membership Dues Structure			
DRGA Membership Type	DRGA Annual Dues	Membership Effective Dates	
		Start	End
Membership Type #1 * <u>Early Renewing Member</u>	\$140	December 1 Current Year	December 31, Following Year
Membership Type #2 <u>Renewing Member</u>	\$150	January 1 Following Year	December 31 Following Year
Membership Type #3 ** <u>New Member</u>	\$150	December 15 Current Year	December 31 Following Year
Membership Type #4 <u>Handicap Only</u>	\$80	October 3 Current Year	December 31 Following Year
* The \$10 Discount Only Applies to Returning Members until Dec. 31, current year			
** New members for the upcoming season will be eligible to play in the last tournament event in December.			
Note: A member shall be eligible for a refund of their DRGA annual fees if they have been a member less than 60 days and they have not played in any DRGA events			

**Article 3. Operating Procedures, Elected Officers & Compensation:**

**3.1 Operating Procedures**

3.1.1 Operating Procedures shall be maintained and updated as needed by the Executive Committee consisting of the President, Vice President and the Secretary. All amendments to the Operating Procedures require a majority vote of the Board of Directors.

**3.2 Elected Officers:**

3.2.1 The “President”

- 3.2.1.1 The “President” of this organization shall be duly elected by membership ballot every other year, on even years.
- 3.2.1.2 The “President” shall preside at all meetings, act as an ex-officio member of all committees, assume responsibility of the DRGA Operating Procedures.
- 3.2.1.3 The “President” will have signature authority for all DRGA banking accounts.
- 3.2.1.4 The “President” shall establish additional committees when required.

- 3.2.1.5 Should the office of the “President” become permanently vacant, the “Vice-President” shall become the “President” of the Association through the remainder of the current term.
- 3.2.2 The “Vice-President”
  - 3.2.2.1 The “Vice-President” of this organization shall be duly elected by membership ballot every other year, on odd years.
  - 3.2.2.2 The “Vice-President” shall assume the duties of the “President” if absent.
  - 3.2.2.3 The “Vice-President” will have signature authority for all DRGA banking accounts.
  - 3.2.2.4 The “Vice-President” will assist the Tournament Chairman in the organization and oversight of the Four Major tournaments.
- 3.2.3 The “Secretary”
  - 3.2.3.1 The “Secretary” of this organization shall be duly elected by membership ballot every other year, on even years.
  - 3.2.3.2 The “Secretary” shall keep the minutes of all board meetings and general membership meetings.
  - 3.2.3.3 The “Secretary” shall follow up on all action items from the previous meeting.
  - 3.2.3.4 The “Secretary” will assist the Board with all forms and membership information.
  - 3.2.3.5 The “Secretary” will have signature authority for all DRGA Banking accounts.
- 3.2.4 A “Director-at-Large”
  - 3.2.4.1 There shall be six duly elected Directors-at-Large.
    - 3.2.4.1.1 The Directors are elected to two-year terms, with three to be elected odd years and three in even years.
  - 3.2.4.2 The Directors-at-Large, under the guidance of the “President,” shall ensure that the committee chairman’s and committees function properly, be responsible to assist committee chairmen where needed, and oversee club activities and functions in general.
  - 3.2.4.3 Should a “Director-at-Large” position become permanently vacant for any reason, the “President” shall appoint the non-elected candidate receiving the next highest number of votes in the last election.
    - 3.2.4.3.1 Should that member not accept the position, the “President” will continue through the list of non-elected candidates until a non-elected candidate accepts the appointment.
    - 3.2.4.3.2 In the event that no candidate accepts the appointment, the “President” shall select any member at large to fill the vacancy for the remainder of the term. This candidate must be approved by a majority vote of the Board of Directors.

### 3.3 Appointed Positions:

- 3.3.1 Appointed positions consist of Treasurer, Handicap Chairman, Webmaster, Tournament Director, Social-Marketing Director, and Communications Director.
- 3.3.2 For those “Appointed” positions that need or require “Assistants” the President is required to nominate the “Assistant” and be approved by majority vote of the Board of Directors.
- 3.3.3 If an Executive or Appointed position becomes vacated for any reason, a replacement would be nominated by the president and must be approved by a majority vote of Board of Directors.
- 3.3.4 The “Treasurer”
  - 3.3.4.1 The “Treasurer” shall be appointed by the “President” and require approval of a majority vote of the Board of Directors.
  - 3.3.4.2 The “Treasurer” will keep a record of all DRGA receipts, and an itemized accounting of all disbursements of funds.
  - 3.3.4.3 The “Treasurer” shall prepare all checks for disbursement of funds.
  - 3.3.4.4 The “Treasurer” shall be responsible for a “Treasurer’s Report” to be presented at each Board of Directors meeting.
  - 3.3.4.5 This “Treasurer’s Report will include the most recent bank statement and an estimate of funds available for use by the Board of Directors for the remainder of the calendar year in question.
  - 3.3.4.6 This projection will be designed to assist the Board of Directors in determining how those funds are to be spent. All records will be subject to an audit upon notification of the “President.”
  - 3.3.4.7 The “President” may appoint an Audit Committee at any time.
  - 3.3.4.8 The “Treasurer” **SHALL NOT** have signature authority for any DRGA banking accounts.
- 3.3.5 The “Handicap Chairman”
  - 3.3.5.1 The “Handicap Chairman” shall be appointed by the “President” and require approval of a majority vote of the Board of Directors.
  - 3.3.5.2 The “Handicap Chairman” will be responsible for computing initial and ongoing handicaps for all club members, updating the DRGA and AGA/USGA handicap databases following each tournament event as soon as possible and prior to the next tournament.
  - 3.3.5.3 Handicaps and Handicap Procedure shall be made available to the Board and general membership by posting on the [DRGA website](#).
  - 3.3.5.4 The “Handicap Chairman” will be required to have or obtain within a reasonable amount of time a AGA/USGA “Handicap Chairman” certification.
  - 3.3.5.5 The “Handicap Chairman” shall also maintain a current membership list with addresses and phone numbers and shall make copies available to the “President,” “Treasurer,” “Handicap Chairman” and “Pro Shop”.



3.3.5.6 The “Handicap Chairman” will serve as the official liaison between the AGA and the DRGA for membership items.

3.3.6 The “Webmaster”

3.3.6.1 The Webmaster shall be appointed by the “President” and require approval of a majority vote of the Board of Directors.

3.3.6.2 The Web committee shall consist of the “Webmaster” and a minimum of one additional active member.

3.3.6.3 The “Webmaster” will maintain a website for the membership that will be updated a minimum of twice per month. Minimum content will include sections on club news, tournament results, handicap listings, upcoming events, tee times, and useful web links.

3.3.7 The “Tournament Chairman”

3.3.7.1 The Tournament Chairman shall be appointed by the “President” and require approval of a majority vote of the Board of Directors.

3.3.7.2 The “Tournament Chairman” shall be responsible for all tournament events, including the planning, organization, scoring oversight and dispute resolution.

3.3.7.3 The Tournament Chairman shall be responsible for establishing a 3-member “Tournament Committee” to assist in tournament operations, scoring assistance and dispute resolutions. This Committee shall consist of the Vice President and a Director-at-Large.

3.3.8 The “Marketing & Social Media Chairman”

3.3.8.1 The “Marketing & Social Media Chairman” shall be appointed by the “President” and require approval of a majority vote of the Board of Directors.

3.3.8.2 The Chairman will be responsible for the promotion and implementation of all special events that are approved by the Board of Directors.

3.3.8.3 The Chairman will be responsible for updating the membership through Social Media websites that are connected to the DRGA.

**3.4 Board Compensation:**

3.4.1 “President,” “Vice President,” “Secretary,” “Director’s at Large” “Tournament Director,” and “Appointed Members of the Board” receive compensation which includes annual membership dues, reduced tournament entry fees of \$20 and reserved tee time with up to 3 additional players.

3.4.1.1 No compensation will be provided for tournaments not attended.

3.4.2 “Handicap Chairman,” “Treasurer,” and “Web Master” receive an additional \$200 monthly stipend in addition to compensation listed in 3.4.1.

3.4.2.1 No compensation will be provided for tournaments not attended.

**Article 4. Standing Committees:**

**4.1 The Tournament Committee:**

- 4.1.1 The Tournament Committee shall consist of the Tournament Chairman, Vice President and one Board Member at large as selected by the Tournament Chairman. The Tournament Chairmen shall be the Chairman of this Committee. The Tournament Chairman shall have charge of all club tournaments and include the following responsibilities.
- 4.1.1.1 Arbitrating all time penalties, scoring and rules disputes in conjunction with committee members.
  - 4.1.1.2 Posting of the distribution of tournament funds prior to noon, the day of the tournament.
  - 4.1.1.3 Confirmation and posting of official results both online and in the pro shop by 6 p.m. the Wednesday following the tournament.
  - 4.1.1.4 Posting results to the Pro Shop no later than 12 noon on the Saturday or Sunday immediately following a tournament. Results to be posted include:
    - 4.1.1.5 Winnings from all flights for gift certificate distribution.
    - 4.1.1.6 Winnings from DRGA Board Sponsored games.
    - 4.1.1.7 Closest to Pin Results.
    - 4.1.1.8 Calendar: On an annual basis setting the dates for the coming year in conjunction with the Pro Shop representative.
    - 4.1.1.9 The number of events each year is defined as a minimum of two per month excluding the “overseed” period as determined by the Dobson Ranch Golf Course Management.
    - 4.1.1.10 This totals a minimum of twenty-four events per year. This includes all two-day Major Tournaments.

## 4.2 The Handicap Committee:

- 4.2.1 The Handicap Committee shall consist of the “Handicap Chairman” and a minimum of one additional active Board member. The “Handicap Chairman” as needed may request a handicap assistant by submitting a candidate to the President for recommendation. The board must approve the recommendation by a majority vote.
- 4.2.2 The committee shall, always keep records and establish handicaps for its members in accordance with the United States Golf Association (USGA), Arizona Golf Association (AGA), and the DRGA Tournament Handicap System, as specified by the DRGA Board of Directors.

## Article 5. Meetings:

### 5.1 Board of Directors

- 5.1.1 The business reviewed at all meetings of the club shall be at a minimum: Call to Order, General Membership Presentations, Pro Shop Business, Approval of the Minutes of the Preceding Meeting, Report from the “Treasurer,” Unfinished Business, New Business, and Adjournment.
- 5.1.2 Members wishing to secure a spot on the agenda to present questions or proposals to the Board must plan at least one week in advance of the meeting by contacting the Club “President” or “Secretary.”

- 5.1.3 The Board of Directors shall meet once a month during each calendar year at a time and place to be fixed by the “President.” The “President” shall contact each member of the Board of Directors at least five days prior to the meeting.
- 5.1.4 The meetings are open to all DRGA members unless an executive session is called for by the “President” for other Board member.
- 5.1.5 The “President,” or any two members of the Board of Directors, may call a special meeting of the Board of Directors at any time, provided the “Secretary” has notified each member of the Board of Directors.
- 5.1.6 A notice of said meeting stating the business to be brought before the Directors must be e-mailed or a telephone confirmation received, at least five days prior to said meeting.
- 5.1.7 Six voting members of the Board of Directors shall constitute a quorum at any meeting of said Board of Directors.
- 5.1.8 Robert’s Rules of Order Revised, shall be the final authority as to parliamentary procedure at all meetings of the members, as far as they do not conflict with a provision of the by-laws.

## **Article 6. Elections:**

### **6.1 Election Guidelines:**

- 6.1.1 A candidate can only run for one elected position.
- 6.1.2 If a member of the board runs for a different position in a year they are not up for election and wins the election they must vacate their current position.
  - 6.1.2.1 Should they not be elected they will be allowed to continue in their current position for the remainder of their term.
- 6.1.3 In the event of a tie in the membership vote for any elected position, the tie will be settled by a majority vote of the incumbent Officers and Board of Directors at the December BOD’s meeting.
  - 6.1.3.1 Incumbent that is in a tie vote will be involved in the board vote.
  - 6.1.3.2 This will be a sealed vote counted during the December BOD meeting and the results announced by the DRGA election committee.
- 6.1.4 Elected board members carry a two-year term beginning on January 1 and ending on December 31 in year two.

### **6.2 Election Procedure:**

- 6.2.1 DRGA “Webmaster” will email members about running for the board by September 30th of the current year.
- 6.2.2 Members in good standing that wish to run for an open position on the board need to email the DRGA “Secretary” by October 30th of the current year regarding their intent to run and for what position.
- 6.2.3 The DRGA “Secretary” will request biographies from the candidates upon receiving confirmation of their running for an elected position and forward to the Web Master for distribution via e-mail.

- 6.2.4 The DRGA “Secretary” will prepare the Ballot Forms and distribute them through email to the Board prior to the November meeting for review. Note a random order will be used for the candidate listings on the ballot.
- 6.2.5 Once approved, the DRGA “Secretary” will print Ballots. Ballots will be delivered to the Pro Shop on Friday, one (1) week prior to the last major of the current season and made available on Saturday at the first tee box of last major.
- 6.2.6 The DRGA “Webmaster” will prepare an updated roster for the Pro Shop’s use in tracking Members submitting ballots.
- 6.2.7 Members may vote either in the Pro Shop or on the first tee on Saturday of the last Major event for the current year.
- 6.2.8 Voting closes after the last tee time on Saturday.
- 6.2.9 The votes will be tallied by the election committee which consists of a minimum of two board members that are not currently running for election.

## **Article 7. Policies:**

### **7.1 End of Year Distribution of Funds:**

- 7.1.1 It will be the intent of the DRGA that all funds are to be distributed by December 31st of the current fiscal year.
  - 7.1.1.1 Any overage or shortage shall be made available to the Board of Directors at the January meeting in the following year to determine where the miscellaneous funds will be disbursed in the next fiscal year.

### **7.2 Expiration of Checks Outstanding issued by the DRGA:**

- 7.2.1 There will be a 90-day statute of limitations enforced from date of issue on any checks written that are outstanding from the DRGA.

### **7.3 Bad Check Policy:**

- 7.3.1 Checks are only accepted as payment for “Calcutta’s.”
- 7.3.2 Upon receipt of notice from the bank of a check being returned, the DRGA “Treasurer,” “President” or “Secretary” will notify the member of a \$50 service charge being added to the amount of the original check.
  - 7.3.2.1 Payment via an electronic method will be required as directed by the Treasurer and include the additional \$50 service fee.
- 7.3.3 Until such time that the check amount and service charge has been collected, the offending member will be placed on probation, and will not be permitted to enter any future events.
  - 7.3.3.1 Should the club receive a second bad check from the same individual the DRGA will require that the offending member to remit payment via an electronic method as directed by the Treasurer for all transactions with the DRGA for the remainder of the individual’s membership.

### **7.4 Bank Account:**

- 7.4.1 The DRGA will maintain a bank account for the intake and disbursement of funds. Signature Authority for any DRGA banking account will rest with the “President,” “Vice-President,” and “Secretary.”

7.4.1.1 Management of the account will rest with the “Treasurer.” The “Treasurer” **will not** have signature authority over any DRGA banking account.

7.4.2 A minimum of \$10,000 shall be maintained on deposit in all combined DRGA bank accounts. This will provide sufficient funds to conduct DRGA business throughout the year.

## 7.5 Advertising & Solicitations:

7.5.1 All advertising or promotional material using DRGA resources shall be golf related and must be presented to the “Webmaster” for consideration.

7.5.1.1 The “Webmaster” will then present the proposal and it must be approved by a majority vote of the Board of Directors.

7.5.2 The DRGA mailing list will be used for **DRGA BUSINESS ONLY** and will under no circumstances be distributed for solicitation.

## 7.6 Guests During DRGA Events:

7.6.1 With the exception of serving as a player’s caddy, children under the age of sixteen are prohibited from accompanying members during DRGA sponsored tournaments. Required caddy responsibilities would include at a minimum physically carrying or pulling the player’s bag for the full eighteen holes.

## 7.7 Pro Shop Representatives:

7.7.1 The Pro Shop representative scoring a DRGA tournament will be responsible for creating and maintaining the scoreboards, scoring the tournament, ensuring accurate results, verifying round times and score card signatures. Compensation shall be \$150 per day as taken from the tournament entry fees.

7.7.2 The Pro Shop representative starting a DRGA tournament on the first tee will be responsible for explaining any format or rules changes, indicating when it is the members turn to begin play, and marking the start time on the players score card. Compensation shall be \$150 per day as taken from the tournament entry fees.

## 7.8 Dismissal Procedure:

7.8.1 Appointed Chairman - Executive Session:

7.8.1.1 The “President” shall call an Executive Session where the “President” will present the case to recommend the termination of responsibilities for a particular appointment. The elected members of the Board will vote to support or not support the “President’s” recommendation. A majority of the Board in attendance will constitute the decision.

7.8.1.2 All conversations during the Executive Session shall remain confidential and shall not be divulged outside of the session.

7.8.1.3 The “President” shall be responsible to deliver the results of the Executive Session to the principle of the session.

7.8.2 Board of Directors – Executive Session

7.8.2.1 The “President” or a member of the Board will call for an Executive Session where the “President” or a member of the Board will present the case to recommend the termination of responsibilities of a member of the Board. The elected members of the Board will vote to support or not support the

“President’s” recommendation. Attendance of the Board in attendance will constitute the decision.

- 7.8.2.2 The Executive Session will include all elected members of the DRGA Board that can attend. The subject of the Executive Session shall not be invited to the session.
- 7.8.2.3 All conversations during the Executive Session shall remain confidential and shall not be divulged outside of the session.
- 7.8.2.4 The “President” shall be responsible to deliver the results of the Executive Session to the principle of the session.

## **7.9 Expulsion of a Member:**

- 7.9.1 The Board of Directors shall have the right by a majority vote to expel from the DRGA any member whose conduct, activities, or attitude does not promote integrity or good sportsmanship.
- 7.9.2 Any member having playing privileges revoked by golf course management shall automatically lose membership rights.

## **Article 8. Tournament Signup Procedures:**

### **8.1 Event Registration & Online Signup System**

- 8.1.1 For a particular Individual Net/Gross tournament, the tournament registration opens on Monday two (2) weeks prior to the tournament at 5am.
  - 8.1.1.1 Example – If the tournament date is Saturday, Jan 30th, the registration for that tournament opens at 5am, Monday, Jan. 10th.
- 8.1.2 Tournament registration closes on the last Sunday prior to the tournament date at 5pm.
  - 8.1.2.1 In the above example, the January 30th tournament will close registrations on Jan. 23rd at 5pm.

### **8.2 Event Signup and Payment:**

- 8.2.1 Signup and pay for single member
  - 8.2.1.1 A member may sign up for the next tournament by going to the [DRGA website](#) completing the online sign up for the preferred date.
    - 8.2.1.1.1 Tee Time Preference is mandatory for each player.
    - 8.2.1.1.2 Click on “Pay Registration” for (Member) now.
    - 8.2.1.1.3 Opening and closing dates will be shown on the signup form.
- 8.2.2 Signup and pay for multiple members (2-4):
  - 8.2.2.1 A member may register up to four players for the next tournament by going to the [DRGA website](#) and must pay for the total numbers of players registered. It is up to the individual to collect from the other members in the group.

- 8.2.2.1.1 Members registering for a group must enter his/her name first.
- 8.2.2.1.2 Tee Time Preference is mandatory for each player.
- 8.2.2.1.3 Click on "Pay Registration" for (Member) now.
- 8.2.2.1.4 Opening and closing dates will be shown on the signup form.

### **8.3 Withdrawing From a Tournament – Refund Policy:**

- 8.3.1 A member must withdraw prior to 5:00pm on the Wednesday before any Tournament Event to receive a full refund.

## **Article 9. Tournament Scoring & Final Results:**

### **9.1 Scoring:**

- 9.1.1 Score cards will be signed at a minimum by the scorer and attested to by a player within the group.
  - 9.1.1.1 It is requested that all players within the group sign the score card.
  - 9.1.1.2 A player not signing his or her scorecard shall have no appeal rights regarding the scores or penalties awarded once the score card is submitted to the official scorer.
- 9.1.2 Players must arrive at the tee box within 5 minutes of the assigned tee time, or the player incurs a 2-stroke penalty.
- 9.1.3 After the 5-minute allowance the player is disqualified.
- 9.1.4 The Tournament Chairman shall arbitrate all scoring and rules disputes in conjunction with the tournament committee.
- 9.1.5 All tournament results are final at 6:00 pm on the Wednesday following the tournament.
- 9.1.6 Score card playoffs will be determined according to USGA guidelines.
  - 9.1.6.1 The USGA recommends using the best score from the last nine holes to determine the winner of a stroke play tie in a scorecard playoff. If the players are still tied after the last nine holes, the winner is determined by using the last six holes, then the last three holes, and finally the 18th hole. If the competition has a shotgun start, the "last nine holes" are considered to be holes 10–18 as listed on the scorecard.
- 9.1.7 Procedure shall be best score, net or gross depending upon the category being considered by USGA procedures.
- 9.1.8 The way funds collected for a tournament are distributed shall be posted on the day of the tournament.

### **9.2 Payouts:**

- 9.2.1 The payout for all DRGA events shall adhere to the following criteria as defined by the Tournament Chairman.
- 9.2.2 Included in our Major 2-day events, each player will receive food on Saturday.
- 9.2.3 The only prizes that do not get paid out of tournament entry fees are the \$200 bonus prizes for our Club Champion/President Cup winners and the \$200 to \$500 Hole-In-One Bonus or any optional buy-in games within the event(s).

- 9.2.4 At a minimum, the prize payout shall include 25% of the participants in each event. However, the target payout shall be between 30% and 35% of the field.
- 9.2.5 First Place shall be no less than \$100 in gift certificates per person per day in regular events and \$200 per person in "Major Team" events. Each place to follow shall be paid out in declining amounts.
- 9.2.6 Each tournament round will include a minimum of \$50 closest to the pin prizes for each of the five Par 3 holes. All Winners will receive a check.
- 9.2.7 Gift Certificates can be used anywhere on the golf course.
  - 9.2.7.1 The only exception is that the certificates may not be used for Tournament entry Fees, Membership Dues and Lessons.

### **9.3 Skins:**

- 9.3.1 Individual Events:
  - 9.3.1.1 The pro shop will collect a voluntary skins game for each event. The cost will be \$10 for gross skins and \$10 for net skins.
  - 9.3.1.2 For net skins, there is a maximum of one shot per hole.
- 9.3.2 Team Events:
  - 9.3.2.1 The pro shop will collect a voluntary skins game for each event. The cost will be \$20 for gross skins and \$20 for net skins for the TEAM.
  - 9.3.2.2 For net skins, the maximum number of shots that can be used from a member's handicap will be one per hole. Partners cannot cancel each other out in the team skins game.
  - 9.3.2.3 Team members will receive fifty percent of any team skin won in a team event.

### **9.4 Calcutta:**

- 9.4.1 The DRGA may have a Calcutta auction on Friday night before a two-day major event.
- 9.4.2 Each team will be put up for auction and can be purchased by any member or group on Friday night.
- 9.4.3 All participating teams will have the option of purchasing their team for half the awarded bid on Saturday morning before teeing off.
- 9.4.4 The DRGA will only accept checks or cash for the purchase of teams.
- 9.4.5 Payment to the winning teams will be available in the pro shop for pick up within fourteen days after the event.

## **Article 10. Tournament Dispute Process:**

### **10.1 Tournament Dispute Process ("TDP"):**

- 10.1.1 "TDP" is to allow members the opportunity to challenge issues affecting the outcome of the tournament or for the good of the Club.
- 10.1.2 Any dispute issue must be presented to the Official Scorer or a member of the DRGA Board of Directors immediately after the dispute becomes known.



- 10.1.2.1 Players that have not attested (signed) their scorecard are not eligible to take part in the dispute process.
- 10.1.3 If all parties involved are not present, a Tournament Committee member shall contact each person within twenty-four hours of the event and inform them of the dispute and collect additional information if required.
- 10.1.4 The Tournament Committee will review the available information and render a decision. They will inform all parties no later than 6pm Tuesday prior to the Final Results posting.
- 10.1.5 The Chairperson shall notify the players of the Committee's decision by noon on Wednesday after the tournament and the decision shall be final.

## **Article 11. Time Clock:**

### **11.1 Time Clock Procedure:**

- 11.1.1 The Pro-Shop representative on the first tee box will mark one scorecard with the foursome's departing time.
- 11.1.2 A time clock will be in a designated area between the ninth green and the tenth tee. At the completion of the front nine holes and the completion of the back nine holes, each group must punch their time on back of the designated scorecard.
- 11.1.3 A player in the group must punch the time clock after the last player in the group has holed out.
  - 11.1.3.1 Punching the time clock prior to the completion of the hole will be a 2-stroke penalty for the entire group.
  - 11.1.3.2 The Pro Shop will assist in monitoring the card stamping procedure to ensure compliance with this policy.

### **11.2 Players Responsibility:**

- 11.2.1 A dispute must be brought to the attention of the Tournament Committee in accordance with Article 10 as soon as possible after completion of the round.
- 11.2.2 Players should play "ready golf." This simply means if your shot is not going to interfere by sight, sound, or safety of another player, proceed to hit.
- 11.2.3 It is the responsibility of all members of each foursome to manage the group's time and maintain position on the course to avoid the risk of penalty.
- 11.2.4 Player finishing #9 has right of way over player teeing off #1 and Player finishing on #18 has right of way over player teeing off #10 in all cases.

### **11.3 Time Penalties:**

- 11.3.1 Individual Events
  - 11.3.1.1 Standard Time for a round is four hours and twelve Minutes.
  - 11.3.1.2 The starter will write the starting time for the round on the group's scorecard(s) at the beginning of the round. A member of the group must punch the scorecard after the completion of the Front Nine (#9) and the Back Nine (#18).

- 11.3.1.3 There are no penalties if the foursome completes the round within four hours and twelve minutes as indicated by a clock punch of four hours and twelve minutes or less.
- 11.3.1.4 Should the group finish the round in four hours and thirteen minutes or more, the entire group will incur a two-shot penalty. See the guidelines below.
  - 11.3.1.4.1 Finishing sixteen or more minutes behind the previous foursome on the front nine will incur a two-stroke penalty.
  - 11.3.1.4.2 Finishing sixteen or more minutes behind the previous foursome on the back nine will incur a two-stroke penalty.
  - 11.3.1.4.3 A clock punch of fifteen minutes or less per nine shall incur no penalty and a clock punch of sixteen minutes or more per nine shall incur a penalty of two strokes for each nine on which it occurs.
- 11.3.1.5 If a player punches the scorecard prior to the last foursome member holing out and the flag replaced, there will be a two-stroke penalty for each nine on which it occurs for the entire foursome.
- 11.3.1.6 Failing to punch the scorecard will result in a two-stroke penalty.
- 11.3.2 Team Events:
  - 11.3.2.1 During team play events, the maximum penalty per nine holes will be two shots per team for not meeting the time clock rules above.

## **Article 12. Tournament Formats:**

### **12.1 DRGA Tournaments are 'Flighted' Events:**

- 12.1.1 Flights are comprised of players with like handicaps. With the intent of equal division amongst the playing field, players with the same handicap could end up in different Flights.
  - 12.1.1.1 The determining factor for the split in Flights is the decimal point of the player's handicap index, with the higher value going into the higher flight.
  - 12.1.1.2 Exceptions to this policy are Major Tournaments where all teams or individuals with like handicaps will play within the same flight.
- 12.1.2 On the first day of such events, teams or individuals may be grouped in order handicap within a flight.
- 12.1.3 On the second day of such events, teams or individuals will be grouped based on the previous day's score, with the leaders teeing off last.
- 12.1.4 Individuals or teams who finished last on the first day may be moved to ensure that the leaders of a flight play together.

### **12.2 Individual Gross / Net:**

- 12.2.1 A Player plays his/her own ball through the entire 18 Hole round according to USGA and DRGA local rules.
- 12.2.2 Prizes are awarded for the lowest GROSS scores and lowest NET scores within each tournament flight. These types of tournaments are Major qualifying events and count as a round to date.

### 12.3 All Team Events:

- 12.3.1 Two Person team event can have a maximum of eight (8) stroke differential between team members unless the format is modified.
  - 12.3.1.1 If the stroke difference exceeds eight, then the player with the higher handicap will have their handicap adjusted down to meet the requirement.
  - 12.3.1.2 Tournament results will be based on the gross or net score as determined by tournament committee prior to the event.
  - 12.3.1.3 For all team events where a 5% member is paired with a regular member or another 5% member, the following scoring restrictions are in effect:
    - 12.3.1.3.1 When handicaps are combined for a particular format i.e., scramble, alternate shot, the lowest score for that 18-hole round is sixty-four.
    - 12.3.1.3.2 For rounds where each member is playing their own ball through eighteen holes, the best score for the 5% player is sixty-eight.
  - 12.3.1.4 Prizes are awarded for the lowest net and/or gross scores as per flight as published by tournament chairman prior to each tournament. A score card playoff will break all ties for 1st Place.
- 12.3.2 Two-Person Combined:
  - 12.3.2.1 Each team player plays their own ball through the entire 18 hole round according to USGA rules and DRGA local rules. Their scores are added together for a total team score.
  - 12.3.2.2 Prizes are awarded for the lowest scores within each tournament flight.
  - 12.3.2.3 These types of tournaments are Major qualifying events and count as a round to date.
- 12.3.3 Two-Person Modified Alternate Shot:
  - 12.3.3.1 Each player will tee off and then select the best shot. The player who did not hit the selected shot will then hit the next shot; the shots will continue to alternate until the ball is holed. Once the tee shot has been selected that ball will be the ball "in play" throughout the completion of that hole, with no lifting or replacement of ball permitted unless defined under the rules of golf.
- 12.3.4 Two-Person Four Play:
  - 12.3.4.1 Tournament results will be based on the net score only. This event will consist of four separate nine-hole segments spread over two days. Formats will include a Scramble, Modified Alternate Shot, Better Ball and Combined Net (both balls count).
  - 12.3.4.2 Prizes are awarded for the lowest net scores within each tournament flight.
- 12.3.5 Two Person Better (best) Ball:
  - 12.3.5.1 A golf competition format consisting of two-person teams where each partner plays his/her own golf ball on each hole. Teams will compete against the field, within their flight, using the better score of the two players.

- 12.3.5.2 Scoring should include both gross scores on the team's scorecard. A third score will be shown as the best ball net score.
- 12.3.5.3 Should a player "pick up" and not finish a hole, an "X" will be shown as his/her gross score. As long as one team member can post a score, the other player need not finish the hole.
- 12.3.5.4 Because there are two (2) players on each team, one player can be penalized without the other player being affected. However, time penalties will affect the team.

#### 12.3.6 Two Person Scramble:

- 12.3.6.1 Both players tee off and then select the better ball on each shot.
- 12.3.6.2 Except for on the green, the selected ball may be marked and replaced by both players within one club length from the original marked position, no nearer to the hole.
- 12.3.6.3 On the green all putts must be put as close to the original chosen position as possible.

#### 12.3.7 Two Person Shamble:

- 12.3.7.1 Both players tee off and then select the better ball off the tee. Both players proceed to play their own ball from that position to complete each hole.
- 12.3.7.2 The best score of the two players is used for each hole.

### 12.4 Calculation of Handicaps:

- 12.4.1 Refer to Handicap Procedure Document located on the [DRGA Website](#).

## Article 13. Major Tournament Qualifying Eligibility:

### 13.1 General Guidelines:

- 13.1.1 Definition of a "Qualifying Tournament"
  - 13.1.1.1 "A qualifying tournament is an event where your score counts towards your handicap."
- 13.1.2 At a minimum, there shall be four (4), two-day Major Tournaments per year. "The Spring Shootout," "Club Championship," "Two Man Four Play" and the "Fall Classic."
- 13.1.3 Eligible members shall have played in a minimum of three (3) qualifying tournaments during that current season. Each of these major tournaments will count as two (2) qualifying rounds for eligibility into the Dobson Cup.
- 13.1.4 The maximum handicap differential of eight shots will apply to a player's adjusted handicap for all team events.

### 13.2 Club Championship / Presidents Cup:

- 13.2.1 The format will be a two-day individual gross and net event.
- 13.2.2 The player recording the lowest Gross score for the tournament regardless of flight will determine the "Club Champion."
- 13.2.3 The player recording the lowest NET score for the tournament regardless of flight will determine the "President's Cup" winner.

13.2.4 Prizes are awarded for the lowest GROSS scores and lowest NET scores within each tournament flight.

13.2.5 Winners will be determined by an on-course playoff when possible.

### **13.3 Dobson Cup:**

13.3.1 This is an Annual Awards tournament hereby named the Dobson Cup. Any member in good standing that has played in a minimum of thirteen tournaments during the current season will qualify to play in the Dobson Cup.

13.3.2 The "Rounds to Date" (RTD) column in the Handicap Roster Reports posted on the DRGA website indicates total official DRGA rounds and does not include rounds from majors where scores for unofficial rounds such as scrambles and best balls are not entered into your official handicap record.

13.3.2.1 Within the Roster Reports is a column titled "non-HDCP RNDS," this column is added to the RTD to give a total qualifying rounds for the Dobson Cup.

13.3.3 Prior to the season ending Dobson Cup, the "Handicap Chairman" will compute the Total Rounds to date including unofficial rounds and publish that rollup to the Tournament Chairman and "Webmaster". It will also be posted on the official tee sheet on the DRGA website.

13.3.4 Presentation of all annual awards will be made in an awards ceremony following completion of the Dobson Cup event.

## **Article 14. Local Rules:**

### **14.1 Pace of Play:**

14.1.1 To assist in pace of play any member of a foursome may proceed to the next tee box and tee off the next hole prior to the hole being completed by the entire foursome. Note one member of the foursome shall validate the last member holes out properly.

### **14.2 Distances Finders:**

14.2.1 Players can use devices that measure distance only.

### **14.3 Dress Code:**

14.3.1 We strongly encourage all players to wear appropriate golf attire. It is our recommendation that tailored shorts or pants and a shirt with a collar and sleeves be considered.

### **14.4 Water Hazards:**

14.4.1 All lakes, bridges, creeks and their concrete banks or lining are played as a penalty area at all times. Follow Rule 17 from USGA rules of golf regarding penalty areas

### **14.5 Pump House on #10 and #18:**

14.5.1 Nearest relief is given for swing and stance only.

### **14.6 Block Retaining Walls (#8 Green, #9 Tee box):**

14.6.1 Nearest relief for swing and stance.

**14.7 Maintenance Area:**

- 14.7.1 The maintenance area located between Hole #9 and Hole #10 is out of bounds as defined by white stakes.

**14.8 Course Perimeter Walls/Gates/Tunnels:**

- 14.8.1 No relief is provided, with the exception of Rule 24 (Obstructions such as sprinklers or irrigation control equipment affecting swing or stance).
- 14.8.2 For safety reasons, any ball that comes to rest placing the starter's shade canopy in the direct line of sight of the green or impacts stance or swing, the player shall be provided a free drop at the nearest relief, no nearer the hole.
- 14.8.2.1 EXCEPTION: Should the ball come to rest against or adjacent to the perimeter wall, the ball shall be deemed unplayable. The player must drop at the nearest point of relief and incur a one stroke penalty.
- 14.8.3 The retaining wall at the ends of the tunnel between 16-17 defines out of bounds.

**14.9 Range Balls:**

- 14.9.1 Taking stance and hitting range balls on the course during play is not allowed and is subject to a two-stroke penalty.

**14.10 Out of Bounds – Holes #9 and #10:**

- 14.10.1 Hole #9: The stakes have been moved closer to the cart path. Out of Bounds is defined by these stakes which means that any ball left of the cart path will be Out of Bounds. There will no longer be drop areas as Left of the green and behind the green will be staked for out of bounds. We strongly encourage you to hit a Provisional ball as per USGA Rules if you do not see where your shot finishes.
- 14.10.2 Hole #10: The stakes have been moved closer to the cart path. Out of Bounds is defined by these stakes which means that any ball left of the cart path will be Out of Bounds. We strongly encourage you to hit a Provisional ball as per USGA Rules if you do not see where your shot finishes.

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