



Ladies Golf Association  
2021 Handbook



Cape Fear National Ladies Golf Association  
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# CAPE FEAR NATIONAL LADIES GOLF ASSOCIATION (CFNLGA)

## MISSION

The mission of the CFNLGA is to encourage enjoyment of the game of golf and to familiarize players with the rules, good sportsmanship and etiquette of the game. The CFNLGA and its members will adhere to the USGA Rules of Golf except as modified by the CFNLGA's local rules. (See Bylaws at the end of this document).

## BOARD OF DIRECTORS – 2021

President	Barbara Zihal
Vice President / Weekly Games	Chris Cochis
Treasurer	Debra Hess
Secretary	Wendy Andrews

## VOLUNTEERS

Nominating	Ruth Vanderploeg & Tina Segal
Audit	Tom Stepnowski & Kris Sako
Hope Harbor	Alison Wrigley & Trish Zemple
USGA Rules/Handicap CFNLGA Rep	Chris Cochis

## FEE STRUCTURE

- Membership Fee (Mandatory): \$50.00
  - \$40.00 allocated to annual dues.
    - Covers events for the year, including prizes, Most Improved awards, subsidizing event meals and the cost to do business.
  - \$10.00 is allocated to Ringer Prizes.
    - See Best Ringer Round section below on page 5 for more detail.
- Hole-In-One Club (Optional): \$5.00
  - Must be made at Cape Fear National during regular league play.
  - See the Hole-in-One section below on page 5 for more detail.

If a player joins the CFN-LGA after July 31<sup>st</sup>, the player will pay a reduced Membership Fee as follows: \$30.00 total (\$20.00 for annual dues and \$10.00 for Ringer Prizes). The Hole-In-One Club will still be optional at \$5.00

NOTE: All fees listed above are non-refundable after the start of the season on March 2, 2021

## LEAGUE RULES

### ***DRESS CODE***

Denim is prohibited. Golf slacks, shorts, skirts, capris and appropriate golf shirts are required attire for participation in the CFNLGA.

### ***WEEKLY ROUNDS and GAME SCHEDULE***

**LGA members must sign up to play (via Golf Genius) by 11:50AM on Monday for the 18 or 9 hole LGA event they will be participating in that week. After 12:00PM, the Cancel/No Show policy will be in effect. (See Cancel/No Show policy below)**

The **first Tuesday** of each month both the 18 and 9 hole division pairings will be based on like handicaps. The CFNLGA Board will establish the pairings and tee times. Players with lowest handicaps will play together and players with highest handicaps will play together.

The game schedule for both the 18 hole and 9 hole divisions will be sent to all members and will be posted on the bulletin board in the locker room. The 18 hole division will play a game each week and the 9 hole division will play a game every other week. The entry fee will be \$3.00.

If play is stopped due to weather, the LGA Board representative will determine how to award the prize money for that week. All completed holes will count toward the player's best ringer round.

An 18 hole round is considered completed after playing 14 holes. The player will use par + any handicap strokes received on holes 15 through 18 to obtain their final score for posting to GHIN. A 9 hole round is considered completed after playing 7 holes. The player will use par + any handicap strokes received on holes 8 and 9 to determine their final score for posting to GHIN.

***CANCEL/NO SHOW POLICY (January through December)***

Effective at 12:00PM noon on Monday, a no show, cancel/scratch, or walking off the course before completing the round are events that qualify a player to be placed on the cancel/no show list.

If the member is late for their tee time she will not be put in another slot with another foursome.

**First incident - The member will receive a warning from the CFNLGA Board.**

**Second incident and subsequent incidents - The member will not be allowed to participate in the next two CFNLGA Rounds/Events.**

Circumstances exempted from the Cancel/No-show list:

- The course is closed or electric carts are not available.
- The CFNLGA Board declares a weekly round is cancelled.
- Medical emergency for the member or member's family.
- Death in the family.

***Contact the Pro Shop and email a board member promptly, if one of these events takes place.***

***A request to the CFNLGA Board for an exemption can be made if the event does not meet one of the exceptions listed above.***

***LOCAL CFNLGA RULES***

**Be prepared to play 20 minutes prior to your tee time.**

Max score on any hole shall be ten (10).

There will NOT be any "Give-me" putts. All balls must be putted into the hole.

On "cart path" only days, you may lift, clean, and place balls in your own fairway within one club length. If only specific holes are deemed to be "cart path" only, you may lift, clean and place balls in your own fairway on those specific holes.

If your ball lands in a bunker and is "unplayable" due to a recent weather event such as strong rains or maintenance related issues such as the edges of the bunker being machined but not raked, you will get a free drop within one club length in that bunker. The designated "A player" in your group (or lowest handicap lady) must agree that the condition warrants a free drop. You do not get a free drop because your ball is in a footprint, no matter how deep the footprint.

TEMPORARY LOCAL RULE for bunker relief due to current COVID guidelines. Until bunker rakes are available, a player may take free relief within a bunker if the player's ball is in a footprint by lifting the ball, smoothing out the sand and replacing the ball where it originally came to rest.

If a player's ball lands in a waste area and is in an unfair lie (for example: a footprint, depression, erosion, hole) the player may take free relief by lifting the ball, smoothing out the sand and replacing the ball where it originally came to rest.

### **YEAR END AWARD CATEGORIES**

- All the categories below refer to CFNLGA play during the regular CFNLGA season.
- You may only compete for prizes in one division (18 hole or 9 hole)
- When possible, prize categories will be flighted.
- All award category winners will be announced at the closing event for both the 18 and 9 hole divisions.

### **MOST IMPROVED**

**To qualify for the most improved awards you must have an official handicap and must submit a minimum of 30% of the actual CFNLGA rounds played to be eligible for this award.** For example, if we complete 30 CFNLGA rounds for the season, a player must have submitted a minimum of 9 rounds. If we only complete 15 CFNLGA rounds for the season, a player must have submitted a minimum of 5 rounds (fractions will be rounded up). To allow golfers of all skill levels to compete on an equitable basis, this is calculated using the official USGA most improved golfer formula via the USGA GHIN most improved player report. It is given for the largest percentage decrease in a player's handicap from the beginning of the season to the end of the season. (March 1 through the last official round of CFNLGA league play).

### **HOLE-IN-ONE**

**The hole-in-one must be made during a regular CFNLGA league play round of golf.** The scorecard must be signed and dated by both individuals and left in the CFNLGA scorecard box in the Pro Shop office. The recipient should notify the president and/or the vice president of this achievement. The members who choose to participate in the CFNLGA hole in one club by paying the yearly \$5.00 dues are eligible. If one or more members has a hole in one during the season, the funds will be divided equally among the winners and paid out at the end of the season. One person may win more than one share of the money.

**Dues must be paid each year.**

If there are no hole-in-one winner(s) for the season, 50% of the money will be awarded to hole-in-one participants by a random drawing and 50% of the money will be carried over to the following year.

### **BEST RINGER ROUND**

A ringer round in golf is used to accumulate the best score for each hole during the entire CFNLGA season. For example, if you score a 7 on the first hole during a CFNLGA round one day, then on another CFNLGA round you score a 4 on the first hole. The 7 would be deleted and replaced with the

4. If you then score a 5 on the first hole, the 4 would remain. At the end of the season the ringer round would then show the best score for each hole played during the entire CFNLGA season.

New for 2021, players will no longer be required to enter their scores into a Ringer Book. Each player's weekly hole by hole score will be posted into the Golf Genius software. The Golf Genius software will automatically keep track of each player's up to date Ringer Round. The LGA Board will periodically post an updated version of the Ringer Round report from Golf Genius to the bulletin board in the locker room so players can see their progress.

Awards will be given for lowest total ringer round scores for both the 9 hole and the 18-hole divisions.

***BIRDIES, EAGLES, CHIP-INS (FOR ALL 18 and 9 hole PLAYERS)***

***PARS (9 HOLE PLAYERS WHO HAVE HANDICAPS OF 36 and ABOVE)***

Awards will be given for the largest total number of birdies/eagles/chip-ins for both 18 and 9 hole players. In addition, awards for the largest total number of pars will be given out to the 9 hole players who have a handicap index of 36 and above as of March 1<sup>st</sup>. Flights will be determined by the LGA Board.

**NOTE: ALL CHIP-INS MUST BE NOTED ON THE SIGNED SCORECARD BY CIRCLING THE HOLE AND MAKING A NOTATION ON THE SCORECARD THAT THE PLAYER GOT A CHIP-IN.**

***GOLF HANDICAPS***

Handicaps for all CFNLGA Members will be computed in accordance with USGA guidelines. For CFNLGA weekly games, the 18-hole division will have a maximum number of strokes of 40 (at 100% of the players Course Handicap). There will be no max on the number of strokes for the 9-hole division (the player will receive 100% of their Course Handicap strokes).

During the CFNLGA Season (March 1<sup>st</sup> through the last official day of CFNLGA league play), the LGA Board will post all scores to the USGA GHIN system. During the OFF SEASON, each player must post their own score to the USGA GHIN system.

## GOLF ETIQUETTE

Golf etiquette is a valued tradition of the game. Members are encouraged to consult the Pro Staff when questions arise.

Examples of etiquette during CFNLGA events and at all other times include:

- Be polite and courteous to fellow golfers.
- **Be prepared to play 20 minutes prior to your tee time.**
- Keep chatter to a minimum on the tee and green, and be careful not to disturb anyone's play by moving or making any unnecessary noise (i.e. club clanking, cart noise, brake and gas pedals, dropping balls in the cart etc.)
- Scores should be posted to the card at the next tee (for speed of play).
- If golfers behind you are on the tee box, keep your clubs in your hand and get into a golf cart and proceed to the next tee.
- Help manicure the course (i.e. rake bunkers, fill divots, repair ball marks).
- Avoid hitting your shot until the group in front is safely out of range.
- Refrain from the use of profanity and loud remarks.
- Honesty and integrity should prevail during play and scoring.
- Turn off cell phone ringers and limit cell use to emergencies.
- Place an identification mark on your ball.



## KEEP PLAY MOVING AND COURSE MANAGEMENT TIPS

- Play “Ready Golf.”
- If you are ready to play before your partner is, regardless of position of the ball, go ahead and hit it rather than waiting for your partner.
- Tee off in a timely manner.
- Take no more than two practice swings.
- When driving the cart, drop your partner at her ball first, if possible, before going to your ball.
- To keep the game moving, look for a lost ball no more than **3 minutes per new USGA rule**.
- When play is finished on a hole, move away from the green quickly to allow the group behind to proceed; record scores at the next tee.
- Put clubs away while others are hitting, or at the next tee.
- Follow golf cart instructions on each hole, and be aware of the designated areas where carts may or may not be driven. Carts should be kept on the cart path around tee boxes and greens. Never drive the carts on Par 3 holes.
- When walking to your ball, especially on holes where golf carts must remain on the cart paths, remember to take all necessary clubs from your bag as well as the golf cart sand bottle with you.
- **Keep up with the group ahead of you. If you lose sight of them, speed up your play.**

## GREEN ETIQUETTE

- Please do not slide or drag your feet as this will damage the greens.
- Repair depressions (“ball marks”) made when your ball hits the green.
- As a courtesy to your playing partners, do not walk between their balls and the hole (**known as walking on the player’s line**).
- Do not stand behind someone when she is putting, or stand in her line of sight to the hole.

## USGA GOLF RULES

- If you play the wrong ball, you incur a 2-stroke penalty and then must play the correct ball.
- You are not allowed to switch balls halfway through a hole (for example, if you are approaching water and don’t want to “chance” losing a new ball in the water).
- No more than 14 clubs are allowed in your bag, including the putter.
- During league play, the ball will be “played down” unless otherwise specified prior to the round. (Playing the ball down means there is no rolling, lifting, cleaning or placing of the ball.)
- Cart path only days are lift, clean and place per **local CFNLGA rule**
- When putting on the green, if your golf ball hits another player’s golf ball on the green, you incur a 2-stroke penalty and the other player’s ball must be replaced to its original position on the green. This rule requires both golf balls to be on the putting surface. If the player was putting from the fringe and hit another player’s ball on the green, there is no penalty but the ball that was struck must be replaced to its original position on the green.
- If a player’s ball comes to rest in casual water (defined as any temporary accumulation of water on the course that is not in a penalty area and is visible before or after the player takes her stance) the player is entitled to take free relief (defined as the nearest point of complete relief of the casual water without going closer to the hole).

## **CFNLGA BYLAWS**

### **ARTICLE I - NAME**

Sec. 1 The name of the organization is Cape Fear National Ladies Golf Association (CFNLGA or the Association). The Association was founded in 2013.

### **ARTICLE II - PURPOSE**

Sec. 1 The mission of the CFNLGA is to encourage enjoyment of the game of golf and to familiarize players with the rules, good sportsmanship and etiquette of the game. The CFNLGA and its members will adhere to the USGA Rules of Golf except as modified by the CFNLGA's local rules.

### **ARTICLE III - ORGANIZATION**

- Sec. 1 The business of the Association shall be conducted by the Board of Directors ("Board"), which consists of six voting members: the elected officers and the 9-Hole League Representative and Prize Coordinator (appointed for a one-year term by the Board). The Board may be increased or decreased in number as deemed necessary.
- Sec.2 To be a member of the CFNLGA board, one must maintain their handicap through Cape Fear National Golf Course.
- Sec.3 Meetings of the Board may be called at any time by order of the President or by any three members of the Board. Written notice of any special meetings shall be given at least five days in advance by sending an email to each member of the Board.
- Sec.4 Meetings of the full membership may be called at any time by order of the President or any three members of the Board. Written notice of any meeting of the full membership shall be given at least seven days in advance by sending an e-mail to the membership. There will be at least one annual meeting of the full membership, held each fall.
- Sec. 5 The Association will include two leagues: the 18-Hole League and the 9-Hole League.

### **ARTICLE IV - AMENDMENTS**

Sec. 1 The Bylaws may be amended may be amended by putting the revisions to a vote to the full membership. The adoption of the amendment is required in accordance with Article VIII Voting. Any amendments must be presented in writing, sent electronically to the full membership, no less than seven days prior to that vote.

### **ARTICLE V - POLICIES**

Sec. 1 The Board may establish such policies as become necessary to conduct the affairs of the Association. Any such policy will be sent by e-mail to the full membership and shall remain effective until modified or revoked by future Boards of Directors.

### **ARTICLE VI - MEMBERSHIP AND DUES**

- Sec. 1 Any woman is eligible for membership in the CFNLGA upon payment of the annual membership fee.
- Sec. 2 The amount of annual dues shall be established by the Board.
- Sec. 3 All members of the CFNLGA will be required to have a USGA handicap and GHIN number.
- Sec. 4 The CFNLGA annual season will commence in March and end in October.

## **ARTICLE VII – OFFICERS**

- Sec. 1 The full membership of the Association will elect the officers of the CFNLGA. At a minimum, the officers will consist of a President, a Vice President, a Treasurer, and a Secretary. The outgoing President will serve as a non-voting advisor to the Board.
- Sec. 2 The Officers are elected for a term of office from December 1 through November 30.
- Sec. 3 The President will preside at all meetings of the Association and of the Board. The President shall have general supervision of all of the affairs of the Association. In the absence of the President, the Vice President shall perform these duties.
- Sec. 4 The Vice President shall assist the President and perform the duties of President in the absence or inability of the President to act. The Vice President shall act as the 18-Hole League and Tuesday Game Representative and assume the role of President the following year.
- Sec. 5 The Treasurer shall collect and account for monies of the Association and distribute them as directed by the Board. She shall make financial reports at each meeting and to the full membership at annual meetings.
- Sec. 6 The Secretary shall record and keep the Minutes of Board and full meetings; keep all records of the Association; and handle necessary correspondence and announcements.
- Sec. 7 The absence of any member of the Board for two consecutive meetings, unless excused by the President (or Vice President, in the case of the President), shall be considered a resignation from the Board. The resulting vacancy shall be filled through the appointment of a replacement by the remaining officers.
- Sec. 8 Officers will be elected in accordance with Article VIII Voting each fall. Nominations will be submitted to the Nominating Committee for all offices ( President, VP, Treasurer, Secretary). Nominations will close September 15th prior to the annual fall membership meeting, and nominees' names will be presented via electronic voting to the membership one month prior to the fall meeting.
- Sec. 9 The Nominating Committee will be selected prior to the CFNLGA opening banquet , by the officers. The Nominating Committee will present to the CFNLGA, post September 15th, the slate of officers (President, VP, Treasurer, Secretary) for the voting ballot. The membership vote will take place for two weeks in October.
- Sec.9A The Audit Committee will meet with the Treasurer before the closing banquet in November.

## **ARTICLE VIII – VOTING**

- Sec. 1 Voting for the election of the Officers of the CFNLGA Board and Bylaws amendments are completed electronically during the season or a month prior to the annual fall membership meeting. The results of electronic voting becomes part of the LGA records.
- Sec. 2 Motions proposed, elections of Officers, and Bylaws amendments require 67% (2/3rds) approval vote from the LGA membership.