

# BYLAWS OF THE EMGA

## ARTICLE I: AUTHORITY

These bylaws provide policy and direction to the Eisenhower Men's Golf Association (EMGA) operation and supplement the Constitution. The EMGA Board will derive bylaws and may change any part based on Executive Council (EC) deliberations or recommendations from any member. The Secretary shall provide copies of recommended changes or modifications to the EMGA Board for approval, and when approved, signature by the president. These EMGA-Board-approved changes shall be reported to the EMGA members at the next General Meeting of EMGA. The Secretary shall send changes to the bylaws to the 10th Force Support Squadron RMFC in accordance with Air Force Instructions (AFIs).

## ARTICLE II: DUTIES OF THE EXECUTIVE COUNCIL AND EMGA BOARD

**Section I** The EC is comprised of the President, Vice-President, Secretary, and Treasurer. The EC shall direct and govern the EMGA.

**Section II** The EMGA Board shall consist of the members of the EC and committee chairmen and co-chairmen.

- a. The EMGA Board shall determine and act on all matters of policy and operate the activities of EMGA.
- b. Each member of the EMGA Board shall have an equal vote.
- c. The EMGA Board will meet at the call of the president.
- d. All EMGA Board members are encouraged to provide input to the Database Manager, Webmaster, and EMGA Update Editor as appropriate.

## ARTICLE III: MEETINGS

**Section I** The EMGA Board shall meet when deemed necessary by the President.

**Section II** General Membership meetings shall be held in the Spring (normally April), midseason (normally August), and in the Fall (normally October) of each year on a date selected by the EMGA Board. Meetings shall be announced at least two weeks in advance and shall be scheduled at a time when maximum membership participation can be expected. The Spring meeting will be a kickoff breakfast. The midseason meeting is designated as the Vic Kregel EMGA Championship Tournament Luncheon. Nominations for the next year's Board will be solicited at this time. The Fall meeting will be a no-host luncheon and the General Election will take place.

**Section III** Election of Officers shall be held during the Fall General Membership Meeting. A simple majority of members present is required for the election of each officer. Approximately six weeks prior to the fall meeting, the EMGA EC shall select a Nominating Committee of three members, one of which shall be the current Vice President. This committee shall prepare a slate of nominees for the officer positions. Nominees cannot be designated without their permission. Nominations will also be accepted from the floor during the Fall meeting. In accepting nominations, the President shall ensure that the member being nominated would accept the position if elected.

**Section IV** To encourage maximum participation, signed proxies from absent EMGA members may be given to members attending any General Membership Meeting or delivered to the EC via US Mail

or email. One member may represent a maximum of three absent members with proxies. Proxies shall be presented in written form to the EMGA EC prior to any vote. Absentee voting via email is also allowed.

## **ARTICLE IV: DUTIES OF THE EMGA OFFICERS**

### **Section I The President shall:**

- a. Be chief executive officer of the EMGA and exercise general and active control of its affairs, its officers and its committee chairs.
- b. Schedule and preside at all general meetings of EMGA and meetings of the EMGA Board.
- c. Be the EMGA's primary point of contact with the EGC General Manager and represent the EMGA on the Eisenhower Golf Advisory Committee. He may delegate coordination efforts to other members of the EMGA to increase member participation.
- d. Appoint a chairman and if required an assistant chairman(s) for the following committees: Rules and Handicaps, Tournament, Open Play and Open Play Competition (OP/OPC), Home and Away, and other committees deemed necessary. Coordinate and de-conflict committee activities when responsibilities overlap.
- e. Solicit volunteers to fill EMGA positions as necessary.
- f. Appoint an EMGA member to fill the unexpired term of any EC member whose position may become vacant.
- g. Oversee all EMGA financial expenditures
- h. Based on recommendations from the Vice President, present a list of recommended Honorary Members to the Board. Following Board approval, he shall notify each selected member of the Board action.
- i. Assign EMGA Board members to conduct EMGA operations.

### **Section II The Vice President shall:**

- a. Perform the duties of the President in his absence.
- b. Become the EMGA President should the President resign or be unable to perform his duties.
- c. Provide oversight for all committee activities.
- d. Plan and organize the Vic Kregel EMGA Championship Tournament and Luncheon.
- e. Submit a proposed event budget to the Treasurer by December 31st preceding the event.
- f. Recommend a list of present or former EMGA members, and other deserving men as appropriate, to the EC for Honorary Membership.
- g. Conduct periodic reviews of the Constitution, Bylaws, Match Play and OP/OPC procedures for consistency and appropriateness, and suggest appropriate changes.

### **Section III The Secretary shall:**

- a. Record and publish minutes of the proceedings of the General Membership and EMGA Board meetings.
- b. Be the official custodian of all current correspondence and records of the EMGA.
- c. Forward copies of the General Membership Meeting minutes to appropriate agencies required by appropriate AFIs.
- d. Act as the Publicity Officer for the EMGA by ensuring publication of information of interest to EMGA members on bulletin boards, in the EMGA Handbook, on the EMGA web site, in the EMGA Update, and by email as appropriate. He also requests items of EMGA interest be published by the EGC General Manager.

- e. Submit a proposed Secretarial Budget to the Treasurer by December 31<sup>st</sup>.

**Section IV The Treasurer shall:**

- a. Receive and disburse all EMGA funds in accordance with accepted accounting procedures and maintain the EMGA accounts in an approved depository.
- b. Maintain current, accurate records of all financial activities and present current financial status reports at EMGA Board and General Membership meetings. The treasurer shall submit annual financial statements to the 10th Force Support Squadron RMFC in accordance with AFIs not later than 20 days following the end of our fiscal year.
- c. Prepare and submit an annual budget to the EMGA Board for approval prior to the first General Membership meeting.
- d. Be the official custodian of all EMGA financial records.
- e. Assure that the EMGA is in compliance with all state and federal fiscal requirements and reports.
- f. Prepare and submit gift certificates/gift cards to the Eisenhower Golf Club (EGC) for winners of designated EMGA events as published by the event chairman.
- g. Serve as contracting officer for the EMGA and follow proper 10th Force Support Squadron accounting procedures.
- h. Maintain a waiting list of EGC members who wish to become EMGA members.
- i. Maintain a duplicate EMGA membership roster (provided by the Database Administrator) and ensure that each applicant meets the requirements of the Constitution for active membership. Each year, the Treasurer shall determine who has forwarded his dues by the due date and provide this information to the Database Administrator, who shall establish a membership roster with those data.

**ARTICLE V: DUTIES OF COMMITTEE CHAIRMEN**

**Section I The Rules and Handicaps Chairman shall:**

- a. Be guided by the rules and systems outlined in the current USGA Decisions on the Rules of Golf Manual and the USGA Handicap System Manual.
- b. Post instructions relative to handicap and rules issues on the EMGA bulletin board and web site.
- c. Confirm scores have been posted for EMGA golfing events. Individual tournament, OP, and OPC scores will be posted by the Tournament and OP/OPC committees. Match play scores are to be posted by individual contestants.
- d. Provide advice to the Tournament/OPC Committees whenever required to set up tournaments for EMGA or OPC.
- e. Provide a member of the Committee to the Tournament Committee when scores are posted to adjudicate any Rules questions arising during the play of an EMGA Tournament.

**Section II The Tournament Chairman shall:**

- a. Schedule a variety of golf tournaments for the entire golf season and coordinate the planned schedule with the Rules and Handicaps Chairman and the OP/OPC Chairman to incorporate the number and timing of stroke play events to facilitate developing an accurate handicap system.
- b. Coordinate the proposed annual schedule with the EGC staff, the Home and Away Chairman and the OP/OPC Chairman prior to the season to ensure EMGA events are included in the EGC annual golf schedule.
- c. Provide the approved schedule and any special tournament instructions to the Database Administrator early enough to be included in the annual EMGA Handbook.

- d. Conduct all tournaments and determine if any tournament will be delayed, postponed or canceled due to inclement weather. In the event of cancellation by either the Director of Golf, Tournament Chairman or the EMGA President, attempt to reschedule those tournaments so as to distribute prize monies as originally allocated at the beginning of the season by the EMGA Board. If a tournament cannot be rescheduled, the EMGA Board shall determine how funds originally allocated to a canceled EMGA tournament will be dispersed.
- e. Inform the Treasurer, Secretary, Webmaster, EMGA Update Editor, and Database Administrator of event winners and the amount each is to receive in the form of gift cards.
- f. Post Tournament ESC scores to the GHIN Handicap System and notify the Rules and Handicaps Committee of issues encountered.
- g. Prepare and print scorecards, cart signs and starter lists for each tournament held during the year.
- h. Appoint a Match Play Manager within the Tournament Committee. The Match Play Manager shall:
  1. Conduct Match Play competition for the membership. "Match Play Rules and Procedures" is an addendum to these Bylaws and is considered part of the Bylaws.
  2. Set up the Match Play tree.
  3. Assure match play results are posted by individual contestants.
  4. Establish and monitor a play-by date schedule (May declare forfeitures when play-by dates are not met).

**Section III The Open Play and Open Play Competition (OP/OPC) Chairman shall:**

- a. Schedule OP/OPC events for the entire golf season and coordinate the planned schedule with the Rules and Handicaps Chairman and the Tournament Chairman to incorporate the number and timing of stroke play events to facilitate developing an accurate handicap system.
- b. Coordinate the proposed annual schedule with the EGC staff and the Tournament Chairman prior to the season to ensure EMGA events are included in the EGC annual golf schedule.
- c. Provide the approved schedule and any special OP/OPC instructions to the Database Administrator early enough to be included in the annual EMGA Handbook.
- d. Conduct all regular events and determine if any event will be delayed, postponed or canceled due to inclement weather.
- e. Provide event results to the EMGA Update Editor, Webmaster, and Database Administrator, Treasurer, and Secretary including event and skins winners and the amount each is to receive in the form of gift certificates/gift cards.
- f. Post OP/OPC ESC scores to the GHIN System and notify the Rules and Handicaps Committee of issues encountered.
- g. "OP/OPC Procedures" is an addendum to these Bylaws and is considered part of the Bylaws.

**Section IV The Home and Away (H&A) Chairman shall:**

- a. Conduct the EMGA Home and Away program to give members the opportunity to play fun fast golf with nice guys at great area courses that members might not otherwise be able to get on and play at reasonable prices.
- b. "Home and Away Program Procedures" is an Addendum to these Bylaws and is considered part of the Bylaws.

**Section V The Hospitality Chairman shall:**

- a. Welcome new members and monitor the "health" of the EMGA membership.
- b. Send cards of Welcome, Well Wishes, and Congratulations, etc.

- c. Obtain explicit permission from the member prior to disclosing or distributing the health issues of any member or his family.

**Section VI The History Committee Chairman shall:**

- a. Research and document events, experiences, anecdotes and identities of those who made the EMGA what it is today.
- b. Identify those who made key contributions to the evolution of EMGA.
- c. Collect, inventory, categorize and archive all documents, records, files, and photos which justify retention and which might be pertinent to future members / researchers.
- d. Maintain and update the Charter Members Shadow Box and the EMGA History locker in the men's locker room.
- e. Solicit support and materials from other EMGA Board members, committee members, EMGA membership, the staff of Eisenhower Golf Club, and the USAFA.

**ARTICLE VI: EMGA INFORMATION MANAGEMENT DUTIES**

The many needs for information collection, maintenance, management, and publication impact multiple EMGA functions; therefore the activities in the Information Management function are spread among several individuals. Duties assigned to the Database Administrator, EMGA Update Editor, and Webmaster may refer to any of the multiple people performing each activity, and not necessarily to a single individual.

**Section I The Database Administrator shall:**

- a. Be responsible for developing and maintaining a computer-based system, compiling data and publishing information for the use and benefit of all EMGA members.
- b. At the request of any board member, email members with appropriate information from the Board.
- c. Print sufficient EMGA Handbooks to ensure distribution to all current members, the Director of Golf, and the EGC Staff by the first EMGA General Membership meeting. EMGA Handbooks will include tournament and home and away competitions and open play schedules, participation rules and procedures, and current member information as appropriate.

**Section II The Webmaster shall:**

- a. Design, modify, and update the EMGA web site with current EMGA information and event results.
- b. Arrange for site hosting and internet access as required to keep the site active and accessible to the membership.

**Section III The EMGA Update Editor shall:** Publish an EMGA Update after each regular EMGA competitive event (i.e. OPC and EMGA Tournament) which should include the following:

- a. Event Results. Report winners and amounts won for EMGA competitive events.
- b. Items of interest to the EMGA membership solicited for inclusion in the EMGA Update from EMGA committee chairman, EMGA Officers, EGC representatives, and other interested individuals.
- c. Other matters of interest to EMGA members.

**ARTICLE VII: SPECIAL RULES, REQUIREMENTS AND POLICIES**

**Section I Annual Dues.** Dues are payable to the Treasurer not later than December 31st of each year with a 31 day grace period. The Treasurer will prepare a letter or email to be sent out during the

grace period to notify those members who are delinquent and that the EMGA will assume delinquent members do not intend to renew their membership after January 31<sup>st</sup>.

**Section II Handicaps.** Eligibility for EMGA active membership requires that each member have a USGA handicap. It can be maintained at the Eisenhower Golf Club or, if maintained elsewhere, it must be accessible through the GHIN website.

**Section III Rules of Play.** All play shall be in accordance with USGA rules, as modified by local rules or the Tournament Rules Committee as appropriate.

**Section IV Prizes.** Prizes awarded for tournament play shall be in the form of trophies or EGC gift certificates/gift cards/money put in the winner's Pro Shop account (In this document, the term Gift Card refers to all of these forms). USGA rules prohibit cash payments to amateur players.

**Section V Score Cards.** EMGA tournament, Match Play and Open Play Competition score cards must be signed by a scorer and attested by the competitor before posting. Unsigned or unattested cards will be grounds for disqualification.

**Section VI Ties.** Ties in EMGA events shall be decided in accordance with the appropriate sections of the USGA Handicap System Manual.

**Section VII Tournament Scores.**

- a. All EMGA Tournament Committee sponsored events, where an individual medal score can be determined, shall be posted as Tournament (T) scores in the GHIN system.
- b. OP/OPC, Match Play, and H&A scores will not be posted as Tournament (T) scores in the GHIN system.

**Section VIII Signup Procedures.** Event signup procedures vary by whether the event is based on individual tee times (typically OP/OPC events) or is a shotgun start (typically tournaments), and whether the event is an OP/OPC event (no fines for no shows) or a Tournament event (fines for no-shows).

- a. Individual may obtain tee times for Open Play by signing in the EMGA Signup Book at the EGC tee time desk for any Thursday OP/OPC event. In addition, members may ask the EGC tee time attendant to add your name to the signup sheet by calling 333-2606, Press 2. The signup period usually extends from two weeks before the event through the Tuesday before the event. A member may reserve a tee time for himself plus three players. The names and GHIN numbers must be available when making the reservation. Others may be assigned to a tee time to complete the foursome. Email signups are not allowed when individual tee times are being used. Those who have signed up but find they are unable to play are required to erase their name from the signup sheet or have the EGC tee time attendant erase their name prior to the end of the signup period. Check in at the EMGA table at least 15 minutes before the scheduled tee time. Check-ins not completed 15 minutes before the scheduled tee time are considered no-shows and may be replaced by walk-ons.
- b. Sign up for shotgun tournaments in either the EMGA Book on the EGC Tee Time Desk or via the internet by clicking on the Tournament Signup button on the EMGA web site ([emgacolorado.org](http://emgacolorado.org)). The signup period usually extends from two weeks before an event through Tuesday before the event. For email signups, the website button should be used rather than direct emails to Tournament Committee members because the individual recipient for these email signups may change depending on which of them is setting up the event. Those who have signed up but find they are unable to play are required to notify the Tournament Committee via one of the signup means listed above prior to the end of the signup period. Tournament check-in is in

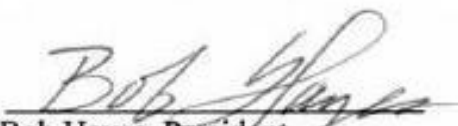
the clubhouse and will be completed 30 minutes before the scheduled shotgun start. Players not checked in by 30 minutes before the scheduled shotgun start are considered no-shows and may be replaced by walk-ons.

- c. For tournament play, each member must submit his own entry. Normally, the Tournament Committee will pair individual entries. Tournament no-shows who have not canceled at least 24 hours before the tournament may be assessed a \$10.00 fine, which must be paid before registering to play in future EMGA tournaments. Standbys may be accepted in the event no-shows occur.

**Section IX Continuity and Financial Audit.** At the end of each term of office on or about 1 December, outgoing and incoming EC members shall meet to transfer records and other pertinent information from outgoing officers to incoming officers. A detailed report of income and expenditures shall be presented by the past year's treasurer for EC approval. When approved, this report shall be signed and dated by the outgoing president and treasurer, and accepted by signature by the incoming president and treasurer. The report shall then be filed with the Secretary's minutes of the meeting.

Approved by the Eisenhower Men's Golf Association Board

Dated: December 30, 2009

Signed:   
Bob Hayes, President  
Eisenhower Men's Golf Association

## HOME & AWAY PROGRAM PROCEDURES

**I. General:** The EMGA's Home & Away (H&A) Program is designed to provide members an opportunity to play an enjoyable round of golf at local private golf courses they normally do not have an opportunity to play and do so at a reasonable expense.

- a. Each year, H&A schedules seven to eight matches with local clubs during which the Eisenhower Golf Club (EGC) and the EMGA host these clubs and the clubs in turn host EMGA members. Only EMGA members are eligible to play in H&A matches.
- b. The H&A committee members also assist the EGC management with the planning and execution of the annual Triple Crown match played against the Broadmoor and the Lakewood Country Clubs. The venue for this event alternates among the three clubs each year. The Triple Crown is hosted by the respective club pros and, at the EGC, it is primarily run by the EGC Director of Golf. The H&A committee's primary duty is to select EMGA members to fill the slots not used by the EGC and to assist in other duties as necessary.

### **II. Scheduling:**

- a. Because of the uncertainty of weather and the resulting conditions of local golf courses, the H&A season typically begins in late May and lasts through mid September.
- b. Planning for the upcoming season begins in early Fall when the H&A Chairman contacts the local courses and establishes preliminary play dates.
- c. The H&A Chairman coordinates these dates with the EGC Tournament/ Operations Director.
- d. Once the dates are finalized and approved by the EGC and the respective golf clubs, both the Home dates and Away dates are added to the EMGA Master Schedule. The Home dates only are added to the EGC Master Schedule.
- e. The H&A Chairman will provide the approved schedule and any special tournament instructions to the Database Administrator for the EMGA Handbook.
- f. The H&A Chairman will conduct all events and determine if any event will be delayed, postponed, or cancelled due to weather, notifying players of such an occurrence as early as possible.

### **III. Planning Process:**

- a. At the beginning of each season, the H&A committee announces the schedule for the upcoming season on the EMGA website, by email to the EMGA membership and in the EMGA Handbook made available to all members.
- b. Approximately 35 days prior to each match, the H&A committee will send out a call for players, inviting any EMGA member to signup.
- c. Twenty one (21) days prior to the match, if necessary, a random drawing is conducted to select the required number of players to fill the team.
  1. Depending on the match, 12 to 18 players will be needed.
  2. At the 14-day point, selected players are required to commit to playing both the Home and Away portions of a match by paying his entry fee.
  3. If a selected player is unable to make this commitment, the next person on the alternate list will be given the opportunity to play. Approximately one week prior to the match, player names and GHIN numbers are provided to the other club.
- d. The H&A Chairman will coordinate arrangements with the Tournament/ Operations Director, Ike's Grill Manager, Outside Storage Manager and Tee Master Manager to create a

first class event for members and guests, advise the Treasurer of agreed arrangements/costs so he can pay for those services from the Home and Away Entry Fees/Reserve Fund.

**IV. Fees:**

- a. For each match, the EMGA player will pay an entry fee that covers the following:
  1. Guest green fee
  2. Golf cart for guest and member
  3. Continental breakfast, lunch and bottled water for guest and member
  4. Prize money(Range balls are provided free by EGC)
- b. This fee does not include the EMGA member's green fee.
- c. The amount of this fee may vary from year to year depending on negotiations with EGC management.
- d. The fees for matches will be announced at the beginning of each season and again prior to each match.
- e. The Host Players cover all the EMGA player fees at the Away venue.

**V. Tournament Pairing Program (TPP):** Most clubs, including the EMGA, use the Colorado Golf Association's (CGA) computerized TPP to organize each match.

**VI. Handicaps:**

- a. To be eligible to play in H&A events, EMGA members must have an established handicap and be listed in the CGA's database.
- b. Using Handicap Indices (HI), the TPP automatically establishes two-man teams for each club then pairs the teams based on relative HI rankings.
- c. In most cases, players are assigned strokes based on 90% of his handicap for the course being played.

**VII. Format:** The matches are a combination of Match Play and Stroke Play. The Team Competition uses Match Play rules; however, the Low Net competition is Stroke Play and requires that players post all their strokes.

**VIII. Team Competition:** Teams compete for bragging rights. A point is awarded for winning the front nine, a point for winning the back nine, and a point for winning the 18. Half points are awarded for ties. The points are totaled after the Home and Away portions of the match. No money exchanges hands.

**IX. Low Net Team:** The prize money contributed by each host member is awarded to the top three low net two-man teams from the field. At most venues the prize money is presented in the form of gift cards or certificates redeemable at the host pro shop.

**X. Skins:** Players may volunteer to play Net and/or Gross skins at many, but not all, of the venues. The entry fee is usually \$5 and the winners receive cash.

**XI. Reports:** The H&A Committee is responsible for producing reports following each match and an end of year report.

**XII. Each match:** The H&A Venue Chairman for that match will send a summary report with match results to the EMGA Update Editor, Webmaster, Database Administrator, Treasurer and Secretary. This report will list the Team's point totals, EMGA money winners (Low Net & Skins) and amount of money each player won. This report will also note any significant issues that arose during the planning and execution of the match.

**XIII. Annual Report:** The H&A Chairman will also produce an end-of-year report that will total the number of players that competed, total fees collected, and total monies spent. The Annual Report will also summarize the significant events/issues and actions taken during the season.

**XIV. Miscellaneous:**

- a. **Missing Players:** If a player does not show up for a match, a blind draw will be used. The group will play as a threesome and, following the match, a player's card will be randomly selected from his team's cards and these scores will be entered in the TPP for the missing player.
- b. **Venue Chairmen:** For the purposes of each match under this program, the respective Venue Chairmen from each club are considered to make up the Tournament Committee and are allowed to make appropriate decisions as authorized by the USGA.

## MATCH PLAY RULES AND PROCEDURES

- I. General:** The Match Play Competition will be administered by the Tournament Committee. A member of the committee will be appointed to serve as the Match Play Manager.
- II. Match Play Season:** The Match Play Season will be divided into two halves followed by a championship match at the end of the season. The championship match will be between the first place finishers of each half of the season. The winner of the championship match will be the Eisenhower Men's Golf Association (EMGA) Match Play Champion. The traveling Match Play Trophy, with his name added to the trophy, will be presented to the winner at an appropriate EMGA event and then kept on display at the Eisenhower Golf Club until a new champion is crowned at the end of the following Match Play season. An individual trophy will also be presented to the champion for him to keep.
- III. Signup:** Signup for the first half of Match Play will begin approximately three weeks before the Kickoff Breakfast and will end on the day of the Kickoff Breakfast. Early signup is also available. The first round of the competition will begin shortly after the Kickoff Breakfast and will last approximately three weeks. Subsequent rounds will be two weeks long. The end of each round will fall on Thursday, the normal EMGA play day. The start of the second half of the season may overlap the first half by several days so the Match Play championship match can be completed before the winter weather sets in. Signup announcements for the second half will be issued approximately three weeks before the start of competition. The first round will be approximately three weeks long and the subsequent rounds will be two weeks in length.
- IV. Entry Fees:** Entry fees are due at the time of signup and must be paid by the end of the signup period (e.g. Kickoff Breakfast). The entry fee for each half of the season will be \$10.00 and may be paid to either the Match Play Manager or the EMGA Treasurer. All entry fees will be applied to Match Play prizes.
- V. Format:** The USGA Rules of Golf for Match Play will govern play (Rule 2 of The Rules of Golf). Please note that there are differences between Match and Medal Play rules. The general breach of a rule in Match Play is loss of hole. There are several other special circumstances and instructions for Match Play covered in the following Rules of Golf: 1-3; 2; 4-4b; 7-1; 9-2; 10-1; 11-4a; 15-3a; 19-5 and 27-2. The USGA Rules of Golf can be seen on the Internet at <http://www.usga.org/Rules-Books/Rules-of-Golf/Rules-and-Decisions/>.
- VI. The Competition:** The stipulated round for competition shall be 18-holes. EMGA Match Play is a handicapped, net play tournament. Use the full handicap of each opponent to compute the difference, if any, between handicaps to establish the number of strokes one opponent gives the other. The strokes will be awarded as they fall on the card from the hardest to the easiest until all strokes are used. The player with the lower net score on a hole will win the hole. The match is over when one player is leading by more holes than there are holes left to play. A hole-by-hole comparison should be made frequently during the match to confirm the status of the match. In the event the match is even at the completion of 18 holes, competition will continue starting at No. 1, including appropriate handicap strokes as they fall on the card, until one player wins a hole, which will determine the winner of the match (commonly called sudden death).

## Match Play Procedures

- VII. Course and Tees:** Competitors may play from any set of tees, which may be the same for both competitors, or a different set of tees for one competitor. Instructions on how to apply the adjustments will be available on the website, posted on the bulletin board in the locker rooms and, available from the Match Play Manager.
- VIII. Handicap:** The current handicap on the day of the match will be used. By Rule, the difference between handicaps, if any, will be used to determine the strokes one opponent gives the other during the match. Example: Player A has a handicap of 10; Player B has a handicap of 15. A will give B 5 shots as they fall on the card from the hardest through the 5th hardest hole. Determine a handicap using the locker room GHIN computer, if your handicap is maintained at Eisenhower. If the handicap is maintained at another club, use your USGA Handicap index (from the GHIN system) and the charts posted in each locker room. If opponents play from different tees, a tee differential adjustment must also be made. Detailed instructions for both handicaps and tee differential are available in both locker rooms, on the EMGA Web Site, and from by the Match Play Manager. Instructions for the tee adjustment are also available in the Starter Shacks.
- IX. Scheduling Matches:** The Match Play Manager will post a Match Play pairing sheet (Match Play Bracket) on the bulletin board in the Men's Locker Room and on the EMGA web site [www.emgacolorado.org](http://www.emgacolorado.org). A copy of the pairing sheet may also be e-mailed to each match play contestant.
- X. Arranging Matches:** Players are responsible for arranging tee times for their matches. At least two weeks will be scheduled between each of the required completion dates on the Match Play pairings sheet. When allowing two weeks to play each match, a 64-man field will take 12 weeks to produce the winner. Therefore matches must be completed on time. Players are encouraged to schedule their matches as soon as possible in order to avoid forfeits. If the match cannot be completed by the required completion date, one or both players will forfeit depending on the circumstances (See the Forfeit paragraph below).
- XI. Matches may be played on Open Play (OP) days:** The players may not compete in Open Play Competition (OPC) while playing a Match Play match because the rules for match and medal play are not the same.
- XII. Posting Results:** Winners are responsible for posting the Match Play results on the pairing sheet on the Match Play Bulletin Board in the Men's Locker Room and notifying the Match Play Manager. As a courtesy, the winner should notify the potential opponent(s) for the next round that his match is complete and offer a convenient date to play the next match.
- XIII. GHIN Score Posting:** A medal score should be posted in the GHIN handicap system by the individual players after the match. If a ball is not holed-out on any particular hole, then the player should record the most likely score he would make on the hole. If the match winner has been determined somewhere beyond the 13th hole and the player decides not to complete the round, the remaining holes will be scored by adding the number of strokes allowed by his handicap to par for each hole not played. For example, if the match has been determined by Hole 15, the players may retire. Holes 16-18 will be scored by adding the appropriate number of handicap strokes to par for those three holes to determine the player's 18-hole score for GHIN handicap posting.

Match Play Procedures

**XIV. Forfeit:** If a match is not completed by the required completion date, one or both players will forfeit the match. If one of the players is reasonably available to play and the other is not, then the player not available should forfeit the match. Otherwise both players shall forfeit and the opponent for the next round will be given a bye. If there are extenuating circumstances preventing completion of the match on time, the Tournament Committee will have the option of extending the required completion date by a day or two at its discretion.

**XV. Disputes:** Disputes should be brought to the attention of the Match Play Manager as they arise but at least within 24 hours of the end of the match. The Match Play Manager will coordinate with a member of the Rules and Handicap Committee to resolve any disputes. Every attempt will be made to reach a resolution within 24 hours after the match. All resolutions will be final. The Match Play Manager will notify both competitors of the resolution decision. For instructional purposes, the situation may be posted on the web, or included in the EMGA weekly notification to players reporting tournament results.

**XVI. Prizes:** The number of members who sign up for each half of Match Play will determine the amount of money awarded for prizes. All of the money collected for the Match Play competition will be distributed as gift card prizes. The prizes will be calculated to the nearest cent. If 32 or more members participate in the competition, sixteen (16) places will be awarded. If 31 or fewer members participate, eight (8) places will be awarded.

**Sixteen (16) Place Payout:** Eight percent of the money will be held in reserve for the championship match. The remaining ninety-two percent of the money will be distributed to the winners in the half as follows:

Highest Level Reached	Percent of Purse
Championship Reserve	8%
Final Match 1 <sup>st</sup> Place (Winner)	18%
Final Match 2 <sup>nd</sup> Place	14%
Semi-Final s (2 Places)	
	10%
	10%
Quarter-Final (4 Places)	
	6%
	6%
	6%
	6%
Double Quarter Finals (8 Places)	
	2%
	2%
	2%
	2%
	2%
	2%
	2%
	2%
<b>Total:</b>	<b>100%</b>

## Match Play Procedures

**Championship:** The EMGA Match Play Champion will be determined in a match between the first place finishers of the two halves of the Match Play season. One need not play in both halves to play for the championship. If the same person finishes in first place in both halves of the season he will become the champion without competing in a championship match. If a first place finisher is unable to compete in the championship match at the end of the golfing season, the person he defeated for first place will take his place in the championship match. The winner of the championship match will be awarded a trophy and the money held in the championship reserve from both halves of the season. His name will also be engraved on the traveling trophy that is kept on display at the Eisenhower Golf Club. No award will be given to the loser of the championship match.

**EMGA Website:** The winners, total funds collected, and prizes distributed will be posted on the EMGA Website, [www.emgacolorado.org](http://www.emgacolorado.org), and in the Men's Locker Room.

## Open Play and Open Play Competition Procedures

- I. Open Play and Open Play Competition (OP/OPC)** is played during weeks when there is no EMGA tournament. Entry in Open Play Competition (OPC) is optional. A signup list for either tee time or shotgun starts will be maintained on the Eisenhower Tee Time Desk from 14 to 4 days prior to each OP/OPC event. A \$5.00 entry fee will be charged for those who are going to participate in OPC. This entry fee will be applied to the Low Net and Net Skins and to the OPC fund. All OPC entries must be recorded and paid for prior to playing the competitive round. OPC prizes will be awarded by flight.
- II. Rules Governing Play and Prizes:** All play during OPC will be governed by USGA Rules. All shots must be played and all putts holed out.
- a. Each player must exchange his scorecard with another player in his group and turn in his signed and attested scorecard promptly after completing his round. If no card is turned in or the player fails to complete the stipulated round (per USGA definition of stipulated round), the member is not eligible for OPC prizes.
  - b. Full handicaps will be applied.
  - c. Scores for OP/OPC will be posted in the GHIN system by the OP/OPC Committee for players who turn in a signed, attested and dated scorecard. Players who do not turn in a scorecard are responsible for posting their own Equitable Stroke Control (ESC) scores (without a "T") in accordance with the provisions set forth by the GHIN handicapping system. Players who do not turn in a scorecard and fail to post a score will be subject to having a penalty score posted by the EMGA Rules and Handicaps Committee.
- III. Overview of Prizes Awarded:** Prizes will be awarded for:
- a. 1st, 2nd and 3rd Low Net, by flight (Gift Cards).
  - b. Net Skins, by flight (Gift Cards).
  - c. OPC Hole-in-One trophy (at season's end)
  - d. As many OPC flights as possible will be formed with a minimum of 12 golfers per flight. The flights will be evenly divided based upon player handicap indexes. All prizes awarded will be rounded to the nearest dollar. If the amount is less than one dollar, one dollar will be paid. Prize money allocation/distribution for each week's competition will be as follows:
    1. Low Net Weekly Prizes 60%
    2. Net Skins Weekly Prizes 20%
    3. OPC Fund 20%
    4. If there are no skins winners in a flight, the skins money will be added to that flight's Low Net pot.
  - e. Low Net Prizes: Weekly Prizes for Low Net Winners will be based on the funds collected within each respective flight for that week. The following Low Net prizes will be in the form of gift certificates/gift cards, redeemable in the EGC:
    1. 1<sup>st</sup> 50% of Low Net entry fees for the winner's flight
    2. 2<sup>nd</sup> 30% of Low Net entry fees for the winner's flight
    3. 3<sup>rd</sup> 20% of Low Net entry fees for the winner's flight
  - f. Net Skins Prizes: A skin is awarded to a player with the lowest net score for a hole. One tie, all tie. To determine the value of each skin, the total number of skins in each flight will be divided

into 20% of the total weekly entry fees paid in that flight's competition and rounded to the nearest dollar. If the amount is less than one dollar, one dollar will be paid. Net Skins prizes will be paid in gift cards.

- g. **Hole-in-One Competition:** All entrants scoring a gross hole-in-one during any OPC event will receive a suitable trophy paid for by the OPC fund. Players making a gross Hole-in-One in any other EMGA event will receive a suitable trophy paid for by General Treasury funds of the EMGA.

**IV. Tie Breakers:** There will be no playoffs to break ties in the Low Net competition. Ties for any place will be decided in accordance with Section 9 of the USGA Handicap System Manual. Handicap strokes will apply as appropriate.

**V. Discontinuance of Play:** Current USGA Rules of Golf state if there is no continuance of play as ruled by the Golf Committee, play is considered null and void and all scores will be canceled for the round. All entry fees will be put in the OPC Prize Fund for disbursement at future OPC tournaments.

**VI. Announcement of Winners:** Weekly winners for Low Net and Net Skins will be posted on the Bulletin Board in the men's locker room/Senior Officer's Locker Room and the Web site: <http://www.emgacolorado.org>. Gift prize money will be added to each respective members EGC gift card.

**VII. OPC Funds:** OPC funds collected during the year will be used to pay for the OPC Low Net, OPC Net Skins, OPC Hole-in-One, and other EMGA activities. At year-end, any unclaimed OPC prizes and remaining OPC funds will be transferred to the EMGA general fund.