

RULES GOVERNING THE LADIES' SECTION OF TURNBERRY GOLF CLUB

These rules are part of the Constitution of Turnberry Golf Club.

MEMBERSHIP

1. Any Lady who has attained the age of 18 years may be granted Membership of the Ladies' Section of the Club by any of the following routes :
 - (1) Proposed by two Lady Members of at least two years' standing, on a specially printed nomination form which must be signed by the two proposers and contain such information as required by the Committee.
 - (2) Where the applicant has no access to a proposer or seconder then an interview should be held at the first convenient opportunity with the applicant. The club will be represented by the Captain and/or Vice-Captain and Secretary or by any other group of Committee Members as delegated by the Committee. On completion of the interview the decision of the interview panel will then be presented at the first suitable Committee Meeting for consideration.
 - (3) The applicant is proposed by the Resort Owner, the Director of Golf or the Hotel Management.
2. An excerpt from the completed nomination form for membership will be displayed on the notice board in the Committee Room for at least 14 days prior to consideration by the Committee. Any objections to an application for membership must be made in writing to the Honorary Secretary within the 14 day period. In this event the Proposer and Secunder, along with the person raising the objection, will be invited to a meeting of the Committee to discuss the matter.
3. All Members will be elected by a simple majority of the Committee by a show of hands or a ballot.
4. On election of a new Member, the Secretary of the Gentlemen's Section will notify that individual and request payment of the entrance fee, subscription and other charges. On receipt of such payment the new Member will receive a copy of the Club Constitution and the Ladies' Section Rules in force. Unless payment is made within one month from the date of notification, the election will be void. An applicant offered membership may decline and ask to be put to the bottom of the waiting list, but on a third refusal to accept membership the applicant will be removed from the waiting list and her deposit forfeited.

JUNIOR MEMBERSHIP

5. Persons from 10 to 17 years of age may be admitted as Junior Members. The procedure for admission of Junior Members will be the same as for Members, except that the proposer and seconder may come from the Gentlemen's or Ladies' section.
6. The conduct of any Junior Member will be the responsibility of her parent or legal guardian.
7. Rules for the participation of Junior Members in competitions will be formulated by the Club.

NON-PLAYING MEMBERSHIP

8. Playing Members may transfer to Non-Playing Membership on submission of a written application, when such transfer will receive automatic approval. Such an application must be submitted to the Secretary of the Gentlemen's section within fourteen days of the Member receiving her subscription notice for the year to which that subscription applies, otherwise that Member will be liable to the Club for a proportion of the annual subscription or other charges as will be fixed by the Committee and also for the Club's expenses in recovering same. Such a Member so transferring may at a subsequent date gain re-admission as a Playing Member subject to there being a vacancy. A fee for reinstatement as a Playing Member may be charged by the Club and/or Hotel.

There will be no entry by a Lady to Non-Playing Membership other than directly from Playing Membership.

WAITING LIST

9. The Committee will admit Members to the Club from the waiting list in the following priorities, subject to compliance with the provisions of Rule 3 hereof :
 1. Junior Members applying for Membership
 2. Non-Playing Members applying for restoration to Playing Membership
 3. New applicants for Membership to be considered in chronological order relative to the date of application, but subject to interview where deemed necessary.

COMMITTEE : OFFICE-BEARERS AND COMMITTEE MEMBERS

10. The management of the Ladies' Section will be vested in a Committee (herein called "the Committee") consisting of the Captain, Vice-Captain, Honorary Secretary and Honorary Treasurer (hereinafter described as the "Office-Bearers") and four other Committee Members. If an alteration in the number of Committee Members is approved in General Meeting, then that alteration will be achieved in the shortest timescale reasonably practicable.
11. Nomination for the election of Playing Members as Office-Bearers and Members of Committee, each proposed and seconded with the consent of the nominees, must be received by the Honorary Secretary not later than 1st October of that year. The nominations for the selection of Playing Members as Office-Bearers will be considered by the Committee, who may make recommendations in respect thereof to the Annual General Meeting. Should there be an insufficiency of nominations for Office-Bearers or for vacancies on the Committee, the Committee will have the power subsequently to co-opt Playing Members to complete requirements. (Subject to Rule 15 thereof).
12. The Office-Bearers will be elected at the Annual General Meeting. The Captain will hold office for one year and will be eligible for re-election to the Committee for one further year. Subsequently, she will not be eligible for re-election to the Committee until the lapse of one year. The Vice-Captain, who must previously have been a member of Committee, will hold office for one year and will be eligible for re-election for one further year. After serving as Vice-Captain she will not be eligible for re-election to the Committee except to the office of Captain until the lapse of one year. The Honorary Secretary and Honorary Treasurer will be elected by ballot, if necessary, at the Annual General Meeting and will then be eligible for re-election annually to these offices.
13. Election to the Committee will take place at the Annual General Meeting when a vote, if necessary, will be taken by ballot, each Playing Member and Honorary Life Member being entitled to vote for as many candidates as there are vacancies, but to give only one vote to each candidate. The Annual General Meeting will appoint scrutineers from amongst those Members who have not been nominated for office or for membership to the Committee, to examine the ballot papers and make known the result to the Chairman who will declare it immediately. In the event of a tie, a further ballot will be taken at once. In the event of a further tie, the tied candidates will draw lots. Office-Bearers and Members of Committee may only be elected by those present and entitled to vote.
14. The Members of the Committee, other than Office-Bearers, will be elected for a term of three years. After serving a three year term, that Member will not be eligible for re-election until the lapse of one year. During that year she will, however, be eligible for election to any other office referred to in Rule 12.
15. Any vacancy occurring in the Committee during the year may be filled by the Committee and any Member so elected will, if approved by Members at the next Annual General Meeting, complete the unexpired term of service arising from the vacancy for which she was elected. Such a Member, on completion of the unexpired term of service, will not be eligible for re-election until the lapse of one year except in the event of the period being less than one year, the co-opted Member will be eligible for election for a full period of three years.

MEETING OF COMMITTEE

16. The Committee will meet as and when required, but the Captain may call a meeting of the Committee whenever she deems it necessary, or when requested by two Members of Committee. The Committee will fix convenient dates and places for the meetings. In the event of urgent business arising, the Captain may also convene an immediate meeting, if a quorum can be formed. At all meetings of the Committee, four Members will be a quorum, provided that such number includes two Members who are not Office-Bearers. The Captain, or when absent, the Vice-Captain will act as Chairman of all Committee meetings. All Office-Bearers and Members of Committee will be entitled to vote. The Chairman will have a casting vote as well as a deliberative vote, and will have the discretion to decide whether voting will be by a show of hands or by ballot. If so requested by two or more Members, voting will be by ballot.
17. The Committee may invite any person to attend part or all of a meeting. A person, so invited, will not be entitled to vote.
18. The Honorary Secretary will keep full and correct Minutes of all proceedings at General Meetings and Committee Meetings. She will also perform such other duties as ordinarily pertain to her office. The Honorary Treasurer will receive all monies on behalf of the Ladies' Section, pay all accounts authorised by the Committee, and lodge all funds in a bank to be designated by the Committee. The Captain, Vice-Captain and Honorary Treasurer are authorised to sign cheques and withdrawal request forms on behalf of the Ladies' Section. Two signatures will be required on each transaction. The Honorary Treasurer will be responsible for keeping proper accounts, and will prepare and submit to the

Annual General Meeting an audited Income and Expenditure Account for the Ladies' Section for the year to 30th September – the close of the Ladies' Section financial year. The Handicap Secretary will be responsible for keeping proper handicap records of the Members. The Match Secretary will be responsible for the management of inter-club matches.

MANAGEMENT

19. The Committee will be responsible for the management of the business affairs of the Ladies' Section, and will appoint the Handicap Secretary, Handicap Committee and Match Secretary.
20. The property of the Ladies' Section will be vested in the Office-Bearers for the time being, and their successors in office, as Trustees on behalf of the Ladies' Section. Any significant proposed use of the funds of the Ladies' Section, property or resources will be approved by Honorary Life Members and Playing Members at a General Meeting.

GENERAL MEETINGS

21. At all General Meetings, the Chairman may decide, unless otherwise determined by these Rules, whether voting will be by a show of hands, by ballot, or by postal vote. Non-Playing Members may attend, but are not entitled to participate in the business of the Meeting. If any motion obtains a simple majority of those present and entitled to vote it will be carried, subject however to the proviso that a motion to alter these Rules will not be carried unless it receives the votes of at least two-thirds of the Members present and entitled to vote, or otherwise determined by these Rules.
22. The quorum at any General Meeting will be 15 Members eligible to vote. In the event of no quorum 15 minutes after the time for which the Meeting was called, the Chairman will declare that the Meeting will be reconvened as soon as possible. The Honorary Secretary will immediately notify all Members stating the time, place and new date for the Meeting, and the reason for the postponement. In this case, a shorter notice of the Meeting than specified under Rules 23 and 24 hereof will be valid.
23. The Annual General Meeting will be held in November of each year. Members will receive at least seven days' notice of the forthcoming Meeting specifying the business, including nominations for Office-Bearers and Committee and a copy of the Annual Accounts. The business of the Annual General Meeting will be :
 - (1) To receive reports as to general conditions and progress of the Ladies' Section throughout the year.
 - (2) To consider motions by Members.
 - (3) To transact any other business relevant to the affairs of the Ladies' Section.
 - (4) To appoint an Honorary Auditor for the ensuing year.
 - (5) To appoint the Office-Bearers and Members of Committee.Any motion to be proposed at the Meeting must have been received by the Honorary Secretary on or before 1st October of that year. The names of the proposer and seconder, and the text of the motion, will be included in the notice calling the Meeting.
24. A Special General Meeting will be convened by the Honorary Secretary if the Committee so resolves, or upon a requisition signed by no fewer than 10 Honorary Life or Playing Members. The Honorary Secretary will call such a Meeting within 30 days of the date of such resolution or requisition and will give Members at least seven days' notice of the Meeting specifying the business.

COMPLAINTS AND DISCIPLINE

25. All complaints should be made in writing to the Honorary Secretary and signed by the person or persons making the complaint. The Committee will consider the complaint and give a decision in writing to the originator of the complaint.
26. If the Committee receives a written complaint, or should it otherwise come to the notice of the Committee that a Member of the Ladies' Section is alleged to have behaved in a manner which might be considered by the Committee to be damaging to the reputation and standing of the Club, or detrimental to the objects of the Club (hereinafter referred to as "the complaint") then the Committee will instruct the Honorary Secretary to write to that Member advising her of the complaint and inviting either a written response to the complaint, or the Member's personal attendance before the Committee to respond to the complaint. If the Member admits the complaint, then the Committee may discipline that Member as hereinafter provided. If the Member denies the complaint, then the Committee will make reasonable and best investigations into the complaint, including reasonable investigation of any evidence raised in defence by the Member concerned. The Committee will then make its findings known to the Member in writing, or in person at a further interview, and the Member will be given an opportunity to answer those findings. The Committee will then decide whether the complaint is proved and the Member will be advised in writing, or in person, of the Committee's decision. If the complaint

has been admitted, or is found by the Committee to be proved, then the Committee will have the power:

- (1) To reprimand the Member concerned, either verbally or in writing, and the reprimand will be noted on the Member's disciplinary record.
- (2) To suspend the Member from the Ladies' Section's competitions, tournaments and social events for such time as the Committee may decide, again noting the suspension on the Member's disciplinary record.
- (3) To suspend the member completely from all playing rights, club competitions, tournaments and social events for a period of time of less than 12 months.
- (4) To expel the Member from the Club.

In all cases where disciplinary action results in expulsion or suspension from playing rights, club competitions, tournaments and social activities, the member will forfeit any remaining portion of their annual subscription paid to the Hotel and Club.

In all cases the Member's previous disciplinary record will be taken into account by the Committee.

If the Committee decides to reprimand or suspend a Member, then this decision will be final. If the Committee moves to expel the Member from the Club, then the Member will have a right of appeal to a Special General Meeting of the Ladies' Section. That right of appeal must be exercised in writing within 10 days of the decision to expel. The Member concerned may be represented at the Special General Meeting, at which the Captain or other Office-Bearers or Members of the Committee will inform the Members of the nature of the complaint, the investigation carried out, and the findings of the Committee. The Member or her representative will be given an opportunity to be heard in response thereto, following which the Honorary Life and Playing Members will be called upon to vote on the Committee's decision to expel. That decision will stand approved if supported by at least two-thirds of those Members present and entitled to vote. If the requisite majority is not obtained, but it appears to the Chairman that there is support for the Committee's finding of the complaint having been proved then the Chairman may call upon the Honorary Life and Playing Members to vote again. In this event, a simple majority will suffice for the case to be remitted to the Committee to reconsider, and to proceed with other disciplinary action short of expulsion. The Honorary Secretary will inform the Member concerned of the decision of the Special General Meeting, either in person or by letter.

WINDING UP

27. In the event of the Ladies' Section being wound up, the Honorary Life and Playing Members will decide at a General Meeting the way in which the net assets i.e. the assets of the Ladies' Section after payment of all sums due, will be distributed. Such a decision, by vote, must be supported by two-thirds of those present and entitled to vote. In the absence of such a majority for any scheme of distribution, then the net assets will be distributed equally among the Playing Members and Honorary Life Members who were formerly Playing Members. No Member will be entitled to a share in the net assets unless she has been a Playing Member of the Club for at least five years prior to the date of winding up.

LADY MEMBERS ARE ADVISED TO FAMILIARISE THEMSELVES WITH THE CLUB CONSTITUTION.