



WOMEN'S PENINSULA GOLF ASSOCIATION RULES AND REGULATIONS

1. Club Membership Requirements
 - a. The Club must be located on the Delmarva Peninsula;
 - b. The Club must be a member of the United States Golf Association (USGA);
 - c. The Club must have a recognized women's golf association which must provide WPGA Officers listed in the Constitution Article IV (Organization), Section 1 (Officers), according to the Rotation Schedule. (Member Clubs are listed in the order of their admittance to the WPGA in the Member Club's section of the web page);
 - d. The Club must Complete an Application For Membership;
 - e. The Club's dues must be paid;
 - f. The Club must verify Club Membership status of golfers desiring WPGA membership;
 - g. The Club Participation Agreement must be completed and signed by appropriate authorities;
 - h. New Clubs shall be accepted by a vote of the majority of Member Clubs. Such vote may be submitted at a General Meeting by Club roll call, via e-mail or other electronic service.

2. The Rotation Schedule determines in descending order the year that Member Clubs with an 18-hole course shall host the Senior/Super Senior and Championship tournaments. These events are played at the same course in consecutive years (Sr./SS followed by the Championship).

3. In addition to the Rotation Schedule events, every Member Club must host a regular WPGA tournament event approximately once every three years during the months of June, July, August or September. The Scheduling Chairperson, in consultation with the Board, will notify said Club of dates available for hosting a tournament. The hosting of the Senior/Super Senior and Championship tournaments will satisfy the Member Club scheduling requirement for regular tournament events.

4. A maximum verified USGA handicap index of 40.4 will be used for participation in any WPGA event. A player with a higher index may enter but must play with a 40.4 index.
5. **Team Matches**
All Clubs are eligible for Team Match Play if they comply with the Team Match regulations as published and maintained by the Team Match Chair.
6. Each Club is required to offer its course to Association Members without a green fee charge at least once per month from April through October. Riding carts are mandatory when visiting other courses.
7. Any Member Club making major changes to its course is required to obtain a revised Slope and Rating, which must be reported to the WPGA Secretary by the Member Club's WPGA Representative.
8. Handicap indexes must be based on the slope system as outlined in the USGA Handicap System Manual.
9. **Club Membership Revocation**
 - a. Any Member Club not adhering to the Constitution or the Rules and Regulations of the WPGA may have their WPGA membership suspended for a period of one year. During that year, members may not participate in WPGA sponsored events. At the end of that year the non-conforming Club will again be a full member of the WPGA if they are now conforming. If the non-conforming Club is still unable to fulfill their duties, as stated in the Constitution or the Rules and Regulations, the Membership may be revoked by recommendation of the Executive Board. A 30-day notice will be given in writing, email or other electronic service to the non-conforming Club, and no member of that Club may participate in any WPGA sponsored event after that date;
 - b. A Member Club may cancel their WPGA membership prior to April 1 of any given year by notifying the WPGA Executive Board in writing or via e-mail or other electronic service.
10. **Individual Membership Requirements**
 - a. The Individual must be a female member, age 18 or above, of a Member Club;
 - b. The Individual must be a member of her Member Club's women's golf association;
 - c. The Individual must pay annual dues unless they have an honorary membership which is given to prior WPGA Members who have reached the age of 80;
 - d. The Individual must have a verifiable USGA 18-hole handicap index;
 - e. The Individual must play with no greater than a 40.4 handicap index when participating in any WPGA event. Players with a higher index may participate but must play with a 40.4 index.

11. Naming of Officers
 - a. The President;
 1. The First Vice-President will automatically become President and shall serve for one year;
 2. If a First Vice-President cannot accept the office of President, the Second Vice-President will become President and the Club of the First Vice-President who was unable to accept the office of President will supply a new First Vice-President who will then become President the following year;
 3. If a President is unable to complete her term of office due to illness, resignation, death, etc., the First Vice-President will become Acting President for the incomplete term and will continue the following year as President for a full term.
 - b. The First Vice-President;
 1. The Second Vice-President will automatically become First Vice-President after the Fall General meeting and will become President the following year;
 2. If the Second Vice-President cannot accept the office of First Vice-President or is unable to complete her term of office, a member of her Club shall be named.
 - c. The Second Vice-President;
 1. The Club next in line to supply the Second Vice-President (i.e. the Club next in rotation following the outgoing Second Vice-President's Club) will be notified of this obligation by the incoming President at least thirty (30) days before the Fall General meeting;
 2. Second Vice-President serves for one year in that office, and then will automatically become the First Vice-President the next year. After serving as First Vice-President for one year she will automatically become the President;
 3. It does not matter if the requisite Club already has someone on the board.
 - d. A Treasurer, Secretary, Team Match Chairperson, Tournament Chairperson, Scheduling Chairperson, Technical and Web Support Chairperson and Rules Chairperson may be appointed as deemed necessary by the President with approval of the Executive Board. These positions should represent as many Clubs as possible. All positions are expected to serve for a minimum of two years.

- e. Officer Vacancy
 - 1. In the event of resignation or death of an Officer (listed above in 11 d) during her 2-year term of office and that Officer was in position based on the Rotation Schedule, the vacancy shall be filled for the remainder of the term by someone put forward by the same Club and approved by the Executive Board;
 - 2. If the Officer was in the position as a volunteer, then the President shall contact the Member Club's Women's Golf Association President to fill the vacancy. If there are no volunteers within thirty (30) days, the Board shall follow the Non-Presidential Succession Plan outlined below in 11 f, and the term will be for the remainder of the current year plus a minimum of two additional years.
 - f. Non-Presidential Officer Succession Plan;
 - 1. When officers listed in 11 d choose to resign at the end of their two-year or longer term, the following process is to be used for finding a replacement;
 - 2. Written notification via e-mail or other electronic service will be sent to all WPGA members requesting a volunteer to fill the position. In the case of multiple applicants, the Board will select the candidate based on qualifications, as well as their Club's past and present representation on the board;
 - 3. If there are no volunteers within thirty (30) days, the next club in line following the Club that was last required, based on the Non-Presidential Rotation Schedule, to supply an officer other than the President, First Vice-President, or Second Vice-President, will be required to fill the vacant position, provided that the next Club in the rotation has been a member of the WPGA for at least two years. At the discretion of the Executive Board, if the next Club in the rotation already has a volunteer on the Board, the next eligible Club in line following them shall fill the position.
12. Duties of the Officers
- a. The President shall preside at all meetings, appoint all committees deemed necessary, be responsible to ensure any open Non-Presidential position is filled and be an ex-officio of all committees. As Incoming President she must notify the Club next in line to supply the Second Vice-President (i.e. the Club next in rotation following the outgoing Second Vice- President's Club) of this obligation at least thirty (30) days before the Fall General meeting;
 - b. The First Vice-President shall handle WPGA Public Relations. She will ensure tournament winner photos are taken and submit the photos and result information to Eastern Shore Golf Magazine;
 - c. The Vice-Presidents, in order of their rank, shall perform the duties of the President in case of her absence or inability to act, and perform such other duties as may be assigned to them by the President;

- d. The Treasurer shall be responsible for the finances of the WPGA and shall render a report at WPGA meetings, and all other times at the request of the Executive Board. She shall maintain a current list of individual members and publish the list as necessary to support verification of membership eligibility for WPGA benefits;
 - e. The Secretary shall keep a record of the proceedings of all meetings, conduct all necessary correspondence and keep official records of all WPGA business, including all Member Club Participation Agreements and a listing of all Member Clubs and their officers. The Secretary shall send copies of the minutes of all WPGA meetings to all Executive Board Members, Club Presidents and WPGA Representatives of Member Clubs. She shall maintain an updated description of the duties of all WPGA Officers. The Secretary shall via e-mail or other electronic service give at least thirty (30) days notification of all WPGA General Meetings to all Member Club Presidents, WPGA Representatives, and the WPGA Executive Board, as appropriate;
 - f. The Team Match Chairperson shall schedule all team matches, compute the results of team matches and send the results to team captains after each match. She shall propose updates to the Rules for Team Play as deemed necessary to the Executive Board. Upon approval, she shall provide Team Captains with the updated rules;
 - g. The Tournament Chairperson shall compile and distribute all WPGA Tournament information and will provide each host Club with any information needed to host a successful tournament. She will maintain a record of each year's tournament participation;
 - h. The Scheduling Chairperson shall schedule all WPGA Tournaments and shall obtain signed contracts from the Clubs hosting the Championship and Senior/Super Senior Tournaments;
 - i. The Technical and Web Support Chair shall maintain the WPGA website and the Member mailing list (supplied by the Treasurer). She shall send out tournament and other information deemed necessary to all WPGA members;
 - j. The Rules Chairperson shall keep the Executive Board and the Membership advised of any changes in the USGA rules;
 - k. Each Officer shall prepare and update as needed a comprehensive description of their duties to be maintained by the Secretary.
13. Executive Board Powers
- a. The Executive Board shall have the power to revise, adopt and publish Rules and Regulations governing the WPGA and its activities;
 - b. The Executive Board shall exercise for the WPGA all powers, duties and authority vested in or delegated to the WPGA and not reserved to the Member Clubs by other provisions of these Rules and Regulations.

14. General and Executive Board Meetings

- a. There shall be two WPGA General Meetings each year, one held in the Spring and one held in the Fall, to which each Member Club must send at least one representative or notify the Secretary by e-mail or other electronic service within five (5) days of the meeting the appointment of another Member Club to vote proxy on the absent Member Club's behalf. The Secretary shall announce the appointment of a proxy prior to the commencement of the vote. A majority of Member Clubs present in person or by proxy shall constitute a quorum for the transaction of business. Unless otherwise specifically provided in these Rules and Regulations, every act or decision done or made by a majority of the Member Clubs at a meeting where a quorum is present shall be regarded as the act of the WPGA;
- b. Each Member Club shall be entitled to one vote. In the event of a tie vote, the President shall cast the deciding vote;
- c. The date for the Spring General Meeting shall be announced at the Fall General Meeting. The date for the Fall General Meeting shall be announced at the Spring General Meeting. If unexpected circumstances arise, the dates of these General Meetings may be rescheduled by giving at least thirty (30) days notification either by e-mail or other electronic service to all Member Club Presidents and WPGA representatives;
- d. At the request of three Member Clubs, a special meeting of the WPGA must be called by the President, giving fifteen (15) days notification by email or other electronic service. The notice shall include the purpose for the meeting, the names of the Clubs making the request and the date, time and location of the meeting;
- e. There shall be two WPGA Executive Board Meetings each year, one prior to the Spring General Meeting and one prior to the Fall General Meeting. A majority of the number of Executive Board members shall constitute a quorum for the transaction of business. If a quorum is present, every act or decision done or made by a majority of the Executive Board shall be regarded as the act of the Board;
- f. Additional meetings of the Executive Board may be called by the President with fifteen (15) days notification either by e-mail or other electronic service to each member of the Board detailing the purpose for the meeting and the date, time and location of the meeting;
- g. The Executive Board shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining the approval by e-mail or other electronic service of the majority members of the Executive Board. Any action so approved shall have the same effect as though taken at a meeting of the Board.

15. Member Club and Individual Membership Dues
 - a. The annual dues for each Member Club shall be paid in full to the WPGA Treasurer by April 1 of each year;
 - b. The annual dues for each individual Member may be paid at any time during the year. However, to participate in team matches, WPGA tournaments, or other WPGA events and to take advantage of participating on Club Open Days, an individual must have paid individual dues, be a member in good standing of a Member Club, and appear on the published list of paid members (the Membership List). This list will be on the WPGA website and available to all Member Club Professionals;
 - c. To be eligible for Team Match play, individual dues must be paid to the Treasurer by April 1;
 - d. Updates to the Membership List will be done on the 15th and the last day of each month, as necessary. Individuals who pay dues to the Treasurer post April 1 will have their name appear on the subsequent updated Membership List following receipt of the dues by the Treasurer;
 - e. In the case of WPGA Tournaments, an individual member who has paid her dues but is not yet on the Membership List, can request verification of payment from the WPGA Treasurer to the WPGA Tournament Chair, who will then allow the individual to participate in the Tournament;
 - f. Member Club and Individual Membership dues will be set by the Executive Board and approved by the Membership.

16. Activities
 - a. All WPGA competition shall be played in accordance with the Rules of Golf as adopted by the United States Golf Association (USGA) along with any published Local Rules of the course on which the tournament is played;
 - b. The WPGA shall sponsor a Championship Tournament and a Senior/Super Senior Championship with as many classes or flights as deemed appropriate, and shall sponsor additional tournaments that will create an interest in golf on the Delmarva Peninsula;
 - c. The WPGA shall hold team competitions in the spring of each year.

17. State or Federal Mandates/Restrictions

State or Federal mandates may result in the cancellation and/or restrictions of some or all tournaments and/or meetings. In cases where the organization is permitted to continue limited tournaments, membership dues will be retained by the organization. If an entire season of tournaments is canceled, dues will be retained and applied to the next season's membership.

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