



**Association of Ukrainians in Victoria
Golf Club (AUVGC)**

**CONSTITUTION
&
Rules and Code of Conduct**

September 2023

**ASSOCIATION OF UKRAINIANS IN VICTORIA GOLF CLUB
(AUVGC)**

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SECTION 1: CONSTITUTION

1.1 NAME

The Golf Club shall be known as the "Association of Ukrainians in Victoria Golf Club" and abbreviated to AUVGC.

To simplify marketing of the club, it will operate as the "Ukrainian Golf Club Melbourne".

The club shall be a non-proprietary club and is a Section of the Incorporated Association of Ukrainians in Victoria, under the Companies Act 1981 as defined in sections of the Association, clauses 70, 71 and 72 of the Memorandum & Articles of Association for the AUV, as amended on the 15th September 1985 and 21st September 1986.

1.2 AIMS OF THE AUV GOLF CLUB

To promote and foster the game of golf within the Ukrainian community and in so doing, further the friendship and fellowship with other Ukrainian organisations and Clubs.

1.3 OFFICERS

A Committee elected at the Annual General Meeting shall administer the Association's affairs. The Committee shall consist of at least seven (7) members:

President

Secretary

Treasurer

Club Captain

Handicapper

Booking Officer

Website Manager

Match Committee Members (3)

1.3.1 Only financial members of the AUVGC who are present at the AGM are eligible to elect Officers who comprise the Committee.

1.3.2 Each Committee Member will hold his/her position for a term of one (1) year and the period of the term is deemed to be from AGM to AGM. However, should the incoming Committee consist of predominantly new members, the outgoing Committee or individual members may be seconded to carry out their duties until the end of the calendar year.

1.3.3 The President must be a 'Full Member' of the Club, not an Associate member. (refer 1.6.1)

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- 1.3.4 Associate members may be elected to the Committee; however, no less than seventy per cent (70%) of the Committee members must be 'Full Members'.

1.4 MEETINGS

1.4.1 Committee Meetings

Unless otherwise notified, Committee meetings will be held prior to the next scheduled event.

1.4.2 Annual General Meetings

- (a) The date of the AUVGC AGM shall be determined by the committee and held within six (6) months of the end of the financial year;
- (b) Notice of the AGM and all Annual Reports shall be sent to all financial members a minimum of fourteen (14) days prior to the AGM;
- (c) Reports and any Resolutions to be voted on must be included in the Agenda Papers and sent to Members at least fourteen (14) days prior to the AGM;
- (d) Any Members' Proposals for changes to the Code of Conduct which are to be discussed at the AGM, must be received by the Club's Secretary, in writing, seven (7) days prior to the AGM;
- (e) An Honorary Chairman shall be nominated to conduct the proceedings of the AGM; and
- (f) The meeting will begin if there are at least 20% of financial members in attendance;
- (g) If there are less than 20% financial members in attendance the meeting will be abandoned and recalled again before 1 January the following year.

1.4.3 Agenda of the Annual General Meeting

- (a) Nomination of Chairman for Meeting
- (b) Nomination of Minute Secretary for Meeting
- (c) Minutes of Previous Meeting
- (d) President's Address
- (e) Treasurer's Financial Report
- (f) Club Captain's Report
- (g) General Business
- (h) Election of incoming Officers
- (i) Close of Meeting

1.4.4 The Nomination and Election of Officers

- (a) All financial members of the AUVGC shall be entitled to nominate and vote. Nominations for each office shall be called for and seconded. Financial members who are present at the meeting shall be entitled to one casting vote for each position.

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- (b) In case of equality of votes for a position, whether by show of hands or by poll, the Chairman of the AGM shall be entitled to a casting vote.

1.4.5 ***Voting Rights at Meetings***

- (a) All members who are in arrears after 30 September in the current year, will be deemed to be non-financial and all Membership rights will be forfeited. This includes the right to vote at meetings or hold any office on the Committee.
- (b) Full and Associate Members, will be eligible to vote at AUVGC AGM and meetings and hold office on the Committee.

1.5 **AMENDMENTS TO CONSTITUTION & RULES AND CODE OF CONDUCT**

1.5.1 Amendments to the Constitution may only be changed by Resolution at an AGM or at an Extraordinary General Meeting (EGM) called for that purpose and then only if:

- (a) Written notice has been given to the President and/or Secretary seven (7) days prior to any Annual General Meeting or Extraordinary General Meeting.
- (b) A Resolution may be passed by a simple majority of all eligible members present.

1.5.2 Amendments to the Rules & Code of Conduct for running of the various events can be amended or added to by the Committee. Club members will be notified by email prior to changes being instigated.

1.6 **MEMBERSHIP OF THE GOLF CLUB**

1.6.1 **There will be 2 membership categories:**

Full Members and Associate Members

Membership shall be open to all persons who are eligible for membership of the Association of Ukrainians in Victoria [AUV] as defined in its Memorandum & Articles of Association under Memberships, and are interested in the aims of the AUVGC [refer to Rule 1.2]. **These will be classified as 'Full Members'**. Friends and associates of Full Members who are not eligible for membership of the AUV, and wish to become members of the AUVGC, **will be classified as 'Associate Members'**.

The maximum number of Associate members permitted to be members of the AUVGC, is 30%, ie such that the overall percentage of Full members is not less than 70%.

1.6.2 New Members wishing to join the AUVGC are to submit membership application forms to the President/Secretary. The Committee, at its next meeting, will consider the applications for approval. Upon approval appropriate fees are to be paid.

1.6.3 All members shall abide with all AUVGC Rules. The Committee shall have power to expel any member whose conduct, in the opinion of the majority of

the Committee, renders that person unfit to be a member of the club. No member shall be expelled without first having been given an opportunity to appear before the Committee.

1.6.4 Members may invite **guests** to any of the scheduled monthly events. No guest will be eligible to win the daily competitions, but may win the feature holes.

1.6.5 **Annual Subscription**

Annual subscriptions will be reviewed and set by the Committee.

- (a) Annual subscriptions are payable by all membership categories.
- (b) Annual subscriptions must be paid by 30 September of the current year. Members in arrears will have no Membership Rights [refer to Rule 1.4.5].
- (c) The financial year of the AUVGC is from 1 July to 30 June.

1.6.6 **Club Logo & Uniforms**

The logo will only be used on AUVGC uniforms, AUVGC documentation and promotional materials, as approved by the Committee.

1.7 **FINANCE**

1.7.1 **Book of Financial Accounts**

- (a) The Treasurer shall keep records of all financial accounts; a set of Journal books showing details of transactions, receipt books, copies of invoices and monthly summaries, in a format as determined by the Committee and which reflects the true financial affairs of the AUVGC.
- (b) Bank Accounts for the AUVGC shall be kept with Dnister Ukrainian Credit Co-operative Ltd or an alternative financial institution as approved by the Committee.
- (c) The authorised signatories to the accounts will be the President and Treasurer. Any two of the authorised signatories may operate the account.
- (d) The books will be audited annually by a qualified Auditor selected by the Committee.

1.7.2 **Remuneration**

Committee members shall not receive any remuneration for their services, but each member shall be entitled to reimbursement for any reasonable 'out-of-pocket' expenses incurred on behalf of the AUVGC.

1.7.3 **Winding Up**

In the event of winding up, the assets of the AUVGC shall be handed over to the Association of Ukrainians in Victoria, Central branch.

SECTION 2: RULES & CODE OF CONDUCT

This section deals with the way the golf games are conducted by the Committee and also the responsibilities of the members who are playing in the club's organised games.

2.1 CONDUCT OF MONTHLY EVENTS

2.1.1 It will be the responsibility of the Committee to conduct regular monthly events.

2.1.2 *Players' Responsibilities*

- (a) It will be each player's responsibility to notify the Bookings Officer prior to the next scheduled event.
- (b) It will be each player's responsibility to prepay 'green fees' via bank transfer to the AUVGC account, or if this is not possible, and after prior agreement, pay cash to the Treasurer immediately upon arrival at the course.
- (c) It is the responsibility of all players to play off their 'Playing Handicaps' as notified prior to the game.
- (d) On completion of the round, cards must be checked and signed by players and markers.
- (e) If any disputes have arisen during the round, players may refer the dispute to the Club Captain or Match Committee for resolution prior to signing any scorecards.
- (f) Cards that are NOT correctly scored or signed may result in disqualification.
- (g) It is each player's responsibility to be punctual for the scheduled tee-off time. Failure to do so may result in the player and their partner being sent to the rear of the field.
- (h) It is each player's responsibility to conduct themselves in a manner that shall not bring the AUVGC into disrepute. Failure to do so may result in the player/s being reprimanded or suspended for a period of time as determined by the Committee.
- (i) AUVGC club shirts together with generally accepted standards of attire must be worn at all times when playing at any of the AUVGC's Club events. In accordance with generally accepted standards of attire, jeans are not considered suitable attire and are not to be worn at any time. Players must also observe dress standards as required by the host Clubs where the event is being held.
- (j) On the course, all players are to conduct themselves in accordance with accepted standards published in the Golf Australia's 'Etiquette of Golf'.
- (k) All players must observe the Local Rules of the club and avoid 'slow play'. The lowest handicapper in the group will be deemed to be the 'Captain' of the group and as such will be responsible for the conduct of the group during the game, including speed of play.
- (l) It is the responsibility of each player to carry sand buckets at all times on the course and to repair any divots on the fairway or pitch marks on greens.

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- 2.1.3 **Conditions of Play** – as per the Royal and Ancient Golf Club of St Andrews, Local Club Rules & AUVGC Lost Ball Rule.

AUVGC Lost Ball Rule

If a ball is declared lost and a provisional ball has not been played, the player may drop a ball at the nearest point on the fairway where the ball was deemed lost and take a **two (2) stroke penalty**.

2.2 HANDICAPPING

For all AUVGC games:

- Members that have a Golf Australia handicap will play off their latest handicap with the slope/course adjustment as deemed by the Handicapper.
- Those that do not have a current Golf Australia handicap will be given an AUVGC handicap with the slope/course adjustment as deemed by the Handicapper.

2.2.1 New Members

New members without a Golf Australia handicap must play three (3) monthly events with the AUVGC to obtain a playing handicap.

Those with a Golf Australia handicap will play off that handicap with slope/course adjustment as deemed by the Handicapper.

2.2.2 Handicapping System

The Club's handicapping system is the World Handicapping System introduced on 30 January 2020. However, the Handicapper has the discretion to adjust players' handicaps.

- (a) The maximum AUVGC handicap will be 36 for men and 45 for women across all categories of membership for all major events, other than Club Championship (refer to Club Championship section 2.3.3 (b)).

2.3 CONDUCT FOR CLUB CHAMPIONSHIP

- 2.3.1 The Club Championship shall be conducted each year as a 36-hole Stableford event or a Scratch & Handicap event, as deemed by the Committee and where possible played over two (2) consecutive days to determine the major winners:

- (i) *Scratch & Handicap Champion if playing Stroke*
- (ii) *Stableford Champion if playing Stableford*
- (iii) *Divisional Champions*

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- (a) The conditions of play for the Championship shall be decided by the Committee and members notified electronically prior to the said event.
 - (b) In conjunction with the Club Championship being played, there will be a daily competition. These events will be treated like a normal monthly game and there will be:
 - (i) Winners for Divisional Grades
 - (ii) Nearest the Pins
 - (iii) Longest Drive
 - (iv) Drive & Chip
 - (c) A member can only win one major prize.

2.3.2 **Eligibility**

- (a) Members must be financial to enter the Club Championship.
- (b) Members must have played a minimum of three (3) monthly games that can be handicapped in the current year. Members with GA handicaps must have played three games that have been handicapped by Golf Australia prior to the Club Championship.
- (c) However, those members who do not meet the required criteria for the Championship are still able to compete in the Daily Handicap events.

2.3.3 **Handicaps**

- (a) The GA (Golf Australia) handicaps for the Championship shall be the same for both the 1st and 2nd rounds, ie frozen. However, the Playing Handicap may change.
- (b) The maximum handicap for all players competing in the Club Championship will be 36.

2.3.4 **Tied Scores**

In the event of a tie for the Championship or Divisional Grade winners after 36 holes, then the Australian count-back system will be used to determine the winner.

2.3.5 **Disputes & Rulings**

Disputes are to be referred immediately to the Club Captain or the Match Committee at the conclusion of the round for resolution. This must be done prior to the cards being signed.

2.4 CONDUCT FOR MATCH PLAY CHAMPIONSHIP

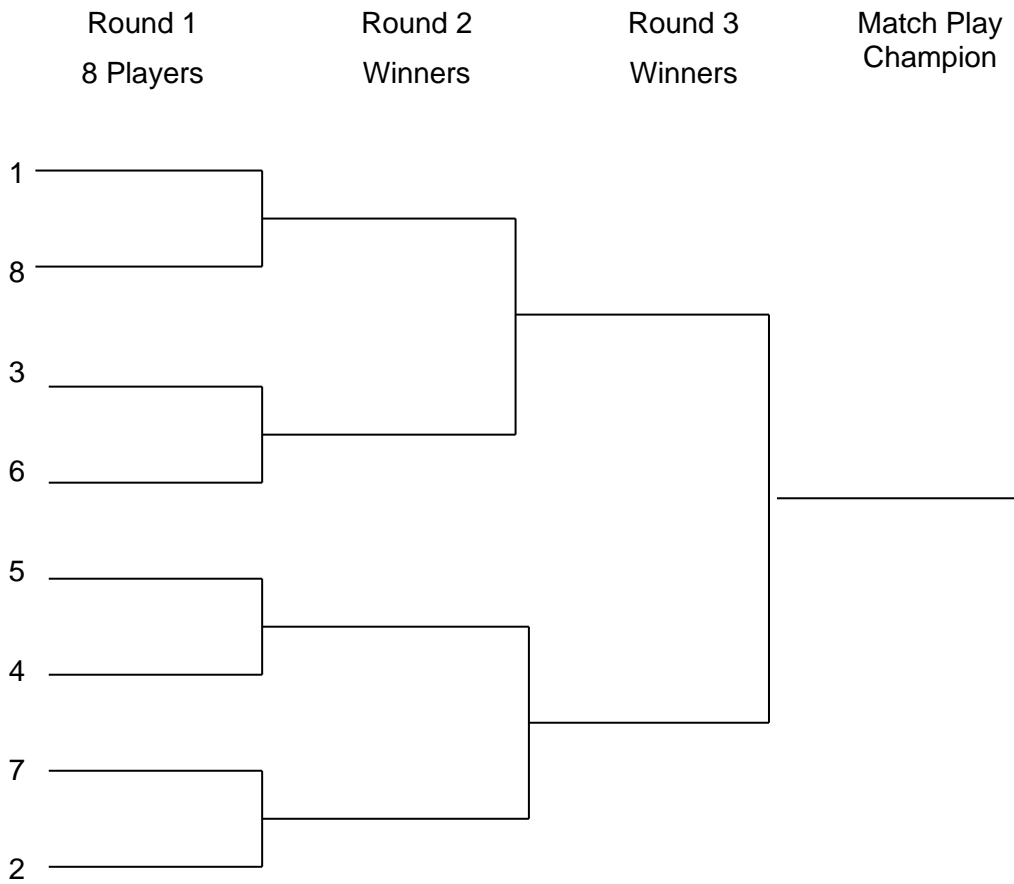
- (a) Procedures for qualifying to play in the AUVGC Match Play Championship will be determined by the Committee and published electronically prior to the event.
- (b) Members must be financial to enter the Match Play Championship.

2.4.1 *Conditions of Match Play*

- (a) There is a qualifying Stableford round for Match Play.
- (b) Match Play is to be played on a knockout basis under current handicap conditions.
- (c) If players who have qualified are unable to play on the designated Match Play dates, they must play their round prior to the next monthly Match Play round and inform the Committee of the result. Responsibility of organising such a game will sit with the lower ranked qualifier. If the game is not played before the next Match Play round, then the higher ranked qualifier will proceed to the next round.

Attachment 1:

**The play-off formats for the Match Play Championships will be as directed by the Committee
Only 8 qualifiers for knock-out rounds.**



Attachment 2:

RECORD OF CHANGES TO THE AUVGC's RULES & CODE OF CONDUCT:

[As resolved by the members at the Club's AGM's]

Year	Section:	Amendments:
2002	All	The New Rule & Code of Conduct replaced the 1991 Constitution
2003	Rules	1.4 Meetings: sub Clauses 1.4.2 (b); 1.4.2(c) & 1.4.2(d)
		1.6 Memberships: sub Clauses 1.6.5(f) & 1.6.6 'Green fees'
	Code	2.1 Monthly Events; clause 2.1.2(k); added new clause 2.1.2(p)
2006	Rule	1.1 Name of club changed to Ukrainian Golf Club Melbourne.
	Rule	1.3 Office holders altered to comprise of 'at least 7 members'.
	Rule	1.6.5 Joining fee payable by all members
2007	Rule	1.5.1(b) Resolution may be passed with majority votes.
	Rule	2.2.6 Ride-on carts may be used at all events.
	Rule	1.4.2(a) Date of AGM may be held within 4 months of the end of financial year.
2008	Rule	1.8 Handicapping; moved unchanged from section 1 "Rules of the AUVGC" to section 2 "Code of Conduct"

Proposed changes for Sept 2010 AGM

2010	Rule	1.3 Officers added the responsibility for Web editing to the Newsletter Editor's position.
	Rule	1.6 Key Change – Changed the levels of membership to introduce 'Associate Members' for those not eligible for AUV membership. This item needs to be addressed as under our current Constitution people who are not eligible to be members of the AUV cannot be members of the AUVGC.
	Rule	1.4.5 Added clause section to indicate that all members including Associate Members do have Voting rights and eligibility to be committee members.
	Rule	1.6.1 (a) (iii) Take out the 'Senior' classification. Given that the majority of our members are or will soon be retired and that our membership fees are so small, do we really need this classification.
	Rule	1.6.5 Change to remove the need for Joining and Membership fees to have to be approved by AGM and enable these to be managed by full committee <u>as is currently the Annual Booking Levy.</u>
	Rule	1.6.6 Deleted this as a separate section as all fees and levies will now be managed by the full Committee.
	Rule	1.6.6 This section now becomes section (g) of 1.6.5.
	Rule	1.6.6 In this section amount for the Annual Booking Levy was deleted.
	Rule	1.6.7 "Club Logo & Uniform" now becomes 1.6.6

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| Rule | 2.2 | New Rules governing the Handicapping system were introduced in Australia in April 2010. This section was changed to reflect this. |
| Attachment 1 | | A new Attachment was introduced outlining current Fees and Levies. Consequently Attachments 1 and 2 now become 2 and 3. |

Proposed structural changes for Sept 2011 AGM

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|------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| Rule | 1.3.5 | Added the condition that the President of the Club must be a Full Member, not an Associate member. ie Eligible for AUV membership. |
| Rule | 1.3.6 | Limited the number (percentage) of Associate members allowed to be members of the AUVGC Committee. |
| Rule | 1.6.1 (a) (iii) | Limited the number of Associate members allowed to be members of the AUVGC. |
| Rule | 1.6.5 (c) | Allow the Committee to decide when the Annual fee is due. |
| Rule | 1.6.5 (d) | Also removed requirement for AGM approval to change the fixture calendar year. |
| Rule | Section 2 – Code of Conduct. | |
| | | A general change was the change of name for AGU to ‘Golf Australia’ |
| | 2.1.2 (f) | Confirmed that it is the members’ responsibility to play off the correct handicap. |
| | 2.2.2 | Reset the maximum permissible handicaps. |
| | 2.3.3 (a) | Confirming that handicaps will be frozen over the 2 games played at Club Championship. |
| | 2.3.3 (b) | Added maximum permissible handicap at AUVGC Club Championships. |
| Rule | 2.4.1 (a) | Added word “current” to conditions for Match Play handicaps. |

Proposed structural changes for Oct 2018 AGM

As there are so many amendments required for this Constitution, the Committee decided to reissue a completely new document for acceptance at the AGM.

The main changes are updating the handicapping system, reducing the AGM distribution of paper deadline from 21 days to 14 days prior to the AGM. The remainder of the changes are cosmetic.

Proposed structural changes for Sept 2023 AGM

As there are so many amendments required for this Constitution and Rules & Code of Conduct, the Committee decided to reissue a completely new document for acceptance at the AGM.

The main change is Conditions of Match Play 2.4.1(c), whereby players will have more flexibility to arrange games with their opponent prior to the scheduled Match Play rounds if they are unable to play on that date.