

SINGAPORE LADIES GOLF ASSOCIATION

1. NAME

The Association shall be called the "SINGAPORE LADIES GOLF ASSOCIATION".

2. PLACE OF BUSINESS

Its place of business shall be at "249 Sembawang Road, Singapore 758352" or such other address as may subsequently be decided upon by the Committee and approved by the Registrar of Societies.

3. OBJECTS

The object of the Association shall be :-

- (a) To encourage and promote the pursuit of the game of golf.
- (b) To promote the Singapore Ladies Amateur Open Championship and any other Championship meetings or golf meetings in the Republic of Singapore but excluding Clubs' Championships. To fix the conditions of participation and play therein, and to offer, procure, give or contribute towards prizes and awards.
- (c) To initiate, develop, support, promote, arrange and/or organize in Singapore any professional ladies golf matches, competitions and tournaments, and any events associated with professional ladies golf, to fix the conditions of participation, and to offer, procure, give or contribute towards prizes and awards.
- (d) To promote representative matches against other countries.
- (e) To work as far as possible in co-operation with and to maintain liaison with similar Associations of other countries.
- (f) To uphold the Rules of Golf as approved for the time being by the Royal and Ancient Golf Club of St. Andrews subject to such local rules as fall within the Recommendations for Local Rules made by the Rules of Golf Committee, or are necessary to meet climatic conditions.
- (g) To afford means whereby disputes and difference concerning golf in Singapore may be settled.
- (h) To obtain affiliation with International Golf Societies and other organizations established for the promotion of the sport.
- (i) To raise and administer funds for the furtherance of the above Objects.
- (j) To do all other things which the Association considers necessary or desirable in the interest of its members.

4. MEMBERSHIP

Membership of the Association shall be limited to Golf Clubs in Singapore (including any other Club which has a golfing section and possesses a golf course of not less than 9 holes. A member of the Association is hereinafter referred to as an Associated Club.

5. APPLICATION FOR MEMBERSHIP

A Club wishing to join the Association shall apply in writing to the Honorary Secretary giving full particulars of the Club and its course. The application shall be considered by the General Committee and if approved by the General Committee such Club shall thereupon become an Associated Club, subject to confirmation at the next ensuing General Meeting.

6.1 GENERAL COMMITTEE

- (a) The affairs of the Association shall be managed by a General Committee consisting of the President, Vice-President, Honorary Secretary, Treasurer and Representatives from the Associated Clubs appointed pursuant to Rule 6.1(b) below.
- (b) An Associated Club shall be entitled to appoint up to two representatives as members of the General Committee (“Representatives”), who shall be the Lady Captain and Vice Lady Captain of each Associated Club. If there is no Vice Lady Captain, the Lady Captain of such Associated Club may appoint any member of its general committee (or equivalent committee) to be a Representative.
- (c) At all meetings of the General Committee at least one half of the General Committee members present shall form a quorum. All questions shall be decided by a majority of votes of those present at the meeting of the General Committee. A member co-opted by the President pursuant under Rule 6.2(d) below shall not be entitled to vote at a meeting of the General Committee but shall be counted towards the quorum. In the event of an equality of votes, the President shall have a casting vote.
- (d) The General Committee shall exercise all powers necessary to ensure the full and proper administration and management of the affairs of the Association for the purpose of carrying out the objects of the Association, except those powers which are expressly required by these Rules to be exercised by the Association in General Meetings.
- (e) The General Committee may meet as often as necessary for the dispatch of business and carrying out the objects of the Association.

MANAGEMENT

- (g) A resolution in writing, signed by all of the members of the General Committee, shall be as valid and effectual as if it has been passed at a meeting of the General Committee duly convened and held, notwithstanding that such signing may take place at different times or places.

6.2 EXECUTIVE COMMITTEE

- (a) The President, Vice-President, Honorary Secretary and Treasurer of the Association, all of whom shall be Singapore Citizens or Permanent Residents, shall constitute the Executive Committee.
- (b) The Executive Committee shall be elected at the Annual General Meeting, and nominees for the posts of the Executive Committee may be Representatives or non-Representatives. All nominations must be proposed and seconded by members from an Associated Club, and the nomination shall be delivered to the Honorary Secretary within fourteen (14) days after the date of the notice calling for the Annual General Meeting. All officers, except the Honorary Treasurer, may be re-elected to the same office for a subsequent term subject to a maximum of two (2) consecutive terms. The Honorary Treasurer can hold office for a maximum of one (1) term of 4 years. The term of office of the Executive Committee is four (4) years commencing from 1st July immediately following the Annual General Meeting which elected the Executive Committee.
- (c) Should a vacancy occur during any year in the office of President, Vice-President, Honorary Secretary or Treasurer, the Honorary Secretary (or in the case where the office of the Honorary Secretary is vacant, such other Executive Committee member as directed by the President) shall notify all Associated Clubs of such vacancy and call for nominations as soon as practicable. All nominations must be proposed and seconded

by members from an Associated Club, and the nomination shall be delivered to the Honorary Secretary within fourteen (14) days after the date of the notice of vacancy and call for nominations. Should an election be necessary by reason of the number of nominations received, the Honorary Secretary shall convene an Extraordinary General Meeting for the purpose of voting. The member of the Executive Committee so elected shall hold office until the end of that term.

- (d) The President shall have the power to co-opt not more than four members from any Associated Club to the General Committee of which not more than two such co-opted members can be from the same Associated Club.
- (e) The Executive Committee may appoint a sub-committee or sub-committees as it thinks fit, comprising members of the Associated Clubs, and may delegate to any sub-committee such part of its duties and powers as it deems fit. An Executive Committee member shall, ex-officio, be a member of every sub-committee so appointed. The duties of Executive Committee are as follows:
 - 1) The President shall chair all General Committee and Executive Committee meetings. She shall also represent the Association in its dealings with outside persons.
 - 2) The Vice-President shall assist the President and deputise for her in her absence.
 - 3) The Honorary Secretary shall keep all records, except financial, of the Association and shall be responsible for their correctness. She will keep minutes of all General Committee and Executive Committee meetings. She shall maintain an up-to-date Registry of Members at all times.
 - 4) The Treasurer shall keep all funds and collect and disburse all moneys on behalf of the Association and shall keep an account of all monetary transactions and shall be responsible for their correctness.

7. GENERAL MEETINGS

- (a) The annual general meeting of the Association (“Annual General Meeting”) shall be held within three (3) months after the end of the financial year. Any other General Meeting (“Extraordinary General Meeting”) shall be held whenever convened by the Honorary Secretary at the instance of the Executive Committee or on the request in writing of Representatives representing not less than 6 Associated Clubs.
- (b) Each Associated Club shall be entitled to send such number of delegates as determined pursuant to sub-paragraph (d)(2) below to attend a General Meeting (“Delegates”), who shall be appointed by their respective Associated Clubs before the date fixed for the General Meeting and their names be submitted to the Honorary Secretary in writing at least seven (7) working days before the relevant General Meeting.
- (c) Twenty-one (21) clear days’ notice shall be given for any General Meeting together with the agenda for the General Meeting. If any Associated Club wishes to table any special business at such meeting, it shall, within five (5) days of the notice of General meeting, submit to the Honorary details of the matter or terms of the resolution to be tabled. The Honorary Secretary shall have the right to reject any submission, whether or not made within the stipulated timeframe. Any amended notice shall, at least fourteen (14) clear days prior to such General Meeting, be circulated to all Associated Clubs.
- (d) The following persons shall be entitled to attend and vote at all General Meetings:
 - (1) Members of the Executive Committee.
 - (2) Delegates from each of the Associated Clubs. Each Associated Club is entitled to appoint one (1) Delegate for each nine hole golf course it has. Each Delegate shall have one (1) vote at a General Meeting

For avoidance of doubt, members of the Executive Committee shall count as Delegates of their respective Associated Clubs for purposes of this Rule. Each Delegate shall only be entitled to represent one (1) Associated Club, and shall state the name of such Associated Club she represents.

- (e) At any General Meeting a quorum shall be six (6) delegates exclusive of members of the General Committee. Each question shall be decided by a majority of those present and voting on the question, provided that in the case of any question involving the removal of any Club from the Association or an alteration of these Rules, the requisite majority shall be two-thirds (2/3) of those present and voting. In addition the Chairman shall have a casting vote.
- (f) The business of the Annual General Meeting shall be conducted in the following order:
 - (1) To confirm the Minutes of the previous Annual General Meeting and/or any Extraordinary General Meeting.
 - (2) To receive and adopt the reports of the Executive Committee and the Annual Report and audited Financial Statement for the previous year.
 - (3) To receive and adopt the reports of the Executive Committee and the Annual Report and audited Financial Statement for the previous year.
 - (4) To confirm membership of a new Associated Club, where applicable.
 - (5) To appoint a firm of certified public accountants to be auditors for the Association in accordance with Rule 15 hereof. They will be required to audit each year's account and present a report upon them to the Annual General Meeting. They may be required by the President to audit the Association's accounts for any period within their tenure of office at any date and make a report to the General Committee.
 - (6) To consider any further business duly brought before the meeting.
- (g) A resolution in writing, signed by all the appointed representatives of the Associated Clubs, as entitled under the Constitution, shall be as valid and effectual as if it has been passed at a meeting of the Association duly convened and held, notwithstanding that such signing may take place at different times or places. However, such resolutions by writing shall not be used to amend any part of the Constitution of the Society.

8. OBSERVERS

- (a) Each Associated Club is entitled to appoint up to two (2) members not being a Delegate) to attend the Annual General Meeting solely as observers ("Observers").
- (b) An Observer may speak and ask questions at the Annual General Meeting. Any question to be raised by an Observer at the Annual General Meeting (not relating to items tabled at the Annual General Meeting) must first be submitted to the Honorary Secretary at least (14) days before the date of the Annual General Meeting. The Observer who submitted the question must be personally present at the relevant Annual General Meeting for the question to be raised and answered.
- (c) An Observer shall not be entitled to vote at an Annual General Meeting.

9. FINANCIAL YEAR

The financial year of the Association shall commence on 1st April of each year.

10. SUBSCRIPTIONS

- (a) There shall be no entrance fee.

- (b) An Associated Club shall pay annual subscription payable in advance not later than 30th June of each year. The subscription payable shall be \$1,000/= for each nine- hole course that the Associated Club possesses.
- (c) A Club which becomes a member of the Association pursuant to Rule 5 after the month of April in any year shall pay a proportionate part of its annual subscription for that year.

11. CHAIRMAN

At all meetings the President shall take the Chair and in her absence the Vice-President. Should both be absent a Chairman shall be elected from among those present.

12. ALTERATION OF RULES

The Association shall not amend its Constitution without the prior approval in writing of the Registrar of Societies. No alteration or addition/deletion to this Constitution shall be passed except at a general meeting and with the consent of two-thirds (2/3) of the voting members present at the General Meeting. Twenty-one days' notice of any such meeting specifying the proposed amendment shall be given to all Associated Clubs.

13. BYE-LAWS

Subject to confirmation at any Annual or Special General Meeting the General Committee may make, alter or repeal bye-laws consistent with these rules for regulating all or any of the following matters and generally for carrying out the object of the Association:-

- (a) The condition of play for the Singapore Ladies Open Amateur Championship and any other Championship meetings or golf meetings in the Republic of Singapore but excluding club Championships.
- (b) The standardization of handicaps in accordance with USGA and SGA.
- (c) The management, control or supervision of Championships and competitions held under the aegis of the Association.

14. INTERPRETATION

In the event of any question or matter arising out of any point which is not expressly provided for in the rules, the General Committee shall have power to use their own discretion.

15. AUDIT

The accounts of the Association shall be audited annually by an approved firm of Accountants to be appointed at the Annual General Meeting and no partners or employee of this firm shall be eligible to sit on the General Committee.

16. RESIGNATION

An Associated Club wishing to withdraw from the Association shall give two months' written notice thereof to the Honorary Secretary. There shall be no refund of subscriptions.

17. PROHIBITIONS

- (a) Gambling of any kind, excluding the promotion or conduct of a private lottery which has been permitted under the Private Lotteries Act Cap 250, is forbidden on the Association's

premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited

(b) The funds of the Association shall not be used to pay the fines of members who have been convicted in Court.

(c) The Association shall not engage in any Trade Union activity as defined in any written law relating to trade unions for the time being in force in Singapore.

(d) The Association shall not hold any lottery, whether confined to its members or not, in the name of the Association or its office-bearers, General Committee or members unless with the prior approval of the relevant authorities.

(e) The Association shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.

(f) The Association shall not raise funds from the public for whatever purposes without the prior approval in writing of the Assistant Director Operations, Licensing Division, Singapore Police Force and other relevant authorities.

18. DISSOLUTION

(a) The Association shall not be dissolved except with the consent of not less than three-fifth of the persons eligible to attend General Meetings in accordance with Rule 8(d) hereof, expressed, either in person or by proxy at a General Meeting convened for the purpose or by postal vote.

(b) In the event of the Association being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Association shall be fully discharged and the remaining funds shall be divided amongst the Associated Clubs in Singapore in the same proportion as they are required to contribute annual subscription in accordance with Rule 10(b) hereof.

(c) A Certificate of dissolution shall be given within 7 days of the dissolution to the Registrar of Societies.