



## Windlesham Golf

### SENIOR'S SECTION CONSTITUTION

#### 1 NAME

The Senior's Section shall be known as "the Highwaymen" (HWM)

#### 2. OBJECTIVES

To encourage male members of Windlesham Golf Club age 55 and over, inclusive of age and ability, to participate in HWM activities. To promote competition, friendly and social golf through regular competitions, roll-ups and matches and also to organise social events.

#### 3. THE COMMITTEE

The HWM shall elect their Committee which will be responsible for administering social and golfing affairs of the HWM. Nominally, this will comprise 8 members, but can fluctuate depending on duties and availability, but which shall include the following officers:

CAPTAIN

VICE CAPTAIN

TREASURER

COMPETITIONS SECRETARY

SOCIAL SECRETARY

MATCH SECRETARY

MINUTES SECRETARY

Other functions such as Diary, Handicaps, Communication and IT shall be managed within the Committee members. The Committee shall have the right to co-opt any number of persons onto the Committee as requirements dictate. The duration of such appointments will be for the remainder of the HWM year or as required. Co-opted members may offer themselves for election.

The quorum for Committee Meetings shall be four. Meetings can still proceed with less than this number but final votes cannot be taken with less than four.

#### 4. RESPONSIBILITIES OF THE COMMITTEE

To manage all the affairs of the Seniors Section.

To organise inter club competitions.

To arrange social events and functions.

To maintain proper financial records.

To hold regular Committee meetings.

To represent the HWM on the Main committee

To organise the Annual General Meeting (AGM) each November and all nominations for the Committee.

To organise any Extra Ordinary General Meetings (EGM) when necessary.

To provide minutes of each meeting and display on the HWM website.

To inform members of competitions, handicaps, matches etc. via the website, e-mail or on the notice board.

5. AGM

The AGM, which shall include receiving and approval of the accounts as presented by the Treasurer, shall be held each November. Any resolutions shall be formally submitted to the HWM Captain at least three weeks prior to the AGM. The agenda and any resolutions shall be advertised two weeks before the date of the AGM. The quorum for the AGM shall be no less than twenty. All proposals and resolutions at the AGM or EGM shall be determined by majority vote of those attending.

6. NOMINATION AND ELECTION OF COMMITTEE MEMBERS

Nomination papers for application for new members of the Committee shall be posted on the notice board and website prior to the advertised date of the AGM. The last date for such nominations shall be three weeks before the AGM. In the event that no Captain is forthcoming the Committee will decide on a course of action and raise this at the next AGM or an EGM.

All nominations for the Committee must comply with the following:

- Nominee to be a playing member of the HWM
- Nominee to be proposed and seconded in writing by two members of the Senior's Section.
- Any objections to be in writing and the matter addressed and resolved prior to the AGM.

7. CHANGES TO THE CONSTITUTION

Changes to the Constitution shall only be made with the approval by majority vote at the AGM or, in exceptional cases, at an EGM.

The Committee may, as deemed necessary, convene an EGM at any time when an important and urgent matter needs to be discussed with the members. A minimum of fourteen days' notice shall be given for an EGM to discuss the specific issue(s) only.

8. DISSOLUTION

In the event of the dissolution of the Senior's Section, the Committee shall have the power to settle any outstanding debts and donate or use the remaining funds in accordance with the members' wishes at an AGM or EGM.

9. HWM GOLFING GUIDELINES

In conjunction with this Constitution the attached document (Appendix A) provides the basis on which all HWM golf (matches, competitions, roll-ups etc.) are conducted. Any changes to Appendix A can be made by the Committee and will be ratified at the following AGM. Members shall be notified as and when such changes are deemed necessary.