

# Constitution of the Lamma Swingers Golf Society

The Constitution is to be agreed annually at the Annual General Meeting (AGM) by the Society Members and should be signed by the Chairperson and the Secretary. A signed copy is to be held by the Secretary and published on the Society website. All Committee Members are to be given and are to read a copy of this Constitution on taking up a position on the Lamma Swingers Golf Society Committee.

## Name

The name of the society shall be 'Lamma Swingers Golf Society' (hereinafter referred to as 'the Society').

## Objectives

The objectives of the Society are:

- **Promote the Enjoyment of Golf:** To promote the game of golf, providing fun, competitive golf for male and female players of all abilities.
- **Foster a Welcoming and Inclusive Community:** Create a friendly and inclusive environment where golf enthusiasts can connect, share experiences, and build lasting friendships.
- **Organise Regular and Diverse Golf Events:** Plan and host a minimum number of golf events across Hong Kong, China, and Southeast Asia locations to cater to the diverse interests and skill levels of members. Not limited to:
  - Two events held outside of Hong Kong
  - Four events held within Hong Kong
- **Organise Non-Golf Social Events:** Plan and host a variety of non-golf events, including BBQs, junks, Christmas drinks, etc. to build a strong bond across the Society.
- **Provide Networking Opportunities:** Offer members the chance to network with fellow golfers enhancing their social and professional connections.
- **Support Charitable Activities:** Organise charity events to support local causes and give back to the local community.

## Management

The management of the Society and the disposal of funds and property thereof shall be entrusted to a committee consisting of at least a Chairperson, Secretary, and Treasurer who shall be elected annually at the Annual General Meeting (AGM).

## Annual General Meetings

The AGM of the society, for receiving the Committee's report and statement of accounts for the previous year (The Society's financial year will end on the 31<sup>st</sup> March) along with the election of the committee members for the ensuing year, shall take place during May each year to ensure the section report and accounts can be made available for the AGM of the governing body the Society.

Seven days' notice of the AGM shall be given to each member at a time and place decided by the Committee

Nominations for Committee members may be made to the secretary before the meeting. To be eligible for election a candidate must have been a member of the Society for at least one year.

Notice of motion to change an article of the Constitution must be made to the Secretary seven days before the Meeting.

4 members shall form a quorum at any AGM or Special General Meeting.

Voting on resolutions shall be by a show of hands and shall be decided on a simple majority of votes cast. In the event of a tie the Chairperson shall have the casting vote.

No voting by proxy shall be allowed.

Each AGM will conduct the following business:

- Chairpersons/Secretary Report.
- Minutes of last AGM.
- Matters arising.
- Treasurer's Report.
- Motions (including amendment to the constitution).
- Election of Committee.
- Any Other Business.

## **Special General Meeting**

A Special General Meeting may be called at any time by the Committee or by a written request to the secretary signed by 4 members and stating the business to be discussed. 7 days' notice of such a meeting shall be given to each member.

## **Committee Meeting**

The business and affairs of the Society shall be managed by a committee elected at the AGM.

The Committee will meet regularly to manage the Society and make key decisions. Committee meetings shall be held once a month or as decided by the Chairperson with at least 4 members forming a quorum.

The Chairperson shall take the Chair at Committee meetings or in his/her absence by any member elected by those present.

Matters shall be decided by a majority of votes cast. Each member present shall have one vote with the chairperson having the casting vote. Voting on all motions shall be by a show of hands.

Minutes shall be recorded of resolutions passed at each meeting.

The Treasurer shall keep account of all receipts and disbursements of the Society and present an up-to-date statement of them to Committee at each meeting.

The Committee shall have power to make, alter or rescind such rules and regulations as they may consider necessary, provided always that no resolution shall change any provision of the

Constitution. No decision of the Committee shall be valid unless passed when a quorum is present.

At an AGM the membership will have the power to alter or amend any rule or regulation made by Committee.

The Committee shall have the power to fill vacancies on Committee by co-option. The Committee shall have power to appoint sub-committees and to decide on the reason and duration of their activities. Sub Committees must have at least one sitting committee member. Any proposal of the sub-committee must be ratified the Committee.

Any complaints or disputes shall be notified in writing to the Secretary who shall submit them to the Committee whose decision shall be final on all matters.

## **The Committee**

The committee shall be responsible for the normal operation of the Society and shall implement and apply rules, regulations and guidelines as they deem appropriate to promote the successful operation of the Society for the benefit of members and will comprise of the following Officials, some of whom may hold more than one post:

### **Chairperson**

Is responsible for conducting the business at any meeting of the Society and together with the Secretary/Treasurer, be accountable for the general running of the Society in accordance with the Constitution and Rules approved by the membership.

Responsibilities include:

- Ensuring that the Golf Society has an effective and sound Management team.
- Encouraging volunteers to get involved and enjoy the contribution they make to the Society.
- Upholding the spirit of fair play and sportsmanship.
- Calling, chairing and controlling regular meetings.
- Organising the work of Committee members

### **Secretary**

Is accountable to the Chairperson and members for all secretarial matters concerning the Society.

Responsibilities include:

- Arranging Committee Meetings and the AGM.
- Producing the Agenda and Minutes of all Committee Meetings and the AGM.
- Ensuring correct etiquette and discipline within the Society and officiating Sanction Procedures where necessary.
- Maintaining the records and files of the Society.
- Receiving and issuing all correspondence pertaining to Society business.
- Maintaining a register of all active members of the Society whilst complying with Data Protection Regulations
- Informing Society Members when the renewal of membership fees is due.
- The control of Handicaps within the Society.

- Checking the insurance of the Society Members.

## **Treasurer**

Is accountable to the Chairperson and members for the sound administration of the Society funds.

Responsibilities include:

- Keeping a correct record of accounts and financial affairs and furnishing an up-to-date account of income and expenditure at each Committee meeting and AGM.
- Accounting for all payments into and out of the Society account.
- Ensuring the signature authority of two signatories is in place on the Society bank account
- Recommending fees considering cost of equipment and miscellaneous items.

## **Membership**

There shall be two types of membership.

- Ordinary
- Social

### **Ordinary Membership & Rights:**

- Open to individuals aged 18 and above who want to participate in the golf events. Membership is on the recommendation of an existing member.
- A handicap registered with the Hong Kong Golf Association using the GHIN app is required prior to the membership application.
- Rights to register and participate in golf events 3 months prior to the event.
- Rights to receive any discounts provided to the Society by the golf courses for the golf events.
- It is expected that each member will attend at least one event outside of Hong Kong and one event within Hong Kong per calendar year.

### **Social Membership & Rights:**

- Open to individuals aged 18 and above who want to join golf events as a non-playing member.
- Rights to attend non-golf social events held by the Society.

Admission is subject to approval by the Committee.

Members may terminate their membership by offering their resignation in writing one month prior to leaving to the Secretary.

The committee may terminate membership at any time if it is felt that by continuing as a member, harm will be done to the good reputation that the Society currently enjoys, or by continuing as a member the committee agrees that the objective of the Society is not being met. Their decision will be final. Members have a right of appeal if additional facts or information are forthcoming.

## Membership Fees

The Annual Membership Fee shall be decided at the AGM and become due at the first Society outing of the year which is the outing immediately following the AGM and must be paid in full prior to playing in the subsequent outing.

Any member whose subscription is unpaid by that outing shall be treated as a Guest player and charged accordingly. A reminder shall then be sent to the member and if the subscription is not paid by the following outing, he/she shall cease to be a member.

### Fees for 2025 are:

Joining Fee:

- Ordinary Member: **HK\$500** (one-time)
- Social Member: **HK\$500** (one-time)

Annual Subscription:

- Ordinary Member: **HK\$950**
- Social Member: **HK\$450**

The purpose of membership fees is:

- **Covering Operational Costs**
  - Cover any initial upfront payments for course booking, green fees, restaurants.
  - Event expenses including prizes for tournaments.
  - Administrative costs for website hosting, communication tools, and printing.
- **Enhancing Member Benefits**
  - Printing Society apparel.

Green Fees, insurance, travel, and hotels are not included in subscriptions.

## Events

Several Society Days will be organised each year. These events shall be approved by the Committee and confirmed at the Annual General Meeting (AGM). The calendar will include, but is not limited to:

- Two events held outside of Hong Kong
- Four events held within Hong Kong

It is expected that each member will attend at least one event outside of Hong Kong and one event within Hong Kong per calendar year.

When a member subscribes to an event they are expected to

## Guests

In addition, any member may invite guests to participate in Society games, however their participation needs to be approved by the Secretary following consultation with the committee.

A guest may only play three times as a guest, after which time if eligible must apply for membership to the Society to partake in any further Society events.

## **Insurance**

All members and guests, at their own expense, are required to have an insurance policy against any liability arising from their actions at a Society event. The Society will NOT be held responsible any loss or damage to property or personal injury however this may arise.

Members and friends engaging in the outings organised by the Society undertake to do so at their own risk. No claim can be entertained for damages either against the Committee of the Society, any member of the Society.

## **Alteration of the Constitution & Rules**

The rules of the Society may be altered at the AGM & shall be binding on dissentient members.

This constitution can only be amended by a majority vote at the AGM or any Special General Meeting decided upon by the Committee. Members will be informed of any proposed change at least 1 week in advance of such a meeting. Each member has one vote which can only be cast by personal attendance at the meeting.

## **Dissolution**

The Society may be dissolved by SGM or AGM fully attended by the current committee. At this meeting a unanimous vote in favour of the motion must be obtained. After dispersal of any Society costs, all surplus funds of the Society will be paid into a charity as agreed by the committee.

Date of AGM or Special Meeting that Constitution was agreed or amended: **10<sup>th</sup> June 2025**

Chairperson Name	
Signature:	
Witnessed By:	
Witness Signature:	
Date:	

Secretary Name	
Signature:	
Witnessed By:	
Witness Signature:	
Date:	

Treasure Name	
Signature:	
Witnessed By:	
Witness Signature:	
Date:	