

CHAIRMAN, OPERATIONS SUBCOMMITTEE

It is the duty of the Chairman of the Operations Subcommittee to:

1. Assure compliance with State Policy as outlined in the State Golf Manual.
2. Schedule and chair Operations Subcommittee meetings.
3. Publish minutes of all Operations Subcommittee meetings and distribute copies to all members of the State Golf Committee.
4. Publish information on all State arranged tournaments.

STATE GOLF NEWSLETTER

The Newsletter will be published periodically either in electronic or paper form and contain news items, golf results, tournament applications, tournament schedules, the State Golf Chairman's comments, highlights of State Golf Committee Meetings, hole(s)-in-one and other personal SIR golfer achievements.

The State Golf Committee Chairman is responsible for the content and timely distribution of the Newsletter.

STATE DIVISION CHAIRMAN

It is the duty of the Division Chairman to:

1. Oversee all Sir Golf Activities within his Division in accordance with the Golf Manual.
2. Hold Division Qualifying Tournaments each year and report the results to the Chairman and to the tournament Chairman of the Individual State Championship tournament no later than September 10th.
3. Implement the correct rules and procedures for conducting Division qualifying Tournaments.
4. Organize and conduct other Division-wide Tournaments at the direction of the Operations Subcommittee Chairman.
5. Assist Area Golf Chairman with Area Tournaments when needed.
6. Keep Sir Golfers informed of the plans and progress of the State Golf Committee and relay to that Committee any suggestions and/or problems received from the Area or Branch Chairmen.
7. Hold Division Golf meetings per Schedule or upon the request of the Operations Subcommittee Chairman.
8. Receive and deposit to the State Golf Committee Treasurer all moneys received for State, Division and Area arranged Tournaments, including Qualifying Tournaments.
9. Notify the Operations Chairman, Area and Branch Golf Chairmen of the date and place of your Division Qualifying Tournament by October 1st of the year prior to the tournament.

10. Each Division Chairman will hold an annual Training meeting in the month of February to inform all areas and branches of the current year's programs set by the State Golf Committee. The Area and Branch Golf Chairmen, their assistants, and any other members wishing to attend are welcome. Each Division Training meeting may also be attended by the State Golf Chairman, Policy and Operations Subcommittee Chairman, and any other State Golf Committee members that wish to attend. An open invitation is extended to the State Vice President to attend any Division Training Meetings.

AREA GOLF CHAIRMAN

While Area Golf Chairmen are appointed by the Area Governors, they function under the operational control of their Division Golf Chairmen.

It is the duty of the Area Chairman to:

1. Provide guidance and assistance to the Branches within his Area.
2. Encourage and promote Golf Activities within the Area.
3. Keep the Branches informed of the State Golf Activities program by attending scheduled meetings and by promoting participation in State sponsored tournaments.
4. Receive and bank moneys for State arranged qualifying tournaments and forward them to the State Golf Committee Treasurer (in a single check if requested).
5. Organize and conduct Area Qualifying Tournament(s) for the individual State Championship and for the Scramble Team Championship, rank eligible golfers in stipulated Flights for possible qualification for Division Tournaments and report the results on the proper form.
6. Meet with the Branch Golf Chairmen during the year. The State Golf Chairman will contact Area Governors and ask them to invite Area Golf Chairmen to the Governor's quarterly meetings. The Area Golf Chairman should attend these meetings and share with the Branches any pertinent information obtained.
7. Send Branch comments, concerns and questions to the Division Chairman.

5. It is permissible for a Branch Tournament or a Multiple-Branched Tournament to be used as an Area Qualifying Tournament under the following conditions:
 - a. The additional State fees, (for expenses), at any Area Qualifying Tournament must be collected only for those players trying to qualify for the Division Tournament and forwarded to the **Division Chairman**.
 - b. The course played must have a slope of 108 or better.
 - c. It must be played during the month of July, using July indexes.
 - d. It does not have to be played on the same course as the regular qualifying tournament.
 - e. A player may try to qualify only one time.
6. Set up seven (7) equal Flights with an equal number of golfers in each flight, according to their handicaps and set awards appropriate to the number of players in the Area tournament.
7. On completion of the Tournament, record the results on State Form #6a (or its electronic equivalent) for each flight, listing players in the order of their net score.
8. Forward completed Flight Sheets to the Division Chairman and/or to his designated Tournament Chairman immediately (No later than August 15th).
9. The Division Chairman will allocate Flight Quotas for each Area based on each Area's percentage of the total participation for the Division. Each Area must have at least one (1) participant for each Flight, one through seven.
10. Area Golf Chairmen are automatically qualified for the Division Tournament, and will be part of the quota. However, they must pay the Area Qualifying fee and the Divisions qualifying Fee, if required.
11. Upon receipt of the Flight Quotas from Division Chairmen, the Area Chairmen will contact eligible players and ascertain their willingness to continue to the Division Tournament. In the event of cancellations or withdrawals, the Area Chairman will replace cancellations with the next low net golfer in the same Flight from their list of players and will notify the Division Chairman.
12. The Division Chairmen will arrange the players in seven (7) equal flights according to their handicaps for the Division qualifying Tournament. First and second place winners in each flight in the Division Tournaments will automatically qualify for the State Championship. The Division Chairmen will forward the Form #6a information on these qualifiers to the Operations Subcommittee Chairman to make up the pairings for the Championship tournament. The Form #6a information on third place finishers in all seven flights will also be sent in the event that some of the automatic qualifiers need to be replaced. All replacements must be drawn from the same flights/Areas/Divisions, if possible.

APPENDIX “A”
SONS IN RETIREMENT, INC.
SIR STATE TEAM CHAMPIONSHIP

Branch, Area, and Division Golf Chairmen should adhere to the following procedures and perform the following functions with respect to Area Qualifying Tournaments for the State Scramble Team Championship.

BRANCH GOLF CHAIRMAN DUTIES:

Each Branch may assemble as many teams as possible using the following guidelines:

1. Each Team will consist of an A-B-C-D Player within the following Index limits.

When choosing each player, use **May 1st NCGA Indexes**.

- A Player Index limits = 0 to 17.0
- B Player Index limits = 17.1 to 22.0
- C Player Index limits = 22.1 to 27.0
- D Player index limits = 27.1 to 36.4

Each team's handicap shall be determined by adding the indexes of the B + C + D players and dividing that total by 12. That result will then be added to ½ (50%) of the A players index. (Example: A-12.2, B-18.8, C-23.4 and D-30.4; [18.8+23.4+30.4=72.6 divided by 12 = 6.05]. Then take ½ [50%] of A index of 12.2 = 6.1 and add that to the B+C+D total and the Team Handicap is 12.15). This Team handicap is then subtracted from the Team gross score to arrive at the Team net score for the tournament.

Once the team has been determined that information shall be sent to the Area Golf Chairman.

If a Branch does not have players that meet the Index Limits, a player with an index above the maximum flight index may be used but his index for figuring the team handicap can not exceed the limit for the flight in which he will be playing (Example: B with a 18.4 as an A would be limited to 17.0; C with a 23.5 as a B would be limited to 22.0 etc.) A lower index can not be used for a higher flight (Example: Index of 15.0 can not play as a B; Index between 17.1 and 22.0 can not play as a C, etc.)

If a Branch does not have sufficient players to form a team, it may use players from another Branch within the same Area provided the index requirements for each flight are met.

AREA GOLF CHAIRMAN DUTIES:

The Area Golf Chairman shall determine the golf course to be used for the **Area Qualifying Tournament** and notify each Branch Golf Chairman when and where the competition will be conducted. **He shall collect a State Golf Committee fee of \$3.00 per player for each player in his qualifying tournament.** This fee shall be remitted to the State Golf Committee Chairman or his designee together with the report of the tournament results on Form 6a or Form 6a-e.

The Area Qualifying tournament shall be held between May 1st and June 30th each year using the May 1st NCGA Indexes. Results will be reported to the Chairman of the State Golf Committee by July 7th.

The Area Qualifying tournament shall be played under the SIR STATE TEAM CHAMPIONSHIP – FINAL PLAYING RULES (see Appendix “B”).

Once the qualifying tournament has been completed and the team placements determined, the Area Golf Chairman shall send a complete list of all players and teams to the Chairman of the State Golf Committee together with a check payable to **STATE GOLF COMMITTEE** for the **\$3.00** State Fee for each player, plus the team entry fee for the first place team no later than **July 7th**. Send an information copy to your Division Chairman.

DIVISION GOLF CHAIRMAN DUTIES:

Each Division Chairman shall notify each Area Chairman within his Division of the date, cost and location of the SIR State Team Championship.

If any Area does not plan to send a Team to the SIR State Team Championship, he shall notify the State Golf Committee Chairman of this fact. Division Chairmen attending the SIR State Team Championship shall assist in the conduct of the tournament.

STATE GOLF COMMITTEE DUTIES:

The State Golf Committee shall arrange for the SIR State Team Championship to be held in August of each year at a golf course suitable for a Championship competition.

The SIR State Team Championship shall be played under the SIR STATE TEAM CHAMPIONSHIP – FINAL PLAYING RULES (see Appendix “B”).

After receiving all information from the Areas, the State Golf Committee Chairman shall set up the final competition.

In the event that some Areas have not entered a representative team and there is space available in the tournament field, the State Golf Committee Chairman shall invite additional teams to participate in the SIR State Team Championship. The criteria for these selections will be based on total participation in the Area Qualifying Tournaments. Greater participation in Area Qualifying Tournaments will result in additional teams from that Area being invited to play in the Championship.

After the Championship competition has been completed the Committee will determine the winning Team using the Team gross score less the team handicap to determine the lowest net score. May 1st Team Handicaps will be used.

The State Golf Committee may establish a prize fund, at its discretion, for the more successful teams. The State Golf Committee may also award a jacket to each member of the winning team. The design of the jacket will be determined by the State Golf Committee.