

Policy #26: Captain's Committee

Composition

The Captain's Committee shall consist of five Full Members: Club Captain (appointed by the BOM), Lady Captain (elected by members at the Women's AGM), Club Vice-Captain, Competition Secretary and Handicap Secretary (all recommended ex officio by the Club Captain and approved by the BOM). The Club Captain may co-opt other members on a temporary basis as required.

Responsibilities

1. The Committee will be chaired by the Club Captain. If he is not present, the Vice Captain will take the chair. Three members will constitute a quorum.
2. The Committee will oversee all matters which have been delegated by the BOM related to Men's competitions, Mixed competitions (as agreed with the Lady Captain), golf rules, regulations and etiquette. It will manage its competition-based sponsorship agreements in line with Policy #13 and will ensure that all disciplinary matters are handled in line with Policy #15.
3. The Lady Captain or her nominated representative will represent the interests of the Women's Golf Section on the Committee and will assist with matters related to Mixed Competitions.
4. The Captain will assign the following responsibilities to members of the Committee on a fit for purpose basis:
 - a. Liaison with the General Manager/Club Secretariat regarding the keeping and presenting of monthly accounts in line with Policy #11.
 - b. Providing diligent management, transparency and accountability of its competition revenue and expenditure within set budgets
 - c. Ensuring that its Competition Prizes are sourced in line with Policy #12
 - d. Managing cost-effective social events associated with its competitions.
5. The Competition Secretary will manage its competitions in line with Policy #17 (Control of Competition Rules), Policy #20 (Competition Framework) and Policy #29 (Competition Scheduling). He will also ensure that Competition Rules in the Members folder on the website are updated by July at the latest before the start of the new season.
6. The Handicap Secretary will manage all Men's playing handicaps in line with the new World Handicapping System (WHS) under the stewardship of the Malta Golf Association (MGA).
7. The Club Captain may allocate other responsibilities on his Committee as needed.

The Committee shall meet at such times and dates as it may determine, provided that there shall be a Committee Meeting held at least once in every calendar month with the exception of the month of August.

The Committee Secretary will arrange meetings, take minutes of the proceedings and ensure they are duly signed and posted on the Club noticeboard within 14 days of their approval. Minutes will be kept by the Club Secretariat.

Prepared by BOM: 7th May 2021

Approved by BOM: 29th November 2021