



MEMBER HANDBOOK
FOR 2022

Personnel, Mission, Governance,
Services, Facilities,
Rules and Regulations
Schedules of Events

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2021 ACC BOARD OF TRUSTEES AND KEY PERSONNEL

<p>Keller Blackburn Keller.blackburn@gmail.com</p>	<p>President</p>	<p>Term through October 2022 Golf Seat Chair—Membership Committee</p>
<p>Jared Dean 465 Seigle Lane Athens, OH 45701 (c) 740 591 9118 jared@deanheatingandcooling.com</p>	<p>Vice President</p>	<p>Term through October 2024 Social Seat Chair—House Committee Chair—Pool Committee</p>
<p>Jim McDonald 120 University Estates Blvd. Jim.mcdonald72260@gmail.com (c) 740 591 1171</p>	<p>Treasurer</p>	<p>Term through October 2024 Golf Seat Chair—Finance Committee</p>
<p>Claudia Hale 9376 Five Pts Road Athens, OH 45701 (h) 740 664 6027 (For text messages only, use 740 856 0877) hale@ohio.edu</p>	<p>Secretary</p>	<p>Term through October 2022 Golf Seat Co-Chair—Grounds Committee</p>
<p>Paul Carey 8031 Lavelle Rd. 740 707 5844 paulcareydc@gmail.com</p>	<p>Trustee</p>	<p>Term through October 2023 Golf Seat Chair—Golf & Greens Committee</p>
<p>Blake Hodgson 31 Coventry Lane Athens, OH 45701 (c) 740-591-0159 blake.hodgson@ebscenter.com</p>	<p>Trustee</p>	<p>Term through October 2024 Golf Seat Co-Chair—Grounds Committee</p>
<p>Pam Vogt 9142 Five Points Road Athens, OH 45701 740 5916719 appavogt@gmail.com</p>	<p>Trustee</p>	<p>Term through October 2023 Social Seat Liaison—Social Committee President, Women’s Golf Association</p>
<p><u>General Manager/Front of the House</u> Bruce Reede (Club) 740 592 1655 ext. 5 bruce@athenscc.com</p>		<p><u>Director of Golf Operations</u> Brian Knechtly, PGA 740 592 1655 ext. 1 bknechtly@pga.com</p>

MISSION STATEMENT OF THE ATHENS COUNTRY CLUB

The Athens Country Club (ACC) exists to provide quality social and recreational services to its membership. These services include food and beverage services; social functions; and golf and swimming pool facilities.

The ACC management is responsible for prudently managing the finances and facilities of the Club at a reasonable cost to the membership and for maintaining and improving the properties and facilities for the continuation of services into the future.

Goals of the Athens Country Club

1. Develop and maintain a consistently high quality of food and beverage service.
2. Plan and execute special social events for the enjoyment and benefit of all the membership.
3. Maintain the clubhouse facility and surrounding areas to meet high standards of safety, comfort, and aesthetics.
4. Maintain recreational facilities—the golf course and swimming pool—in accordance with applicable state laws and regulations and high standards of quality in all aspects.
5. Staff the Club's facilities with skilled personnel trained to provide a high quality of service to members, to plan and carry out social and recreational programs, and to utilize and maintain facilities competently and responsibly.
6. Plan and carry out recreational programming to enhance members' use and enjoyment of the recreational facilities.
7. Apply sound management principles and practices in all aspects of the Club's operation to insure the efficient and effective use of Club resources for the benefit of the membership and the Club as a whole.
8. Communicate to the membership information regarding the services available, activities scheduled, and other facts pertinent to their enjoyment, use, and understanding of the Club's facilities, services, and operation.
9. Utilize the Committee structure specified in the by-laws to involve members in the issues of policy, procedure, or direction that may be considered by each committee; also seek other means of eliciting membership suggestions and responses to the services, schedule of activities, and facilities provided by the Club.

Adopted ACC Board of Trustees 3/16/1993
(Modified 3/10/2021 to remove mention of tennis)

GOVERNANCE

The Athens Country Club is governed by a seven-member Board of Trustees elected from among individual and family golfing and social members in good standing according to the Club Code of Regulations. Five of the members are from the golfing membership, and two are from the social membership. Election of Board members is held at the Annual Meeting of the Club membership, usually held on the last Sunday of October. The tenure of office is three years.

Officers elected annually by the Board are: President, Vice-President, Secretary, and Treasurer.

The programmatic functions of the Board are:

Executive Committee:	Works with the General Manager on issues of concern to the Club.
House Committee:	Works to identify and address structural concerns affecting the clubhouse, including the restaurant, and the operation of the physical facilities.
Golf & Greens Committee:	Works with the Golf Pro and the Greens Superintendent to supervise golf course operations, the golf shop, and the calendar of golf events. (A member of the WGA—either appointed by the WGA President or elected by the WGA members—serves as a member of the Golf & Greens Committee.)
Pool Committee:	Supervises pool operations.
Social Committee:	Organizes the social programs of the Club.
Grounds Committee:	Offers recommendations concerning and supervises maintenance and improvement of the external area of the clubhouse and Club grounds not integral to the golf course or pool.
Membership Committee:	Works on programs that might attract new members and seeks to address general issues of concern to the membership.

Each of these committees is responsible for recommending policies to the Board with reference to their areas of authority. Membership on all committees is open to interested voting-eligible members of the Club. Members should convey their interest to the appropriate committee chairperson.

Full-time employees of the Club are the General Manager, office manager-bookkeeper-secretary, golf professional, executive chef, and the greens superintendent. Additional employees, e.g., bar and dining room help, kitchen help, course helpers, assistants to the golf professional, etc., are considered part-time employees as seasonal demands require.

Types of memberships, initiation fees, monthly dues, clubhouse minimums, assessments, and other financial obligations of members are determined by the Board of Trustees according to the Club's best interests. Initiation fees, if and when charged, are non-refundable upon termination of membership.

Board meetings are open to any ACC member. The Board typically meets on the fourth (4th) Tuesday of the month at 4:00. **For 2022, the tentative dates are:**

January 25	February 22	March 22	April 26	May 24	June 28
July 26	August 23	September 27	October 25	November 22	December 19

If you wish to attend, please confirm in the main office as to date, time, and location.

MEMBERSHIP AND VOTING

A wide variety of membership types are available, ranging from family to individual to corporate, as well as from memberships that include all of the services offered by the Club to memberships that are limited in their scope. Interested individuals should check the Club's website for complete information, including dues and other financial responsibilities.

The following members are eligible to vote at the Annual Membership Meeting and any special meetings called by the Board or by the Club members:

- Family Golf & Social (one vote per family)
- Individual Golf & Social
- All categories of Young Professionals (one vote per family)
- Social (one vote per family)
- Corporate

CLUBHOUSE

The dining room is open to provide food services to members and guests. Check the Club's website for hours of operation. We will try to post any potential conflicts (e.g., private parties that result in our having to close the dining room); however, it is always advisable to call ahead for a reservation so that you are not disappointed if we are not able to serve you.

Smoking and/or vaping are NOT permitted inside the Clubhouse.

Children under 12 years of age are not permitted in the dining room unless accompanied by a parent or other responsible adult. In summer, unaccompanied children may order food or beverages and be served on the deck.

The Athens Country Club reserves the right to refuse to serve alcoholic beverages to any individual who might be intoxicated.

Special Events

The dining room may be reserved by members for private functions or by outside groups, subject to a policy pertaining to use by outside groups. When such events are scheduled, members' use of the dining and bar facilities may be limited. To the extent possible, such limitations will be announced to the membership in advance. A member making a reservation for a special event will be charged in full unless the event is cancelled 48 hours in advance.

If you wish to schedule a special event, you should contact our General Manager Bruce Reede. He will work with you with respect to available facilities, food options, beverage options, and cost, including minimums. All food and beverages served at the Athens Country Club MUST be ordered through the Club. Food ordered through an outside vendor cannot be served without prior approval by the Club's General Manager. Special Events are subject to added event service fee based on the event.

Dining/Bar Charges

All dining room and bar charge tickets should be signed by the member before leaving the premises. A 20% gratuity is automatically reflected on the ticket; however, a member may pay an additional gratuity in cash or indicate an additional amount on the charge ticket. A charge becomes final if not contested by the member within 30 days (thirty days) from the date of the statement recording said charge.

Guests

Guests will be served only when accompanied by a member unless prior arrangements have been made with the General Manager.

Appropriate Attire

Dress should be determined by the rules of decorum and good taste.

GOLF

The golf course is operated and maintained for the enjoyment of members and guests of the Athens Country Club. Structured course hours are in effect from the third Thursday in April through the last Sunday in November, a period defined as the official golf season. **All players must register in the Pro Shop prior to play.** In particular, be sure to register your guests in the Pro Shop.

Course Hours

Check the Club's website for the hours of operation for the course; however, please be aware of the following:

Monday:	The course is closed except for play by members of the Elks Golf League 4:30 to dusk (April 18 through September 12), or Club employees and Ohio University golf team after 2:00PM.
Tuesday:	The Elks Golf League plays from 4:30 to dusk (April 19 through September 13)
Wednesday:	Women have preferred tee times on Wednesdays 9:00-10:30 and 4:30-5:45.
Thursday:	Men have preferred tee times on Thursdays 11:00 to 4:00.
Friday:	The TGIFN Golf League is played Friday afternoon and evening beginning May 13 and ending August 26

No play is permitted other than during the hours approved by the Golf Pro and Grounds Superintendent. Tee times are advised on all days and at all times especially during the official golf season. A tee time may be scheduled by calling the Pro Shop or by logging into the online system, available through the Club's webpage.

Course Rules

Players making the turn (i.e., moving from #9 green to #10 tee box) have the honor and should be allowed to tee off immediately, even if a group positioned on #1 tee box has a tee time.

"Preferred tee times" are set aside for women on Wednesdays and for men on Thursdays. Until 24 hours prior to the time, only women or men, respectively, may make a tee time during the preferred hours listed.

During Frost Delays, no one is permitted on any turf areas. This includes the rough, and particularly tees and greens. Private cart owner who take a route through the golf course from their homes should wait until frost clears before driving on the course.

Groups of more than 4 players are not allowed without permission of the Golf Pro.

No play is permitted when a "Course Closed" sign is posted by the Golf Pro or Greens Superintendent.

The golf course may be closed, with appropriate prior notification, for special tournaments or golf outings, scheduled according to established policies. During these times, regular member play is not allowed

without permission from the Golf Pro. Events must have 36 golfers before permitting a shotgun start or closing the course. If an event has fewer than 36 golfers, tee-off arrangements will be at the discretion of the Golf Pro.

Wednesday/Saturday golfers are not eligible to play in Club-sponsored events, even if those events fall on a Wednesday or a Saturday.

Wednesday/Saturday Golf

Members with Wednesday/Saturday privileges may only golf or use the range and practice area on those days with the exception of when the course is closed for scheduled tournaments and member-guest events. **On those dates, a Wednesday/Saturday member may, with permission of the Golf Pro, make a time on either the Friday before or Sunday after the event.**

The Golf Professional

The Golf Professional manages the Pro Shop and the Club's fleet of golf carts. During the golf season, the Pro Shop is open the same hours as the golf course. The Golf Pro provides golf lessons on an appointment basis and supervises the junior golf program. Tournaments and other special events are coordinated by the Golf Pro.

Rules of Golf

USGA rules govern all golf play at the ACC except where superseded by local rules established by the Golf and Greens Committee and the Board of Trustees (e.g., the ACC "root rule" provides for limited relief if there is reasonable risk that a player's club will come in contact with a tree root when the player is trying to strike his/her/their ball).

The Golf Pro enforces rules of play and makes interpretations of the rules as requested by competitors.

Handicaps

Players are asked to turn their completed score cards into the Pro Shop at the completion of play. Please be sure to (1) clearly record the first and last names of all players, (2) indicate the date of play, and (3) indicate the tees that were played (white and blue, red and yellow, red and black, etc.). Pro Shop employees will enter the player's score in the GHIN (Golf Handicap Information Network) system. There is a charge at the beginning of each season for participating in the GHIN system. If you do not wish your scores to be entered into the GHIN system, you should let the Pro Shop know; however, you should be aware that participation in selected ACC golf events does require a USGA handicap.

Golf Course Etiquette

Music:

- Playing music in golf carts is acceptable, but please keep the volume to a level that other groups cannot hear it. During tournaments and events, ask fellow playing competitors if they mind music playing in the group. If they do not want the music, it should be turned off. Music playing during competition would typically go against golf etiquette like talking while another is hitting a shot.

Help speed up play. . . .

- Pace of play is two hours per nine. For those playing 18 holes there is a ten-minute allowance at the turn. With the turn time allowance, 18 holes should take no longer than four hours ten minutes.
- Foursomes have the right of way, and pace of play is based on a group of four. While allowing faster groups to play through is the best etiquette, a twosome is not necessarily a faster group, it is simply a group with less players.
- Allow faster groups to play through
- Be ready to hit when it is your turn
- Leave your cart or bag toward the next hole so that you can take the quickest route from the green to that hole
- Record scores when you reach the next tee—not when you are still standing on or near the green you just completed
- Observe the 3-minute rule (as defined by the USGA Rules of Golf) for hunting for a lost ball
- Use continuous putting; that is, continue to putt until you are in the holeMembers'

Take care of our course. . . .

- Replace your divots
- Repair all ball marks you find on the green, especially those your ball makes
- **Keep all carts, motorized or pull carts, at least 20 feet away from the greens (identified by the green stakes positioned close to the greens)**
- If driving a motorized cart, keep that cart on the cart path where provided.
- **Golf Carts must remain on paths on all Par 3 holes.**
 - Exceptions are made only for those individuals with a physical limitation. Their carts should be identified by a blue flag displayed on the relevant golf cart.

The Golf Pro and/or the Course Superintendent may, due to adverse conditions, prohibit the use or restrict the movement of golf carts on the course. Such conditions will be posted in the Pro Shop or on the golf course and must be observed.

Appropriate Attire

The ACC requires that all members always follow the guidelines for appropriate dress **on the golf course and practice areas.**

For men, appropriate golf shirts are required. Tee shirts, tank tops, undershirts are **not** permitted. Golf or walking shorts with a length of at least to mid-thigh are permitted. Short shorts, cut-off shorts with unhemmed bottoms, track or athletic shorts, jean/denim* shorts or pants are **not** permitted.

For women, appropriate skirts, shorts, or golf dresses and golf shirts or tops of established good taste are required. Halter tops, short shorts, bathing attire, and jean/denim* shorts/pants are **not** permitted.

*November 1 to March 15 – Jean/denim pant are permitted as the weather cools

Junior Golfers

Any child under 18 years of age living in the parent's residence, or a full-time undergraduate student who has not reached the age of 24, will be considered a family member. It shall be the responsibility of the family member to provide necessary documentation to verify full-time student status and/or age.

To play the course without adult supervision, Junior Golfers must be at least 13 years of age and complete a clinic taught by the Golf Pro or, if younger than 13 years of age, must have the express permission of the Golf Pro.

Junior golfers under the age of 18 are eligible to play in the Junior Club Championship. Junior golfers 18 years of age and older are eligible to play in the regular ACC Club Championship. A child of a non-active member (i.e., a member on leave-of-absence) may not use the ACC facilities unless he/she obtains an individual Junior Golf membership.

Junior golfers, ages 16 or above, who possess a driver's license may operate a motorized golf cart.

Club Sponsored Golf Tournaments

The Club sponsors a variety of golf tournaments throughout the season. These tournaments are open to Family Golf & Social Members, Individual Golf & Social Members, Young Professional Members (all age categories), and Corporate Members. In the case of a scramble, members are welcome to invite guests. Play in the Men's, Women's, and Juniors' Club Championships is limited to Family Golf & Social Members, Individual Golf & Social Members, Young Professional Members (all age categories), and Corporate Members.

Women's and Men's Golf Association

The Women's Golf Association (WGA) is an independent organization that (1) elects officers, (2) charges a yearly membership fee that provides Pro Shop credit for winners of Wednesday's play, and (3) organizes Wednesday's "Play of the Day" for women, including hosting three (3) scrambles, one of which supports the Susan G. Komen Foundation, one of which supports the visiting nurses program, and one of which supports the OU Women's Golf Team. Any woman with playing privileges on Wednesdays is welcome to join the WGA and participate in WGA sponsored events. The President of the WGA or her appointee serves on the Club's Golf & Greens Committee. Through this committee membership as well as ongoing

communication with the Board, the WGA seeks to make sure that the needs and interests of the Club's women golfers are addressed.

The men do not have a formal golf association. Instead, the Golf Pro is responsible for organizing Thursday events and play for the men. This includes a Thursday evening league for men.

TGIFN

Thank Goodness It Is Friday Night (TGIFN) is a mixed league (men and women) playing on selected Fridays throughout the golf season. The Golf Pro determines the format of play for each Friday. Points are accumulated throughout the season, leading eventually to a TGIFN (or "Fed-Up") Champion. For more information concerning this league, please contact the Golf Pro.

Motorized Golf Carts

The ACC Golf Pro provides and maintains a fleet of golf carts available for members and their guests. A trail fee is charged for the use of these carts.

Privately owned golf carts may be operated on the course; however, owners are required to pay the established trail fee for private carts.

At the discretion of the Golf Pro, players insisting on taking an individual cart when sharing a cart is possible will incur a surcharge. This surcharge is warranted because of (1) the additional expense incurred by the Club and (2) the additional wear and tear created on the golf course.

The Golf Pro or Greens Superintendent may, due to adverse conditions, prohibit the use of or restrict the movements of golf carts on the course. Such conditions will be posted in the Pro Shop or on the course and must be observed.

No one age 16 or younger may operate a golf cart on Club premises with or without a parent or other adult present. Anyone 17 or older who is a golfer and has a valid driver's license may operate a golf cart.

Guests

Guests must register in the Pro Shop prior to play. Members are responsible for Greens Fees for their guests.

Local residents living within a 50-mile radius of Athens are limited to three (3) rounds of golf per year as guests of any member. Club sponsored tournaments and golf outings are excepted from this limit. Members are encouraged to help with enforcement and to avoid embarrassment by inquiring of the Pro Shop about a potential guest's privileges prior to extending an invitation. Members must accompany their guests on the golf course.

There is no limitation for greens fee paying guests who are visiting a Club member as an out-of-town guest (i.e., someone who lives outside the 50-mile radius).

Members of other Clubs may play without an ACC member so long as their home club Golf Pro makes prior arrangements with the ACC Golf Pro.

High handicap players or large groups should not be brought to the course as guests at times when the course is crowded. Please check with the Golf Pro about situations that might risk violating this policy.

Golf Club Storage

The ACC golf club storage room is operated by the Golf Pro to provide club cleaning service and bag storage for members and guests. The bag storage fees are determined by the resident Golf Pro and are payable annually.

The ACC storage room is open during the Pro Shop's regular hours. Members and guests are not permitted to enter the bag storage room. Pro Shop attendants will retrieve bags.

All bags and clubs should be removed at the end of the season when the Pro Shop closes.

Locker Rooms and Lockers

Lockers at the ACC are available to any member on a first-come first-served basis. The Club will provide locker room towels and limited sundry items to members utilizing the facilities. Anyone wishing to rent a locker should contact the ACC office. Locker rental fees are billed annually.

The locker rooms are open throughout the official golf season during normal hours of operation.

A person under the age of 16 are not permitted in the locker rooms unless he/she rents a locker or is accompanied by a parent or responsible adult.

SWIMMING POOL

The ACC pool is operated to offer recreation and enjoyment to the members and their guests. Please be advised: ***at present, the pool operates without a lifeguard. Members and guests swim at their own risk.***

Pool Operating Hours

The pool is open from the Saturday of Memorial Day weekend through Labor Day. The hours of operation are:

Tuesday through Friday:	11:00 A.M. to 8:00 P.M.
Saturday & Sunday:	11:00 A.M. to 8:00 P.M.

Opening and/or closing the pool in the case of inclement weather will be at the discretion of the Club's General Manager.

Guests and Fees

The Board of Trustees establishes the pool guest fees. Members and their guests must register before entering the pool area. Members will be billed for their guests on their monthly statements or can elect to pay cash at the time of registration.

Each guest who resides within a 50-mile radius of Athens is limited to 3 visits per season and must be accompanied by a member. Members are asked to encourage their local guests to join the Club as dues-paying members.

Visiting family members of Athens Country Club members who reside within a 50-mile radius of Athens must pay guest fees. Visiting family members or guests of Athens Country Club members who reside outside a 50-mile radius of Athens may use the pool as non-paying guests.

Babysitters/Nannies

Babysitters may use the pool as non-paying guests while accompanying a member's child under the age of 12. All babysitters must be 13 years of age or older. All members are to notify the office of designated babysitters/nannies and provide emergency contact information for the babysitter and child for our records. Contact information sheets are available in the office and at the pool. Any person accompanying an adult member as a babysitter will be considered a guest and charged the guest fee.

Children Age Restrictions

We do not currently employ a life guard. ALL swimming is at the swimmer's own risk. Parents are cautioned against letting their children go to the pool without appropriate supervision.

General Behavior at the Pool

“Horse play” or obstreperous conduct of any kind is not permitted. Running in the pool area is discouraged as is diving in the shallow end of the pool.

Persons under the influence of intoxicants are not permitted in the pool area.

Toys, balls, or other recreational equipment are permitted but should be of a reasonable size. Please consider the size of the pool and the shared nature of the space.

Swimming privileges may be suspended at the discretion of the Board.

Food, Beverage, and Pool Parties

The Athens Country Club provides a concession stand/snack bar in the pool house for the convenience of members who utilize the swimming pool. The snack bar is open during the swimming pool season and during pool hours. Detailed times of service are listed monthly in the ACC newsletter.

Any food or beverage consumed in the pool area must be purchased at the Club, either at the concession stand or at the clubhouse. Food orders will be taken every half hour by the concession staff.

Pool parties may be arranged by contacting the General Manager. All such requests are subject to the approval of the General Manager. During pool parties or special functions, the General Manager may approve extensions of the hours of service.

Only ACC members may rent the pool.

Date Effective: 05-01-1993

Date of last revision: 06-2021