

# Member's Booklet 2023





**Bangor Women's Golf Club  
Member Booklet  
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## Co-Presidents' Message

May 1, 2022

As Co-Presidents at the Bangor women's Golf Club we want to welcome all of you. In our leadership role of guiding the club during the next two years, we have a lot to learn and ask for every member's input and patience as we work as a united team. Our goal is to make it fun while keeping the rules golf in mind and we look forward to a new season with this in mind.

Seldom is success the result of a single person, so let's all work together to achieve this.

Co-Presidents

Marlene Viger and Jean Bridges



# BWGC Exec Committee

2023



**Marlene Viger**  
CoPresident



**Jean Bridges**  
CoPresident



**Robin Ashe**  
Secretary



**Sandy Salsbury**  
Treasurer



**Susan Coffin**  
Handcp Chair



**Marilyn Rice**  
Tourn Chair

## Members at Large



**Liz Coffin**



**Peggy  
Larrabee**



**Claudette  
Amoroso**



**In Memory of Diane Herring**

## BY-LAWS AND CONSTITUTION OF THE BANGOR WOMEN'S GOLF CLUB

### ARTICLE I: NAME

The name of this organization shall be the Bangor Women's Golf Club.

### ARTICLE II: OBJECT

The object of the Club is to promote fellowship and sportsmanship among its Members and to encourage the active participation of its members in golf tournaments conducted in accordance with the rules of the United States Golf Association, except as modified by local rules of the course.

### ARTICLE III: MEMBERSHIP AND DUES

**Section 1.** Any woman in the greater Bangor area who is 12 years of age or older shall be eligible for membership in the club.

**Section 2.** Annual dues shall be \$50 and non-GHIN members \$30 payable at the opening of the season. *(Revised April 28, 2022)*

**Section 3.** Any member in good financial standing is entitled to vote at all meetings.

**Section 4.** Absentee ballots will be accepted as valid votes.

### ARTICLE IV: OFFICERS

**Section 1.** The officers of the Club shall be President, Vice-President, Secretary, Treasurer, Tournament Chairperson and Handicap Chairperson.

**Section 2.** The President shall preside at all meetings of the Club and of the Executive Committee and shall have general supervision of the affairs of the Club.

**Section 3.** The Vice-President shall assist the President and shall preside at the meetings in the absence of the President.

**Section 4.** The Secretary shall keep the records of the meetings of the Club and of the Executive Committee and a complete list of its members. She shall attend to necessary correspondence and perform such other duties as may be ordered by the Executive Committee.

**Section 5.** The Treasurer shall collect all monies, deposit them in a bank account, and disburse them as directed by the Executive Committee. She shall keep account books and make a report of the financial conditions of the Club at each monthly meeting.

**Section 6.** The Tournament Chairperson and Handicap Chairperson shall carry out their duties as ordered by the President and Executive Committee.

### ARTICLE V: EXECUTIVE COMMITTEE

**Section 1.** There shall be an Executive Committee consisting of the six officers of the Club, the retiring president, and three members at large who shall be elected at the annual business meeting.

**Section 2.** Any vacancy occurring between meetings shall be filled by appointment by the President, subject to the approval of the remaining members of the Executive Committee.

**Section 3.** The executive committee shall have powers to make and amend rules for the conduct of golf tournaments and social affairs that the Club may decide to sponsor and to expend funds of the Club in carrying out its purposes.

### ARTICLE VI: COMMITTEES

**Section 1.** The President shall appoint a Nominating Committee.

**Section 2.** The President shall appoint such special committees (i.e. fundraising, local tournaments and beautification) as necessary for carrying out the affairs of the Club.

**Section 3.** The duties of these committees shall be ordered by the President and the Executive Committee.

**ARTICLE VII: ELECTIONS**

**Section 1.** The Club shall hold its annual election at the annual business meeting in the fall.

**Section 2.** The Nominating Committee shall present a slate of officers and executive committee members. Nominations may also be made from the floor and voted upon by members in good standing.

**Section 3.** Officers shall assume their duties at the end of the playing season.

**Section 4.** Officers and members of the Executive Committee shall serve two years or until their successors are elected.

**ARTICLE VIII: MEETINGS AND QUORUM**

**Section 1.** The regular meetings of the Club shall be held on the last Thursday of each month from the start of the spring playing season until October, subject to the order of the President and/or Executive Committee.

**Section 2.** Special meetings may be called at any time by order of the President or any three members of the Executive Committee. The Secretary shall give notice of a special meeting by e-mail at least two days before it is to be held.

**Section 3.** The members present at a meeting shall constitute a quorum.

**ARTICLE IX: TOURNAMENTS**

**Section 1.** The Club's weekly tournaments will be held on Thursday.

**Section 2.** Regular tee times are at 8:00 a.m. Special tournament and situations (i.e. May and September) may call for earlier or later tee times.

**Section 3.** Club Championship will be thirty-six holes of stroke play. The club champion will be the member with low gross. Awards will also be given for low gross in each flight. Club Championship is to be played on the regular 18-hole course.

**Section 4.** President's Cup will be match play using handicaps. Pairings will be done by the Club Pro. President's Club is to be played on the regular 18-hole course.

**Section 5.** In the course of playing major tournaments, if play is halted due to rain or other course conditions and cannot be resumed, the entire 18 holes must be replayed.

**ARTICLE X: PARLIAMENTARY AUTHORITY**

The parliamentary authority for all operations of the Club shall be Robert's Rules of Order. Revised.

**ARTICLE XI: AMENDMENT**

These By-Laws may be altered or amended by a two-thirds vote at any regular or special meeting of the Club; the proposed changes must have been read previously.

|         |         |         |         |         |         |
|---------|---------|---------|---------|---------|---------|
| Revised | 1984    | Revised | 6/26/03 | Revised | 4/28/22 |
| Revised | 6/29/90 | Revised | 5/17/11 |         |         |
| Revised | 5/28/92 | Revised | 5/01/13 |         |         |
| Revised | 4/29/93 | Revised | 5/03/17 |         |         |

## Tournament Guidelines

### Establishing a Membership with Bangor Women's Golf Club

1. To join Bangor Women's Golf Club and participate in their weekly Thursday tournaments, there is a membership fee of \$50.00. If a person has GHIN (Golf Handicap Information Network) at another course, the fee is \$30.00. There is a form to print and complete on the Muni website: [bangorgc.com](http://bangorgc.com) or on the BWGC website: <http://www.liz44.com/bangorgolf/index.htm>. Please send this form and the check for the dues to the Treasurer. The form and check can be put into an envelope bearing the Treasurer's name and taken to the Pro Shop. ( Revised April 28, 2022)
2. A new member must have a Handicap Index to play in tournaments. After playing 54 holes of golf, in any combination of eighteen (18) and nine (9) hole play, the member will establish a Handicap Index. The scores of the rounds must be entered into the GHIN System.
3. Members are eligible to participate in the Weekly Thursday Tournaments, Club Championship Tournament, President's Cup Tournament and the Ringer as part of their annual dues.

### Standing Rules for Weekly Thursday Tournaments

1. There must be at least eight (8) players to constitute a tournament.
2. Thursday morning tournaments generally have 8:00 A.M. shotgun starts. However, at times the Pro Shop may decide that different tee times need to be used. If the tournament has a shotgun start, please be ready and near the first tee at 7:50 A.M. for an explanation of the game and any announcements.
3. Sign-up for the weekly tournament is mandatory and must be done by noon on the Tuesday prior to Tournament Day. The sign-up sheet is used by the Pro to determine pairings. You may sign up in one of the following ways:
  - Sign up on Thursday for the following week.
  - Friday through Tuesday noon, sign-up for Thursday's tournament in the Pro Shop
  - Call the Pro Shop at (207) 941-0232 before Tuesday noon to sign up for play that week.

If you decide on Thursday that you can play and have not signed up, please call the Pro Shop to see if there is room for you. If you have signed up to play and need to cancel, please call the Pro Shop on or before Wednesday at 5:00 P.M. In the event of illness or an emergency, call as soon after 7:00 A.M. as possible on Thursday.

4. To be a participant in the Thursday tournament, there is a fee of \$5.00. This is used to pay for tournament prizes. Winnings for the tournament are for Pro Shop merchandise. Tournament results will be posted in the Bangor Daily News, on the BWGC website, and on the women's locker room bulletin board.

*There is an optional penalty fee for three (3) putts. You may pay \$.25 for each 3 putt, but no more than \$1.00 a week. If participating, keep track of putts. At the end of the season, the amount in the 3-putt jar will be matched by treasury funds and donated to a local charity.*

5. If a player is not a member of Muni, there is a greens fee if one is walking, and a greens and cart fee if one is riding. Members pay only the cart fee if they choose to ride.
6. There will be two scorecards for each golfing group: a master scorecard and a backup scorecard, each having the names of all players in a group. At the end of play, the master scorecard will be turned in to the Pro. The backup will be used for recording scores into the GHIN System and for recording any Chip-ins, Birdies and Ringer changes in the Ringer tracking system (Golf Genius and Ringer Summary Sheet). Before posting your score into the GHIN system, adjust the score



for each hole according to Net Double Bogey (NDB), or post your gross score hole by hole. If posting hole-by-hole, GHIN will compute NDB.

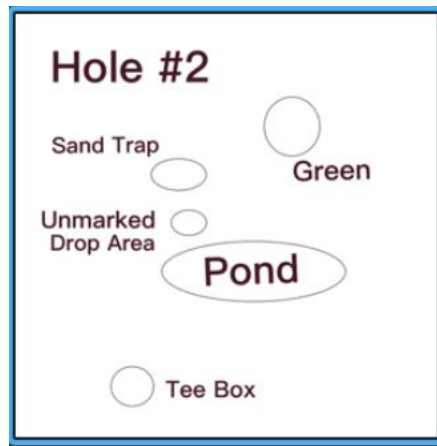
NDB means the number of strokes that equal par, plus 2 strokes, plus the number of dots on your scorecard that you would get on this hole according to your handicap. When done with the backup scorecard, please give it to the handicapper.

6. Guests are welcome to play in the weekly tournament under the following conditions:

- o Play using an established handicap or
- o Play without a handicap but not be eligible for prizes.
- o A guest may play in BWGC weekly tournaments only two times in one season.

7. Playing hole #2.

If the ball lands in the pond or within the yellow penalty area during regular weekly tournaments, the player may use the drop area on the other side of the pond or continue to hit across the pond. The drop area is located below the left sand trap.



If the drop area is used, the tournament score will be the total number of strokes plus one penalty stroke. If the ball is hit over the water, the tournament score will be the actual number of strokes plus any penalty strokes. **The BWGC uses a maximum 10-stroke limit on this and on all holes.**

A player whose ball has come to rest in the yellow penalty area may play the ball as it lies without penalty. If the ball cannot be played or cannot be found, the player has two options for relief, both with a one-stroke penalty.

1. **Stroke and Distance Relief:** The player may play the original ball or another ball from a relief area based on where the previous stroke was made.
2. **Back-On-the-Line-Relief:** The player may drop the original ball or another ball in a relief area that is based on a reference line going straight back from the hole through the estimated point where the original ball last crossed the edge of the penalty area.

**During major tournaments, the ball must be hit over the pond.**

For posting purposes, all players should take no more than **net double bogey** as their gross score.

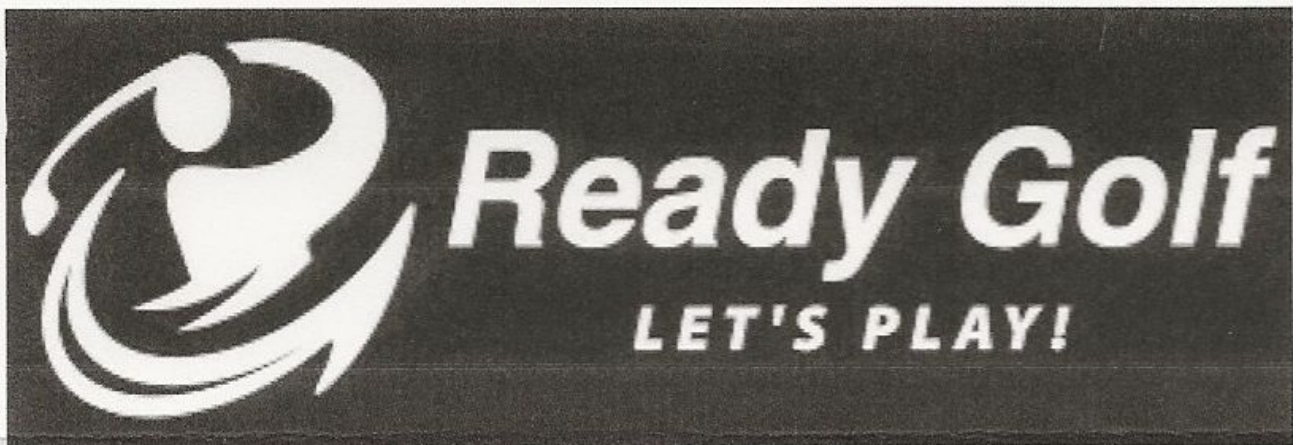
## Tips for Playing “Ready Golf”

**Ready Golf** is a commonly used term, which indicates that players should play when they are ready to do so, rather than adhering strictly to “farthest from the hole plays first.” Golfers may disregard “playing in turn” and instead play when it is safe to do so.

Ready Golf is also thinking ahead so that you are ready to safely play when it is your turn. **Ready golf applies everywhere on the golf course – on the tees, on the fairways and on the greens.** Here are some simple tips to promote ready golf.

1. Agree on the first tee that your group will play “Ready Golf.”
2. Keep pace with the group in front of you.
3. The first player to arrive at the tee should go ahead and hit.
4. The first player to arrive at her ball should play her next shot, even though she may be ahead of some other player.
5. When a ball is lost, hit your shot first and then help look for the ball.
6. Mark your card at the next tee.
7. Put your club away at the next tee.

**Ready Golf Mission: To provide a fun round of golf at a good pace.**



## After Tournament Recordings and Prizes

### Ringer Scores, Birdies, Chip-ins

- The Ringer tracking system (Golf Genius and the Summary Ringer Sheet), tracks any birdies made during the tournament. Make sure you note any birdies and chip-ins on the backup card during weekly tournament play. Clearly designate the hole where any chip-ins are made. Also record birdies on the Birdie Tree in the locker room.
- Chip-in awards will be presented monthly and at the Fall Meeting. Birdies and Ringer awards will be presented at the Fall Meeting. Ringer awards will be given to the top three (3) net winners according to current handicaps.

*Chip-ins and Birdies may be recorded after participating in any tournament under the auspices of BWGC. Ringer cannot be changed after match play events and can only be changed after a stroke play tournament held on the eighteen-hole course at Muni. Revised 2018*

### Hole-in-One Fund

- The Hole-in-One Fund membership has a fee of \$5.00.
- The fund is collectible upon receiving a Hole-in-One during any BWGC tournament to any member who has contributed to the Hole-in-One Fund.
- After someone has won the Hole-in-One Fund, each person interested will again pay \$5.00 to replete the fund.

# MAJOR TOURNAMENTS

## Club Championship

1. Each year there will be a Club Championship Coordinator, who will preside over this annual August tournament event. That person will come from the membership and will volunteer for this position. If no one comes forth, the President will appoint the coordinator.
2. Club Championship Coordinator will be the spokeswoman for this position and will post the sign-up sheet in the locker room and help to promote the membership to participate.
3. Club Championship Coordinator is the contact and liaison with the Pro Shop for this event.
4. Club Championship will be thirty-six (36) holes of stroke play on the eighteen-hole course on two consecutive days in August. If one day is canceled due to inclement weather, the Coordinator, the BWGC President, and the Pro will reschedule the day in timely fashion. Play is limited to these designated days.
5. Participants will not compete in the regular Thursday tournament during this event.
6. Flights will be based on handicaps as follows:  
Flight A: handicaps 0-17                      Flight B: handicaps 18-25  
Flight C: handicaps 26-40.  
However, these flights will be subject to periodic review.
7. Day 1 pairings will be determined by handicaps. Day 2 pairings will be determined by the scores of Day 1. The Pro will do the pairings both days, but the Coordinator will review the pairings before the Day 2 list is sent to the participants.
8. On Day 1 the low handicap division will tee off first. On Day 2 the high scorers will tee off first.
9. There will be only one person's score on a scorecard. Participants will exchange scorecards. The scorecard will be duly attested before it is turned in to the Pro.
10. In the event of a tie in a flight after the two-day tournament, the tied participants will return to hole number 1 and continue until a winner is determined by sudden death.
11. The Pro Shop will post daily results on a scoreboard so that participants can know the scores of their competitors.
12. Club Championship scores will be posted into the GHIN system as competition scores.
13. Awards will be presented to winners at the annual Fall Meeting as follows:  
Overall Club Champion: participant with the lowest gross score  
First Place Winners: participant in each flight with the lowest gross score.

Revised 9/5/19

### **President's Cup**

1. Each year there will be a President's Cup Coordinator, who will preside over this annual match play tournament. That person will come from the membership and will volunteer for this position. If no one comes forth, the President will appoint the coordinator.
2. All matches will be played on the eighteen-hole course.
3. Participants will not compete in the regular Thursday tournament if playing a match on Thursday.
4. Matches will start in late June and continue into the first part of September. **5/30/18**
5. Matches may be played on any day within the time frame for a given round. Failure to play by the deadline will result in forfeiture; however, in extenuating circumstances the Coordinator may approve time extensions.
6. Pairings will be made by the Pro, using the General Numerical Draw Method with "byes" going to the lowest handicappers. **Revised 10/2/17**
7. Handicaps will be based on participants' current handicap on the day of the match.
8. Greens fees and cart fees will vary depending on the day of the match.
9. Tournament scores will be posted as competition scores.
10. The award to the Champion will be presented at the Fall Meeting.

### **SPECIAL TOURNAMENT**

#### **Hilda Day**

1. This tournament honors Hilda Wardwell and is to be held the first Thursday in June.
2. Mulligans will be awarded by age: 90's -5; 80's-4; 70's -3; 60's -2; 50's-1.

*This day was created to honor Hilda for her lifetime participation in BWGC. Her spirit and determination for playing golf into her nineties provide inspiration for all. **Revised 5/3/2017***

## Duties of Photographers and Web Master

### Photographers shall:

1. Take pictures throughout the year of regular and special events
2. Submit the pictures to the person in charge.

### Webmaster shall:

Maintain and update the web page including information such as schedules, links, rules, pictures, upcoming events, etc.

## Duties of After Tournament Coordinator

### Birdie Tree Coordinator shall:

1. Ensure that data in the Ringer tracking system (Golf Genius and Ringer Summary Sheet) is maintained for Birdies; this will be the official record of Birdies
2. Prepare the Birdie Tree for the locker room
3. Purchase Birdie awards and present them at the Fall Meeting.

### Chip-ins Coordinator shall:

1. Ensure that data in the Ringer tracking system (Golf Genius and Ringer Summary Sheet) is maintained for Chip-ins
2. Present awards at monthly meetings and at the Fall Meeting.

### Handicapper shall:

1. Verify that tournament participants are entering accurate scores into the GHIN system in a timely manner
2. Enforce the rules of the USGA regarding the posting of scores
3. Assess scores with the Pro to determine the most improved player
4. Present the award for "The Most Improved Player" at the annual Fall Meeting
5. Give members their handicap as of the Fall Meeting and their ranking among the golf members.

### Hole-in-One Coordinator shall:

1. Keep a list of people who have contributed to the Hole-in-One fund
2. At the Spring Meeting give an invitation to members to contribute their \$5.00 to the Hole-in-One Fund, if they have not already done so
3. When a member gets a Hole-in-One and the fund is depleted, remind people to again contribute to the fund
4. Announce player(s) attaining a Hole-in-One at the Fall Meeting.

### Ringer Coordinator shall:

1. Individual Ringer scores for members will be tracked (the low hole-by-hole tournament scores) through the Golf Genius software program maintained by the pro-shop.
2. A single summary spread sheet will be maintained and shared with members throughout the season and will be posted on the BWGC bulletin board in the locker room as well as on our BWGC website.
3. At the Fall Meeting present the Ringer awards to the first, second and third places according to lowest net score

### Three-Putt Jar Coordinators shall: *Two people are needed: a coordinator and a backup.*

1. Be responsible for the jar used to collect monies
2. During lunch after the tournament, collect from willing participants a quarter (\$.25) for each three-putt, up to \$1.00
3. Give the monies to the Treasurer
4. At the Fall Meeting report on the amount of money collected for the season.

## Duties of Tournament Coordinators

### **Weekly Tournament Chair shall:**

1. Develop a schedule of weekly tournaments for the middle of May through the end of September
2. Coordinate the BWGC schedule with Bangor Muni's Club Pro to integrate other schedules
3. Prepare brief descriptions of each tournament event for participants and for the Pro, excluding Theme Day events
4. Prepare sign-up sheets from which the Pro will make pairings.

### **The Club Championship Tournament Coordinator shall:**

1. Verify with the Weekly Tournament Chairperson the dates in August on which the Club Championship tournament will be held
2. Prepare a publicity sign for the bulletin board in the locker room giving the dates of the tournament and the date for the end of sign-ups
3. Prepare a sign-up sheet to post with the sign
4. When the sign-up period ends, give the sign-up sheet to the Pro for pairings
5. Remind participants to review rules for stroke play in the USGA booklet Rules of Golf (Rule 3.3 page 24-27 and Rule 6.4 pages 43 and 44) or on the website USGA.org
6. Have the Pro prepare a board for immediate posting of tournament scores
7. After Day 1, review the pairings and make necessary changes before sending the Day 2 pairings to participants
8. Report results of the tournament to the membership
9. Have the Golf Pro update the Club Championship plaque
10. Present the awards at the Fall Meeting.

### **The President's Cup Tournament Coordinator shall:**

1. Determine the dates for each round of the tournament
2. Determine the date for sign-ups to end
3. Prepare a publicity sign for the bulletin board in the locker room giving the dates of each round and having a sign-up sheet attached
4. When the sign-up period ends, give the sign-up sheet to the Pro for pairings (based on the General Numerical Draw System); determination of brackets; and the making of the brackets sign
5. Remind participants to read the USGA booklet Rules of Golf (rules 3.2, pages 23-24 and 6.4, page 43) to find rules for match play, or on the website USGA.org
6. Verify results for each round
7. If matches are not completed by the ending date of a round, approve any extensions deemed necessary
8. Report results of the tournament to the membership
9. Have the Golf Pro update the President's Cup plaque
10. Present the award to the winner at the Fall Meeting

## Duties of Committees

**Member List Committee is to be comprised of the Treasurer, Secretary and Web Master. The Member List Committee shall:**

1. Keep a current record of all members' names, addresses, phone numbers, and email addresses
2. Update as needed
3. Give the updated Member List to the President
4. Post the Member List on the BWGC web site.

**Sponsor Committee shall:**

1. Follow BWGC vision to promote women's golf, encourage girls and young women to play golf, and give to charity
2. Update as needed the sponsor letter to be sent to potential sponsors, then mail the letters
3. Keep a list of sponsors for the Webmaster, Treasurer and Secretary
4. Submit sponsorship monies to the Treasurer
5. Update as needed a letter of thanks to sponsors and mail such
6. Update sponsor signs to be placed on the golf course on meeting days and days of special tournaments.
7. Coordinate with the Pro Shop a means to have signs placed on the course and returned to the clubhouse
8. Create a second letter of thanks to sponsors that includes pictures of the signage for their business, and mail letters.

**Theme Day Committee shall:**

1. Organize and name a special monthly tournament for either June or July
2. Plan the tournament format and prepare instructions for players
3. Coordinate with the Pro Shop so that scorecards can be made
4. Plan prizes and possible raffles
5. Plan decorations and the menu
6. Keep receipts for the Treasurer.

*In addition to the tournament fees, funds are allocated from the budget for expenses incurred by the Theme Day Committee.*

**New Members/Hospitality Committee shall:**

1. Introduce new members to BWGC
2. Match veterans to new players for mentoring
3. Post on the bulletin board in the locker room the name or a picture of each new member and some interesting information about her
4. Meet with new members to present the Bangor Women's Golf Club Member Booklet and review each section, paying special attention to "Post Tournament Recordings and Prizes"
5. If needed, teach them how to record scores into the GHIN system.



## 2023 Photographers, Webmaster, Coordinators and Committees

|   |   |
|---|---|
| Photographers. . . . .                  | All members                                 |
| Webmaster. . . . .                      | Liz Coffin                                  |
| 3-Putt Jar Coordinator. . . . .         | Judy Richard (Backup Claudette<br>Amoroso)  |
| Chip-ins Coordinator. . . . .           | Carole Cook (Backup Claudette Amoroso)      |
| Birdie Tree Coordinator. . . . .        | Kathy Anderson                              |
| Handicapper. . . . .                    | Sue Coffin                                  |
| Hole-in-One Fund Coordinator. . . . .   | Kathy Constantine                           |
| Weekly Tournament Chair. . . . .        | Marilyn Rice                                |
| Club Championship Coordinators. . . . . | Sandy Salsbury                              |
| President's Cup Coordinator. . . . .    | Judy Richard                                |
| Members List Committee . . . . .        | Sandy Salsbury                              |
| New Members/Hospitality. . . . .        | All members<br>Committee                    |
| Sponsor Committee. . . . .              | Sandy Salsbury                              |
| Theme Day Committees                    |   |
| June:                                   | Liz Coffin, Karen Bamford (Par 3 Challenge) |
| July:                                   | Robin Ashe, Peggy Larrabee                  |
| August:                                 |   |
| Bluebird Cup                            | Executive Committee                         |
| Caring Connections                      | Marlene Viger                               |

## Honorary Members

Any member who has turned 80 at the beginning of the golf season will have her dues waived by BWGC. She will pay for her own GHIN. A member must have been an active member for the past ten years. Any member can opt out of this honor, as has been the past practice. Honorary members prior to 2018 will have both their membership and GHIN paid. *(Revised 10/02/2017)*

### Active Honorary Members

Marilyn Hughes (2017)

### Inactive Honorary Member

Sharon Dauphinee

Ruth Richardson (2008)

Rita Simpson

### Deceased Honorary Members

Poppy Davis

Ruth Demott

Evelyn Grant

Geri Hallett (2009)

Rachel LaPointe (2014)

Hilda Wardwell (2023)

