

Bunker Hills Senior Men's League (BHSML)

Policies and Procedures

The following Policies and Procedures are adapted and approved by the BHSML Board of Directors on 1/21/2026. Members voted on changes at the Pre-Season meeting on 4/1/2026, Changes are underlined.

Section 1: Definitions

1. League Year:

- a. For purposes of a golf season, the League Year runs from mid-April to Mid-September.
- b. For business purposes, the League Year runs from November 1st to October 31st. The League year is named as the Calendar Year of League play.

2. League Round or Event:

- a. A Standard Event Is defined as a competitive, 18-hole round of golf, including Prize Pool (net and gross), Skins Games (net and Gross) and a Points Race.
- b. Alternate formats may be applied for any tournaments conducted by the League (Scramble, Best Ball, or similar team-based competitions.)

3. League Fees:

- a. Registration Fee: A fixed amount assessed each year for the expenses incurred by the League for League Operations. The primary expenses are MGA GHIN fee, meeting expenses, software licensing fees, and annual league awards.
- b. Competition Fees: Fees incurred by each member for competing in the Prize Pool, Skins games (gross & net), 2-Man Best Ball, Points Race, and Match Play events.

4. Golf Genius:

- a. The software application used by BHSML to manage League Events including registration, requesting tee times, scoring your round, and transferring scores into USGA GHIN.
- b. Learn more about Golf Genius in this [Introduction](#) on BHSeniorGolf.com.
- c. Key Contacts are: John Hammargren john.hammargren0322@gmail.com (612) 840-0322, Greg Olson gregolson0707@gmail.com (763) 292-1210, or Fred Revering fredrev1@msn.com (763) 772-8304 for any issues with Golf Genius.

5. BHSML Website: BHSeniorGolf.com

- a. The website contains all current League information:
 - i. Member and financial information is stored behind a password-protected page.
 - ii. The site has links to the most frequently used functions of Golf Genius: Calendar, Tee Time Request, Tee Sheet Review, and Results.
- b. We also provide direct links to Bunker Hills Golf, USGA, & GHIN Sites.

Section 2- Policies

All Golf will be played in accordance with the USGA Rules with the exceptions noted in these Policies and Procedures.

1. Handicaps

- a. The League uses the USGA GHIN handicap system. Each member is required to post scores for all non-League rounds played that adhere [to USGA Rules of Golf](#).
- b. We conduct all net competitions at 100% of the USGA Course handicap.
 - i. The course handicap for Bunker Hills' Gold tees is about 4 strokes below your USGA handicap.
 - ii. Therefore if your handicap is a 24, your course handicap is 20.
- c. **New Member Handicaps:** New members are advised that if they don't have an established handicap with GHIN, a minimum of 54 holes (3 18-hole rounds or combination of 9 hole and 18 holes rounds) eligible scores must be posted before a handicap can be calculated. These scores can be achieved at any golf course during the golf season.
- d. Players without an established handicap may play in League events, but will be playing at a "0" Handicap.

2. Preferred Lie Before June 1st and after September 1st.

- a. The League will support a preferred lie rule during the above time period. The Board reserves the right to alter the time frame based on course conditions.
- b. Preferred lie relief may only be taken on balls that are in the fairway. Balls in a penalty area or rough must be played as they lie unless you take relief (and a penalty) per USGA rules.
- c. Mark ball, lift, clean and place the ball within 1 club length of the nearest point of relief, no closer to the hole.
- d. No Penalty.

3. BHSML has adopted the USGA Local Rule E-5 for lost or out of bounds balls.

- a. Follow this Link for [USGA Local Rule E-5](#).
- b. When a player's ball has not been found within 3 minutes or is known or virtually certain to be out of bounds, the player may proceed as follows rather than proceeding under stroke and distance.
- c. For two penalty strokes, the player may take relief by dropping the original ball or another ball in this relief area (see Rule 14.3):
 - i. Two Estimated Reference Points:
 - a. Ball Reference Point: This is the point where the original ball is estimated to have come to rest on the course, or last crossed the edge of the course boundary to go out of bounds. (A)
 - b. Fairway Reference Point: The point of fairway of the hole being played that is nearest to the ball reference point, but is not nearer the hole than the ball reference point. (B)
 - ii. Drop the ball, no closer to the hole,
 - a. in the fairway within two club lengths of Point B, or
 - b. in any spot in an arc between points A & B in the rough.

- iii. Once the player puts the ball in play, the original ball may not be played even if the original ball is subsequently found.

4. Inclement Weather, Stoppage of Play

- a. **Bunker Hills Golf Course Staff** will be the only authority to **cancel** play on any given day.
- b. **However**, the BHSML President may, with the approval of one additional board member, cancel League Competitions. The BHSML Vice President will replace the President in the event the President is not available.
- c. **The decision to continue playing is always a personal decision. We recommend all groups have a weather app on their mobile phone that will notify you when inclement weather is approaching.**
- d. In the event of Event Competition Cancellation, all competitions are canceled. No fees will be assessed for prize pool or skins competitions and no points or dollars will be awarded. If the Early Division is canceled, but not the Late Division, or Vice Versa, the competitions will be refunded for the canceled division, but paid out for the completed division. In this situation, no Points will be awarded for the season long Points Race.
- e. Bunker Hills "Rain Policy" will dictate credit policy for green fees paid to Bunker Hills on the day of the event.

5. League Championship Event

- a. The League Championship is a 36-hole competition that is held over a two (2) week period in mid-August.
- b. In the event of cancellation of a Round for any reason, the board will try to change the date(s) of the Championship and/or shorten the Championship as necessary.
- c. Members who qualify for the League Championship must have been a member before July 1st of the current season.

6. Guest Policy

- a. A Member may invite a guest to play two times per year.
- b. Men eligible as guests before September 1st are either out-of-metro region visitors or prospective members.
- c. Guests are not eligible to play in Tournament or Championship events.
- d. Guests will be required to pay green fees.
- e. Guests will NOT be eligible for Prizes awarded during the event.
- f. Guests are welcome to attend banquets with prior approval and must pay \$30 to the league. A check made out to BHSML is the preferred payment.

7. Member Resignations

- a. Members who resign the league for personal or family health related reasons shall receive a prorated refund of his **Registration and Competition Fees** net of any fees already paid to a third party (MGA GHIN or other).
 - i. Proration will be calculated on the basis of a 20-week season.
 - ii. The former member shall be reinstated after approval by the Executive Committee of the board.
 - iii. Upon reinstatement, the member must pay the prorated fees for the current season.
- b. Members who resign from the league for any reason other than above, shall receive a prorated refund of his **Competition Fees**, net of any fees paid to a third party.
 - i. Proration will be calculated on the basis of a 20-week season.
 - ii. The former member may apply for membership in the league no sooner than the next League year.
 - iii. Members who have resigned from the league and received above refund may not play in League events as a guest for a period of 18 months after resignation.
- c. In either case, the member who resigns will receive payment for all competition winnings at the end of the season.

8. Rules Violations

Members are expected to enforce the USGA and the League's local rules on themselves and competitors. Rule 1 of the USGA includes references to a code of conduct which would include disputes regarding pace of play, use or damage of course facilities or actions which could be of danger to a player, staff, or spectator.

- a. Examples and definitions of the above infractions include but are not limited to:
 - i. Pace-of-Play. A group violates the pace-of-play policy by falling more than one hole behind the group they are following AND they are exceeding the 14 minutes per hole goal.
 - ii. Use or damage of course facilities: Unauthorized use of a cart or driving range/practice green, intentional damage to greens/ fairways or dangerous use of power carts.
 - iii. Actions that can be dangerous include intentionally hitting a ball into a group of golfers, staff or spectators or vociferous confrontation of other golfers or staff.
- b. All disputes, interpretation of playing rules and rules infractions must be brought to the attention of a Board Member, Rules Committee Chair, or Club Professional immediately after completion of the round.
 - i. These individuals will lead the investigation of the incident in accordance with Article VI, Section 6 of the [BHSML By-Laws](#).
- c. Procedure for addressing disputes:
 - i. **Upon observation of infraction**
 1. Document the infraction including time and location.
 2. If appropriate, request pro-shop to talk to the group about the infraction
 3. Report the infraction after the round to a board member, including as much detail as available. This will be turned over to the Board Rules Committee, chaired by League President.

- ii. **Warning.**
 - 1. An offending group may receive a warning of an infraction by the BHSML Rules Committee and/or the pro-shop.
 - 2. Upon receipt of the warning by the board, the group will be asked to address the issue with the Rules Committee.
 - 3. If the finding is that a violation has occurred the Rules Committee will report their finding to the BHSML board with recommendation of penalty
 - 4. The Board shall follow BHSML By-Laws Article VI, Section 4 in assessing penalties.
- iii. **Penalties (Offenses are total number, not necessarily within one season)**
 - 1. **First Offense**
 - a. Membership will be notified by newsletter that an infraction has been reported, and the board is following up with the parties involved.
 - b. Group and/ or member is notified of the infraction and that further incidents will result in escalation as follows.
 - 2. **Second Offense**
 - a. Group (or offending member) is suspended from play for two (2) weeks
 - b. Offending party forfeits winnings for the week of the second offense AND forfeits competitions fees prepaid for the two weeks of offense.
 - 3. **Third Offense:** Suspension is for three (3) weeks with the same forfeiture of fees and winnings.
 - 4. **Fourth Offense:** Member is expelled from the league for the season. The member will receive all earned competition winnings and unused competition fees paid by the end-of-the following month. An expelled member may not rejoin the league without full approval of the board.

Section 3 - Procedures

1. Event Registration and Tee Time Requests using Golf Genius.

- a. Members (or their designee) are responsible for responding to the email from Golf Genius and **registering** for the round upcoming (10 days out).
- b. Online registration is open the calendar week (Sunday-Saturday) before the Wednesday morning event. Registration will be held open for the round until 5:00 PM on Saturday.
- c. Members may register up to three (3) additional golfers to play in the round.
- d. Guests will be put on a waiting list, subject to time availability after close of online registration.
- e. Contact BHSML for tee time requests or cancelations between online close and Tuesday prior to play. We will consult with Bunker Hills to schedule your round, (bhseniorgolf@gmail.com)

2. Tee Time Request

- a. Upon registration for a round, you can **request your tee time and course** using a prompt incorporated in the program or by responding to an email confirming your registration.
- b. You may request the times for up to three (3) additional golfers within their foursome.
- c. You will receive an email confirming your request and group members
- d. Bunker Hills staff and BHSML reserves the right to consolidate tee times to fill in gaps in the tee sheet. We recommend that you check your tee time the night before play.
 - i. Groups will NOT be broken up if consolidation occurs.

- ii. The maximum time shift you could experience is 2 slots (18 minutes)

3. Scoring

- a. **Groups are responsible for scoring their round on the Golf Genius App or on the Golf Genius website immediately after play.**
- b. All scores must be submitted by **3:00 PM** on the day of play.
- c. Before submission, the members of the group should, at a minimum, acknowledge that the scores marked are accurate.
 - i. We recommend that **two group members keep score. One member using the app with another member keeping a separate paper scorecard.** Your group can then compare scores before submitting the final score through Golf Genius.
- d. You will receive an email from Golf Genius with a copy of your scorecard. (You cannot change the information on this scorecard. It is for your information only)
 - i. Report any errors on your scorecard to John Hammargren, Greg Olson, or Fred Revering before the 3:00 PM deadline.
 - ii. A photo of the scorecard or playing partner verification may be requested to change any scores.

4. Starting Times & Pace of Play

- a. Bunker Hills has reserved 35 total tee slots for League Play, split between an Early Division and a Late Division, playing separate 18 hole combinations.
- b. **Early Division:** 26 tee slots (104 golfers) start at 7:00 AM and run at 9-minute intervals through 8:48 AM. Players will start on holes 1 and 10 of the designated course combination.
- c. **Late Division:** 9 tee slots (36 golfers) start at 9:06AM through 10:18AM. The Late Division will start on the 3rd 9 holes (Bunker has 27 holes), following the normal Bunker Hills course rotation for that course.
 - i. If space is available in the Early Division, new members may request to be moved from the Late Division to the Early Division.
- d. We are assured of additional tee slots if league registrations exceed expectations.
- e. Please be at your assigned tee box **10** minutes before your scheduled tee time.
- f. Bunker Hills may adjust our window based on darkness, frost delay, shotgun starts or any other reason. Please follow information on BHSeniorGolf.com or via email for any changes in the schedule. Such adjustments may impact how many tee slots are available for League play.
- g. Bunker Hills' standard for community play is 4 hours 12 minutes.
 - i. The league target is for each round to be completed in the Bunker Hills standard of 4 hours 12 minutes. This amounts to an average of 14 minutes per hole.
 - ii. To accomplish this goal, members are encouraged to use ready play techniques recommended by the [USGA Rule E-6](#) with the exception that we have NOT implemented the Max Score recommendation. Some best practices for maintaining pace of play can be found in the league's [Points of Emphasis](#) located on the BHSML website.

5. Safety: Members will at all times adhere to Bunker Hill's Golf Course Safety Procedures.