



Member Guidebook

Ballston Spa Country Club

2026

Section 1: General Information

MEMBER DUES Membership dues are a key component of Ballston Spa Country Club's (BSCC) operating income. The Board of Directors (BOD) establishes dues amounts for all membership categories each golf season. In January, each Member will receive a billing invoice for the current year's dues.

PAYMENT POLICY Membership dues invoices are sent within the first two weeks of January. There are three payment options:

1. Payment in full by February 1.
2. Payment in three installments due by February 1, March 1, and April 1.
3. Monthly payments as determined by the board via automatic withdrawal from a checking account.

Options 1 and 2 can be paid by cash, check or credit card but cannot be paid by charging the payment to the Member account

Late payments not received within 10 days of the due date will incur a \$25 late charge. For members on the three-installment plan, the \$25 late charge applies separately to each installment that is more than 10 days late. Members paying by credit card will be assessed an additional 5%.

MEMBER DEFINED Any individual pursuant to section 4.2 of the BSCC bylaws who has paid their dues to BSCC pursuant to this guidebook and who are in good standing.

FAMILY MEMBERSHIP DEFINED Single and couple memberships can be upgraded to include family Members for an additional fee. This includes all dependent children and grandchildren under age 13.

STOCK Stock invoices are mailed on the first business day of July and are due by August 1. Stock payments cannot be paid by charging the payment to the Member account. Late payments will result in the suspension of the Member's membership and playing privileges until payment is made.

MEMBER ACCOUNTS Statements for Golf Shop and Restaurant accounts will be emailed to Members within the first week of each month and are due by the first business day of the following month. Members can opt for mailed statements by contacting the Business Office. All Members must have a credit card on file. Accounts not paid within 5 business days of the due date will incur a \$25 late charge and the credit card will be charged immediately. Invalid credit cards will result in the suspension of membership and playing privileges. Student Members cannot have their own Member account.

POSTING Late accounts will be posted outside the Golf Shop. The Golf Shop staff will ensure that Members who have lost their playing privileges are not allowed to play until their accounts are settled. Payments shall be made to the business office. If the office is closed, then the Member should place their payment in the dropbox located outside of the office.

CREDIT All Members must have a valid credit card on file, which will be charged for monthly payments if a Member is more than 5 business days late on payments.

MEMBER IN GOOD STANDING A Member is in good standing if all financial obligations to the BSCC are met on time, including dues, fees, assessments, stock purchases, restaurant obligations, and Golf Shop purchases. Members must also adhere to BSCC and course rules as set by the BOD and as defined herein. Members with

outstanding bills older than 30 days are not considered in good standing. Members who are currently serving a suspension levied by the BOD will not be considered to be in good standing.

DUES DEFERMENT AND MEDICAL REFUND POLICY

1. Temporary Medical Inability to Play

Members unable to play golf due to injury or unexpected medical condition may request a partial deferment of dues. Requests must be submitted to the Board of Directors with justification and supporting medical documentation.

Deferment Schedule (Temporary Conditions):

- Before June 1: 75% of annual dues deferred
- June 1 – July 31: 50% deferred
- After August 1: No deferment

Returning to play during an approved deferment period voids the deferment.

For couple memberships, if one Member cannot play for at least three months and will not return for the remainder of the season, the applicable deferment percentage applies to the difference between single and couple dues.

2. Permanent Medical Inability to Play (Prorated Refund)

If a Member experiences a medical condition or injury that permanently prevents them from playing golf, the Member (or their representative) may request a prorated refund of the current year's dues, based on the same schedule used for temporary deferments:

- Before June 1: 75% refund
- June 1 – July 31: 50% refund
- After August 1: No refund

The Member may elect to convert to Social membership for one year. Supporting medical documentation is required.

3. Pre-Season Permanent Medical Events

If a Member becomes permanently unable to play before the season begins and will not play any golf that year, the Member may request a full refund or conversion to Social membership for that season.

4. Conditions Affecting the Following Season (Waiver and Refund of Prior Deferment)

If a Member initially expects to recover but later learns they will not be able to play in the following season, the Member may request a waiver of the upcoming season's dues.

If the Member has a deferred credit from the prior season, that credit will be refunded, as the Member will not be able to use it.

5. Return to Play During the Season (No Partial-Season Proration)

If a Member returns to play at any point during the season after receiving a medical deferment, the deferment is void and full dues for the season apply.

Partial-season medical proration is not available.

CONDUCT & ETIQUETTE The BOD is authorized to make rules for the conduct of the Members pursuant to section 5.2 of the bylaws. Improper conduct on BSCC property should be reported to the BOD. All Members are expected to:

- Conduct themselves in a sportsmanlike manner and will not knowingly cheat, disrespect club employees, employees of the restaurant vendor, officials, fellow Members, guests, or other persons.
- Respect the rights of other Members, guests and other persons on property. Members will not verbally or physically threaten or slander others, either personally or through social media.
- Not engage in any form of sexual, racial or religious discrimination.
- Respect the golf course, golf carts, and all of the facilities.
- All forms of physical violence are prohibited.
- Members should be considerate with music and avoid littering, especially on greens and tees. The BOD may take disciplinary action pursuant to the bylaws and section 5 of this Guidebook, including suspension or revocation of one's membership.

DRESS CODE All players must wear proper attire at all times on the property. The following items are not permitted: cutoffs, tennis shorts, running shorts, or athletic shorts. Golf shirts must be of an acceptable style as determined by Golf Shop personnel. Football jerseys, t-shirts, tank tops, halter tops, and blue jeans are also not permitted. Players must wear soft-spike or spike-less golf shoes at all times.

Alcoholic Beverages

No alcoholic beverages may be brought onto club property at any time. All alcohol consumed on the premises must be purchased from the Clubhouse bar or the on-course beverage cart, in accordance with the vendors liquor license. Members may not bring personal coolers, beer, wine, spirits, or any other alcoholic beverages onto the course, practice areas, parking lot, or into the clubhouse. The storage of alcoholic beverages in lockers is strictly prohibited. Alcoholic beverages shall not be permitted in the Golf Shop or Business Office at any time.

WEBSITE As a Member of BSCC you have access to the Members' Section of the website. To access this area simply navigate to the Member login on the website to login. Most BSCC related information is published on the website including, but not limited to: tournaments, course layout and condition, special events, restaurant information, Events Calendar, Board of Directors, phone lists, Golf Shop information and more.

Membership Categories

Membership categories and dues are determined by the BOD. Age is determined as of January 1 of the calendar year. For couple memberships, age is determined by the oldest Member. Current categories are:

- Singles (34-69)
- Senior Single (70+)
- Couple (34-69)
- Senior Couple (70+)
- Student (14-18)
- Dependents and Children of Members
- Young Adult (19-24)
- Junior Executive (25-33)
- Corporate Pass Holder

- Social

Members aged 25-69 and 70+ have the option to purchase a share of stock. Students and Members aged 19-24 are not required to purchase stock. Should a Member elect to not purchase a share of stock then an additional fee will be added to their dues. This fee is subject to change by action of the board.

Corporate Pass Holders Defined

- Corporations can purchase 55 passes per calendar year. Proof of corporation/business required. Pass price determined by the BOD.
- Passes can be used for 55 eighteen-hole rounds or 110 nine-hole rounds.
- Passes cannot be used before 11:00 am on Saturdays or Sundays.
- Pass holders are not eligible for Member leagues or tournaments.
- Corporate Pass Holders must spend \$100 per month (May - Oct) in the restaurant.
- No stock purchase required.
- Corporate Pass Holders are restricted from playing in member tournaments and leagues.

Capital Improvement Fee

In 2024, BSCC commenced construction of the new clubhouse. The project was funded through a combination of cash reserves, a bank mortgage, and a Capital Improvement Fee paid by members.

The members who remained with the Club during construction expressed a strong desire to ensure that the financial burden of the project did not fall solely on their shoulders. They asked the Board to continue the Capital Improvement Fee for future members as a way to support clubhouse operations, ongoing improvements, and to further reduce the construction-related debt.

The Board honored that request. As a result, all new members, including corporate pass holders, but excluding students, are required to pay a Capital Improvement Fee of at least \$2,500. This commitment is intended to remain in place for ten years, through 2034, aligning with the long-term financial plan for the clubhouse investment.

Social Memberships

A Social Membership is defined as a Member who enjoys all privileges of the Club except golf privileges; however, they are offered only at the discretion of the Board and may not be available at all times. This category is limited to a single year and is intended to provide Members with a short-term leave of absence rather than an ongoing membership status.

RECIPROCAL

- BSCC has established reciprocal relationships with several other local country clubs. This allows BSCC Members in good standing to enjoy limited playing privileges at these clubs for a golf cart fee or reduced rate set by the reciprocal course. Reciprocal play is intended for use when a major event at one club significantly restricts member access to their home course. It is not designed as a general “play anywhere, anytime” benefit. Tee times for these courses must be arranged by the Golf Shop at least 48 hours in advance. Members are reminded to represent BSCC respectfully by following the rules and regulations of the host club. A full list of reciprocal courses is available at the Golf Shop.

VOLUNTEERISM

As a Member-owned golf club, BSCC has a strong tradition of volunteerism that is not commonly found in other golf clubs. The Superintendent or Board of Directors may request volunteers to assist with various projects throughout the year.

WOMEN’S ASSOCIATION

All female Members of the BSCC are automatically part of the Women’s Association. The association aims to further the interests of female Members, coordinate activities, serve as a liaison to the BOD on relevant issues, and promote cooperation with other organizations. The Executive Board, consisting of four women elected by the membership, serves as officers for a two-year term. The association holds two meetings annually, one in the Spring and one in the Fall, where all Members can suggest policies affecting the Association, tournaments, and other activities.

Section 2: Golf Leagues, Outside Tournaments Guests and Tee Times

Tuesday Men’s League

The Tuesday Men’s League welcomes approximately 60-80 Members each season. Running for about 16 weeks, the season typically begins in late April.

Each week features a match against a fellow Member with a similar handicap index. Weekly match schedules are determined at the start of the season and are available in the Golf Shop. Tee times are scheduled between 3:30 PM and 5:00 PM.

For those interested in joining, please contact the Golf Shop for more details. A league fee is required, which is used entirely to fund prize money (issued as Golf Shop credit) and to cover the costs of an end-of-season outing.

Thursday Night Women’s League

The Thursday Night Women’s League has approximately 32-40 players, divided into multiple flights and playing match play within flights. Tee times range from 4:10 PM to 5:40 PM, depending on the number of players. League dues are payable in the Golf Shop. A listing of flight Members, weekly match opponents, and scheduled tee times is provided at the beginning of the season. For information on joining, please contact the Golf Shop.

Thursday Morning Men’s Senior League

Members aged 50 and over are welcome to join the Thursday Morning Men’s Senior League. This is an informal league, just show up and play. Scoring is based on “quota points” determined by each player’s handicap. Teams

are selected at random each week to promote social interaction. Teams and starting times are posted weekly on the website. League play begins shortly after the course opens in the Spring and play continues until the course closes for the season. For information on joining, please contact the Golf Shop.

Public Leagues and Outings

Public Leagues and Outings are an important revenue source. Public events are generally not allowed from Friday through Sunday without Board approval, ensuring maximum Member access during prime times. Mondays are primarily used for Public Outings, which are approved by the Board of Directors, are managed by the Golf Shop. Other days may also host tournaments. On these days, Members will not have access to the course until the outing has mostly concluded, and only if their play does not disrupt the event. Members should check with the Golf Shop before teeing off on these days. Very limited times are set aside for Public Leagues.

Member Tournaments: A variety of tournaments are scheduled throughout the year. Members who are interested in participating must register and pay the tournament fee in the Golf Shop one week prior to the tournament or any other deadline as determined by the Golf Shop. The tournaments are also published on the web site in the Events Calendar.

Participation in Leagues and Tournaments

Only Members in good standing shall be allowed to enter club tournaments and leagues.

Guests

Members are welcome to bring guests to play golf at the BSCC. Each guest can enjoy the reduced daily rate up to six times during the golf season. Once a guest has played six times, they will be required to pay the prevailing public rate and play only at public times for any further visits, regardless of their accompanying Member.

Guests need to check in at the golf shop before they play. The golf shop will maintain a record of all guest play, including names and proper identification. Additionally, Members must register their guests with the golf shop prior to play.

Tee Times

Tee times can be reserved in advance by calling the Golf Shop or making a tee time online. Tee times for weekends start on both the first and tenth holes with a morning and afternoon start. The afternoon tee times begin shortly before noon for most of the golf season. Students are prohibited from teeing off before noon on Saturdays, Sundays and holidays. (Holidays shall be as defined as those recognized as Federal holidays)

Weekend Morning Registration (Members-First Priority)

Weekend morning tee times are determined by a lottery format reserved through Golf Genius. Members must register themselves or their groups by Wednesday evening each week.

Priority Guidelines

- Groups consisting entirely of members will receive absolute priority.
- If the tee sheet fills with member-only groups, guest play will not be available that morning.
- Members may register guests by the Wednesday deadline, but priority decreases as the number of guests increases (e.g., three members/one guest ranks ahead of one member/three guests).

- Members who organize weekend games are encouraged to coordinate directly with the Golf Shop.

Example of How Priority Works

If four groups register by Wednesday:

- A. 4 members
- B. 3 members + 1 guest
- C. 2 members + 2 guests
- D. 1 member + 3 guests

They will be prioritized in that order. If the tee sheet fills before Groups C or D can be accommodated, those groups will not receive a weekend morning tee time that week.

Section 3: Golf Shop

The PGA Professional, manages and operates a full-service Golf Shop that Members are encouraged to support.

BSCC provides web and mobile applications designed to enhance our Members' golf experience.

1. Ballston Spa Country Club mobile application is available to all in the apple and android "app stores" This app will
 - Provides timely notifications on daily course conditions, any play restrictions, restaurant specials, and upcoming special events.
 - Link to book tee times
 - Interactive Scorecard and GPS
 - Supports Skins, Stableford, Par, Stroke Scoring and leaderboards
 - Restaurant menu
 - Calendar of Events
2. Golf Genius mobile app is used for the Men's, Women's, and Senior Leagues. This allows all players to keep up to date with the pairings and tee times. It also includes real time scoring. Following a round or an event, scores are posted to the players GHIN Number.
3. USGA GHIN: The USGA GHIN system of handicapping is provided at no cost to BSCC Members. Members are encouraged to post all scores. This app enables quick access to their handicap card and allows them to post scores on their device at the end of their rounds. It also allows the players to look at their last 20 scores. Key features include:
 - Score Posting (Total Score, Hole-by-Hole Score and Hole-by-Hole Score with Stats)
 - Stat Tracking (Number of Putts, Approach Shot Accuracy and Driving Accuracy)
 - Course Maps & GPS
 - Enhanced GPS Features (Putt Break Map, Approach Shot Heat Map, Shot Tracking)
 - Games & Group Score Keeping
 - Apple Watch integration
 - Golfer Lookup

- Handicap Calculator

Club Storage: Club storage is available for an annual fee. Members may begin storing their clubs effective opening day of the season and must remove their clubs, carts and bags at the end of the season. No members golf equipment can be stored in the cart barn during the off season. Batteries used for electric carts cannot be recharged in the cart barn. Please contact the business office for pricing and to purchase a storage space.

Practice Range: Members have seasonal access to the practice range for an additional cost. Members have the option to pay an annual fee, which provides unlimited use of Golf Shop range balls, or pay on a per bag/bucket basis. The practice range is open daily through the golf season. See the business office for the annual fee.

Golf Carts: Golf carts are leased from an independent vendor. BSCC offers multiple options for golf cart rental fees including daily 9 holes and 18 holes, as well as annual back 9 and 18 hole rental fees. The BOD sets the fees for the following year at the end of December. Members who rent a golf cart for a round or who purchase yearly golf cart packages, must adhere strictly to the course rules set forth by the BOD, the Golf Shop and the Superintendent, for example, 90-degree rule, cart path only, distance from tees and greens, etc. Failure to do so will revoke riding privileges. Seasonal golf cart fees must be paid in full; these payments may not be made monthly and are not refundable.

Members and guests agree to assume all risk of loss or damage to golf carts rented or borrowed as well as the risk of injury to the Member or other persons and damage to other property arising from the use of the golf cart. The Member will take all precautions to avoid loss or damage to the golf carts, damage to other property and injury to persons including to the Member arising out of the use of golf carts. In the event of any loss, damage or injury, the Member agrees to hold the BSCC harmless from and against any and all claims, actions, costs, expenses and demands in respect of such loss, damage or injury, howsoever caused. The Member agrees to indemnify and reimburse the BSCC for any liability, costs or expenses imposed by law upon the Club for any and all such losses.

Members who have a temporary or permanent physical disability using riding carts are afforded special privileges set forth by the BOD. These carts are to be equipped with a handicap flag at all times during the round.

Golf Lessons:

Lessons are available from the Head Golf Professional. See the golf shop for hourly rates and scheduling.

Hole-in-One Insurance: Hole-in-one insurance is available from BSCC for a nominal fee. Insurance protects a player who scores a hole-in-one from incurring the expense of purchasing a round of drinks in the clubhouse. Only Members with hole-in-one insurance will receive a free drink of their choice.

Section 4: Clubhouse and Restaurant

Minimums: The board shall determine monthly restaurant minimums to be spent by each Member category.

Lockers: Members may rent a locker for an annual fee. Please contact the Business Office for current availability and rates. Lockers are limited and are assigned on a first-come, first-served basis.

Special Events: The Clubhouse is available for special events such as private parties and wedding receptions. Special events are posted on the web-site Events Calendar. Contact the restaurant staff or the Business Office to get information on scheduling an event.

Section 5: Enforcement

5.1 Violations. Any violation of the rules outlined in this Guidebook may result in the BOD taking action against the offending Member pursuant to section 5.2 of the bylaws.

5.2 Suspension of Membership. The BOD may suspend a Member's membership for violating the rules set forth in the Member Guidebook pursuant to section 5.2 of the bylaws. Suspension pursuant to this section shall prohibit the Member from playing golf at BSCC, charging the Member's account and generally using and enjoying the BSCC's amenities for the prescribed time period of the suspension.

5.3 Revocation of Membership. The BOD may revoke a Member's membership privileges entirely for violating rules set forth in the Member Guidebook pursuant to section 5.2 of the bylaws. Revocation prohibits the Member from entering the premises, from playing golf at BSCC and from using and enjoying the amenities as a Member and as a member of the public.

5.4 Suspension of Playing Privileges. The BOD may suspend a Member's playing privileges for failing to remain in Good Standing as defined in this Guidebook. Members who fail to remain in Good Standing shall be placed on the "No-Play List". Said list shall be posted on a monthly basis outside of the golf shop and will be enforced by the golf shop staff. Playing privileges may also be suspended either temporarily or permanently for any person deemed to have violated rules outlined in the Member Guidebook or violating any federal, state, or local laws or statutes, regardless of their membership class. This applies to non-members as well.

5.5 Notice. The board shall provide written notice of a Member's suspension or revocation of their membership. Any enforcement action shall be immediately effective upon mailing of the written notice or upon hand delivery or upon electronic communication by email or other means.

5.6 Right to be Heard. Any Member whose membership privileges are suspended or revoked upon written notice to the BOD may request a review of the decision by the Officers of the BOD pursuant to section 2 of the bylaws. This review shall include a meeting with the Officers of the Board of Directors where the Member may present evidence and documentation to refute any claims made against them and must occur within ten (10) business days of the written request. The decision after review by the Officers of the BOD shall be delivered in writing to the Member and shall constitute the final decision of the BOD. Any enforcement action taken against any Member shall remain in effect pending a BOD review pursuant to this section. Right to be Heard does not apply to non-members.

5.7 Reservation of Rights. The board reserves the right to require any member to acknowledge receipt of the Member Guidebook by affixing their signature to the Guidebook. Any Member who is required to sign the Member Guidebook but fails to do so shall be subject to the terms and conditions outlined in section 4 of the Member Guidebook.

Section 6: General Waiver

The Member acknowledges that there are risks inherent in participating in the game of golf. The Member agrees to release the BSCC from any liability from personal injury, property damage or loss sustained by the Member, including injury resulting in death and any financial loss or damage directly or indirectly resulting from the Member's activities or participation in events at the BSCC. The Member further waives as against the BSCC, all claims recourses and rights of action that the Member may have against the BSCC as a result of such personal injury, property damage or loss.

The Member agrees that this Waiver, Release and Indemnity Agreement shall not be affected by any negligence, gross negligence, breach of contract or any other conduct on the part of the BSCC.

The Member acknowledges that they have read this Waiver, Release and Indemnity Agreement and understands and accepts the contents hereof.

In the event that any provision herein contained is deemed to be unenforceable and/or invalid that the provisions shall be severable from the whole of the document and shall not affect the validity and enforceability of the other provisions and the document as a whole.

Section 7: Notice

BSCC shall provide a physical copy of the Member Guidebook to new members at the time their membership is accepted by the BOD. All existing members at the time of publication of this Guidebook shall be provided notice via electronic email and by physically posting the Member Guidebook in conspicuous locations in the business office and the golf shop. This shall constitute formal notice to all members and the standards outlined in the Member Guidebook shall be enforceable upon emailing and posting of the Member Guidebook pursuant to this section.

Section 8: Member Guidebook Updates

The BOD may make changes and updates to the Member Guidebook from time to time. Members shall be notified of changes to the Member Guidebook pursuant to section 7 and such changes shall be enforceable upon said notification.