



**United States Bowling Congress (USBC)
Tri-City USBC Bowling Association, Inc. Bylaws**

Introduction

The following document is the mandatory form of bylaws to be adopted by each local bowling Association and to be used in conjunction with the USBC Association Policy Manual. The Association must abide by state corporate laws and may adopt additional provisions provided they do not conflict with the mandatory bylaws or state laws. The appropriate provision of state law takes precedence over the bylaws.

Article I: Name

The name of the organization is the **Tri-City USBC BA Association, chartered by the United States Bowling Congress..**

Article II: Nonprofit Corporation and Charter

Section A. Nonprofit Corporation

The Association is organized as a nonprofit corporation and operates consistent with the requirements of an organization classified as tax exempt under Section 501(c) (3) of the Internal Revenue Code (IRC).

Section B. Charter

The Association shall be chartered by USBC and subject to its authority. To maintain its charter, the Association must:

1. Provide services for the USBC BA (men and women only).
2. Adopt bylaws approved by USBC.
3. Not enact any bylaws or rules inconsistent with USBC's bylaws.
4. Adhere to stated requirements as set forth in the USBC Bylaws and USBC Association Policy Manual.
5. Not use any part of the net earnings of the organization for the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that that organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof.
6. Not have a substantial part of the activities of the organization for carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
7. Not carry on any other purposes not permitted to be carried on by an organization exempt from federal income tax under section 501(c)(3) of the (IRC), or corresponding section of any future federal tax code.

Section C. Charter Dissolution

Upon termination of its charter, the USBC Association shall transfer all of its assets remaining after payment of its lawful obligations to the USBC Association that is a 501(c)(3) tax-exempt organization(s) serving the bowling centers previously under their jurisdiction.

If the named recipients are unwilling to accept the assets, are no longer qualified as 501(c)(3) organizations, or are no longer in existence, then the assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

If the organization fails to transfer its assets within 30 days, USBC shall be entitled to take whatever action it deems appropriate to ensure such transfer.

These requirements are applicable to all Associations whose charter has been revoked as well as all current and future Associations.

Article III: Purpose

The purpose of the Association shall be to operate exclusively for charitable and educational purposes, including fostering national or international amateur sports competition with the meaning of Section 501(c)(3) of the (IRC), or corresponding section of any future federal tax code, and to:

1. Provide equal opportunity for all in the sport of bowling without regard to race, religion, age, sex, sexual orientation, disability or national origin.
2. Promote the game of American Tenpins.
3. Conduct and support bowling competition.
4. Engage in any other activities permitted by an organization classified as tax exempt under Section 501(c)(3) of the (IRC).

Article IV: Membership and dues

Membership is composed of individuals who pay dues to the Association and is in effect from August 1 through July 31.

Each individual shall pay national, state (where applicable) and local dues, except as provided in Rule 100e, Traveling League and 100l, Mail-o-graph League.

The members of the Board, by two-thirds vote, determine and adopt local adult dues, if any. The annual adult standard membership dues are as follows:

Local	\$ 10.00
State	\$ 0.00 (Cannot exceed \$ 5.00)
USBC adult standard membership	\$ 10.00

The Board may waive all or part of the local dues for:

1. Members of other USBC Associations having a reciprocal agreement with the Association.
2. Other groups, such as, seniors, etc., as determined by the Board.

The Association cannot charge additional non-dues assessments.

Membership is not transferable.

Article V: Board of Directors – Management

Section A. Board Composition, Authority and Duties

The management and governance of the Association is vested in the Board of Directors that includes the Officer and Director positions. The members and Board determine the number of positions on the Board and their term. The total number of Board members is 13, with 10 total number of directors.

The Board shall not engage in any acts constituting a conflict of interest. The Board’s duties include, but are not limited to:

1. Enforcing the bylaws.
2. Comply with the USBC Association Policy Manual.
3. Conduct championship level competition for its membership constituency (men and women) and comply with state and local laws in their area.
4. Implementing USBC programs as requested.
5. Select/appoint the Association Manager.
6. Approve use of membership records.
7. Re-rating the league average of an Association member when there is evidence the bowler’s average does not represent the bowler’s true ability.

8. Conduct suspension and reinstatement hearings if requested by USBC Headquarters.
(See the *Suspension and Reinstatement Chapter of the USBC Association Policy Manual for re-rate, suspension, reinstatement and appeal procedures.*)

Section B. Eligibility

A candidate for the Board (elected or appointed) must be:

1. A USBC member in good standing of the Association at the time of election and throughout their term.
2. Elected or appointed without regard to race, color, religion, sex, sexual orientation, disability, national origin, or age other than the minimum age of 14, unless state laws mandate a specific age and be reasonably representative of the membership.
 - a. Any member of the Board authorized to sign contracts or acting as a signatory on Association accounts must be a minimum age of 18.
 - b. A maximum of three bowling center proprietors may serve on the Board at one time. A proprietor is an individual who is the owner, partner or corporate officer of a bowling center or group of bowling centers. Excluded from the definition of proprietor is an individual who owns 25% or less of the equity shares, or who is inactive in the management of the bowling center and remains so during a term as an officer or director.

Additional eligibility requirements, if any, are to be approved by the Board and the BA membership.

Section C. Election of Directors

Directors are elected by a majority vote* unless plurality vote ** is adopted, by the members and Board. Directors are elected by majority vote of the members and Board present and voting, from:

** If a majority vote is not reached on the first ballot, the candidate receiving the lowest vote total is dropped and balloting continue until a candidate receives a majority vote.*

*** A plurality vote is the largest number of votes cast for a given candidate. The candidate(s) receiving the most votes is (are) elected.*

1. A slate
2. Nominations from the floor.

Qualifications must be submitted in a format specified by the Board.

Voting will be by ballot if there is more than one nominee for each position.

Section D. Term

The term for directors is **two (2)** years, The number of years in a term, the number of terms allowed and a stagger system are determined by the members and the Board.

A stagger system for election/re-election:

1. In odd years: President and Directors 1-5.
2. In even years: Vice-President, Sergeant-at-Arms and Directors 6-10.

Section E. Resignation, Removal and Vacancies

1. **Resignation.** A Board member may resign from the Board by providing written notice of resignation to the President or, in the case of the President, to the Board.
2. **Removal for Ineligibility.** A Board member who is no longer eligible to serve on the Board may be removed by a two-thirds vote of the Board when a quorum is present.
3. **Removal for Cause.** When a Board member is accused, in writing, of failure to properly perform the duties of their office or otherwise engaging in improper or unfair activities or conduct, the Board may conduct a meeting following the Removal Procedures in the Suspension and Reinstatement Chapter of the USBC Association Policy

Manual. An appeal may be filed with USBC Headquarters within 15 days of the removal. Two-thirds written consent of the full Board is required to seek re-election and/or re-appointment to the Board.

4. **Vacancies.** Vacancies are filled by the President, subject to the approval by the Board.

Article VI: Officers

Section A. President, Vice-President, and Sergeant-At-Arms

The officers of this Association shall include a **President, Vice-President and Sergeant-at-Arms**.

Section B. Election

Officers are elected by a majority vote* of the members and Board, present and voting, from:

1. A slate
2. Nominations from the floor.

** A majority vote of 51% of the attending members.*

Qualifications must be submitted in a format specified by the Board.

Voting will be by ballot if there is more than one nominee for each position. Otherwise, by acclamation with a hand vote.

Section C. Term

The term for elected officers is **two (2)** years with a limit of **two (2)** consecutive terms. The number of years in a term, the number of terms allowed and a stagger system are determined by the members and the Board..

Section D. Authority and Duties

1. President

- a. Presides at all meetings.
- b. Acts as spokesperson for the Association.
- c. Appoints committees with Board approval.

2. Vice-President

- a. Presides at all meetings when the president is absent.
- b. Performs other duties as prescribed by the Board or requested by the President.

3. Association Manager

- a. Selected/appointed by and accountable to the Board.
- b. Acts as the ex officio non-voting Secretary/Treasurer of the Board or such other officer designation as required by law and determined by the Board.
- c. Responsible for other duties as prescribed by the Board and in the USBC Association Policy Manual.

Article VII: Meetings

Section A. Annual Meeting

An annual meeting of the members and the Board shall be held at a time and place approved by the Board. (See Article IX Section D for the time frame for election of delegates and alternates to the USBC meeting.)

1. **Attendance.** Attendance is open to all members.
2. **Voice and Vote.** Members and Board, at least 14 years of age, unless state laws mandate a specific age, have voice and vote. Members not meeting the above stated criteria may attend with voice only. Absentee and proxy voting are not allowed.
3. **Responsibilities**
 - a. Members and Board shall:
 - 1) Adopt bylaws
 - 2) Adopt dues
 - 3) Elect Officers and Directors to the Board.

- 4) Elect Delegates and Alternates for the USBC and State Annual Meetings.
4. **Meeting Notice.** Written notice of the meeting shall be forwarded to the League Secretaries and Board, which should be at least 15 days prior to the annual meeting.
5. **Special Meetings.** Special membership meetings may be called by the President or upon written request of at least three Board members or at least twenty-five members of the Association.
6. **Quorum.**
 - a. **Fifteen (15)** members constitute a quorum. The members and Board determine the number.
7. **Action.** A majority vote* of the members Board present and voting, at a properly noticed meeting, when a quorum has been established, is required to take action, unless otherwise provided by law or these by laws.

Election of officers requires a majority vote*. Election of Directors requires a majority vote*, unless plurality vote** has been adopted in accordance with these bylaws. Election of Delegates and Alternates requires a plurality vote**. Absentee and proxy voting and other types of voting agreements are not allowed.

Section B. Board Meeting

The Board shall meet four (4) times per year. Special meetings may be held upon the request of any Board member if a majority of the Board approves.

1. **Notice.** Written notice for all regular and special meetings shall be forwarded to the Board, which should be at least 15 days prior to the meeting.
2. **Quorum.** Five Board members constitute a quorum. The members and Board determine the number.
3. **Action.** A majority vote* of the Officers and Directors, present and voting, at a properly noticed meeting, when a quorum has been established, is required to take action, unless otherwise provided by law or these bylaws. Absentee and proxy voting are not allowed.
4. **Action(s) Without a Meeting.** Actions that are deemed necessary to conduct business/operations of the Association may be taken outside of a Board meeting by use of mail, e-mail or teleconferencing. This type of action must be permissible by state law and approved by the membership and the Board. The procedures found in the USBC Association Policy Manual, Chapter Eight, Section D, item 4 must be followed. The Association does not allow the Board to vote via mail, e-mail, or teleconference.

Section C. Parliamentary Procedure

The most recent of *Roberts Rules of Order Newly Revised*, governs all meetings.

Article VIII: Committees

Section A. Standing Committees

The Association shall have a Finance Committee. The committee is responsible for reviewing and monitoring the Association's financial matters.

Section B. Other Committees

The president may establish other committees, with Board approval.

Article IX: Delegates and Alternates

Section A. USBC Annual Meeting.

Delegates and Alternates to the USBC Annual Meeting are elected by plurality vote** by the members and Board present and voting.

Section B. State Annual Meeting

Delegates and Alternates to the State Annual Meeting are elected by plurality vote** by the members and Board present and voting.

Section C. Eligibility

1. USBC Annual Meeting.

Delegates and alternates must be:

- a. Elected by the members and Board.
- b. At least 18 years of age.
- c. A USBC member in good standing of the Association at the time of election and throughout their term.

2. State Annual Meeting.

Nominees must be:

- a. Elected by the members and Board.
- b. At least 14 years of age.
- c. A USBC member in good standing of the Association at the time of election and throughout their term.

If a member is elected to represent more than one Association to attend the same meeting, the first election shall stand and any succeeding election shall be declared null and void.

A local Association is not eligible to send Delegates if it is declared delinquent or USBC has revoked its charter.

An Association that has not processed dues for the current season shall be considered delinquent.

Section D. Election

Delegates and Alternates serve for one year, beginning August 1, and are elected by:

1. A slate
2. Nominations from the floor. Qualifications must be submitted in a format specified by the Board.
3. Plurality vote**. The election shall be by ballot, except that a voice vote may be taken when the number of candidates does not exceed the number of positions to be filled.
4. Alternates shall serve in order of their election.

The election is to be held in compliance with the USBC or State Annual Meeting requirements.

Section E. Vacancies

Vacancies in Delegate position are filled for the unexpired portion of each term by the Alternates, in the order in which they were elected. If a vacancy still exists, the President fills the vacant position by appointment.

The appointee must also meet the same eligibility requirements as elected positions.

Article X: Amendments

Section A. Procedure

Any member of the Association may submit proposed amendments to these bylaws. The bylaws may be amended at any membership meeting, by a two-thirds vote of the members and Board present and voting. The amendment must be:

1. Submitted in writing to the Association Manager or President.
2. Submitted at least **thirty (30)** days prior to the meeting when the Association is considering the proposal. The date or number of days to be set by the members and Board.

Section B. Change in Dues

Forward a notice to each League Secretary and Board at least fifteen (15) days prior to the meeting at which the proposed change is considered. The notice must:

1. Be in writing.
2. Specify the amount of the change.
3. Specify the reason for the change.

Notification of any adopted change in dues, and the reason for the change, will be forwarded, in writing to each league secretary.

Section C. Effective Date

All amendments are effective August 1, following adoption, unless otherwise specified when adopted.

Article XI: Fiscal Year

The fiscal year of this Association is August 1 through July 31.

Article XII: Indemnification

Directors, officers and other authorized volunteers, employees or agents shall be indemnified against claims for personal and individual liability arising in connection with their positions or service on behalf of the Association to the full extent permitted by law.