

**Golden Isles USBC Association**  
**Merged Local Association Bylaws**  
**Version 2.0, Rev 9/12/2009**

**Introduction**

*The following document is the mandatory form of bylaws to be adopted by each local association and 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 Golden Isles USBC Association, chartered by the United States Bowling Congress.

**Article II**  
**Nonprofit Corporation and Charter**

**Section A. Nonprofit Corporation**

The association is organized as a non profit 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 men, women and youth.
2. Adopt bylaws by USBC
3. Not enact any bylaws or rules inconsistent with USBC's bylaws.
4. Adhere to Performance Standards and stated requirements as set forth in the *USBC Association Policy Manual*.

**Section C. Association Dissolution**

Upon dissolution of this organization all of its assets remaining after payment of its lawful obligations shall be distributed in accordance with the requirements of Section 501 (c) (3) of the Internal Revenue Code and regulations promulgated thereunder.

**Article III**  
**Purpose**

The purpose of the association as stated in the Articles of Incorporation, include, but are not limited to:

1. Providing equal opportunity for all in the sport of bowling without regard to race, religion, age, gender, disability, or national origin.
2. Promoting the game of American Tenpins.
3. Conducting and supporting bowling competition.
4. Engaging in any other activities permitted by an organization classified as tax exempt under Section 501(c) (3) of the IRC.

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9-12-09

## Article IV Membership and Dues

Membership is in effect from August 1 through July 31 and is composed of:

1. **Adults** who have paid the appropriate USBC, state (if applicable) and local association dues; and
2. **Youth** who have paid the appropriate USBC and state dues and local processing fee in the Associations's jurisdiction.

An individual joining a summer league after March 15 shall pay the dues/local processing fee that are known to be, or become, effective for the next current season. On payment of the dues, the individual shall become a member for the balance of the current (summer) season and the next (winter) season.

Each individual shall pay annual, USBC membership dues, local dues (adult) or local processing fee (youth) and state association dues, except as provided in Rule 100e, traveling League and 1001, Mail-o-Graphic League.

*The adult members, and all officers and directors, by two thirds vote, determine and adopt local adult dues, if any.*

*The annual adult membership dues are as follows:*

*Local dues \$ 7.00 (Cannot exceed \$10.)  
State dues \$ 1.00 WBA and/or \$ 1.00 BA  
USBC dues \$ 10.00 (Cannot exceed \$10.). **Total \$ 18.00** or \$19.00 if a lady is going to bowl in a USBC-BA TOURNAMENT.*

*The board, by two-thirds vote, determines and adopts local youth dues, if any, based on the recommendations of the Youth Committee. The annual youth membership dues are as follows:*

*Local Processing Fee \$2.00 (Cannot exceed \$4.00))  
State dues \$0.50 (Cannot exceed #0.50)  
USBC dues \$14.50 **Total \$ 17.00***

The board may waive all or part of 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.

## 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 Youth Representatives determine the number of directors and their term. The total number of Board Members (officers and directors) is **14, with 12 being the total number of directors**. At least 20% of the total number of Board members will be elected by the Youth Representatives and officers and directors who hold youth membership. **The number of Board members elected by the Youth Representatives and officers and directors who hold Youth Membership is 3.**

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. Complying with the *USBC Association Policy Manual*.
3. Conducting championship level competition for its membership constituency (men, women and youth) and complying with state and local laws in their area.
4. Implementing USBC programs as requested.
5. Selecting/appointing the Association Manager.
6. Approving 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. Conducting suspension and reinstatement hearings if requested by USBC Headquarters.

(See the suspension and Reinstatement Chapter 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, gender, 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 of age 18.
  - b. At least 20% of the Board must be elected by the Youth Representatives and officers and directors who hold youth membership
  - c. A maximum of three bowling centers 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.
  - d. A President or Vice President must have 2 years previous USBC Board of Directors experience before they will be considered.

Additional eligibility requirements, if any, will be developed by the Nominating Committee to be approved by the membership.

### **Section C. Election of Directors**

Directors whose positions are subject to election by the adult members are elected by majority vote\* (\*If a majority vote is not reached on the first ballot, the candidate receiving the lowest vote total is dropped and balloting continues until a candidate receives a majority vote) of adult members, present and voting, from:

1. A slate provided by the Nominating Committee
2. Nominations from the floor.

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

At least 20% of the board is elected by the Youth Committee.

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

**Section D. Term**

The term for Adult directors is 2 years. The members and Youth Representatives determine the number of years in a term and the number of terms allowed.  
Youth Board members term is 1 year.

**Section E. Resignation, Removal, and Vacancies**

1. **Resignation.** A board member may resign from the board of directors 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 hearing following the Removal Procedures in the Suspension and Reinstatement Chapter. An appeal may be filed with USBC within 15 days of the removal. Two-thirds written consent of the full board is required to seek re-election and/or reappointment to the board.
4. **Vacancies.** Vacancies in positions on the board are filled for the unexpired portion of each term as follows:
  - a. If elected by the members, director vacancies are filled by the president, subject to approval by the board.
  - b. Director vacancies elected by the Youth Representatives and officers and directors who hold youth membership are filled by the Youth Committee.
  - c. The board fills vacancies in officer positions.

**Article VI  
Officers**

**Section A. President and Vice President**

The officers of this association shall include a president and vice president. (The association determines if more than one vice president or a sergeant-at-arms is necessary and defines their duties and responsibilities to be placed in the association's operations manual.

**Section B. Election**

The members and Youth Representatives determine the election process.

Officers are elected by a majority vote of the adult members, youth representatives and officers and directors, present and voting from :

- a. A slate
- b. 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 C. Term**

**The term for elected officers is 2 years, not to exceed three years in a term.** The members and Youth Representatives determine the number of years in a term and number of terms allowed.

## **Section D. Authority and Duties**

### **1. President**

- a. Presides at all meetings.
- b. Acts as spokesperson for the association.
- c. Appoints committees, except Youth, with board approval.

**Note:** All committees should be composed of both board members and non board members.

### **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 nonvoting secretary/treasurer of the board or such other officer designation as required by law and determined by the board.
- d. 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 association members/Youth Representatives shall be held at a time and place approved by the board of directors.

#### **1. Attendance**

- a. Attendance is open to all members.

#### **2. Youth Representatives**

Youth Representatives consist of the following:

- a. Youth members, at least 14 years of age
- b. One adult representative from each certified youth league. (A league is not eligible for representation if it has not submitted a league application.)
- c. One center representative from each center having at least one certified youth league.

#### **3. Voice and Vote**

Voting officers, directors and members/Youth Representatives, at least 14 years of age, unless state laws mandate a specific age, have voice and vote. Members not meeting the above criteria may attend with voice only. Absentee and proxy voting are not permitted.

#### **4. Responsibilities**

- a. All Adult Members, Youth Representatives, officers and directors shall elect delegates and alternates for the USBC Annual Meeting
- b. Adult Members and all officers and directors shall:
  1. Adopt bylaws, with the exception of youth processing fee and Youth Committee eligibility requirements..
  2. Adopt local adult dues, up to the established maximum.
  3. Elect up to 80% of the total number of members of the Board.
  4. Elect delegates and alternates representing adult membership for the USBC and state annual meetings.
- c. Youth Representatives and those officers and directors who hold youth membership shall;
  1. Adopt bylaws, with the exception of adult dues and youth processing fee.

2. Adopt Youth Committee Eligibility requirements.
3. Elect the Youth Committee.
4. Elect Youth Delegates and alternates for the state annual meeting.
5. Elect at least 20% of the total number of members of the Board.

**5. Meeting Notice**

Written notice of the meeting shall be forwarded to the board. Youth Representatives (league and center only) and league secretaries should be notified at least 15 days prior to annual meeting.

**6. 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.

**Meeting will be posted in each center.**

**7. Quorum (for annual Meeting) or called meetings.**

- a. **10** Members constitute a quorum as determined by members and Youth Representatives.
- b. **3** Youth Representative constitute a quorum for youth related election and activities.

**6. Action**

A majority vote of those members/Youth Representatives 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 there bylaws. Election of officers and directors requires a majority vote. Election of delegates, youth representatives and alternates requires a plurality vote. Absentee and proxy voting are not permitted.

**Section B. Board Meeting**

The board shall meet at least quarterly. Special meetings may be held upon the request of any board member if a majority of the board approves. **This board will post and hand deliver meeting notices.**

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.** **8** board members constitute a quorum.
3. **Action.** A majority vote of those officers and directors present and voting, at a properly notified meeting, when a quorum has been established, is required to take action, unless otherwise provided by laws or these bylaws. Absentee and proxy voting are not permitted.
4. **Action (s) Without a Meeting.** Actions that are deemed necessary to conduct business/operations of the association may be taken outside of the 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/Youth Representatives and the Board. (Procedure found in the USBC Association Policy Manual, Chapter five, Section D, Item 4 must be followed.

**Section C. Parliamentary Procedure**

The most recent edition of *Robert's Rules of Order, newly revised* governs all meetings.

## **Article VIII Committees**

### **Section A. Standing Committees**

The association shall have the following Standing Committees: Nominating, Finance and Youth.

1. **Nominating Committee.** The committee reviews candidates and prepares slates for adult board, delegates representing adult membership and alternate positions. The committee will prepare slates for the youth Committee and youth Representatives/alternates based on the recommendation of the Youth Committee. The committee publicizes criteria and procedures for the election positions. (See the *USBC Association Policy Manual* for the composition of the Nominating Committee.)
2. **Finance Committee.** The committee is responsible for reviewing and monitoring the annual budget and other financial matter.
3. **Youth Committee.** The Youth Committee is elected by majority vote, of the Youth Representatives and officers and directors who hold youth membership.  
**Youth Committee members whose positions are subject to election by the Youth Representatives are elected by majority vote of those Youth representatives, present and voting from:**
  - a. A slate provided by the Youth Committee
  - b. Nominations from the floorQualifications must be submitted to the Youth Committee in a format specified by the committee.

### **Section B. Other Committees**

The president may establish other committees, with board approval.

## **Article IX Delegates, Youth Representatives and Alternates**

### **Section A. USBC Annual Meeting**

Adult delegates and adult alternates are elected by plurality vote of those adult members, Youth Representatives, and officers and directors, present and voting. (See Article VI, Section A of the National Bylaws for representation.) A delegate must be 18 years of age or older and hold a current USBC membership.

### **Section B. State Annual Meeting**

1. Delegates and alternates representing adults are elected by plurality 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.*) of those adult members present and voting.
2. Youth Representatives and alternates are elected by plurality vote \* of those local Youth Representatives present and voting.

### **Section C. Eligibility**

1. **USBC Annual Meeting.** Delegates and Alternates must be:
  - a. Elected by the Board, adult members and Youth Representatives.
  - 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 adult members or Youth Representatives.
  - 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/Youth Representatives if it is declared delinquent or USBC has revoked its charter.

**Note:** An association that has not processed dues for the current season shall be considered delinquent.

#### **Section D. Election**

Adult delegates, Youth Representatives and alternates serve for one year, beginning October 1st or when elected to serve out the remaining Fiscal year 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 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 are filled for the unexpired portion of each term as follows:

1. If elected by adult members, vacancies are filled by the alternates in the order in which they were elected. If a vacancy still exists, the president fills the vacant position by appointment.
2. If elected by Adult members and Youth Representatives, vacancies are filled by the Alternates in the order in which they were elected. If a vacancy still exists, the President fills the vacant position by appointment.
3. If elected by the Youth Representatives, vacancies are filled by the alternates in order in which they were elected. If a vacancy still exists, the Youth Committee fills the Vacant position by appointment.

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

### **Article X Amendments**

#### **Section A. Procedures**

Any member of the association may submit proposed amendments to their bylaws. The local association by/laws may be amended at any membership meeting by a two-thirds vote of the members/Youth Representatives present and voting. The amendment must be:

1. Submitted in writing to the Association Manager or president.
2. **Submitted at least 30 days prior to the membership meeting when the Association is considering the proposal.**

#### **Section B. Change in Dues**

1. **Adult dues.** Forward a notice to each league secretary at least 15 days prior to the meeting at which the proposed change is considered. The notice must:
  - a. Be in writing.
  - b. Specify the amount of the change.
  - c. Specify the reason for the change.

Notification of any adopted change in adult 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, (of the next year) 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 agent 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.