

**United States Bowling Congress (USBC)
Local Bowling Association Bylaws**

**Article I
Name**

The association is chartered by the United States Bowling Congress. The name of the organization is the Madison Area USBC Youth.

**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 USBC youth members
2. Adopt bylaws approved 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*.
5. Apply for renewal of its charter every five years.

**Article III
Purpose**

The purposes 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.

**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.

An individual joining a summer league after March 15 shall pay the dues 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 season and the next season.

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

The board of directors, by two-thirds vote, determine and adopt local dues, if any. The annual local youth membership dues are:

Local \$3.25 (Cannot exceed \$3.25)
State \$ 0.25 (Cannot exceed \$.25)
USBC \$9.50

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. The number of directors is determined by the Youth Representatives. The maximum number of directors is 18.

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. Ensuring adherence to all USBC Performance Standards.
4. Adopting youth dues, up to the maximum established by USBC
5. Conducting championship level competition for its membership constituency: (youth only).
6. Providing education, training, evaluations, recognition and other services as determined by USBC.
7. Implementing USBC programs.
8. Selecting/appointing and evaluating the performance of the Association Manager.
9. Approving use of membership records.
10. 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.
11. Conducting suspension and reinstatement hearings.

Section B. Eligibility

A candidate for the board must be:

1. A USBC member in good standing 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 age of 18 to meet bonding requirements.

Additional eligibility requirements, if any, will be developed by the nominating committee to be approved by the Youth Representatives.

3. At least 20% (4 directors) must be a sanctioned youth bowler, in this association, who shall be 14 years old or over and not yet 22 years of age as of August 1st

4. To be eligible for nomination and election as an officer, a candidate must have served as a member of the Board of Directors for (3) three years, which need not be the immediate three (3) years prior to nomination.

Section C. Election of Directors

Directors are elected by a majority vote* of the Youth Representatives present and voting, from:

1. A slate provided by the Nominating Committee.
2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee at least 24 hours prior to the opening of the annual meeting.

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

Section D. Term

The term for directors is three (3) years. No limit is placed on the number of successive terms to be served. The number of years in a term, the number of terms allowed and a stagger system are determined by the Youth Representatives. Each year six (6) directors will be elected.

Stagger system:

President

Directors 1-6

Vice-President

Directors 7-12

Directors 13-18

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 re-appointment to the board.
4. **Vacancies.** Vacancies in positions on the board are filled for the un-expired portion of each term as follows:
 - a. The president, with board approval, shall fill vacancies in director positions.
 - b. The board fills vacancies in officer positions.

*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.

**Article VI
Officers**

Section A. President and Vice President

The officers of this association shall include a president and vice president.

Section B. Election

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

1. A slate provided by the Nominating Committee.
2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee at least 24 hours prior to the opening of the annual meeting.

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

Section C. Term

The term for elected officers is three (3) years, not to exceed three (3) years. No limit is placed on the number of successive terms to be served. The number of years in a term, the number of terms allowed and a stagger system are determined by the Youth Representatives.

*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.

Section D. Authority and Duties

1. President

- a. Presides at all meetings.
- b. Acts as spokesperson for the association.
- c. Appoints committees, except nominating, 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

The Association Manager is:

- a. Selected/appointed by and accountable to the board.
- b. Responsible for implementation of USBC’s Performance Standards.
- c. Acting 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.
- 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 the Youth Representatives shall be held at a time and place approved by the board of directors.

1. Member

Attendance is open to all members. Voting Youth Representatives*, officers and directors must be at least 14 years of age, unless state laws mandate a specific age.

Youth Representatives and alternates must be at least 14 years of age, unless state laws mandate a specific age.

- a. Each youth league is entitled to one adult representative and one youth representative who must be 14 years of age, unless state laws mandate a specific age. A league is not eligible for representation if it has not submitted a league application.

- b. A center having at least one certified youth league is entitled to one Youth Representative.
- c. Youth Representatives are defined as follows:
 - 1) Youth Leaders.
 - 2) Youth league supervisors, officials, coordinators and coaches etc.
 - 3) Members 14 years of age or older, unless state laws mandate a specific age.

2. Voice and Vote

Youth Representatives, voting officers and directors of this association, 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.

Responsibilities: Youth representatives shall:

- a. Adopt bylaws, with the exception of youth dues.
- b. Elect officers and directors to the board.
- c. Elect Youth Representatives and alternates for state annual meeting.

3. Meeting Notice

Written notice of the meeting shall be forwarded to the board and Youth Representatives, which should be at least 15 days prior to the annual meeting.

Special meetings may be called by the president or upon written request of at least three board members.

4. Quorum

Twenty (20) Youth Representatives, officers and directors constitute a quorum. The Youth Representatives, officers and directors determine the number.

5. Action

A majority vote of those Youth Representatives, 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. Election of officers/directors requires a majority vote. Absentee and proxy voting are not allowed.

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.

- 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 start of a meeting.
- 2. **Quorum.** Ten (10) board members constitute a quorum.
- 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 permitted.

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 and Finance.

1. **Nominating Committee.** The committee reviews candidates and prepares slates and publicizes criteria and procedures for the elected positions for the board and youth representatives/alternates to state annual meeting.
2. **Finance Committee.** The committee is responsible for reviewing and monitoring the annual budget and other financial matters.

Section B. Other Committees

The president with board approval may establish other committees.

**Article IX
Youth Representatives, Alternates**

Section A. USBC Annual Meeting

This does not apply to youth associations.

Section B. State Annual Meeting

Youth Representatives and alternates to the state annual meeting are elected by plurality vote* by those Youth Representatives, officers and directors present and voting.

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

Section C. Eligibility

1. **USBC Annual Meeting.**
This does not apply to youth associations.
2. **State Annual Meeting.** Nominees must be:
 - a. Elected by the Youth Representatives, officers and directors.
 - b. At least 14 years of age.
 - c. A USBC member in good standing 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/alternates 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

Youth Representatives and alternates serve for one year, beginning September 1, and are elected by:

1. A slate provided by the Nominating Committee.
2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee.
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 State Annual Meeting requirements at which the delegates will represent the association.

Section E. Vacancies

Vacancies are filled for the un-expired portion of each term as follows:

If elected by the 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(s) by appointment.

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

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

**Article X
Amendments**

Section A. Procedure

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

1. Submitted in writing to the Association Manager or president.
2. Submitted at least ten (10) days prior to the meeting when the association is considering the proposal.

Section B. Change in Dues

Forward a notice at least 15 days prior to the meeting at which the proposed change is considered to the Youth league supervisors, youth league officials, youth league coordinators, youth coaches, and proprietor/manager. 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 youth league official.

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.