



Fairfield County USBC

Local Association By-Laws

(updated June 2024)

Article I

Name

The name of the organization is the Fairfield County USBC, 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 the USBC and subject to its authority. To maintain its charter, the association must:

1. Provide services for men, women, and youth
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 the 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 in (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 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 of their termination, 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 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, sexual orientation, 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 the following July 31.

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

The adult members, and officers and directors, by two-thirds vote, determine and adopt local adult dues, if any. The annual adult membership dues are as follows and may not be increased again until the 2025-26 season at the earliest:



<u>STANDARD</u>	<u>BASIC</u>	
USBC - \$15.00	USBC - \$7.00	(Cannot exceed \$15.00)
State - \$ 2.00	State - \$0.00	(Cannot exceed \$ 5.00)
<u>Local</u> - \$ 10.00	<u>Local</u> - \$ 5.00	
Total - \$ 27.00	Total - \$ 12.00 *	

*** Limited to one league per year with 16 or less weeks.**

The annual USBC Youth Standard membership dues are \$4, state/local association dues are not allowed. Youth members are those who pay the youth standard dues and bowl in one of more USBC sanctioned Leagues within the association's jurisdiction.

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
 - a. Seniors (55+) - USBC - \$ 15.00
State - \$ 2.00
Local - \$ 1.00
Total - \$ 18.00 **

**** This fee only applies for leagues that are sanctioned as a Senior League.**

- b. Veterans - USBC - \$ 15.00
State - \$ 2.00
Local - \$ 5.00
Total - \$ 22.00 ^

^ The bowler must apply for the Veteran Discount which is \$5.

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 adult members, youth representatives and Board determine the number of positions on the Board and their term. The total number of Board members is 15 [*4 Officers, 11 Directors*].

Youth representatives consist of USBC youth members, at least 14 years of age, bowling in USBC Leagues within the association's jurisdiction.

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

1. Enforce the bylaws
2. Comply with the USBC Association Policy Manual
3. Conduct championship level competition for:
 - a. Adult. Its members' constituency (men and women) and complying with state and local laws in their area
 - b. Youth. All USBC Youth Members.
4. Implement USBC programs as requested
5. Select/appoint the Association Manager
6. Approve use of membership records
7. Re-rate 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 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 law mandates 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 with a maximum of one per center. 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, will be developed by the Nominating Committee to be approved by the Adult & Youth members

Section C – Election of Directors

Directors are elected by majority vote * of the adult and youth members, officers, and directors, present and voting, from:

1. A slate provided by the Nominating Committee
2. Nominations from the floor (qualifications must be submitted to Nominating Committee, in a format approved by the committee)



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

** 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 – Term

Effective August 1, 2024 the Board of Directors will be structured as follows:

- | | |
|---------------------------|------------------|
| 1 – President | three-year term |
| 1 – First Vice President | three-year term |
| 1 – Second Vice President | three-year term |
| 1 – Sergeant-At-Arms | three-year term |
| 11 – Directors | three-year terms |

The Officer terms will be staggered over three (3) years with the President & 1st Vice President up for election the same year.

The Director terms will be staggered over three (3) years

Effective August 1, 2024, to accommodate the change to three (3) year terms and establish a proper rotation, the current terms for the President and 1st Vice President will be extended by one (1) year to expire 7/31/2026. The initial Sergeant-At-Arms term will be for one (1) year, expiring 7/31/2025, and then incorporated into the three (3) year stagger as detailed below:

	Next Expiration	:	Future Expiration:
President –	7/31/2026		7/31/2029
1st Vice President –	7/31/2026		7/31/2029
2nd Vice President –	7/31/2024		7/31/2027
Sergeant-At-Arms –	7/31/2025		7/31/2028



4 Directors –	7/31/2024	7/31/2027
4 Directors –	7/31/2025	7/31/2028
3 Directors –	7/31/2026	7/31/2029

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 meeting following the Removal Procedures in the Suspension and Reinstatement Chapter. An appeal may be filed with USBC Headquarters within fifteen (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. Removal for RVP Non-Compliance. When a board member is determined to not be in compliance with the USBC’s RVP policies, the member will be immediately declared ineligible and removed from the board with the position being declared vacant. No board action is required to remove the member from the board. The member will become eligible for re-election and/or re-appointment to the board upon notification from USBC of a change in their status.
5. Vacancies – vacancies in positions on the board are filled for the un-expired portion of each term. The board fills vacancies in the president’s position. All other vacancies are filled by the President, subject to approval by the board



Article VI **Officers**

Section A – President, Vice-Presidents, and Sergeant-At-Arms

The officers of this association shall include a President, First & Second Vice-Presidents, and Sergeant-At-Arms.

Section B – Election

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

1. A slate provided by the Nominating Committee
2. Nominations from the floor (qualifications must be submitted to nominating committee, in format approved by nominating committee)

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

**** 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 C – Term

The term of President is three (3) years with two (2) consecutive terms maximum. The terms for Vice-Presidents are three (3) years with two (2) consecutive terms maximum per office.

The term of Sergeant-At-Arms is three years (3) years with two (2) consecutive terms maximum.



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
(Committees should be composed of both board members and non-board Members when available - see Chapter Six of the USBC Association Policy Manual, Committees)

2. **Vice – Presidents (in order of first & second)**

- a. Preside at all meetings when 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
- d. Allowed to hold a director position on the board and allowed to cast a vote on all matters that are not related to the ASSOCIATION MANAGER POSITION as stated in the USBC Policy manual
- e. Will earn as gross pay the higher amount of \$3,000 per year OR 30% of the local portion of dues collected (as given in Article IV – Membership and Dues) during the season in which the manager serves. Payment will be made in no fewer than 2 installments at times to be mutually agreed upon by association manager and the board.

4. **Sergeant-At-Arms**

- a. Counting votes during standing and/or hand votes at meetings.



- b. Speaking up if meeting drifts off topic during meetings.
- c. Removing disruptive attendees from the meeting.
- d. Implement & Enforce meeting rules for the Annual Association Meeting.
- e. Distributing and collecting ballots.
- f. Any other duties as prescribed by the Board or requested by the President.

Article VII **Meetings**

Section A – Annual Meeting

An annual meeting of association members (both Adult & Youth) shall be held at a time and place approved by the board of directors. (See Article IX, Section D for the time frame for election of delegates and alternates to the USBC Annual Meeting)

1. Attendance – attendance is open to all members
 - a. Youth members, at least 14 years of age and bowling in one or more USBC Leagues within the association’s jurisdiction during the season in which the annual meeting is held
 - b. One center representative from each center having at least one certified youth league
2. Voice and Vote – Voting officers, directors, adult members, and youth members (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.
3. Responsibilities –
 - a. All adult & Youth members, officers, and directors shall elect
 - i. delegates and alternates for the USBC Annual Meeting
 - b. Adult Members shall:



- ii. Adopt bylaws, with the exception of youth dues
 - iii. Adopt local adult dues, up to the established maximum
 - iv. Elect up to 100% of the total number of members of the board
 - v. Elect delegates and alternates representing membership for the USBC and State Annual Meetings
4. Meeting Notice – Written notice of the meeting shall be forwarded to the board and league secretaries, which should be at least 15 days prior to the annual meeting. Email blasts to all other members is allowed.
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 – Sixteen (16) members constitute a quorum
7. Action – A majority vote of those members 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 requires a majority vote. Election of directors requires a majority vote. Election of delegates and alternates require 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.

1. Notice – Written notice (*via regular mail or email*) for all regular and special meetings shall be forwarded to the board by the president (*or president's designee*). This notice should be provided at least 15 days prior to the meeting and include any known items being brought up for a vote.
2. Quorum – Eight (8) board members constitute a quorum
3. Action – A majority vote of those officers and directors present and voting, at a properly noticed meeting, when a quorum has been established, is required to act,



unless otherwise provided by law or these bylaws. An individual director may supply vote(s) via mail or email for un-amended items provided prior to a board meeting (*see "Notice" in item 1 above*). These votes will only be eligible when submitted in advance of the meeting and will only be counted if a quorum has been established for the corresponding meeting.

4. Action(s) Without a Meeting – The association does NOT allow the board to vote solely via email.
5. Allowance For Use of Videoconferencing. No more than twice in a given season the president may call a board meeting using electronic videoconferencing (Zoom, Webex, etc.) either in part or in full. Any attendees using this option are required to use video and audio to be considered towards quorum and be allowed full voice and vote privileges.
 - a. Individuals may request to attend a regular board meeting using electronic means subject to the same requirements spelled out above. They must secure approval from the president (or presiding officer) in advance and may only exercise this option no more than twice in a given season.

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 the adult and youth board, delegate, and alternate positions. The committee publicizes criteria and procedures for the elected positions. (See the USBC Association Policy manual for composition of the Nominating Committee and its election)
2. Finance Committee - The committee is responsible for reviewing and monitoring the annual budget and other financial matters.
3. Youth Committee - The Youth Committee is responsible for:
 - a. Monitoring, promoting, reviewing and recommending youth programs conducted by the association

Section B – Other Committees

The President may establish other committees, with board approval.

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

Section A – USBC Annual Meeting

Delegates and alternates are elected by plurality vote** of those adult and Youth members, officers, and directors, present and voting. The definition of a delegate is an individual, 18 years



of age or older, who holds USBC membership (See Article VI, Section A of the National Bylaws for representation)

Section B – State Annual Meeting

Delegates and alternates representing adults and Youth are elected by plurality vote** of those members present and voting

Section C – Eligibility

1. USBC National Annual Meeting – Delegates and alternates must be:
 - a. Elected by the board, adult and youth members
 - 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 and youth members
 - 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.



Section D – Election

Adult / Youth Delegates and alternates serve one year, beginning August 1, and are elected by:

1. A slate provided by the Nominating Committee
2. Nominations from the floor (qualifications submitted to Nominating Committee, in format approved by the 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 USBC or State Annual Meeting requirements.

***** 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 E – Vacancies

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

1. If elected by members, vacancies are filled by the alternates in the order which they were elected
2. If a vacancy still exists, the President fills the vacant position by appointment

The appointees must meet the same requirements as elected positions



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 members present and voting. The amendment must be:

1. Submitted in writing to the Association Manager or President.
2. Submitted at least 60 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 and the board at least 15 days prior to the meeting at which the proposal 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 dues, and the reason for the changes, will be forwarded in writing to each league secretary.

Article XI **Fiscal Year**

The fiscal year of this association is August 1 through the following 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.