California United States Bowling Congress Association
Bylaws

Article I
Name

The name of the organization is the *California* USBC Association, chartered by the United States Bowling Congress (USBC).

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 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 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

Individuals who have obtained USBC and local association membership, in accordance with USBC and local association bylaws, become members of this association through the payment of applicable annual state dues, if any.
The delegates representing adult membership, by two-thirds vote, determine and adopt adult dues, if any. The annual state adult dues are *$1.00*
The board, by two-thirds vote, determines and adopts youth dues, if any, based on the recommendation of the Youth Committee. The annual state youth dues are *$.25*

The board may waive all or part of state 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 delegates representing adult membership and Youth Representatives determine the number of directors. The total number of directors is twenty-four (24). The total number of board members (officers and directors) is twenty-nine (29). At least 20% of the total number of board members will be elected by the Youth Committee. The number of board members elected by the Youth Committee is eight (8).

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, based on the recommendation of the Youth Committee.
5. Conducting championship level competition for its membership constituency (men, women and youth) and complying with state and local laws in their area.
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.

Section B. Eligibility

A candidate for the board 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 age of 18.
   b. At least *20 percent of the* board members must be represented by youth and elected by and from the Youth Committee.
   c. 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, will be developed by the nominating committee to be approved by the delegates representing adults and Youth Representatives.

3. *No more than two (2) members from any one association will be allowed to sit in an elected position on the board of directors.*

4. Directors are neither assigned, nor elected based on area of residence and serve all USBC members within the association.

5. 3rd Vice President will be elected by the adult delegates from the youth representatives present.

Section C. Election of Directors

Directors whose positions are subject to election by the delegates representing adults are elected by a majority vote* of the delegates, 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.

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.

**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

The term for directors is *two (2)* years. The delegates representing adult membership and Youth Representatives determine the number of years in a term and the number of terms allowed. For two- and three-year terms the delegates representing adult membership and Youth Representatives establish a stagger system.

The stagger system established for directors is as follows:

1. Director positions 1, 3, 5, 7, 9, 11, 13, and 15 will be elected in odd numbered years.

2. Director positions 2, 4, 6, 8, 10, 12, 14 and 16 will be elected in even numbered years.

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. If elected by the delegates representing adult membership, vacancies are filled by the president, subject to approval by the board.
   b. If elected by the Youth Committee, vacancies 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, three (3) vice presidents and one sergeant-at-arms. The 3rd vice president will be a member of the California USBC Youth Association.

Section B. Election

Officers are elected by a majority vote of all adult delegates 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.

**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 for elected officers *and directors is two (2) years. The President will have a lifetime maximum of two elected terms or 4 years. The stagger system will be as follows:*

1. The president, 2nd vice-president and sergeant-at-arms will be elected in even numbered years.

2. The 1st and 3rd vice-presidents will be elected in odd numbered years.

The delegates representing adult membership and Youth Representatives determine the number of years in a term and the number of terms allowed.

Section D. Authority and Duties

1. **President**
   a. Presides at all meetings.
   b. Acts as spokesperson for the association.
   c. Serves as the liaison to the state proprietors association, if applicable.
   d. Appoints committees, except Nominating and 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**

   The Association Manager is:
   a. Selected/appointed by and accountable to the board.
   b. Responsible for implementation of USBC's Performance Standards.
   c. 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.
   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 delegates representing adult membership and Youth Representatives shall be held at a time and place approved by the board of directors.

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

1. **The Association Invites All Associations Within Its Jurisdiction, As Follows:**
   a. Associations serving men, women and youth are entitled to delegates representing adult membership and Youth Representatives/alternates.

      Delegates/alternates. Only adult membership will be used to determine the number of adult delegates/alternates to which an association is entitled.
      Youth Representatives/alternates. Only youth membership will be used to determine the number of Youth Representatives/alternates to which an association is entitled.
   b. Associations serving men and women only (BA):
      Delegates/alternates. Association membership will be used to determine the number of delegates/alternates to which an association is entitled.
   c. Associations serving women only (WBA):
      Delegates/alternates. Association membership will be used to determine the number of delegates/alternates to which an association is entitled.
   d. Associations serving youth only (Youth Association):
      Youth Representatives/alternates. Association membership will be used to determine the number of Youth Representatives/alternates to which an association is entitled. Youth Representatives/alternates are defined as members, at least 14 years of age unless state laws mandate a specific age, elected by chartered local associations.

The number of delegates representing adult membership and Youth Representatives/alternates an association is entitled to is as follows: *Delegates representing adult membership will be one (1) per 200 members, with a maximum of six (6) delegates. Youth representatives will be two (2) adults and one (1) youth for the first 1000 members. Associations with membership over 1000, will have a maximum of four (4) adults and two (2) youths.*

A local association is not eligible to send delegates representing adult membership and Youth Representatives/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.

e. Credentials
Credentials are forwarded to the state association by *December 31 of the calendar year* prior to the opening of the annual meeting.

2. **Voice and Vote**
   Voting officers and directors, delegates representing adult membership and Youth Representatives, at least 14 years of age, unless state laws mandate a specific age, have voice and vote. Other members may attend with voice only. Absentee and proxy voting are not permitted.
3. **Responsibilities**
   a. Delegates representing adult membership shall:
      1) Adopt bylaws, with the exception of youth dues.
      2) Adopt state adult dues up to the established maximum.
      3) Elect up to 80% of the total number of members of the board.
      4) Elect two adult delegates and two alternates for the USBC Annual Meeting
   b. Youth Representatives shall:
      1) Adopt bylaws with the exception of adult and youth dues.
      2) Elect the Youth Committee.
   c. *Delegates representing adults shall elect all officers including the youth 3rd vice president.*

4. **Meeting Notice**
   Written notice of the meeting shall be forwarded to the board, delegates representing adult membership and Youth Representatives, 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.
5. **Quorum**
   a. *30* Delegates representing adult membership constitute a quorum. The delegates representing adult membership and Youth Representatives determine the number.
   b. *10* Youth Representatives constitute a quorum for youth related elections and activities. The delegates representing adult membership and Youth Representatives determine the number.
6. **Action**
   A majority vote of the delegates representing adult membership and Youth Representatives, state 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. Elections of officers/directors requires a majority* vote. Election of delegates and alternates requires a plurality** vote. Absentee and proxy voting are not permitted.

**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.*

***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 B. Board Meeting
The board shall meet at least annually. 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 at least 15 days prior to the meeting.
2. **Quorum.** *16* board members constitute a quorum. The delegates representing adult membership and Youth Representatives 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 permitted.

Section C. Parliamentary Procedure
The most recent edition of *Robert's Rules of Order Newly Revised*, shall govern 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 board. The committee will prepare slates for the Youth Committee based on the recommendation of the Youth Committee. The committee publicizes criteria and procedures for the elected positions.

(See the *USBC Association Policy Manual* for composition of the Nominating Committee.)

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 elected by the Youth Representatives and is responsible for:
   a. Developing eligibility requirements for board members representing the youth.
   b. Electing at least 20% of the board members from the Youth Committee.

c. Developing eligibility requirements for the Youth Committee, subject to approval of the board of directors.
d. Recommending youth dues, to be approved by the board.
e. 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 and Alternates

Section A. USBC Annual Meeting
Two adult delegates and two adult alternates are elected by plurality vote* of those delegates representing adult membership, 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 B. Eligibility

Delegates and Alternates must be:
1. Elected by the delegates representing adult membership.
2. At least 18 years of age.
3. A 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.

Note: If the association's charter has been revoked they are ineligible to send delegates to the USBC Annual Meeting.

Section C. Election
Delegates and alternates serve for one year, beginning August 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 24 hours prior to the opening of the annual meeting.
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 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 D. Vacancies
Vacancies in delegate positions are filled for the un-expired 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 state association bylaws may be amended at any delegate/Youth Representative meeting by a two-thirds vote of the delegates representing adult membership and Youth Representatives present and voting. The amendment must be:

1. Submitted in writing to the Association Manager or president.
2. Submitted *by August 1 of the calendar year* prior to the meeting when the association is considering the proposal. (See Section B Change in Dues.)
3. Forwarded by the state association at least *30* days before the meeting to:
    a. Local Association Managers.
    b. Board of Directors
    c. Delegates representing adult membership and Youth Representatives eligible to vote.

Section B. Change in Dues
1. **Adult dues**. Forward a notice to each delegate representing adult membership and Youth Representative 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.
2. **Youth dues**. Changes in youth dues are adopted by the board, based on recommendations of the Youth Committee.

Notification of any adopted change in dues and the reason for the change will be forwarded in writing to each local association.

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.

Approved: _____

Rejected: _____