

THE TORONTO HISTORICAL BOWLING SOCIETY

www.thbs.ca

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CONSTITUTION

1 – NAME

- 1.01 The name of the organization shall be the **TORONTO HISTORICAL BOWLING SOCIETY** (T.H.B.S.). It shall be referred to throughout this document as the “**Society**”.

2 – OBJECTIVE

- 2.01 The Society, through bowling shall foster friendship, fellowship, unity and sportsmanship in all its activities within the community.
- 2.02 The Society shall be supportive and friendly towards all other community groups and remain neutral and non-partisan in issues of conflict between community groups.
- 2.03 The Society shall at all times abide by the Ontario Human Rights Code and the Charter of Rights and Freedoms of Canada.

3 – AFFILIATIONS

- 3.01 The Executive of the Society may make affiliation with other organizations where benefit can be realized.
- 3.02 The Executive of the Society may choose to end any such affiliation with an organization by a majority vote of the Executive when it is determined to be detrimental to the Society.

4 – MEMBERSHIP

- 4.01 Membership in the Society shall be upon payment of one registration fee for the fall/winter season regardless of number of sessions a member bowls, and/or one registration fee for the summer season, subject to the restrictions in this article.
- 4.02 There shall be three (3) categories of membership:
- a) Regular Fall/Winter Members;
 - b) Spare Members;
 - c) Regular Summer Members.
- 4.03 The Society reserves the right to refuse membership to any persons who does not abide by its objectives.
- 4.04 The Society reserves the right to reclaim lost revenues, to a maximum of seven (7) years, and refuse membership until such revenue have been totally remitted.
- 4.05 Applications for membership shall be made on the Society's registration form, which contains the statement that the applicant(s) agrees to abide by the Constitution and the By-laws of the Society, and submitted to the Society with the applicable registration fee.
- 4.06 There shall be a fall/winter season with the start and end dates determined by the executive. The Executive shall determine the number of bowlers per team based on overall membership and available lanes.

- 4.07 There may be a summer season with the start and end dates determined by the Executive. The Executive shall determine the number of bowlers per team based on overall membership and available lanes.
- 4.08 There shall be a separate registration fee for the summer session.
- 4.09 Registrants for the summer season are not considered members of the fall/winter session and therefore have no voting privileges related to the fall/winter session.
- 4.10 Any member may be immediately suspended or removed from the Society for any one or more of the following reasons:
- a) malfeasance;
 - b) misappropriation of the Society's funds;
 - c) misrepresentation of statistical data;
 - d) violation of this Constitution or By-laws;
 - e) infringement of regulations of affiliated organization(s);
 - f) conduct derogatory to the best interest of the Society;
- 4.11 A suspended or removed member may appeal through the following procedures:
- a) at a special Executive meeting called to review the suspension within three (3) weeks of the suspension.
 - b) at this meeting, the Executive shall render a decision on the suspension or removal.
 - c) the member may elect to have his/her case heard at a Special Members meeting. The suspended or removed member must notify the Executive, in writing, within two (2) months following the special Executive meeting, if he/she wishes to make an appeal to a Special Members' meeting.
 - d) If petitioned, the Executive shall call, in a timely manner, a Special Members meeting to review and decide on the removal/suspension of the member.
 - e) the vote at the Special Members meeting shall be final.

5 – FINANCIAL

- 5.01 The fiscal year for the Society shall commence on June 1st. and conclude on May 31st of the following year.
- 5.02 The Executive must present an annual financial statement and a proposed budget to the membership at a general members' meeting within eight (8) weeks from the commencement of bowling of the fall/winter season.
- 5.03 The budget of the Society must include planned revenues and expenditures for the upcoming fiscal year.
- 5.04 The budget of the Society must have been previously approved by a majority vote of the Executive.
- 5.05 The Executive will set the registration and bowling lane fees based on the requirements of administering the Society.

5.06 All fund-raising sponsored or conducted by the Society shall be for the benefit of the Society, a designated charitable organization or another community event approved by the majority of the Executive.

5.07 All Executive members will be accountable and responsible for all monies collected and disbursed during their term.

6 – SIGNING AUTHORITY

6.01 The President, the Treasurer and a third individual chosen among the current Executive shall be the signing authorities for the administration of the Society.

6.02 All withdrawals and transfers shall require the signatures of two (2) of the signing authorities.

6.03 The signing authorities must be “at arms-length” from one another, including sharing living accommodations throughout their term as executive members.

7 – MEMORIALS & GOODWILL

7.01 If a current or past member becomes seriously ill or dies, the Executive shall be empowered to authorize;

a) Sending the ill member a gift not exceeding \$75.00 in value,

b) A charitable donation to a maximum of \$100.00 made in the name of the deceased member.

8 – CHARITABLE DONATIONS

8.01 The Executive may approve donations to charities and/or community events to a maximum amount of \$1,000.00 per charity or community event per year.

9 – ORGANIZATION

9.01 The Society shall operate as one (1) league overall but separately from a financial and statistical perspective for each bowling session. The Society shall consist of:

a) an elected Executive;

b) all members;

c) any additional Ad Hoc committees as may be required to accomplish the goals of the Society;

9.02 The Executive shall consist of:

a) President

b) Vice-President

c) Treasurer

d) Session Representative – one (1) for each session

e) Executive Secretary

- f) Statistician (League Secretary).
 - g) Membership, Events and Promotions Chair
- 9.03 Executive members shall hold office for twelve (12) months, from June 1st to May 31st of the following year. Any Executive member missing more than three (3) consecutive or twenty-five percent (25%) of scheduled meetings without just cause may be recalled/suspended from the Executive.
- 9.04 The Executive shall have the authority:
- a) to amend the by-laws of the Society through a duly presented motion at an Executive meeting.
 - b) call a Special Members meeting
- 9.05 Executive members must perform their duties to the best of their abilities. They may be removed for one or more of the following reasons by a majority vote of the Executive:
- a) malfeasance;
 - b) misappropriation of the Society's funds;
 - c) misrepresentation of statistical data;
 - d) failure to remit affiliate fees (if applicable).
 - e) violation of this Constitution or By-laws;
 - f) infringement of regulations of affiliated organization(s);
 - g) conduct derogatory to the best interest of the Society;
 - h) failure to perform his/her duty(s) as required
 - i) failure to disclose a conflict of interest
- 9.06 A removed Executive member may appeal through the following procedures:
- a) at a special Executive meeting called to review the removal within three (3) weeks of notification;
 - b) at this meeting, the remaining Executive shall render a decision on the removal
 - c) the Executive member may elect to have their case heard at a Special Member's meeting;
 - d) the Executive shall call a Special Members meeting upon petition to review and decide on the removal of the Executive member;
 - e) the vote at the Special Members meeting shall be final.
- 9.07 Should an Executive member temporarily be unable to perform their duties, the Executive may by a majority vote, appoint a member in good standing to perform the said duties until such time as the original Executive member can resume their duties.
- 9.08 At the discretion of the Executive the Treasurer and Statistician may receive an annual honourarium:
- a) honourarium is based on the number of regular fall/winter bowlers per session;
 - b) amount not to exceed \$3 per bowler, per session
 - c) honourariums, if paid, shall be dispersed prior to fiscal year end.

- 9.09 All elected/appointed Executive members shall sign an annual declaration that they are not aware of any conflict of interest.
(See **PREScribed CONFLICT OF INTEREST FORM**)

10 – EXECUTIVE RESPONSIBILITIES

PRESIDENT

- 10.01 The President shall:
- a) uphold and enforce the Constitution and By-laws;
 - b) chair meetings of the Society and at all times remain impartial to the proceedings. In the event of a tied vote, shall cast the deciding ballot;
 - c) personally verify the Society's bank balance on a monthly basis;
 - d) undertake any other responsibilities as directed by the Executive.

VICE-PRESIDENT

- 10.02 The Vice-President shall:
- a) oversee annual elections and referenda;
 - b) chair the annual elections committee;
 - c) be responsible for all Constitution and By-law amendments;
 - d) assist the President in meetings as required;
 - e) assume the responsibilities of the President in the event the President is unable to fulfill their duties
 - f) undertake any other responsibilities as directed by the Executive.

EXECUTIVE SECRETARY

- 10.03 The Secretary shall:
- a) record the minutes of all meetings of the Society;
 - b) distribute the agenda and the minutes to the Executive prior to the next scheduled meeting;
 - c) keep all documents that are received by the Society, including those received via the website, and distribute relevant copies to members of the Executive
 - d) notify all members of all the Society's meetings;
 - e) undertake any other responsibilities as directed by the Executive.

TREASURER

- 10.04 The Treasurer shall:
- a) be responsible for receiving all monies for the Society;
 - b) uphold the Constitution and By-Laws of the Society;
 - c) prepare an annual budget separating all sessions;
 - d) maintain a ledger of all monies, receipts and expenditures on a current basis;

- e) provide a monthly statement and bank reconciliation to the Executive for their approval, along with the cash sheets for each session;
- f) for the purpose of the General Membership Meeting prepare an annual financial statement within one (1) month from the end of the fiscal year. Financial statements to be provided: Bank Statement to year end, Reconciliation Statement, Balance Sheet, Profit & Loss Budget vs. Actual, Profit and Loss Previous Year Comparison, Profit & Loss by Class (session comparison)
- g) arrange to have all the Society's funds deposited prior to Executive monthly meetings;
- h) designate as required assistant(s) who are eligible to be bonded;
- i) undertake any other responsibilities as directed by the Executive.

SESSION REPRESENTATIVE

10.05 The Session Representative shall:

- a) make the weekly announcements and conduct draws;
- b) undertake any other responsibilities if required to run their session in an orderly and professional manner;
- c) uphold the Constitution and By-laws of the Society;
- d) undertake any other responsibilities as directed by the Executive.

STATISTICIAN (LEAGUE SECRETARY)

10.06 The Statistician shall:

- a) If required, be responsible for the initial scheduling of teams, the lane assignments, averages, scores, handicaps and the reporting of these to all of the affiliated organizations for appropriate awards;
- b) provide average verifications upon the appropriate request from a member who participates in tournaments;
- c) If required, post all session's current statistical information sheets;
- d) designate, as required, assistant(s);
- e) uphold the Constitution and By-laws of the Society;
- f) undertake any other responsibilities as directed by the Executive.

MEMBERSHIP, EVENTS AND PROMOTION CHAIR

10.07 The Membership, Events and Promotions Chair shall:

- a) create league awareness within the community to grow the THBS Membership
- b) prepare all social events, subject to the approval of the Executive;
- c) be responsible for all social media, events and promotions;
- d) coordinate and promote sponsorships with local businesses/supporters in the community
- e) uphold the Constitution and By-laws of the Society;
- f) undertake any other responsibilities as directed by the Executive.

11 - Ad Hoc Committees

- 11.01 Ad Hoc Committees shall:
- a) consist of at least one Executive member
 - b) report directly to the Executive
 - c) not establish policy or direction of the Society
 - d) uphold the Constitution and By-laws of the Society;

12 – ELECTIONS AND REFERENDA

- 12.01 The Vice-President shall chair and appoint an Ad Hoc Committee comprised of member(s) in good standing who are not candidates or currently hold other executive positions to conduct all nominations, elections and any referenda required.
- 12.02 Elections of the Society shall be held annually, thirty (30) days prior to the close of the fall/winter season. Election dates to be determined by the Executive.
- 12.03 All regular fall/winter members in good standing shall have one (1) vote for the following positions regardless of number of sessions bowled:
- a) the President;
 - b) the Vice-President;
 - c) the Executive Secretary;
 - d) the Treasurer;
 - e) the Statistician (League Secretary);
 - f) Membership, Events and Promotions Chair.
- 12.04 All regular fall/winter members shall have one (1) vote for each Session Representative for each session in which they bowl.
- 12.05 If any Executive position remains vacant after the regular election or becomes vacant during the regular fall/winter season, the Executive by a majority vote may appoint a member in good standing to fulfill the duties of that position. Once appointed this position shall be deemed filled.
- 12.06 Eligibility to vote in all elections and referenda shall be open to all members in good Standing.
- 12.07 A referenda shall be held within 30 days on a specific issue(s) when a signed petition is presented to the Executive with a minimum of 25% of the current registered members in good standing.

13 – NOMINATIONS AND ELECTIONS

- 13.01 The Nominations and Elections Committee shall only accept nominations on the prescribed form, signed by the nominator, seconder, and the nominee. During the two weeks of nominations, the nominator and seconder may only sign one nomination form. A nominee cannot be a nominator. At the time of nomination the nominator, seconder and nominee must be members in good standing (see Prescribed Form "B")
- 13.02 The Committee shall appoint a scrutineer(s) for all sessions in the event that a campaign and voting is required to distribute and collect ballots.

- 13.03 No member of the Society shall run for more than one (1) position of the Executive in a term.
- 13.04 Any member, who holds a position on the Executive, and resigns, shall not be permitted to run for any Executive position for the current and next season.
- 13.05 Any member having been suspended or removed from the Society are deemed ineligible to ever run for an Executive position.
- 13.06 All nominees must remain as members in good standing for the duration of the election process
- 13.07 Nominees for the position of the President of the Society shall either be members who have held a position of the Executive for at least one (1) full year, or any members of the Society who have been registered and in good standing for a minimum of three (3) consecutive fall/winter seasons. All other positions on the Executive shall be open to regular fall/winter members of the Society in good standing.
- 13.08 Nominations shall be open four (4) weeks prior to the election day. Nominations shall be closed two (2) weeks prior to the election day. No nominations shall be accepted after that date.
- 13.09 One proxy vote shall be permitted per member of the Society for another registered member who has pre-registered their proxy with the Nominations and Elections Committee for the designated election date. Both parties shall be members in good standing. (See PRESRIBED FORM "C")
- 13.10 In the event of a tie between candidates for any elected position of the Executive, a run-off election shall be held for the position within two (2) weeks.
- 13.11 All Names submitted and accepted for nominations to a position on the Executive will be announced at all subsequent bowling sessions during the two (2) weeks of nominations. After the last voting session, the Nominations and Elections Committee will announce elected or acclaimed individuals at the next bowling session (s).
- 13.12 Candidates may ask for a re-count after the announcement by the Nomination and Elections Committee. Each candidate shall have seven (7) days from the day of the announcement to request a re-count. No re-count will be permitted after this period of time has elapsed and the ballots will be destroyed by the Nominations and Elections Committee.
- 13.13 Candidates for all the Executive positions shall be responsible for their individual campaign expenses.

14 – MEETINGS

Executive

- 14.01 Executive meetings shall:
- a) Be conducted using "Roberts" Rules of Order and Parliamentary Procedures;
 - b) Meet no less than once per month.
 - c) Establish a quorum of a minimum of fifty percent plus one (50% + 1)

General Membership Meeting

14.02 General Membership Meetings shall:

- a) be conducted using “Roberts” Rules of Order and Parliamentary Procedures;
- b) meet a minimum of once (1) per annum.
- c) establish a quorum of a minimum five percent (5%) of the total fall/winter membership, including all proxy votes.

14.03 A regular and spare fall/winter member unable to attend a general members' meeting may fill out one proxy form. A proxy entitles the carrier to vote in place of the registered member unable to attend that general members' meeting. A maximum of four (4) proxy votes are permitted to be carried by each member of the Society in attendance at a general meeting. Both members named on the proxy form must be members in good standing, on the date of the general members' meeting. (See **PRESCRIBED FORM**)

14.04 General Members Meeting minutes are to be circulated to attendees of that meeting for accuracy within seven (7) days of the date of the meeting.

14.05 Any corrections or amendments of these minutes must be submitted to the Executive within seven (7) days after circulation. The Executive shall adopt these minutes for presentation to the next General Members meeting.

Special Members Meeting

14.06 Special Members Meeting shall:

- a) be conducted using “Roberts” Rules of Order and Parliamentary Procedures;
- b) not allow the use of any proxies. Voters must be present.

14.07 A Special members meeting may be called anytime by a majority vote of the Executive.

14.08 Members in good standing may petition the Executive for a Special Members meeting by submitting a signed petition with a minimum twenty-five per cent (25%) of eligible signatures from the fall/winter members of the Society.

14.09 Upon receipt of a signed petition requesting a Special Members meeting, the Executive shall hold such meeting within forty-five (45) days.

14.10 Notification for General and Special members meeting shall be given to the membership no less than fourteen (14) days prior to that called meeting.

15 – AMENDMENTS TO THE CONSTITUTION OF THE SOCIETY

15.01 Within 2 weeks of the start of a new Season an up to date copy of the Constitution and Bylaws document will be made available upon request or copies can be obtained by downloading a copy from the Society website THBS.ca.

15.02 Any member in good standing may submit a change (s) to the Constitution and or Bylaws, including email submissions. All amendments shall:

- a) be signed and dated by the member submitting the change (s);
- b) be made in a written resolution and presented to the Executive of the Society fifteen (15) days prior to any general meeting.

- 15.03 Amendments(s) to be passed require fifty percent (50%) plus one (1) vote.
- 15.04 All sessions shall have equal time to submit changes to the Constitution and or Bylaws.
- 15.05 All amendments passed at a meeting of the general membership shall be considered in effect as of that date.

16 – ARCHIVES

- 16.01 All current and archived documents relating to the Society's affairs shall remain the property of the Society.
- 16.02 The outgoing Executive shall hand over all documents and property of the Society to the incoming Executive no less than (30) days after the change of power. The Executive shall retain and keep accessible all said documents and property for a two (2) year period, after which it can be archived or destroyed.
- 16.03 Documents relating to the Society shall be archived by an appointed member of the current Executive committee of THBS. All members' names and personal information shall be kept strictly confidential by all the Executive.

17 – DISSOLUTION

- 17.01 The Society shall be dissolved upon a majority vote of members in good standing of the Society at a Special Members meeting held specifically for this purpose.
- 17.02 At this meeting the Society shall:
 - a) pay any outstanding honorariums, compensation or expense disbursements incurred by any Executive member of the Society up to the date of the dissolution vote;
 - b) ensure that the Society has no debts or liabilities and make provision thereof;
 - c) ensure that the Society is not involved in any outstanding legal proceedings;
 - d) distribute all remaining funds to one or more charities or groups in the community.
 - e) donate all archived documents of the Society to the Canadian Lesbian and Gay Archives in perpetuity.

BY LAWS

Executive approved October 4th, 2018

1 – REGISTRATION AND LANE FEES

- 1.01 All bowlers shall register after having bowled nine (9) games in any one session. They must register in order to continue bowling.
- 1.02 Pre-paid registration fees for members NOT returning for the season are refundable upon written request being received within thirty (30) days of the start of the season. Registration fees are transferable upon written request by the individual paying the fee.
- 1.03 Each registering member is responsible to pay their own registration fee(s) and complete a registration form.
- 1.04 Registration forms must be filled out accurately and include:
 - a) session requested to bowl
 - b) bowler designation (Spare or Regular)
 - c) team request/name if known
 - d) current contact information
 - e) signature
- 1.05 The Registration Fee **MUST** accompany the Registration Form when being submitted. Otherwise, the registration will be considered null and void and the registration form destroyed. In the event a registered bowler pays by cheque, and the cheque is returned to the Society as “NSF”, the bowler will not be permitted to continue bowling until the registration fee(s) are paid in cash, including any additional bank administration fees.
- 1.06 Once all teams are registered any remaining individual members registered for a particular session will be placed into teams with vacancies at the discretion of the Society’s Statistician and the Member Representative for that session. Refusal of said assigned bowlers is a violation of our objective as a Society.
- 1.07 An entire team will not be considered complete until all team members have paid their individual registration fee.
- 1.08 If a team still has a vacancy they can reserve the position by paying the vacant registration fee. The team is now responsible to find a member(s) to fill the spot and collect the registration fee.

2 – BOWLING SESSION FEES

- 2.01 All members of the Society may not be in arrears for more than two (2) weeks per session unless an exception has been approved by the Executive.
- 2.02 Lane fees are to be remitted to the Treasurer/Designate by the end of the fifth frame of the first game of that session.
- 2.03 Members who are absent and have not bowled off, declared a score or have been covered by a spare must pay the full fee(s) of the missed session(s) and the current session fee upon their return.
- 2.03 Members who are late must pay the full session fees regardless of the number of games they bowl.

- 2.04 No member will be exempt from paying their session bowling fees.
- 2.05 In the event of an extended absence the member/team are responsible to advise the Executive in writing. Upon receipt of this notification the statistician shall convert the regular bowler to a spare and the Executive shall determine any fees outstanding at that time.

3 – BOWLING SESSIONS

- 3.01 As a courtesy, all members should report to their assigned lanes fifteen (15) minutes prior to the beginning of their session of bowling.
- 3.02 Members crossing the foul line and/or onto the lane will not have their score counted for that ball. No member shall intentionally set off the foul line indicator.
- 3.03 Members missing the first fifteen (15) minutes after the commencement of a game shall not be permitted to bowl until the next game. An absentee score shall be used for the missed game. This rule also applies to members who do not complete any game after they have commenced bowling for any reason with the exception of illness.
- 3.04 If the session has commenced, teams who have appointed a spare bowler(s) shall not be allowed to replace the spare bowler(s) with the regular team member(s).
- 3.05 Members are responsible for providing their team members with contact information.
- 3.06 If two (2) bowlers are ready to bowl at the same time, the bowler on the right has the option of delivering their ball first.

4 – SCORING

- 4.01 There shall be a maximum of four (4) points awarded per bowling session, one (1) point for each game won-and one (1) point for total pin fall with handicap. In the event of a tie, each team will receive a half (1/2) point.
- 4.02 Absentee scores shall be used in the event an absent bowler does not have a declared score or a bowl-off.
- 4.03 Vacancy Scores shall be used in the event a team has an incomplete roster.
- 4.04 Incomplete Teams shall:
 - a) substitute an absentee score of the missing bowlers average less 20 pins and their handicap per game.
 - b) substitute a vacancy score of 120 pins per game plus the applicable league handicap less 20 pins.
- 4.05 A dead ball shall be called when:
 - a) One player bowls on the wrong lane.
 - b) One player from each team bowls on the wrong lanes.

The score (s) shall be erased and the bowler (s) shall re-bowl on the correct lane(s)

If more than one player on the same team bowls on the wrong lane in turn, all deliveries stand as bowled and the scores are to be corrected for each bowler.

- 4.06 If an odd number of teams are registered on a session of bowling, the team bowling the ghost team shall have their points awarded, based on total pin fall with handicap, in the following manner:
- a) **Five (5) Members:** One (1) point for each game of one thousand and fifty (1050) pins or more and one (1) point for a total of three thousand one hundred and fifty (3,150) pins or more, over three (3) games.
 - b) **Four (4) Members:** One (1) point for each game of one thousand (1000) pins or more, and one (1) point for a total of three thousand (3,000) pins or more, over three (3) games.
 - c) **Three (3) Members:** One (1) point for each game of nine hundred and fifty (950) pins or more and one (1) point for a total of two thousand eight hundred and fifty (2,850) pins or more, over three (3) games.
 - d) **Two (2) Members:** No points for the team and all attending bowlers will bowl for their average, pin fall flat and pin fall with handicap only.
- 4.07 If a bowler should become ill during a bowling session, and be unable to continue bowling, the team shall use an absentee score for the current game not completed and choose one (1) of the following options:
- a) use a banked bowl-off of the ill bowler for all remaining games;
 - b) use a banked declared score of the ill bowler for all remaining games;
 - c) continue to use an absentee score for all remaining games.
- 4.08 If a banked bowl-off or declared score is used for an ill bowler any unused scores shall be deemed null and void.
- 4.09 If a bowler should quit a team in mid-season, that bowler will then be recognized as a spare bowler for that session of bowling and may not join another team without the approval of the Executive.

5 – AVERAGES

- 5.01 All entering averages shall be determined by the following method, in this order:
- a) the previous year's fall/winter average if twenty-one (21) or more games were bowled in one session with the Society;
 - b) any previous fall/winter average if twenty-one (21) or more games were bowled in one session to a maximum of two (2) years with the Society;
 - c) the previous summer average if twenty-one(21) or more games were bowled with the Society;
 - d) the previous summer average if twenty-one (21) or more games were bowled to a maximum of two (2) years with the Society;
 - e) members who bowl in more than one (1) session shall use their averages for that session from the previous year;
 - f) returning members to a new season will use the HIGHEST session average as per above order;

- g) a new member's average shall be established after the first three (3) consecutive games which have been bowled in that session.
- 5.02 Registered or non-registered spares substituting for regular members shall bowl with their established averages. The Statistician shall supply current averages for their session of bowling prior to the commencement of bowling.
- 5.03 Members requiring averages for any tournament(s) shall obtain the highest current average per session from the Statistician for the Society.
- 5.04 Bowl-offs, declared scores and/or absentee scores will not be used in the calculation of a member's average.

6 – HANDICAPS

- 6.01 All handicaps shall be based on the difference between the member's average and a flat score of 200
- 6.02 There shall be no maximum handicap.
- 6.03 The minimum handicap for any member shall be (0) zero.
- 6.04 Handicaps shall be based on the entering averages for each member until three (3) consecutive games have been bowled in one (1) session; then they shall be based on the member's on-going current average.
- 6.05 The team handicap shall be the total of the handicaps of the individual members of the team.

7 – REGISTERED SPARES

- 7.01 There shall be a maximum of two (2) spares on a team unless an exception is approved by the Executive.

8 – BOWL-OFF / DECLARED SCORES

- 8.01 If a regular member is aware that they will be absent for a bowling session(s), they may register a banked or dated declared score(s) and pay an additional session fee(s) to the Statistician / designate prior to bowling the first ball of that session.
- 8.02 Declared scores can be used for any session of bowling that you are a team member.
- 8.03 If a regular member from one session is sparing in another session, the member may do a declared score for their regular session.
- 8.04 If a regular member has banked bowl-off games/banked declared score games, the bowl-off games/declared score games will be used in the order they were received by the Society's Statistician / designate.
- 8.05 A maximum of either 40% of regular season games, bowl-offs or declared scores, or a combination of the two per session, shall be allowed for the fall/winter season, unless an exception is approved by the Executive for appropriate reasons such as work, illness, or vacation.
- 8.06 A regular member shall record their initialed bowl-off scores at the bowling house. A print out of their games must be attached to their score sheet(s) and returned to the house.

Each member bowling off shall keep their scores on an individual record sheet, one bowler per score sheet.

- 8.07 A regular member shall record their declared scores on an individual record sheet obtained from the Statistician / designate for the session they are declaring. This declared score sheet is given to the Statistician / designate along with the regular session record sheet at the end of the bowling session.
- 8.08 Spare bowlers are not permitted to bowl-off or declare a score.
- 8.09 The Society **shall not** be responsible for bowl-off(s) score sheet(s) that are lost or misplaced.
- 8.10 All bowl-offs are non-refundable. Declared scores are refundable at regular season end, to a limit of one per member per session.

9– Bowler Recognitions

- 9.01 Each session shall recognize its members separately both financially and statistically.
- 9.02 Members receiving recognition (s) must be members in good standing of the Society;
- 9.03 The following Fall/Winter recognitions may be given for each session of bowling:
 - The 200 CLUB:** All registered regular and spare members must bowl a minimum of 9 games in a session to qualify for a 200 club recognition.
 - 40 Over:** All registered members and spare members must bowl a minimum of (nine) 9 games in a session to qualify for a 40 Over established average recognition. One per bowler per session.
- 9.04 The following Fall/Winter recognitions shall be given to each team member per session:
 - a) Team position – points - first to last
 - b) Team position – pin fall flat - first to last
 - c) Team position – pin fall with handicap – first to last
- 9.05 Individual Fall/Winter recognitions may be given by the Executive.
They may include any or all of the following:
 - a) High Single flat – Male/Female
 - b) High Single with handicap – Male/Female
 - c) High Triple flat – Male/Female
 - d) High Triple with handicap –Male/Female
 - e) Any other recognitions as determined by the Executive
- 9.06 Summer session recognitions will consist of the following equal payouts:
 - a) Team position – Pin fall flat – first to last
 - b) Team position – Pin fall with handicap – first to last
 - c) Any other award as determined by the Executive

9.07 The following Fall/Winter Society recognitions may be given out irrespective of session bowled as determined by the Executive:

- a) **The President's Award** – the individual(s) that best capture(s) the spirit of Society.
- b) **Top Averages Male/Female** – number to be determined annually by the Executive.

Formula for calculating "Top Averages"

1. Get total number of full time members (excludes spares)
2. Get the total number of male and female bowlers.
3. Calculate the percentage of male and female members by:
 - o Take number of male bowlers and divide by the total number of bowlers times by 100.
 - o Take number of female bowlers and divide by the total number of bowlers times by 100.
4. This will be the percentage of awards given to each gender. Take the percentage and multiply by the number of awards to determine the number for each gender.
5. Step-1 Let's work with a figure of 175 total regular members

Step-2 Male 125

Female 50

Step-3 Male=125 divided by 175=0.71x100%=71%

Female=50 divided by 175=0.29x100%=29%

Step-4 Total number of high average awards to be dispersed is 10% of regular memberships.

of female awards to present = $18 \times .29 = 5$

of male awards to present = $18 \times .71 = 13$

Note: All figures are rounded up or down to make an even number.

- c) **Most Improved Bowler Male/Female** - based on the previous seasons average. It is given to one bowler male and female that has achieved the highest increase in pins from the previous year.
- d) **Hysterical Award (s)**

9.09 Any recognitions not claimed at the end of the regular season can be claimed during the first month of the following fall/winter season. After which period the recognition will be classified as property of the Society.

10- Fundraising

10.01 **Mystery, Ticket & Strike Pot Draws**

All fundraising shall be based on the following rules governing the prizes to be awarded.

- a) All changes or disputes will be based on the executive committee's decision, which are final
- b) Any and all changes to the prize draw must be done by the Executive prior to the start of the summer or fall/winter sessions.
- c) All prize money held at Winter Break and at End of Regular Season shall be drawn until the total prize available is won or the prize money equals zero.
- d) **Strike Pot** prize award will be based on the following prize distribution:
One total prize draw (50% of current sales plus any carry over amounts from the previous week) to be awarded if the bowler gets a strike after the bowlers ticket is drawn. If no strike is made then that bowler may attempt to spare the frame for \$25- this applies to the first ticket drawn. If the bowler fails to make the spare, they will receive the bowling fees back that they submitted for that session. The remainder of the prize pot will be carried over to the next week's session. With each \$200.00 increment of funds an additional draw will be completed.
- f) Additional prize draws to be done at the discretion of the Members Representative.
- g) The winning ticket must be presented at the time of its drawing to claim a prize.
- h) The society may conduct ticket draws during fund raisers/social events at which time a pre-determined percentage of all monies raised for that draw will be awarded to the winning ticket(s) holders. Number of draws and pay outs shall be determined by the Executive at that time.
- J) Proceeds from the ticket draws shall be used to offset Society expenses.
- k) **Mystery** draws shall be held once per session .Format shall be:
 - i) each bowler shall have their name entered into the weekly draw and upon drawing that bowlers name, if they have paid the applicable entry fee they shall be awarded fifty per cent (50%) of the revenue generated for that draw.
or
 - ii) include numbers in the following manner:
84 and below inclusively, 85 to 250 individually and 251 and above inclusively to incorporate all possible scratch scores. A score will be drawn and announced-if you bowled this score in your first game and paid the applicable entry fee you shall be awarded fifty percent (50%) of the revenue. In the event of multiple winners, the prize fund collected will be distributed evenly.

- l) Physical presence requirement during ticket draws shall be determined by the Executive prior to each event.
- m) Additional fees required for participation in all fund raising activities. Entry rates to be determined by the Executive.

11 - RULE CHANGES

- 11.01 By-laws may be amended anytime by a motion of the Executive during their monthly meetings by a majority vote of the Executive present at such meeting.
- 11.02 By-laws are binding effective immediately and may be amended at a General Membership meeting.

APPENDICES

Registration Form

Nomination Form

Proxy Form

Conflict of Interest Form

Definitions

All Appendices are Prescribed Forms and are subject to change with approval of the Executive. The Executive may update the "Prescribed Form(s)" to reflect changing information as required for new bowling sessions.

All Prescribed Forms must be received by an Executive member and be initialed and dated by that member or appointed member to confirm validity.



**THE TORONTO HISTORICAL BOWLING SOCIETY
20XX/20XX MEMBER REGISTRATION FORM
Prescribed Form "A"**

Registration Number :

Wednesday 7pm Friday 7pm Sunday 1pm
****Check all sessions you would like to bowl and fill in the Team List below.**

SPARE NEW

A New bowler cannot have been registered for the previous 20XX/20XX Season.

All registrants are governed by the following:

- All members must abide by all regulations Governing the Society, in the Constitution & By-Laws.
- Applicable fee(s) must be paid at the time of Registration (as per Article 4.04 of the Constitution)
- Returning members must be in good standing at the end of the current season (20XX/20XX) for registration acceptance (as per Article 4.03 of the Constitution)
- ***Preference is given to returning bowlers for each session when registering early.*
- **The information contained on this form is only to maintain your membership with THBS and is NOT shared with any other parties.**

REGISTRATION FEES

\$TBA For returning members (registered in the 20XX/XX season) - if registered on or before: **TBA**

\$TBA For returning members (registered in the 20XX/XX season) or New members if registering after: **TBA**
 See preference note above so register early.

PLEASE PRINT CLEARLY.

Name:
Address/Apt #
City/Postal Code:
Phone #: (H) () -
Date of Birth: (M -)(D -)
e-Mail:(optional)
Signature:

Wednesday Session

Team Name:
Team Members (<i>In bowling order</i>)
1)
2)
3)
4)
5)

Friday Session

Team Name:
Team Members (<i>In bowling order</i>)
1)
2)
3)
4)
5)

Sunday Session

Team Name:
Team Members (<i>In bowling order</i>)
1)
2)
3)
4)
5)

If you are bowling more than one session with the same people please fill in each session Team List.
 If you have any questions please see the statistician.

Comments: _____

Would you like to be a Volunteer with THBS to help out when the need arises? (Check Here)

ADMINISTRATION USE ONLY

Payment received for: (bowler name) _____

Payment received from: (bowler making payment) _____

Registration fee paid by: Cash _____ Cheque / M.O. _____ Amount Paid: \$ _____

*Please make your cheque or money order payable to: **Toronto Historical Bowling Society (in full).***

Receipt Issued by: _____ Date: _____

Registration Number :

Visit the web site to keep up to date with THBS events. www.thbs.ca

PRESCRIBED FORM – Nomination Form



Toronto Historical Bowling Society 20XX- 20XX Executive Positions Prescribed Form B Nomination Form

Name of Nominee: _____

Position Nominated for: _____

Signature of Nominee: _____

Telephone Number: (H) _____ (C) _____ (optional)

Note: Signature confirms acceptance of the election rules as per the Constitution and By-Laws.

Nominated by: _____

Signature: _____

Telephone Number: (H) _____ (C) _____ (optional)

Seconded by: _____

Signature: _____

Telephone Number: (H) _____ (C) _____ (optional)

All nominees, nominators and seconders must be members in good standing and abide by the Constitution and By-Laws of the Society.

Verified by: _____

Date: _____

PRESCRIBED FORM – Proxy Form



Toronto Historical Bowling Society
Prescribed form C Proxy Form

For Executive Election Vote: _____ For General Membership Meeting Vote: _____
(Please indicate with an X)

Member submitting form: _____
(Please print clearly)

The undersigned member of the Society (THBS)

Hereby Appoints: _____

As the nominee of the Undersigned to vote on behalf of the undersigned.

Member: _____ Signature: _____
(Please print clearly)

Dated: The _____ Day of _____ 20____

All above signed persons must be members in good standing and abide by the Constitution and By-Laws of the Society.

Verified by: _____ Date: _____

PRESCRIBED FORM – CONFLICT OF INTEREST FORM

Annual Statement Concerning Possible Conflict of Interest

Toronto Historical Bowling Society

The undersigned person acknowledges receipt of a copy of the “Conflict of Interest” statement described on the bottom of this form. By my signature affixed below I acknowledge my agreement with the spirit and intent of this resolution and I agree to report to the President any possible conflicts (other than those stated below) that may develop before completion of my elected/appointed term.

Please check one of the boxes:

- I am not aware of any conflict of interest
- I have a conflict of interest in the following area (s):

Signed:

Executive - Name (print)

Date

Signature

Date

Conflict of Interest

Our policy requires that Executive members avoid any conflict between their own interests and the interests of the THBS in dealing with suppliers, partners, recipients of funds and other third parties.

You are in a conflict of interest if you engage in activities or make decisions which could cause you to act in a way that is not in the best interests of THBS. It is also a conflict if outside activities affect your judgment to act in the best interest of the Society. Conflicts of interest damage the trust between you, the public and the organization. If a potential conflict arises, report it immediately. If you need advice, speak to the President.

Please return the signed copy to the Secretary.

DEFINITIONS

Ad Hoc Committee:	Committee established for a purpose under the direction of the Executive.
Annual Financial Statement:	Statement containing a balance sheet and a statement of revenues and expenses.
At Arm's Length:	Married (legally or common law, life partners or in a relationship/ roommates residing at the same residence/ co-workers and/or have a clearly defined manager/direct report relationship.
Bondable:	Qualified to be insured for financial transactions.
Bowl-off:	The flat pin fall for three consecutive games a regular member obtains during a non-bowling session.
By-laws:	Rules for governing the bowling sessions of the Society.
Constitution:	A system of principles and laws governing the Society.
Declared score:	The flat pin fall for the three games a regular member obtains in that session.
Executive:	Elected members who administer the Society.
Ghost team:	A team with no regular bowlers.
League:	Group of bowlers competing regularly.
Malfeasance:	Person(s) who commit wrong-doing and are not bondable.
Member in Good Standing:	Member who has fully paid all fees and has no debt to the Society.
Referenda:	Vote (s) of the members of the Society on a policy item (s).
Registration Fee:	Annual fee levied for joining the Society.
Revenue(s):	Monies obtained by the Society for its use.
Session:	Is classified as the weekly day members bowl,
Society:	Group of persons forming a community.
Vacant Position:	A position on the executive which has not been filled by an election or appointment.

Robert's Rules of Order - <http://robertsrules.com/>