

# **CENTRAL FLORIDA SENIORS BOWLING CLUB (CFSBC) BY-LAWS**

## **ARTICLE I Name**

The organization shall be known as the Central Florida Seniors Bowling Club, and will be referred herein as CFSBC.

## **ARTICLE II Purpose**

The CFSBC is formed for the following objectives and purposes:

1. To unite SENIOR bowlers who are USBC members.
2. To conduct certified tournaments agreed upon by the Board of Directors.
3. To encourage competitive bowling in a pleasant and social atmosphere.
4. To encourage all members to play the game in a wholesome, sportsmanlike manner, bringing credit and honor to themselves, the sport and the CFSBC.

## **ARTICLE III Membership and Fees**

1. Membership in the CFSBC shall be comprised of individual men and women who are currently members of the USBC and are age 55 and over.
2. Annual membership fee in the CFSBC shall be determined by the Board of Directors to be paid by January 1<sup>st</sup> of the current bowling season. The fee should be paid prior to tournament participation.
3. Application for membership may be made at any time, providing the Club has not exceeded the cap of 550 members. If membership is made and there are over 550 active members in the Club, the applicant(s) will be placed on a waiting list. The list will be based on the date of the application and the order in which it was received. When an opening arises the candidate(s) will be contacted by the Board Secretary or another Officer of the Board and offered the open membership slot.
4. Each member agrees to be bound by all final decisions of the Board of Directors of the CFSBC concerning application or interpretation of USBC Bylaws, CFSBC Bylaws, playing rules, and other matters relating to the sport of bowling as governed by USBC.
5. Membership in the CFSBC shall be suspended if membership in the USBC is suspended and shall continue to be terminated until such time as the person is reinstated for membership in the USBC.
6. The Board of Directors may suspend or revoke membership if a member displays disruptive, anti-social behavior, or unsportsmanlike conduct, by a majority vote of the board.

## **ARTICLE IV Tournaments**

All CFSBC tournaments must be certified.

**ARTICLE V**  
**Board of Directors – Annual Meeting, Election of Officers/Directors,**  
**Duties of Officers/Directors,**

1. The annual meeting shall be held in December. It shall be open to all members. All regular business shall be considered and the election of officers held.
2. Directors are elected to fill open positions on the Board that are subject to election. Elected officers of the CFSBC shall be: President, Vice President, Secretary, Treasurer, Sergeant-at-Arms and ten (10) Directors.
3. One (1) officer and six (6) Directors shall constitute a quorum at all meetings.
4. A candidate is eligible for elective office if they are a member in good standing of the CFSBC and the USBC.

**Election and Voting at Annual Meeting**

1. Officers and directors shall be elected at each annual meeting to succeed positions that expire.
2. All voting shall be by ballot, except that a voice vote may be taken, when there is only one (1) candidate for the office or directorship.
3. If a majority vote is not reached on the third ballot, the candidate having the lowest vote total shall be eliminated. Balloting shall continue following the same procedure until a candidate receives the required majority.

**Term of Officers and Directors**

1. The terms of all officers and directors shall be for two (2) years.
2. The President, Secretary, Treasurer, and five (5) directors shall be elected in odd years.
3. The Vice-President, Sergeant-at-Arms and five (5) directors shall be elected in the even years.
4. Newly elected officers and directors will begin their terms at the meeting following the annual meeting.

**The President**

1. Shall call and preside at all meetings of the CFSBC and the Board of Directors.
2. Shall name all committees, unless otherwise provided in the motion ordering such committees to be named.
3. Shall ensure that all vacancies occurring on the Board are filled by a majority vote of the Board. Appointee(s) shall hold the position for the remainder of the unexpired term.
4. Shall appoint the chairperson and members of all committees with Board approval.
5. Shall ensure that any officers or persons who have access to CFSBC funds be bonded.
6. Shall call a Board meeting within thirty (30) days if requested by five (5) members of the Board of Directors, or if petitioned for by a majority of members. Membership shall be notified of all regularly scheduled Board meetings, by posting said meeting on the web site.
7. Shall serve as the principal spokesperson for the CFSBC.
8. Shall keep members of the CFSBC informed of policy matters.

**Vice President**

1. Shall fill the office of the President in his/her absence and shall perform the duties of that office and perform such additional duties as may be required.

**Secretary**

1. Shall verify applications for membership.
2. Shall prepare a written report on the status of the CFSBC and make this available to the general membership.

3. Shall keep minutes of all proceedings of the CFSBC and prepare a written transcript of meetings and make this available to the Board previous to the next Board meeting.
4. Shall prepare a written report for the Annual Meeting on the status of the CFSBC.
5. Shall issue all membership cards and awards.
6. Shall be paid monthly at a fee to be determined by the Board, per number of members enrolled in Club.
7. Shall answer all correspondence as directed by the President or Board of Directors.
8. Shall appoint an assistant with Board approval.
9. Shall turn over to their successor records, books, and other property of the CFSBC in his/her possession

**Treasurer**

1. Shall keep a true and correct account of all receipts and disbursements.
2. Shall pay all CFSBC bills.
3. Shall submit to the President, a monthly financial statement showing receipts and disbursements for all CFSBC business.
4. Shall submit, at the Annual Meeting, a written report and statement of financial transactions made throughout the year.
5. Shall ensure all monies of the CFSBC are deposited in a bank, which is FDIC insured to the credit of the Central Florida Seniors Bowling Club (CFSBC) as soon as possible, not to exceed 14 days.
6. Shall issue a receipt for all dues paid to the CFSBC.
7. Shall be paid monthly at a fee to be determined by the Board, per number of members enrolled in Club.
8. Shall appoint an assistant with Board approval.
9. Shall turn over to his/her successor all records, books, and other property of the CFSBC in his/her possession.

**Sergeant-at-Arms**

1. Shall maintain order during the meetings and tournaments.
2. Shall conduct all vote counting and other duties as required.

**Tournament Director**

1. Shall be appointed by a majority vote of the Board of Directors.
2. Shall make arrangement for tournament dates, types, costs, and other related items as directed by the Board.
3. Shall submit a report to the Board of Directors at any meeting called by the President.
4. Shall make recommendations as to the frequency of rule changes or any suggestions for more efficient operation(s).
5. Shall be paid a fee determined by the Board, per member, for each tournament which said member participates.
6. Shall appoint an assistant with Board approval.

**Removal of an Officer, Director or Committee Member**

1. The Board of Directors will remove any member of the Board, with a majority vote of the Board, for the following reasons:
  - a. Conduct that is in conflict with the CFSBC's objectives and purposes. Acting contrary to the best interest of the CFSBC or the sport of bowling.
  - b. Failing to attend two Board meetings in succession.
  - c. The inability to perform his/her duties.

**ARTICLE VI  
Management**

The management of the CFSBC shall be vested in the Board of Directors who shall have full control and power to carry out the objectives set forth in these bylaws.

**ARTICLE VII**  
**Member Averages**

A member must use their year book average on their first tournament. Thereafter, their average would be established after each additional tournament.

**ARTICLE VIII**  
**Procedural Matters**

1. Any procedural matters not provided for in these Bylaws shall be governed by the USBC or Roberts Rules of Parliamentary Law and Procedure (latest edition).
2. The Bylaws may be amended at any the Annual Meeting by the membership with a majority vote.
3. The President may call a Special Meeting of the Board to amend the Bylaws (see below).

**Amendment of the Bylaws**

1. Any CFSBC member may submit a proposed amendment to the Bylaws in writing - it must be received by the CFSBC President or CFSBC Secretary at least sixty (60) days prior to the December-Annual meeting.
2. The Secretary shall cause the proposed bylaw amendments or revisions to be published to the membership on the CFSBC website or by other reasonable means not less than thirty (30) days prior to the Annual Meeting.
3. The President will have the authority to hold a special meeting of the Board of Directors for the purpose of amending the Bylaws. The purpose of these changes would be to improve and ensure the efficiency and competent operations of the CFSBC.
4. Voting to amend the Bylaws requires a two-thirds vote at a duly called meeting of the Board.
5. The membership will be advised of any changes made to the Bylaws and the Secretary will record changes in the minutes and /or publish to all members via the CFSBC website.

**Calling a Special Meeting**

1. The President shall have the authority to conduct a Special Meeting of the Board and general membership to resolve important or emergency issues that may arise.
2. The meeting(s) can be conducted by mail or telecommunication, or any means of communication through which participating Directors may simultaneously hear or read each other's communications during the meeting.
3. A majority of votes received shall decide the question, providing a quorum is received.

**Executive Session**

1. If necessary, an Executive Session of the Board will be held to discuss problems involving personal affairs of any individual or issues deemed confidential.
2. The minutes of the Executive Session shall be kept separate and unavailable to the general membership.
3. Only the members of the Board of Directors and the person(s) involved may attend an Executive Session of the Board.
4. At the following meeting when the executive minutes are approved, all copies of the minutes shall be collected by the Secretary or assistant and destroyed. One copy shall be kept by the Secretary for the files, for a period to be determined by the Board of Directors.

**ARTICLE IX**  
**Dissolution of the CFSBC**

Upon dissolution, the assets of the CFSBC shall be distributed as the Board of Directors decides among organizations exempt from Federal Income Tax.