

# Garden State Gay Bowling Organization 2015-2016 SEASON

## **PREAMBLE**

This Organization is known as the Garden State Gay Bowling Organization [“GSGBO”]. The Organization is certified with the United States Bowling Congress [“USBC”] through its local Women’s Bowling Association and Men’s Bowling Association. The masculine singular gender used throughout these Bylaws is a matter of convenience only, and the intent should be construed to include all persons without regard to sex.

This organization was formed to:

- Further the advancement of sports participation with the gay community without regard to sex, race, religion or sexual preference;
- Provide a formal mechanism to establish, organize and participate in activities in an atmosphere of accredited sports participation;
- Provide a forum by which gay people who have a desire to participate in sports activities, regardless of the individual’s abilities, may do so;
- Promote goodwill, understanding and friendship within the populace;
- Provide organized common interest facilities to those with a desire to participate;
- Establish a unified, organized and viable group of individuals into a cohesive working unit that will help each member maintain a high level of respect in oneself, the community and the nation in which we live.

## **By-Laws of GSGBO**

The Organization meetings will operate according to Robert’s Rules of Order unless they conflict with these Bylaws which then shall prevail.

### **SECTION I - TEAM MEMBERSHIP**

GSGBO shall consist of teams having playing strength of three [3] regular members and may include up to three [3] additional members as alternate players. Teams may not have more than six [6] members on a roster at a given time. New Alternate members cannot be added to the team roster on position nights or during the final four [4] weeks of bowling. Each team is entitled to three [3] entries to the league’s year-end banquet. Teams with more than three [3] regular bowlers attending the banquet are required to pay the guest fee for each person at league cost.

### **SECTION II – SCHEDULE**

The GSGBO shall meet for a period of thirty-three [33] weeks consecutively, commencing on Tuesday evenings. Starting time will be 8 PM, with a five [5] minute practice session to precede the starting time.

The current year schedule will be distributed to each member on the first evening of play. The number and dates of position nights will be decided annually at the first Board meeting.

On the designated Position Nights, the league’s practice is to have the 1<sup>st</sup> place team bowl the 2<sup>nd</sup> place team; the third place team bowls the fourth place team, and so on. On a position night, if the first place team has mathematically clinched first place for the season, then the first place team shall bowl the last place team, with the second place team bowling the 3<sup>rd</sup> place team, 4<sup>th</sup> place bowling 5<sup>th</sup> place team, and so on. If both first and second place are mathematically clinched, then position night will be as normal [1<sup>st</sup> bowling 2<sup>nd</sup>, 3<sup>rd</sup> bowling 4<sup>th</sup>, and so on].

In the event of a tie in the point standings on a position night, the teams’ placement will be determined using the following tiebreakers:

- 1)Actual number of games won. (If still tied, then use #2)
- 2)Total pins with handicap. (If still tied, then use #3)
- 3)Coin Toss

### **SECTION III – MANAGEMENT / BOARD MEMBERSHIP**

The management of the Organization is vested in the Board of Directors (hereinafter referred to as the “Board”), which shall consist of the selected officers and team captains (or his designate). Each team shall elect a captain prior to bowling Week 1.

The Board shall determine policy, give direction, specify purposes and goals, and act as agent for the membership in controlling and governing all functions of the Organization. The Board shall safeguard all Organization assets.

A majority of the Board shall constitute a quorum.

The Board shall adopt the Organization Bylaws and approve any changes at the start of the season. After approval, these Bylaws may be changed during the season only with the written consent of every team captain or his designated representative.

The total Organization membership elects the following officers: President, Vice-President, Treasurer and Secretary. The elected officers comprise the Executive Committee of the Board.

Succession to the Executive Committee leadership shall be: Vice-President; Secretary; Treasurer.

The Executive Committee constitutes the Board during the summer months and has full authority to make any necessary off-season decisions, including financial transactions, in order to prepare for the Fall season. All decisions shall be in accordance with these Bylaws and USBC rules.

Any Board member may resign by filing a written resignation with the Secretary, but such resignation shall not relieve the member so resigning of his duties and responsibilities until approved by a majority of the Board. His resignation shall not affect his membership in the Organization.

Any Board members absent from three [3] consecutive Board meetings shall be considered to have failed to fulfill his duties and responsibilities and shall be subject to review by the Board.

Each member of the Board shall have one [1] vote. Should charges be brought against a Board member, that member will not be permitted a vote.

#### **SECTION IV – RESPONSIBILITIES OF OFFICERS**

##### *PRESIDENT* – Chief Executive Officer of the Organization

- He shall be responsible to the Board and to the Organization for the administration of all policies and activities of the GSGBO.
- Presides at all Board and Organizational meetings
- Appoints members to all standing and ad hoc committees.
- Arranges jointly with the Treasurer to set up an account in a recognized banking institution in the name of the Organization.
- Responsible along with the Treasurer for the preparation of the budget. He and the Treasurer shall be responsible for the administration of the budget and for the financial affairs of the Organization.
- Verifies the Organization's bank balance monthly.
- May fill any vacancy on the board. The vacancy of Treasurer may be appointed only until the next general membership meeting. The vote of a majority of the membership shall be necessary for the approval of such appointment.
- Shall appoint all committee chairs with the Board's approval
- Prepares, along with the Secretary, a formal agenda to distribute to team captains at least one [1] week prior to formal Board meetings.
- Negotiates contract with the bowling facility.
- Will act as parliamentarian to ensure that all meetings follow Robert's Rules of Order unless superseded by these Bylaws.

##### *VICE PRESIDENT*

- Performs the duties of the President in his absence. Shall have and exercise all the power, authority, and duties of the President during the absence, disability, or the following resignation of the President.
- Assists the President as parliamentarian to ensure that meetings follow Robert's Rules of Order.
- Serves as ex officio member of all standing committees.
- Responsible for coordinating all Organization social activities.

##### *TREASURER*

- Shall be responsible for the collection and disbursement of all Organization funds.
- Shall be responsible, along with the President, for the administration of the budget and for the financial affairs of the Organization.
- Shall establish a bank account in the name of the Organization in a recognized banking institution approved by the Executive Committee and arranges to ensure that the signatures of at least two [2] Executive Committee officers are required for any/all withdrawals. His signature is required for all withdrawals. The other officer signatures shall be the President and the Secretary.
- Shall be a permanent member of any financial committee.
- Shall be responsible for collecting all monies, dues, or contributions by or for the membership.
- Deposits all Organization monies at the banking institution within one [1] week maximum after each Organization session.
- Along with the Secretary, collects and submits USBC membership dues together with the Organization application form to local USBC offices prior to the end of bowling on Week 1.
- Shall submit to the Board at each Board meeting an updated financial report.
- Informs all teams of their arrears and any/other debts.
- Within twenty-one [21] days after the completion of the Organization schedule, must distribute all prizes except when the Board has designated a specific date for distributing prizes or USBC has authorized the holding of monies pending settlement of any claim or protest affecting the prize fund distribution.
- Shall submit to the Board at the close of the Organization's fiscal year, an annual report of finances.
- Shall be responsible for the filing of any/all Federal/State taxes annually.
- Shall establish a prize fund along with the Executive Committee. The prize fund must be approved by the Board no later than the third [3rd] Board Meeting.
- Shall keep all financial records for a period of [2] years following completion of a season.

- Will not be obligated to pay any weekly fees for bowling, as compensation for above duties.
- Shall submit an interim financial statement to the Treasurer and President of the next bowling season no later than 2 weeks following the Awards Banquet and a final financial statement to the incoming officers no later than 4 weeks following the Awards Banquet.

#### SECRETARY

- Shall be responsible for the preparation and maintaining all records of the membership.
- Maintains a complete record of all meetings, includes minutes of meetings of the Board and the Executive Committee.
- Prepares a written report of all GSGBO meetings and distributes it to the Board at the following meeting.
- Maintains a complete roster of all members, including name, address, and telephone number.
- Along with the Bowling facility, shall be responsible for accurate statistics, including the verification of all entering averages of new and returning members.
- Keeps weekly record of all statistics, including handicaps, averages, team standings/points, games bowled, total wood, and high game/series.
- Along with the Treasurer, shall be responsible for the collection and submission of all USBC fees and forms.
- Along with the President, shall submit a formal agenda to all Board members at least one [1] week prior to any meetings.
- Shall be responsible for giving proper notice of any/all meetings to those involved.
- Certifies averages of all Organization members participating in any/all tournaments.
- Provides the annual bowling schedule to be distributed to all members.
- Provides the GSGBO bylaws to all Board members.
- Shall be responsible, in case of the absence of the Treasurer, for the collection of the weekly monies.
- Reports all scores to the USBC that are eligible for awards.
- Responsible for preparation/coordination/dissemination of all Organization communications.
- Shall submit an annual report to the Board at the close of the year of the activities of the membership.
- Shall be responsible for the safeguarding of all Organization records.
- Will not be obligated to pay any weekly fees for bowling, as compensation for above duties.
- Shall submit a complete set of By-Laws to the Secretary and President of the next bowling season no later than the night of the Awards Banquet.

#### TEAM CAPTAIN

- Serves as the team's official representative on the Board. He is elected by a majority of the team's members. He is responsible for the conduct and attendance of his team in all Organization play.
- Responsible for the eligibility of the team and its members under the rules of the Organization and the USBC, including payment of weekly monies, dues, and/or fees.
- Shall attend all Board meetings or designate, in writing, a substitute. Any team captain not present at two [2] consecutive Board meetings may be removed from office by a majority vote of the Board.
- May remove a fellow team member if he is able to furnish a sound and sufficient reason to the Board. In turn, a team may remove its team captain for sufficient reason if such action is approved by a majority of the Board. Should a team captain be removed, the team must elect a new captain within two [2] weeks after such removal/resignation and submit the new captain's name to the Secretary
- The Team Captain shall be responsible for the following financial matters:
  - Collection and verification of all weekly monies from each team member to be given to the Treasurer at a designated time provided by the Treasurer.
  - Keeping team payments up-to-date on a weekly basis.
  - Maintaining an accurate record of payment of fees by team members
  - Responsible for the distribution of all prize fund monies to the team members within fifteen [15] days of receipt from the Treasurer. Where disputes arise, decision may be rendered by the Board, if so demanded by any team member.
- Notifies the Secretary of any special USBC awards earned by a team member.

#### SECTION V – FINANCES/FEES

The weekly bowling fee will be decided annually by the Executive Committee. It must be approved by a majority of the Board at the first [1<sup>st</sup>] Board meeting. If the fee is not approved, the Board must stay in session until a fee is agreed upon. The weekly fee for the 2015-2016 season is \$20.

Each member must pay either the annual USBC certification fee unless he has paid the appropriate fee in another certified league.

This fee must be paid by the second [2<sup>nd</sup>] week of bowling.

Any regular member who misses a weekly payment or is absent without being represented by a paying alternate, must pay the delinquent bowling fee the following week. He will not be permitted to bowl if it is not paid.

Bowlers will be required to pay for the last two (2) weeks of the season by the 4<sup>th</sup> week of the season. All weekly fees must be paid by 31<sup>st</sup> week of bowling. There will be no envelopes the final two (2) weeks of bowling.

Any individual in arrears of more than \$40.00 USD or any team in arrears of more than 80.00 USD will be prohibited from bowling until all arrears are paid in FULL. This rule is in effect regardless of any individual(s) neglect.

Teams are responsible for paying the total weekly fee for a full legal lineup every week even if a full team is not available.

Complete financial records shall be complete and updated by the Treasurer and shall be provided to any member upon request.

Approval by 2/3 of a quorum of the Board is required for any Organization expenditure outside of the budget exceeding 500.00 USD.

The Organization shall not extend any loans, contributions, or any other financial assistance to any organization/individual without approval by 2/3 of a quorum of the Board.

Check disbursements shall never be made out to "Cash", but to organizations/individuals that are approved by the Board. The exception to this rule is the cash withdrawal from the bank for the prize fund distribution, as the bank might require a check be made out to "Cash".

The Organization shall not apply for any loans or other financial assistance unless specifically approved by the Board.

Any team in arrears at the end of the season will be covered by monies taken from that team's prize fund distribution.

Any League member who submits a check for bowling that is returned by the bank for insufficient funds, will no longer be allowed to pay by check and will be responsible for a \$25 return check fee. Exceptions will only be made if the bank was at fault and has compensated the league for any bank fees.

## **SECTION VII – PRIZE FUND**

A preliminary prize fund is established by the Executive Committee off-season. A copy of the prize fund distribution is given to all Board members during the first [1<sup>st</sup>] Board meeting. The President appoints a prize fund committee consisting of at least three [3] members to review and submit a final prize fund to the Board during the second [2<sup>nd</sup>] Board meeting. The Treasurer will chair the Committee. The prize fund must be approved no later than the third [3<sup>rd</sup>] Board meeting.

## **SECTION VIII – PRIZES / AWARDS**

Each season the President will contract with the Bowling Facility for any/all awards that the facility will provide for the Organization. Team captains are responsible for notifying the Secretary of any possible prizes/awards (USBC/Organization) that his team members are eligible to receive.

In order to qualify for a high average and/or most improved bowler award(s), a member must have bowled a minimum of sixty [60] games. To qualify for any other individual Organization award(s) a member must have bowled a minimum of forty-five [45] games. A member and/or team will be eligible for only one prize/award. If a member or a team qualifies for more than one prize/award, the member or team shall be awarded the prize/award on the basis of the following priority:

1. High Average
2. Most Improved Average
3. High Series Scratch
4. High Game Scratch
5. High Series Handicap
6. High Game Handicap

Improvement awards for members returning from the immediate preceding bowling season will be based upon the preceding year's final average. Improvement awards for new members will be calculated based on averages established after the first twenty-one [21] games. Members who miss one [1] or more seasons and return are considered to be new members.

## **SECTION IX – AVERAGES/HANDICAPS**

Bowlers in GSGBO will establish averages per the following criteria and in the following order:

a) Returning GSGBO bowlers shall use, for his first nine (9) games of the season, an entering average based on his final \*USBC certified average established in this organization the previous season. After nine (9) games bowled in GSGBO, a new average will have been established.

b) New Members of GSGBO who have a USBC certified average from the previous Fall/Winter season in another league(s), shall use their highest of those averages for the first nine (9) games of the season. If a member is joining mid-season, and has a current Fall/Winter season USBC certified average from the current season, that average will be used for the first nine (9) games in GSGBO. After nine (9) games bowled in GSGBO, a new average will have been established.

If a bowler falls under a) or b) above, and in their first three (3) series' of the season misses one game or more, the average will be established upon the completion of the series that includes the bowler's 9th game of the season.

c) For bowlers who have no established average as defined above, the average shall be determined after bowling a complete three [3] game series. The handicap based on this average shall then apply retroactively to those games bowled. A bowler falling under this rule must bowl a complete three (3) game series their first session of bowling.

The Organization handicap will be 95% of the difference between the bowler's average and 225. The team handicap for each scheduled match shall be the total of the individual handicaps for the bowlers in the legal lineup, including handicaps for any/all absentee and/or vacancy scores. In the event a bowler maintains an average higher than the season's handicap base or better, he/she will now maintain a negative handicap based upon the formula above.

Bowlers are required to carry either a right handed or left handed average. If because of injury or disability a bowler finds it necessary to change delivery to their opposite hand, that bowler must notify the president before the start of the first game. The president will then notify the secretary and the opposing captain. That bowler must then bowl all three games that night with his opposite hand. Separate averages/handicaps for each handed delivery must then be kept and used for that bowler.

## **SECTION X – TEAM ROSTER/LEGAL LINEUP**

Team captains must turn in a full roster of team members (including name, address, telephone number) to the Secretary at the first [1<sup>st</sup>] Board meeting. Thereafter, any changes must be reported to the Secretary before the new member is allowed to bowl. During position nights and the final ten [10] weeks of the season, a team may not add any new members to its roster unless the added bowler has established a USBC Certified average in this league in the current season. If the added team member is so certified, he/she may be added to the roster at any prior to the start of bowling on Week 30.

A minimum of 1 team roster member must be physically present and participating in league play by the completion of the third frame of the opposing team. Otherwise, the team without a legal lineup will forfeit that game and receive a score of zero for that game towards total pins for that series.

If a team drops out of the league within the first 4 weeks, the replacement team is to make up the games they missed or forfeit points for the missed games.

When a member withdraws from the Organization, he is responsible for paying all arrears up to the withdrawal date, and hence forfeits all individual/team prizes, and attendance at any year-end social activity. If the withdrawal is due to unavoidable circumstances, a review by the Executive Committee can override this Bylaw.

A team member/alternate can transfer to another team only with the approval of the captain of the team from which the member is transferring and with the approval of two-thirds [2/3] of the Board.

Substitutions by alternates or subs in the middle of a game will not be allowed. If a member cannot play out a game, the score will reflect the score for the actual frames bowled plus 1/10<sup>th</sup> the bowler's absentee score for each frame thereafter.

## **SECTION XI – ABSENTEE/VACANCY SCORES**

Absentee scores will be allowed when a team has a legal lineup (one member) but less than a full lineup by the end of the third [3<sup>rd</sup>] frame of any game in a match. The absentee score shall be the absent member's average less ten [10] pins. When there are more than three [3] members on the team roster and the team has either one [1] member or two [2] members present at the end of the third [3<sup>rd</sup>] frame, the absentee score(s) shall be the average(s) of the member(s) with the most games bowled less ten points. Should the amount of games be equal for multiple team members who are absent, the higher average of those team members shall be used less ten pins.

When a team does not have enough members for a full lineup, a vacancy score of one hundred-twenty five [125] shall be used only if that team has sufficient members for a legal lineup. Such score shall be the basis for the vacancy handicap which shall be ninety-five [95].

## **SECTION XII – FORFEITURES**

When a team forfeits, it automatically receives no points. The opposing team must bowl all three [3] games. The team must exceed its own team average, minus ten [10] pins for each member, to win the game points. If the team does not surpass the required team score for any game, that game will be considered a loss.

Any individual of the forfeiting team may bowl for his own personal average/awards, but his score does not affect his team's points.

## **SECTION XIII – PRE-BOWLING AND POST-BOWLING**

Unopposed pre-bowling is allowed on a team basis, and no substitutes may bowl. The board may make an exception to allow for individual pre-bowling or post-bowling when the league schedule conflicts with a holiday that is not recognized by US Banks, or in the case of an emergency situation. There will be no pre-bowling or post-bowling on position nights. Dues owed by the team pre-bowling must be paid at the next scheduled bowling session. All rules regarding arrears will apply.

Teams and bowlers must follow the procedures for pre-bowling listed below:

- 1) Must inform the president or secretary one week in advance of the bowling session to be missed. Neither team captain is required to accept a “direct competition” pre-bowl.
- 2) Must make their own arrangements with Hudson Lanes to bowl when lanes are available and inform the president or secretary of that date and time when arranged. As a courtesy, the president or secretary should inform the opposing team captain of the prebowl and when it is going to occur.
- 3) Upon arrival at the lanes, ask the front desk for a standard recap sheet to write their scores on, and at the completion of bowling, must have the front desk print out a copy of all games. The printout must be attached to the recap sheet and left at the front desk to be given to the secretary at the next bowling session. The scores must be emailed to the secretary as soon as possible, but no later than noon on the scheduled bowling night.
- 4) Any score corrections should be verified by the desk person at Hudson Lanes, as they will appear as corrections on the printout
- 5) Any failure to follow these procedures may result in the pre-bowl scores being null and void, and all points will be forfeited.
- 6) There will be NO post-bowling except in the case of an emergency situation that is communicated to the president or secretary AND opposing team captain before noon on the scheduled bowling night. Post-bowling MUST be done before the next scheduled bowling night, and procedures 2 through 5 above must be followed
- 7) Pre-bowled scores will be provided to the opposing team at the scheduled bowling session.

#### **SECTION XIV – POSITION STANDINGS**

Position standings shall be determined on the basis of games won and lost.

Standings shall be determined on a point basis, with two [2] points awarded for each game won, and one [1] point for the high team series in each match.

In the event of a tie for any of the top three places in the final team standings, a one game play-off will be rolled the last night to determine the winners.

#### **SECTION XV – ELECTIONS**

All Executive Committee positions shall be elected by all members of the Organization. Any member in good standing may run for any Executive Committee position.

Nominations must be placed during the appropriate Board meeting to be held either the twenty-fifth [25<sup>th</sup>] or the twenty-sixth [26<sup>th</sup>] week of the current schedule. Any member may be nominated by any other member. Nominations must be seconded by a Board member in order to be placed on the official ballot.

Elections will take place on the thirtieth [30<sup>th</sup>] week of the current schedule. Ballots will be distributed to each member prior to the scheduled match. Ballots must be returned to the Secretary no later than the end of the first [1<sup>st</sup>] game.

Absentee ballots are permitted only if they are given with a letter of consent by the absent member.

The Vice-President and Secretary shall monitor the election. If one or both of them are running for any office, the President will select one [1], or if necessary, two [2] team captains to serve as election monitors.

The President will announce the winners following the verification of all ballots.

The new Executive Committee shall take office during the year-end social gathering of the general membership.

All Executive Committee officers are for one [1] year terms.

An Executive Committee officer may not serve as team captain.

#### **SECTION XVI – VOTING PROCEDURES**

Each member of the Board shall be entitled to one [1] vote only. Voting procedures will be in accordance with Robert’s Rule of Order.

#### **SECTION XVII – SUSPENSIONS/EXPULSIONS**

All suspensions/expulsions from the GSGBO shall be in accordance with USBC rules. Every member, including team captains and Executive Committee officers are governed by these rules. Any member suspended/expelled from the Organization has the right to appeal as provided by these rules.

The Board is empowered to remove any Executive Committee officer from office for proper cause. Such actions requires a two-thirds [2/3] vote of a quorum of the Board. Any officer removed from office had the right to appeal as provided by these rules.

#### **SECTION XVIII – LEAGUE SUBS**

League Subs will be allowed to bowl in this Organization in order to complete a team’s full lineup.

- League subs bowl free of charge.
- Bowler being substituted for is responsible for regular fees for that week.
- League subs do not qualify for any prize-fund distribution.
- League subs are subject to the same rules/regulations as regular members in regard to entering average/handicap (see section IX).

- League subs cannot be used on position nights or during the final four weeks of the schedule.
- Rules/regulations in regard to prizes, awards, and entry to any social activity will be decided by the Board.

### **SECTION XIX – IGBO**

This Organization is a member of IGBO (International Gay Bowling Organization). This Organization will pay the IGBO annual fee at the start of the season. The President may appoint himself or any other member as the IGBO representative. The representative will be responsible to the Organization for all communication and representation regarding IGBO meetings and/or tournaments.

### **SECTION XX – MISCELLANEOUS**

Any non-Organizational activity (including solicitations, distributions, announcements, etc.) must be approved by either the Board, the Executive Committee, the President, or the Vice President before they can be undertaken on any Organization gathering.

Bowling members that qualify to attend bowling events such as the holiday party and awards banquet without charge cannot transfer this privilege to another individual. Exception to this rule is that an entry to the awards banquet may be transferred to another paying GSGBO member in good standing.

In the event of inclement weather, the Executive Committee will determine if league bowling will occur or be postponed. All team captains will be notified by 3:00 PM and in turn are responsible for notifying all team members. The President will notify the bowling house if bowling is to be postponed.

**ANY RULES AND/OR REGULATIONS NOT COVERED HEREIN SHALL BE IN ACCORDANCE WITH THE USBC RULES.**

#### **SCHEDULE FOR GSGBO 2015-2016 Season**

Week	Date	
1	9/8/2015	
2	9/15/2015	
3	9/22/2015	Yom Kippur - Individual Pre-Bowling Allowed
4	9/29/2015	
5	10/6/2015	
6	10/13/2015	
7	10/20/2015	
8	10/27/2015	Position Round
9	11/3/2015	
10	11/10/2015	
11	11/17/2015	
12	11/24/2015	
13	12/1/2015	
14	12/8/2015	
15	12/15/2015	
16	12/22/2015	Position Round
	12/29/2015	Holiday Week - No Bowling
17	1/5/2016	
18	1/12/2016	
19	1/19/2016	
20	1/26/2016	
21	2/2/2016	
22	2/9/2016	
23	2/16/2016	
24	2/23/2016	Position Round
25	3/1/2016	
26	3/8/2016	
27	3/15/2016	
28	3/22/2016	
29	3/29/2016	
30	4/5/2016	
31	4/12/2016	
32	4/19/2016	Position Round
33	4/26/2016	Position Round