

Cathedral Short Mat Inc.

Regulations

1. Regulation to Bylaw Article 4 - Membership

- 1.1 Persons applying for membership shall submit an application form and the required fee to the Club. Applicants may not play until membership fees have been paid.
- 1.2 The Board shall set membership fees before November 1 of each year as part of a Board approved budget for the year.

2. Regulation to Bylaw Article 5 – Board Structure

2.1 President

- 2.1.1 Shall, if present, preside at all Board, Special and Annual General Meetings of the Club.
- 2.1.2 Shall sign all instruments which require his or her signature and perform all duties incident to the office of President.
- 2.1.3 Shall exercise the general supervision and control of all Club affairs.
- 2.1.4 May chair one or more committees.
- 2.1.5 May conduct a vote of the Board on any matter by telephone or e-mail when he or she deems such a vote expedient or necessary.
- 2.1.6 Shall be an ex-officio member of the Nominating Committee whose mandate is to find candidates for elected positions within the Club.
- 2.1.7 Shall deliver in a timely manner all information regarding present projects.

2.2 Vice-President

- 2.2.1 In the absence or inability of the President to act, shall be vested with all the powers and shall perform all the duties of the President.
- 2.2.2 May chair one or more Club committees.
- 2.2.3 Shall perform such other duties that may be assigned by the Board.
- 2.2.4 May be a signing officer of the club.

2.3 **Secretary**

- 2.3.1 Shall be responsible for the maintenance of all Club records and recording of meeting minutes.
- 2.3.2 Shall conduct all general correspondence and shall carry out such secretarial and clerical duties as may be necessary.
- 2.3.3 Shall on the advice of the President, give due notice of all meetings to those concerned.
- 2.3.4 Shall deliver in a timely manner to the successor all minutes and records of the Club in his or her possession.
- 2.3.5 May be a signing officer of the club.

2.4 **Treasurer**

- 2.4.1 Shall keep an accurate record of all monies received, disbursed and invested by the Club.
- 2.4.2 May have the books reviewed prior to the Annual General Meeting by a reviewer appointed by the Club.
- 2.4.3 Shall provide a financial statement and current month bank statement at all Board meetings.
- 2.4.4 Shall deliver in a timely manner to the successor all books of account and records of the Club in his or her possession.
- 2.4.5 May be a signing officer of the club.

2.5 **Past President**

- 2.5.1 Shall be responsible for chairing the Nominating Committee and for finding candidates for elected positions within the Club.
- 2.5.2 May chair one or more Club committees.
- 2.5.3 Shall perform such other duties that may be assigned by the Board.

2.6 Board Authority

- 2.6.1 The Board shall be the controlling body of the Club between Annual General Meetings and will undertake the administration of the Club on a day to day basis.
- 2.6.2 The Board shall determine and publish the rules and procedures that will apply to the individual Club competitions and shall rule on any dispute that may arise.

3. Governance

- 3.1 The Cathedral Short Mat Board will abide by all Bylaws, Regulations and Policies as set forth by the Regina Lawn Bowling Club. Failure to do so may be cause for discontinuation of the Cathedral Short Mat program.