

# REGINA LAWN BOWLING CLUB INC.

## Bylaws

(November 16, 2019)

### **Article 1 – Name**

The official name shall be the Regina Lawn Bowling Club Inc., hereinafter referred to as the “Club”.

### **Article 2 – Objectives**

To promote, foster and safeguard the game of Lawn Bowls by doing the following:

- 2.1 To make and publish rules and regulations of the game within the Club’s jurisdiction;
- 2.2 To encourage social fellowship among lawn bowlers, and
- 2.3 To maintain membership in and support of Bowls Saskatchewan Inc.

### **Article 3 – Address**

3.1 The physical address of the Club is:

3820 Victoria Avenue  
Regina, SK S4N 0N7

3.2 The mailing address of the Club is:

Regina Lawn Bowling Club Inc.  
Normanview RPO  
P.O. Box 31102  
Regina, SK S4R 8R6

### **Article 4 – Membership**

4.1 There shall be seven (7) classes of membership:

- 4.1.1 Regular;
- 4.1.2 Full Youth;
- 4.1.3 Restricted Youth;
- 4.1.4 League Associate;
- 4.1.5 Associate;
- 4.1.6 Jitney Associate, and
- 4.1.7 Alternate Associate.

4.2 The privileges and responsibilities of each class of membership shall be as follows:

4.2.1 Regular Member

- shall be twenty-six (26) years of age or older as of January 1 of the current year;
- shall have paid all fees as set out by the Club's Regulations;
- membership is valid from May 1 to April 30 of each year;
- may participate in all Club activities,
- be entitled to stand for election at the Annual General Meeting;
- be allowed to vote at the Annual General Meeting;
- be allowed to make representation before the Board at Regular Board Meetings;
- be allowed to request a Special General Meeting, and
- be allowed to vote at the Special General Meeting.

4.2.2 Full Youth Member

- shall be twenty-five (25) years of age or younger as of January 1 of the current year;
- shall have paid all fees as set out by the Club's Regulations;
- membership is valid from May 1 to April 30 of each year;
- may participate in all Club activities;
- be entitled to stand for election at the Annual General Meeting, if age eighteen (18) or older;
- be allowed to vote at the Annual General Meeting, if age eighteen (18) or older;
- be allowed to make representation before the Board at Regular Board Meetings, if age eighteen (18) or older;
- be allowed to request a Special General Meeting, if age eighteen (18) or older, and
- be allowed to vote at the Special General Meeting, if age eighteen (18) or older.

4.2.3 Restricted Youth Member

- shall be twenty-five (25) years of age or younger as of January 1 of the current year;
- shall have paid all fees as set out by the Club's Regulations;
- membership is valid from May 1 to April 30 of each year;
- may only play on designated Youth Day each week as well as Opening Day, Canada Day, Fall Wind-up, Youth Playdowns and where eligible to participate in Bowls Saskatchewan Inc. Provincial Tournaments;
- not entitled to stand for election at the Annual General Meeting;

- not allowed to vote at the Annual General Meeting;
- not allowed to make representation before the Board at Regular Board Meetings;
- not allowed to request a Special General Meeting, and
- not allowed to vote at the Special General Meeting.

#### 4.2.4 League Associate

- shall have paid all fees as set out by the Club's Regulations;
- may only play on the designated league night, Opening Day and Canada Day;
- membership is valid from Opening Day to July 31 of each year;
- not entitled to stand for election at the Annual General Meeting;
- not allowed to vote at the Annual General Meeting;
- not allowed to make representation before the Board at Regular Board Meetings;
- not allowed to request a Special General Meeting, and
- not allowed to vote at the Special General Meeting.

#### 4.2.5 Associate Member

- shall have paid all fees as set out by the Club's Regulations;
- membership is valid from May 1 to April 30 of each year;
- may participate in Opening Day, Canada Day and Fall Wind-up
- not entitled to stand for election at the Annual General Meeting;
- not allowed to vote at the Annual General Meeting;
- not allowed to make representation before the Board at Regular Board Meetings;
- not allowed to request a Special General Meeting, and
- not allowed to vote at the Special General Meeting.

#### 4.2.6 Jitney Associate

- shall have paid all fees as set out by the Club's Regulations;
- membership is valid from May 1 to April 30 of each year;
- may participate in Opening Day, Canada Day, Fall Wind-up and at every Jitney;
- not entitled to stand for election at the Annual General Meeting;
- not allowed to vote at the Annual General Meeting;
- not allowed to make representation before the Board at Regular Board Meetings;
- not allowed to request a Special General Meeting, and
- not allowed to vote at the Special General Meeting.

#### 4.2.7 Alternate Associate

- this is a membership that does not fall into the above categories. Any request for this type of membership is to be reviewed by the Board on a case by case situation and classed accordingly. Refer to Regulations.

## **Article 5 – Board Structure**

5.1 The structure of the Regina Lawn Bowling Club Board, hereinafter called the “Board” shall be as follows:

5.1.1 Executive Officers – Past President, President, Vice-President, Secretary and Treasurer. The positions of Secretary and Treasurer may be combined. The duties of the Executive Officers shall be defined in the Regulations.

5.1.2 Directors – The Directors shall be determined as required and the positions and duties defined in the Regulations.

5.1.3 All Executive Officers and Directors shall be drawn from Regular Members and/or those Full Youth Members who are eighteen (18) years of age or older.

5.2 The President, Vice President, Secretary and Treasurer shall serve for two (2) year terms. The President and Vice President shall be elected in odd years, the Secretary and Treasurer shall be elected in even years. The length of the terms may be shorter or longer depending on the circumstances in place when they are elected so that their terms will conform to the odd/even year terms.

5.3 The Past President shall serve a two (2) year term immediately following their Presidency term.

5.4 The Directors shall be elected for a two (2) year term. Half of the total number of Directors shall be elected on an alternating basis.

5.5 The Board may appoint committees as required. The committees must report back to Board on a regular basis as determined by the Board.

## **Article 6 – Signing Authority**

6.1 The signing authorities of the Club shall be any two of the Treasurer, President, Vice-President, Secretary and one other position as determined by the Board.

6.2 All signing authorities must be at arm’s length.

6.3 No two members of the same family or household shall have signing authority during the same term of office.

6.4 The payment of any expenditure shall have two (2) signatures of the approved signing authorities on the cheque.

6.5 Signing of blank cheques in advance of expenditure approval by one or more of the signing authorities is strictly prohibited.

## **Article 7 – Fiscal Year**

7.1 The Fiscal Year shall be from October 1 to September 30.

## **Article 8 – Meetings**

### 8.1 Annual General Meeting

8.1.1 The Annual General Meeting shall be held at a time and place to be determined by the Board and after review of the financial statements has been completed.

8.1.2 At least thirty (30) days' notice of the date of the Annual General Meeting shall be given to the general membership.

8.1.3 Twenty (20) Regular Members and Full Youth Members shall constitute a quorum.

8.1.4 The meeting shall hear all pertinent annual reports and shall transact all business, including election of officers and directors, as may properly come before it.

### 8.2 Special General Meetings

8.2.1 Any Regular or Full Youth Member, eighteen (18) years of age or older, may request a Special General Meeting by making his or her request in writing to the Secretary, stating clearly the reason for the request.

8.2.2 The request shall be considered by the Board and if deemed of sufficient importance the meeting shall be called at a time and place determined by the President.

### 8.3 Board Meetings

8.3.1 Board Meetings shall be held at the call of the President who will name the time and place of such meetings. Notice of Board meetings and Agenda shall be given at least seven (7) days prior to date of the meeting.

8.3.2 The quorum for a Board Meeting shall be 50% of the Board members, consisting of at least two (2) Executive and three (3) Directors.

8.3.3 A Regular or Full Youth Member, eighteen (18) years of age or older, may request to make a presentation at a Board Meeting. Once the presentation has been made, the President will request the Member to retire from the Meeting.

#### 8.4 Committee Meetings

8.4.1 Committees may meet as required, but must report back to the Board.

8.4.2 The President shall be an ex-officio member of the committee.

#### 8.5 Meeting Procedure

8.5.1 All meetings shall be conducted in accordance with Robert's Rules of Order.

### **Article 9 – Bylaws and Regulations**

9.1 Amendments, additions or deletions to the Bylaws shall only be made at the Annual General Meeting.

9.2 Notification of such proposed amendments shall be given at least (30) days prior to the Annual General Meeting.

9.3 The Board may pass Regulations that are ancillary to and not inconsistent with these Bylaws for the purpose of carrying out the provisions of these Bylaws. Amendments, additions or deletions to the Regulations shall come in to effect if approved by a two-thirds majority of the Board members present and voting.

### **Article 10 – Committees**

10.1 The Board may appoint, combine or terminate as many committees as required for the functioning of the Club. Refer to Regulations for a list of Committees.

10.2 All committees are accountable to the Board and must report back to the Board on a regular basis as requested by the board of directors.

### **Article 11–Youth Program**

11.1 The objective of the Youth Program shall be to promote and foster the development of Youth Members.

### **ARTICLE 12 - DISSOLUTION**

12.1 If the Board concludes that the Club can no longer function as a viable organization, then dissolution may be considered. Proposals of this nature must be tabled at a meeting of the general membership for discussion and approval. Any motion which would authorize dissolution of the Club must be approved by a two-thirds (2/3) majority of eligible voters present before it can be implemented.

12.2 The Board may lie dormant, with its assets held in trust by the Bowls Saskatchewan Inc., for a maximum of three (3) years; or until there is enough interest to make its operation viable once again; or as stipulated in the Non-profit Incorporation Act.

12.3 In the event that dissolution is approved, a panel of at least three (3) trustees must be appointed by the current Board to oversee the wind-up of all outstanding financial affairs of the Board, in accordance with the following guidelines:

12.3.1 The trustees shall take all steps legally necessary to ensure repayment of any out-standing debts, for which the Regina Lawn Bowling Club may be held accountable;

12.3.2 All assets, remaining after the payment of all liabilities, shall be returned to Bowls Saskatchewan Inc., or as stipulated in the Non-profit Incorporations Act.