

# REGINA LAWN BOWLING CLUB INC.

## Regulations

(November 16, 2019)

### **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 Inexperienced applicants for membership must take lawn bowling instruction from the Club coaches.
- 1.3 Alternate Associate membership shall include, but not limited to, those requiring assistance through the Membership Assistance Program, short term visitors, or other circumstances that present unique situations.
- 1.4 The Board shall set membership fees before April 1 of each year as part of a Board approved budget for the year.
- 1.5 League Associate Members may receive a pro-rated membership fee based on half price of the appropriate membership class effective August 1 plus an additional ten percent (10%) of the half price for each week that they may have joined prior to August 1.
- 1.6 Other members can join the club on August 1 or later for half price of the appropriate membership class.

### **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.

2.16 Shall be an ex-officio member of the Nominating Committee whose mandate is to find candidates for elected positions within the Club.

2.17 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 Shall be a signing officer of the Club.

2.2.3 May chair one or more Club committees.

2.2.4 Shall perform such other duties that may be assigned by the Board.

## 2.4 Secretary

2.4.1 Shall be responsible for the maintenance of all Club records and recording of meeting minutes.

2.4.2 Shall conduct all general correspondence and shall carry out such secretarial and clerical duties as may be necessary.

2.4.3 Shall on the advice of the President, give due notice of all meetings to those concerned.

2.4.4 Shall deliver in a timely manner to the successor all minutes and records of the Club in his or her possession.

## 2.5 Treasurer

2.5.1 Shall keep an accurate record of all monies received, disbursed and invested by the Club.

2.5.2 Shall have the books reviewed prior to the Annual General Meeting by a reviewer appointed by the Club.

2.5.3 Shall be bonded.

2.5.4 Shall provide a financial statement and current month bank statement at all Board meetings.

2.5.5 Proper detailed receipts must accompany all expenditures and these expenditures must be approved by a Board, Special or Annual General Meeting before a cheque is to be written.

2.5.6 Shall deliver in a timely manner to the successor all books of account and records of the Club in his or her possession.

## 2.6 Past President

2.6.1 Shall be responsible for chairing the Nominating Committee and for finding candidates for elected positions within the Club.

2.6.2 May chair one or more Club committees.

2.6.3 Shall perform such other duties that may be assigned by the Board.

## 2.7 Board Authority

2.7.1 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.

2.7.2 Each Officer/Director shall exercise control and supervision of one or more club Committees that have been assigned to him or her.

2.7.3 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. Regulation to Bylaw Article 10 – Committees**

3.1 The Board may appoint, combine or terminate the following committees as required for the functioning of the Club: Beautification, Beverage, Catering, Coaching, Club Tournaments, Daily Draw, Equipment, Finance, Greens, Grounds, Group Bookings, Handbook, Jitney, Membership, Nominating, Officiating, Phoning, Plaques, Publicity, Social, Sponsorship, City of Regina Liaison and Bowls Saskatchewan Liaison.