

# **Illinois USBC WBA State Association Bylaws**

February 18, 2006

Revised: February 20, 2010

## **Article I Name**

The association is chartered by the United States Bowling Congress. The name of the organization is the: **Illinois State USBC WBA.**

## **Article II Nonprofit Corporation and Charter**

### **Section A. Nonprofit Corporation**

The association is organized as a nonprofit corporation and operates consistent with the requirements of an organization classified as tax exempt under Section 501(c)(3) of the Internal Revenues Code (IRC).

### **Section B. Charter**

The association shall be chartered by USBC and subject to its authority. To maintain its charter, the association must:

1. Provide services for **Illinois State USBC WBA.**
2. Adopt bylaws approved by USBC.
3. Not enact any bylaws or rules inconsistent with USBC's bylaws.

### **Section C. Association Dissolution**

Upon dissolution of this organization, all of its assets remaining after payment of its lawful obligations shall be distributed in accordance with the requirements of Section 501(C) (3) of the Internal Revenue Code and regulations promulgated there under.

## **Article III Purpose**

The purposes of the association as stated in the Articles of Incorporation, include, but are not limited to:

1. Providing equal opportunity for all in the sport of bowling without regard to race, religion, age, gender, disability, or national origin. "Gender" does not apply to WBA associations.
2. Promoting the game of American Tenpins.
3. Conducting and supporting bowling competition.
4. Engaging in any other activities permitted by an organization classified as tax exempt under Section 501(c)(3) of the IRC.

## **Article IV Membership and Dues**

Individuals who have obtained USBC and local association membership, in accordance with USBC and local association bylaws, become members of this association through payment of applicable annual state dues, if any.

The delegates, by two-thirds vote, determine and adopt adult dues, if any.  
The annual state adult dues are \$ 1.00.

The Board may waive all or part of state dues for:

1. Members of other USBC associations having a reciprocal agreement with the association.
2. Other groups, such as seniors, etc., as determined by the board.

The association cannot charge additional non-dues assessments.

## **Article V Board of Directors - Management**

### **Section A. Board Composition, Authority and Duties**

The management and governance of the association is vested in the board of directors. The number of directors is determined by **Illinois State USBC WBA delegates**.

The maximum number of directors is ten.

The board shall not engage in any acts constituting a conflict of interest. The board's duties include but are not limited to:

1. Enforcing the bylaws.
2. Complying with the *USBC Association Policy Manual*.
3. Conducting championship level competition for its membership constituency WBA.
4. Providing education, training, evaluations, recognition and other services as determined by USBC.
5. Implementing USBC programs as requested.
7. Selecting/appointing of the Association Manager.
8. Approving use of membership records.

### **Section B. Eligibility**

A candidate for the board must be:

1. A USBC member in good standing of the association at the time of election and throughout their term.
2. Elected or appointed without regard to race, color, religion, gender, disability, national origin, or age, other than the minimum age of 14 years, unless state laws mandate a specific age and be reasonably representative of the membership. "Gender" does not apply to WBA.
  - a. Any member of the board authorized to sign contracts or acting as a signatory on association accounts must be a minimum age of 18.

- b. A maximum of three bowling center proprietors may serve on the board at one time. A proprietor is an individual who is the owner, partner, or corporate officer of a bowling center or group of bowling centers. Excluded from the definition of proprietor is an individual who owns 25 % or less of the equity shares, or who is inactive in the management of the bowling center and remains so during a term as an officer or director.

Additional eligibility requirements, if any, will be developed by the Nominating Committee to be approved by: **Illinois State USBC WBA delegates**.

1. A candidate to be eligible for nomination as an officer or director, shall have been a member of a Illinois USBC WBA certified league during the current season and must not be bowling in an uncertified league. She must be a member of Illinois USBC WBA at the time of election and throughout her term of office.
2. A candidate to be eligible for nomination as a director must have served as a delegate to the Illinois State USBC WBA Annual Meeting or must have been an officer or director for two or more consecutive years in the preceding four years; this may include the year of nomination.
3. A candidate to be eligible for nomination as an officer of the Illinois State USBC WBA must have served not less than three years as a member of the Illinois USBC WBA Board of Directors.
4. The officers and directors shall be so apportioned that no local association shall be represented by more than two places on the Board of Directors.

Nominations may be made from the floor during the time of election at the Annual Meeting. However, nominations must be accompanied by a completed form with the signature of the candidate as well as a written resume of the qualifications of the candidate which the nominator will be called upon to be read. Qualifications must be submitted to the Nominating Committee at least 24 hours prior to the opening of the annual meeting.

### **Section C. Election of Directors**

Directors are elected by a majority vote\* of **Illinois State USBC WBA** delegates present and voting, from:

1. A slate provided by the Nominating Committee.
2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee at least 24 hours prior to the opening of the annual meeting.

Voting will be by ballot if more than one nominee for each position.

### Section D. Term

The term for directors is three years. The number of years in a term, the number of terms allowed and a stagger system are determined by: **Illinois State USBC WBA** delegates.

President  
2<sup>nd</sup> Vice President  
3 Directors

1<sup>st</sup> Vice President  
4 Directors

3<sup>rd</sup> Vice President  
Sergeant-at-Arms  
3 Directors

### Section E. Resignation, Removal, and Vacancies

1. **Resignation.** A board member may resign from the board of directors by providing written notice of resignation to the president or, in the case of the president, to the board.
2. **Removal for Ineligibility.** A board member who is no longer eligible to serve on the board may be removed by a two-thirds vote of the board when a quorum is present.
3. **Removal for Cause.** When a board member is accused, in writing, of failure to properly perform the duties of their office or otherwise engaging in improper or unfair activities or conduct, the board may conduct a hearing following the Removal Procedures in the Suspension and Reinstatement Chapter. An appeal may be filed with USBC within 15 days of the removal. Two-thirds written consent of the full board is required to seek re-election and/or re-appointment to the board.
4. **Vacancies.** Vacancies in positions on the board are filled for the un-expired portion of each term as follows:
  - a. The president, with board approval shall fill vacancies in director positions.
  - b. The board fills vacancies in officer positions.

*\*If a majority vote is not reached on the first ballot, the candidate receiving the lowest vote total is dropped and balloting continues until a candidate receives a majority vote.*

## Article VI Officers

### Section A. President, Vice Presidents, and Sgt.-at-Arms

The officers of this association shall include a president, three vice presidents, and sgt.-at-arms. (The association determines if more than one vice president or a sergeant-at-arms is necessary and defines their duties and responsibilities, to be placed in the association's operations manual.)

## Section B. Election

Officers are elected by a majority vote\* of the **Illinois State USBC WBA** delegates present and voting, from:

1. A slate provided by the Nominating Committee.
2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee at least 24 hours prior to the opening of the annual meeting.

Voting will be by ballot if more than one nominee for each position.

## Section C.Term

The term for elected officers is three years, not to exceed three years in a term. The number of years in a term, the number of terms allowed and a stagger system are determined by **Illinois State USBC WBA** delegates.

## Section D. Authority and Duties

### 1. President

- a. Presides at all meetings.
- b. Acts as spokesperson for the association.
- c. Serves as the liaison to the state proprietors association, if applicable.
- d. Appoints committees, except nominating, with board approval.

<b>Note:</b> All committees should be composed of both board members and non-board members.
---

### 2. Vice President

- a. Presides at all meetings when the president is absent.
- b. Performs other duties as prescribed by the board or requested by the president.

### 3. Association Manager

- a. Selected/appointed by and accountable to the board.
- b. Acts as the ex officio non-voting secretary/treasurer of the board or such other officer designation as required by law and determined by the board.
- c. Responsible for other duties as prescribed by the board and in the *USBC Association Policy Manual*.

## Article VII Meetings

### Section A. Annual Meeting

An Annual Meeting of **Illinois State USBC WBA** delegates/alternates shall be held at a time and place approved by the board of directors. (See Article IX, Section B for the time frame for election of **WBA** delegates and alternates to the Illinois USBC WBA Annual Meeting.)

*\*If a majority vote is not reached on the first ballot, the candidate receiving the lowest vote total is dropped and balloting continues until a candidate receives a majority vote.*

Attendance is open to all members.\* Voting officers, directors, delegates/alternates.

1. Only adult membership will be used to determine the number of adult delegates and alternates an association is entitled to send to the Illinois State USBC WBA state annual meeting
2. The Association Invites All Associations, Delegates and Youth Representatives Within its Jurisdiction, as follows:
  - a. Associations:

WBA will invite all Illinois State USBC WBA associations as well as those associations that have a combined membership of men, women and youth.

- b. Based on the previous Illinois State USBC WBA season's membership as of July 31, each local association shall be entitled to delegates as follows:

1	50 members	2 delegate
51	150 members	3 delegates
151	350 members	4 delegates
351	550 members	5 delegates
551	750 members	6 delegates
751	950 members	7 delegates
951	1150 members	8 delegates
1151	1350 members	9 delegates
1351	1550 members	10 delegates
1551	1750 members	11 delegates
1751	1950 members	12 delegates
1951	2150 members	13 delegates
2151	2350 members	14 delegates
2351	2550 members	15 delegates
Over 2551 members		16 delegates

A local association is not eligible to send delegates/alternates if it is declared delinquent or USBC has revoked its charter.

**Note:** An association that has not processed dues for the current season shall be considered delinquent.

- c. **Credentials.** Credentials are forwarded to the state association on or before December 15 prior to the opening of the annual meeting.

3. **Voice and Vote**

**Illinois State USBC WBA** Delegates, voting officers and directors of the association, at least 14 years of age, unless state laws mandate a specific age, have voice and vote. Other members may attend with voice only. Absentee and proxy voting are not permitted.

4. **Responsibilities**

**Illinois State USBC WBA** Delegates shall:

- a. Adopt bylaws.
- b. Adopt state adult dues, up to the established maximum.
- c. Elect officers and directors to the board.
- d. Elect one delegate and one alternate to the USBC Annual Meeting.

5. **Meeting Notice**

Written notice of the meeting shall be forwarded to the board and **Illinois State USBC WBA** delegates at least 15 days prior to the annual meeting. Special meetings may be called by the president or upon written request of at least three board members.

6. **Quorum**

Three officers and six directors and forty-one registered Delegates of the **Illinois State USBC WBA** constitute a quorum. The delegates determine the number.

7. **Action**

**Illinois State USBC WBA.** A majority vote of delegates, officers and directors present and voting, at a properly noticed meeting, when a quorum has been established, is required to take action, unless otherwise provided by law or these bylaws.

Election of officers and directors requires a majority vote\*. Election of delegates and alternates requires a plurality vote. Absentee and proxy voting are not permitted.

**Section B. Board Meeting**

The board shall meet at a minimum, as often as required by state law. Special meetings may be held upon the request of any board member if a majority of the board approves.

1. **Notice.** Written notice for all regular and special meetings shall be forwarded to the board at least 15 days prior to the meeting.
2. **Quorum.** Three officers, six directors constitute a quorum. The delegates determine the number.
3. **Action.** A majority vote of the officers and directors, present and voting, at a properly noticed meeting, when a quorum has been established, is required to take action unless otherwise provided by law or these bylaws. Absentee and proxy voting are not permitted.
4. **Action(s) Without a Meeting.** Actions that are deemed necessary to conduct business/operations of the association may be taken outside of a board meeting by use of mail, e-mail or teleconferencing. This type of action must be permissible by state law and approved by the delegates representing adult membership, Youth Delegates, and board. (The procedures found in the USBC Association Policy Manual, Chapter Five, Section D, Item 4 must be followed.)

**Section C. Parliamentary Procedure**

The most recent edition of *Robert's Rules of Order, Newly Revised*, shall govern all meetings.

**Article VIII  
Committees**

**Section A. Standing Committees**

The association shall have the following Standing Committees: Finance.

**Finance Committee.** The committee is responsible for reviewing and monitoring the annual budget and other financial matters.

**Section B. Other Committees**

The president may establish other committees, with board approval, ie. Nominating Committee. The committee reviews candidates, prepares slates and publicizes criteria and procedures for elected positions for the board. The Illinois State USBC WBA Nominating Committee reviews candidates and prepares slates and publicizes criteria and procedures for the Illinois State USBC WBA delegates and alternate to the Illinois State USBC WBA annual meeting.

## **Article IX**

### **Delegate and Alternate to USBC Annual Meeting**

A delegate and alternate to the USBC Annual Meeting are elected by plurality vote\* of those Illinois State USBC WBA delegates present and voting. (See Article VI, Section A of the national bylaws for representation.)

*\*A plurality vote is the largest number of votes cast for a given candidate. The candidate(s) receiving the most votes is(are) elected.*

#### **Section A. Eligibility**

Delegates and Alternates must be:

1. Elected by the Illinois State USBC WBA delegates.
2. At least 18 years of age.
3. An Illinois State USBC WBA member in good standing of the association at the time of election and throughout their term.

If a member is elected to represent more than one association to attend the same meeting, the first election shall stand and any succeeding election shall be declared null and void.

**Note:** If the association's charter has been revoked they are ineligible to send delegates to the USBC Annual Meeting.

#### **Section B. Election**

The delegate and alternate serve for one year, beginning August 1, and are elected by:

1. A slate provided by the Nominating Committee.
2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee at least 24 hours prior to the opening of the annual meeting.
3. Plurality vote\*. The election shall be by ballot, except that a voice vote may be taken when the number of candidates does not exceed the number of positions to be filled.

The election is to be held in compliance with the USBC Annual Meeting requirements.

#### **Section C. Vacancies**

Vacancies in delegate positions are filled by the alternates in the order in which they were elected for the un-expired portion of each term. If a vacancy still exists, the president fills the vacant position by appointment.

The appointee must also meet the same eligibility requirements as elected positions.

## **Article X**

### **Amendments**

#### **Section A. Procedure**

1. Any member of the association may submit proposed amendments to these bylaws. The state association bylaws may be amended by a two-thirds vote at any **Illinois State USBC WBA** delegate meeting, *by the delegates* present and voting. The amendment must be:

- a. Submitted in writing to the Association Manager or president.
  - b. Submitted at least by July 1 to be set by the Illinois State USBC WBA delegates prior to the meeting when the association is considering the proposal. (See Section B Change in Dues.)
2. Forwarded by the state association at least twenty days before the meeting to:
- a. Local Association Managers.
  - b. Board of directors.
  - c. WBA delegates.

### **Section B. Change in Dues**

Forward a notice at least 15 days prior to the meeting at which the proposed change is considered to the **Illinois State USBC WBA** delegates.

The notice must:

1. Be in writing.
2. Specify the amount of the change.
3. Specify the reason for the change.

Notification of any adopted change in dues and the reason for the change will be forwarded in writing to each local association.

### **Section C. Effective Date**

All amendments are effective August 1, following adoption, unless otherwise specified when adopted.

### **Article XI Fiscal Year**

The fiscal year of this association is August 1 through July 31.

### **Article XII Indemnification**

Directors, officers, and other authorized volunteers, employees or agents shall be indemnified against claims for personal and individual liability arising in connection with their positions or service on behalf of the association to the full extent permitted by law.