



CONNECTICUT STATE ASSOCIATION

Merged State USBC Association Bylaws

Introduction

The following document is the mandatory form of bylaws to be adopted by each merged state association and used in conjunction with the USBC Association Policy Manual.

The association must abide by state corporation laws and may adopt additional provisions provided they do not conflict with the mandatory bylaws or state laws. The appropriate provision of state law takes precedence over the bylaws.

Article I

Name

The name of the organization is the Connecticut State USBC Association, chartered by the United States Bowling Congress

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 Revenue 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 men, women and youth
2. Adopt bylaws approved by USBC
3. Not enact any bylaws or rules inconsistent with USBC's Bylaws
4. Adhere to stated requirements as set forth in the USBC Bylaws and USBC Association Policy Manual.
5. Not use any part of the net earnings of the organization for the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof.
6. Not have a substantial part of the activities of the organization for carrying on of propaganda or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
7. Not carry on any other purposes not permitted to be carried on by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code or corresponding section of any federal tax code.

Section C Charter Dissolution

Upon termination of its charter, the USBC association shall transfer all of its assets remaining after payment of its lawful obligations to the USBC association that is a 501(c) (3) tax exempt organization(s) serving the bowling center(s) previously under their jurisdiction.

If the named recipients are unwilling to accept the assets, are no longer qualified as 501(c)(3) organizations, or are no longer in existence, then the assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) code or shall be distributed to the federal government, or to a state or local government, for a public purpose.

If the organization fails to transfer its assets within 30 days of their termination, USBC shall be entitled to take whatever action it deems appropriate to ensure such transfer.

These requirements are applicable to all associations whose charter has been revoked as well as current and future associations.

Article III Purpose

The purposes of the **Connecticut State USBC Association** shall be to operate exclusively for charitable and educational purposes, including fostering national or international amateur sports competition within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code and to:

1. Provide equal opportunity for all in the sport of bowling without regard to race, religion, age, sex, sexual orientation, disability, or national origin
2. Promote the game of American Tenpins
3. Conduct and support bowling competition
4. Engage 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

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

The Delegates, representing adult membership, and all Officers and Directors, by a two-thirds vote determine and adopt adult dues if any.

The annual state adult dues are \$2.00.

The annual youth standard membership dues are \$4.00, state/local association dues are not allowed.

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

1. Adult 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.

Membership is not transferable.

Article V Board of Directors – Management

Section A Board Composition, Authority and Duties

The management and governance of the **Connecticut State USBC Association** is vested in the Board of Directors that includes the Officer and Director positions. The Delegates representing adult membership, Youth Delegates, and Board, determine the number of positions on the Board and their term. **The total number of Board members is 15 with 11 total number of directors.** At least 20% of the total number of board members, (Youth Directors) will be elected by:

1. Youth Delegates
2. Officers and Directors who hold USBC Youth membership
3. Youth Directors

The number of Youth Directors is **3**.

Each local association is guaranteed the right to have at least one representative on the Connecticut State USBC Board of Directors.

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

1. Enforce the bylaws
2. Comply with the USBC Association Policy Manual
3. Conduct championship level completion for:
 - a. **Adults.** Its membership constituency (men and women) and complying with state and local laws in their area.
 - b. **Youth.** All USBC Youth Members
4. Implement USBC programs as requested
5. Select/appoint the Association Manager
6. Approve use of membership records.

Section B Eligibility

A candidate for the board, (elected or appointed) must be:

1. **Adult.** A USBC member in good standing at the time of election and throughout their term.
Youth. USBC Youth members bowling in USBC Leagues within the association's jurisdiction.
2. Elected or appointed without regard to race, color, religion, sex, sexual orientation, disability, national origin, age, other than the minimum age of 14, unless state laws mandate a specific age, and be reasonably representative of the members.
 - a. Any member of the Board authorized to sign contracts or acting as a signatory on **Connecticut State USBC Association** accounts must be a minimum age of 18.
 - b. At least 20% of the Board must represent youth and be elected by:
 1. Youth Delegates
 2. Officers and Directors who hold USBC Youth membership
 3. Youth Directors
 - c. 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, are to be approved by the Delegates representing adults, Youth Delegates, and Board and also developed by the Nominating Committee.

3. **Board Eligibility**
 - a. **Must be present at the time of election or have signified in writing to have name placed in nomination.**
 - b. **Candidates for nomination as an Officer of the Connecticut State USBC Association Board of Directors must have served one or more years and currently serve as a member of the Connecticut State USBC Association Board of Directors.**
 - c. **An Officer or Director must be a member of the Connecticut State USBC Association and a regular member of a USBC certified League at the time of election and throughout their term of office.**
 - d. **A member must become a registered volunteer within 45 days of election or appointment,**

Section C Election of Directors

Directors whose position is subject to election by the Delegates representing adults are elected by a **plurality vote*** of Those Delegates present and voting from:

1. A slate provided by the Nominating Committee
2. Nominations from the floor:

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At least 20% of the total number of board members must be Youth Directors.

Directors whose positions are subject to election by the Delegates representing adults are elected by:

1. Delegates
2. Officers and Directors

Youth Directors are elected by:

1. Youth Delegates
2. Officers and Directors who hold USBC Youth membership
3. Youth Directors

Qualifications must be submitted to the Nominating Committee, in writing, at least 48 hours prior to the opening of the annual meeting.

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

**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 D Term

The term for Directors is three years and Directors may serve unlimited terms. The number of years in a term, the number of terms allowed and a stagger system are determined by the Board, Delegates representing adult members, and Youth Delegates.

STAGGER SYSTEM – THREE YEAR TERMS

2018-2019	2019-2020	2020-2021
1st VicePresident	2nd Vice President	President
Sgt-At-Arms		
3 Adult Directors	2 Adult Directors	3 Adult Directors
1 Youth Director	1 Youth Director	1 Youth Director

Section E Resignation, Removal, and Vacancies

1. **Resignation.** A Board member may resign from the Board 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 meeting following the Removal Procedures in the Suspension and Reinstatement Chapter of the USBC Association Policy Manual. An appeal may be filed with USBC Headquarters within 15 days of 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 are filled by the President, subject to approval by the Board

NOTE: When filling Youth Director vacancies, please consult with the Youth Committee for their recommendations.

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Article VI Officers

Section A. President and Vice President

The Officers of the **Connecticut State USBC Association** shall include a President, two Vice Presidents and a Sergeant-at-Arms. (Duties and responsibilities will be placed in the **Connecticut State USBC Association's** Operations Manual)

Section B. Election

The Delegates representing adult members, Youth Delegates, and Board determine the election process.

1. **Officers are elected by a majority vote* of the Delegates representing adult members, Youth Delegates, and Board, present, and voting from:**
 - a. A slate
 - b. Nominations from the floor.

Qualifications must be submitted to the Nominating Committee, in writing at least 48 hours prior to the opening of the annual meeting.

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

** 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*

Section C. Term

The term for elected Officers is 3 years, not to exceed three years in a term and no officer may serve more than 2 consecutive three-year terms. The Delegates representing adult members, Youth Delegates, and Board determine the number of years in a term and the number of terms allowed, and a stagger system. (See the USBC Association Leaders' Handbook for suggested term limits and stagger system.)

Section D. Authority and Duties

1. **President**
 - a. Preside at all meetings
 - b. Acts as spokesperson for the **Connecticut State USBC Association**
 - c. Serves as the liaison to the state proprietors association, if applicable
 - d. Appoints committees with Board approval.

NOTE: Committees should be composed of both board members and non-board members

2. **Vice-Presidents**
 - 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. Responsible for implementation of USBC's Performance Standards
 - c. Acts as the ex officio non-voting Secretary/Treasurer of the Board or such Officer designation as required by law and determined by the Board
 - d. Responsible for other duties as prescribed by the Board and in the USBC Association Policy Manual
4. **Sergeant-At-Arms**
- a. Performs duties as prescribed by the Board or requested by the President. (Refer to Connecticut State USBC Association Policy Manual for complete list of duties)

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Article VII Meetings

Section A. Annual Meeting

An Annual Meeting of the Delegates representing adult members, Youth Delegates, and Board shall be held at a time and place approved by the Board (See Article IX, Section C for the time frame for election of Delegates and Alternates to the USBC Annual Meeting.)

Attendance is open to all adult members and USBC Youth members bowling in USBC Leagues within the Connecticut State USBC Association's jurisdiction. . Voting Officers, Directors, Delegates/Alternates representing adult membership and Youth Delegates/Alternates must be at least 14 years of age, unless state laws mandate a specific age.

1. The **Connecticut State USBC Association** invites all Associations within its jurisdiction, as follows:
 - a. Associations serving men, women and youth are entitled to Delegates representing adult members and Youth Delegates.
Delegates/Alternates. Only adult membership will be used to determine the number of adult Delegates/Alternates to which an association is entitled.
Youth Delegates/Alternates. Only USBC Youth membership, consisting of those bowling in USBC Leagues within the association's jurisdiction, will be used to determine the number of Youth Delegates/Alternates an association is entitled.
 - b. Associations serving men and women only (BA):
Delegates/Alternates. Association membership will be used to determine the number of Delegates/ Alternates to which an association is entitled.
 - c. Associations serving women only (WBA):
Delegates/Alternates. Association membership will be used to determine the number of Delegates/ Alternates to which an association is entitled.
 - d. Association serving youth only (Youth Association):
Youth Delegates/alternates. Association membership based on USBC Youth members bowling in USBC Leagues within the association's jurisdiction will be used to determine the number of Youth Delegates/Alternates to which an association is entitled. Youth Delegates/Alternates are defined as members at least 14 years of age at the time of election, unless state laws mandate a specific age, elected by chartered local association.

The number of Delegates/Alternates representing adult members and/or Youth Delegates/Alternates an association is entitled is determined by Delegates representing adult members, Youth Delegates and Board and is:

MERGED ASSOCIATIONS:

1. **Adult Delegates**
5 for the first 500 adult members plus 1 for every 300 additional members *

2. **Youth Delegates**
1 for the first 100 youth members **plus 1** for every 100 additional members * (* revised 6/29/14)

NON-MERGED ASSOCIATIONS

1. **BA Delegates**
2 for the first 500 members **plus 1** for every 300 additional members
2. **WBA Delegates**
2 for the first 500 members **plus 1** for every additional 300 additional members
3. **Youth Delegates**
1 for the first 300 members **plus 1** for every 300 additional members

NOTE: No fractions are permitted on any of the above

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A local association is not eligible to send Delegates representing adult members and/or Youth Delegates if it is declared delinquent or USBC has evoked its charter.

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

2. **Credentials**
Credentials are forwarded to the **Connecticut State USBC Association** at least 45 days prior to the annual meeting
3. **Voice and Vote**
Voting Officers and Directors, Delegates representing adult members, and Youth Delegates, at least 14 years of age, unless state laws mandate a specific age, have voice and vote. Other adult members and USBC Youth members bowling in USBC Leagues within the association's jurisdiction may attend with voice only. Absentee and proxy voting are not permitted.
4. **Responsibilities**
 - a. All Delegates representing adult members, Youth Delegates, and Board shall elect two Delegates and two Alternates for the USBC Annual Meeting.
 - b. Delegates representing adult members and all Officers and Directors shall:
 1. Adopt bylaws, with the exception of youth dues.
 2. Adopt state adult dues, up to the established maximum.
 3. Elect up to 80% of the total number of members of the Board.
 - c. Youth Delegates and those Officers and Directors who hold USBC Youth membership, and Youth Directors shall:
 1. Adopt bylaws with the exception of adult and youth dues.
 2. Elect at least 20% of the total number of members of the Board.
5. **Meeting Notice**
Written notice of the meeting shall be forwarded to the Board, Delegates representing adult members, and Youth Delegates at least 15 days prior to the annual meeting.
6. **Special meetings**
Special meetings may be called by the President or upon written request of at least three Board members or at least 25 Delegates.
7. **Quorum***
 - a. 25 Delegates representing adult members constitutes a quorum. The Delegates representing adult members, Youth Delegates, and Board determine the number.
 - b. 5 Youth Delegates constitute a quorum for youth related elections and activities. The Delegates representing adult members, Youth Delegates, and Board determine the number.
8. **Action**

A majority vote *of the Delegates representing adult members, Youth Delegates, and Board 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 laws.

Election of Officers requires a majority vote*. Election of Directors requires a plurality vote*in accordance with these bylaws, has been adopted. Absentee and proxy voting and any other types of voting agreements 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.

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2. **Quorum*.** 8 Board members constitute a quorum. The Delegates representing adult members, youth delegates and board determine the number.
 - a The Board of Directors may permit any or all directors to participate in a regular meeting by, **or conduct the meeting through use of, any means of communication by which all directors participating may simultaneously hear each other during the meeting. A director participating in a meeting by this means is deemed to be present in person at the meeting.**
3. **Action.** A majority vote of the Officers and Directors, present and voting, at a properly noticed meeting, when a quorum has be 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 Connecticut State USBC Association may be taken outside of the 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 respresenting Adult members, Youth Delegates and Board.
 - a.. The procedures found in the USBC Association Policy Manual, Chapter Ten, Section A, Item 3 must be followed.
 - b. The Connecticut State USBC Association **does not** allow the Board to vote via mail, email, or teleconference.

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 **Connecticut State USBCAssociation** shall have the following Standing Committees: Nominating, Finance and Youth.

1. **Finance Committee.** The Finance Committee is responsible for reviewing and monitoring the annual budget and other financial matters.
2. **Youth Committee.** The Youth Committee is responsible for monitoring, promoting, reviewing, and recommending youth programs conducted by the Connecticut State USBC Association.
3. **Nominating Committee.** The Nominating Committee is responsible for seeking, reviewing, recommending and presenting Adult candidates for election to the Connecticut State USBC Association Board of Directors, election as a Delegate to the USBC Annual Meeting, and upon recommendation from the Youth Committee, presenting Youth Candidates for election to the Connecticut State USBC Association Board of Directors and as Youth Delegates to the USBC Annual Meeting.

Section B. Other Committees.

The President may establish other committees, with Board approval.

Article IX

Delegates and Alternate to USBC Annual Meeting

Section A. USBC Annual Meeting

Two Delegates and two Alternates are elected by plurality vote* of those Delegates representing adult members, Youth Delegates, and Board present and voting. (See Article VI, Section A of the national bylaws for representation.)

Section B. Eligibility

Delegates and Alternates must be:

1. Elected by the Board and Delegates
2. At least 18 years of age
3. **Adult.** A USBC member in good standing of the Connecticut State USBC Association at the time of election and throughout their term.
Youth.. USBC Youth member bowling in USBC Leagues within the Connecticut State USBC Association's jurisdiction.

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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.

** 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 C. Election

Delegates and Alternates 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, in writing, at least 48 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.
 4. Alternates, shall serve in order of their election.

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

Section D. Vacancies

Vacancies in Delegate positions are filled for the unexpired portion of each term by the Alternates, in the order in which they were elected. If a vacancy still exists, the President fills the vacant position(s) by appointment. The appointee must also meet the same eligibility requirements as elected positions.

Article X

Amendments

Section A. Procedure

Any member of the Connecticut State USBC Association may submit proposed amendments to these bylaws. The **Connecticut State USBC Association** bylaws may be amended at any Delegate/Youth Delegate meeting by a two-thirds vote of the Delegates representing adult members, Youth Delegates, and Board, present and voting. The amendment must be:

1. Submitted in writing to the Association Manager or President.
2. Submitted at least **60** days prior to the meeting when the **Connecticut State USBC Association** is considering the proposal. The date or number of days to be set by the delegates representing adult members, Youth Delegates and Board. (See Section B, for Change in Dues)
3. Forwarded by the Connecticut State USBC Association at least **30** days before the meeting to:

- a. Local Association Manager
- b. Connecticut State USBC Association Board
- c. Delegates representing adult membership and Youth Delegates, eligible to vote.

Section B. Change in Adult Dues

1. Forward a notice to each Delegate representing adult members and Board members at least 15 days prior to the meeting at which the proposed change is considered.
The notice must:
 - a. Be in writing
 - b. Specify the amount of change.
 - c. 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.

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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 the **Connecticut State USBC 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 **Connecticut State USBC Association** to the full extent permitted by law.

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