

# By-Laws

(**Bold** denotes changes made in 2008)

## ARTICLE I - NAME

### SECTION 1

The name of the organization shall be the Traveling Classic Bowling Association of America, Inc. This association is registered under the laws of the State of Louisiana as a nonprofit organization. No capital stock is issued.

### SECTION 2

The registered office of the corporation shall be 6259 E. Oxbow, Bossier City, Louisiana and the name of the registered agent of the corporation at such address is Joseph Cramer, who shall serve as President of the Corporation.

### SECTION 3

The corporation may also have offices at such other places, both within and without the State of Louisiana as the Executive Board may determine from time to time.

## ARTICLE II - PURPOSE

### SECTION 1

This association is formed for the purpose of promoting and uniting the sport of men's and women's traveling league bowling. The corporation shall be a sanctioned member of the United States Bowling Congress for the men's division and for the women's division, and each member shall have a current membership card in USBC.

## ARTICLE III - MANAGEMENT

The TCBA shall have the power to amend, rescind rules and regulations which do not conflict with the by-laws, rules and regulations of USBC.

### SECTION 1

The Executive Board shall be responsible for the complete management and success of the affairs of this association and shall carry out and enforce all of the purposes for which it is organized according to the provisions of the USBC by-laws, these by-laws and the vote of the members.

## ARTICLE IV - MEMBERSHIP AND DUES

This nonprofit corporation shall have only one class of members. The corporation shall at all times consist of those persons who have paid the membership dues for the current season.

### SECTION 1

Each member shall be entitled to one vote on all matters submitted to a vote of the members.

### SECTION 2

**TCBA shall operate under the team membership plan of One Hundred Fifty Dollars (\$150.00) per team.** All monies shall be paid in full to the District/Regional Secretary by September 1 of each year, and forwarded to the President of TCBA no later than September 15 of the same year.

### SECTION 3

All dues not received by the President by the due date will be assessed a ten percent (10%) surcharge on the unpaid sum every fifteen (15) days until paid in full. If not paid by December 1st, the President will recommend to the District/Regional league board of directors to revoke the team franchise and replace the team with a new team and withhold all prize funds from the replaced team. Any monies recovered from the original team will be paid to TCBA and any balance would be placed in the District/Regional prize fund account. The President of TCBA has the authority, with Executive Board permission, to waive any penalties imposed by this rule.

### SECTION 4

**Each team franchise shall be One Hundred Fifteen Dollars (\$115.00) per season and must be paid no later than June 1st of each year to guarantee a franchise, but in all cases must be paid by the start of each season.** This money will be paid to the District/Regional Secretary or President of TCBA. All monies collected will be forwarded to the President within fifteen (15) days of collection. All franchise money will be used solely as prize money for the annual TCBA Playoff awards. These monies may be invested in interest bearing accounts and the interest used as management deems necessary. Failure to pay the franchise fee on time could result in that teams forfeiture of games won until paid. The President, along with the Executive Board has authority to waive the forfeiture penalty.

## **SECTION 5**

Life membership in this association will be granted to all past Executive Officers. All Life Members shall be entitled to one vote at all meetings of the Council of Delegates.

## **ARTICLE V - EXECUTIVE BOARD OF DIRECTORS**

### **SECTION 1**

The Executive Board of Directors of the corporation shall consist of the President, Vice President, Treasurer, the Men's and Women's Executive Secretaries, the Tournament Director and the Men's and Women's Sergeants-at-Arms. Those delegates attending the annual meeting shall elect the President, Vice President, Executive Treasurer and Tournament Director. The men's and women's executive secretaries will be elected at their respective divisional meetings immediately following the annual meeting. If there is no business to conduct at the divisional meeting, the election of executive secretary for that division will take place during the council of delegates meeting. Women will vote for the women's secretary; men will vote for the men's secretary.

### **SECTION 2**

The Sergeants-at-Arms, one to represent the men and one to represent the women, shall be appointed by the President with approval of the Executive Board. Their term shall be for one year beginning June 1st.

### **SECTION 3**

The terms of office shall be two (2) years starting June 1st. Two members of an immediate family may not serve on the Executive Board.

### **SECTION 4**

If the office of any Executive Board member becomes vacant, the remaining officers shall elect a member of the association to fill the unexpired term of office. At the next annual meeting of the Council of Delegates, during an election year, or, at a special meeting of the Council Of Delegates, a successor will then be elected to fill the vacancy.

### **SECTION 5**

Any Executive Officer may be removed from office for the following: malfeasance, nonfeasance for misfeasance of office, disability or prolonged illness. A special meeting of the Executive Board, with all present, may be held to investigate any charges against an officer. Three written ballots for removal will be required for removal from office.

### **SECTION 6**

Three members of the Executive Board shall constitute a quorum for the transaction of business by the board. All meetings of the Executive Board will require at least fifteen (15) days notice prior to the meeting. Voting by proxy will not be allowed.

### **SECTION 7**

Candidates for positions on the Executive Board must submit a resume of qualifications prior to January 1st to the Nominating Committee with a copy to the TCBA President.

### **SECTION 8**

The President shall be the Chief Executive of the corporation. He/She shall preside at all Executive Board, annual or special meetings of the Council of Delegates. He/She shall have the general management of the corporation and see that the business and affairs of the corporation and the directives of the Council of Delegates are carried out. He/She is responsible for promoting the Traveling Classic Bowling Association and for directing the other officers of the organization in promoting TCBA. The President shall appoint all committees unless otherwise provided in these by-laws or in a motion requesting such a committee. The President shall appoint these standing committees: Audit, Finance & Budget and By-laws. The President shall verify the bank balance of the association and shall serve as Ex officio member of all committees, without vote. The President shall perform such other duties as may pertain to the office and shall oversee all TCBA sponsored tournaments.

### **SECTION 9**

The Vice President shall, in the absence of the President, perform the duties of that office and shall discharge such other duties as may be required by the President or the Executive Board.

## **SECTION 10**

The Executive Secretaries shall be nominated in accordance with Article V, Section 7. If a resume of qualifications is already on file at the Corporate Office, all that is required is a letter of intent submitted to the Nominating Committee and the TCBA President prior to January 1. Election of Men's and Women's Executive Secretaries shall be according to Article V, Section 1. However, should an incumbent officer not wish to continue in office, and there are no other candidates, the Executive Board will appoint a TCBA member as per Article V, Section 4, such appointment to take place prior to August 1. The Executive Secretary of each Division shall attend all Executive Board meetings and the annual, special and his or her respective divisional meetings of the Council of Delegates. He or she shall call and give notice of all divisional meetings. The Executive Secretary of each division shall handle all protests during the regular season and during the Playoffs. He or she shall also act as liaison between the President and the general membership (including all District and Regional officers) concerning all rule disputes and/or interpretations in his or her respective division. He or she shall act as recorder for all meetings except divisional meetings at which he/she shall appoint a recorder. He or she will preside at the respective divisional meetings and within 30 days submit to the TCBA president a report of the actions of the delegates at the divisional meeting. He or she shall forward a copy of all minutes and correspondence that is associated with the corporation to the President for permanent filing. He or she will also maintain a copy of these items for reference. The Executive Secretaries will perform those duties assigned by the President, Council of Delegates and the Executive Board.

## **SECTION 11**

The Executive Treasurer shall have custody of the corporate funds and shall keep an account of all receipts and disbursements, and present a report of all financial transactions of the corporation at the annual meeting of the Council. The Treasurer shall maintain all books of the corporation and make a statement of the current financial condition of the corporation in each issue of the Newsletter to the membership and to the Executive Board. The Treasurer shall be available at all tournament sites to disburse prize funds as directed by the President. Within seven (7) days of receiving funds, the Treasurer shall deposit them in the name of the Traveling Classic Bowling Association of America, Inc. The deposit shall be made in a bank which is a member of and whose deposits are insured by the Federal Deposit Insurance Corporation, or Federal Savings and Loan Insurance Corporation. The Treasurer shall disburse monies according to warrants supported by itemized statements, signed by the President. All withdrawals in the name of the corporation shall carry the signature of at least two authorized officers.

## **ARTICLE VI - DUTIES OF THE EXECUTIVE BOARD**

### **SECTION 1**

The Executive Board shall have and exercise all power granted to it by the by-laws, except that it shall have no power to alter, adopt, rescind or nullify any part or provision of the by-laws, rules and regulations.

### **SECTION 2**

The Executive Board shall select the recipient of the "Sponsor of the Year" which may be any current sponsor of a TCBA team. Nominations for this award will be accepted by the President until January 1st. The Executive Board will review and vote on each nomination, and the "Sponsor of the Year" award will be presented at the annual banquet.

### **SECTION 3**

The Executive Board shall select the recipient of the "TCBA Osby Harris Sportsmanship" award which may be given to any current member of a TCBA team who demonstrates outstanding good sportsmanship, on and off the lanes, while competing in the sport of bowling. Each region shall be eligible to submit the name of one member per year, and all nominations must be submitted prior to January 1st. The recipient of the award shall be recognized at the annual banquet.

## **ARTICLE VII - DUTIES OF COMMITTEES**

### **SECTION 1**

Finance and Budget Committees

Finance and Budget Committees shall prepare an annual budget for the corporation and present it to the Executive Board for approval. The budget will be presented to the Council of Delegates. The members of the Council of Delegates shall approve salaries only. The Finance and Budget Committee should meet quarterly to review and adjust the budget. The chairman may call a meeting to consider any unusual expenditures.

### **SECTION 2**

Audit Committee

The President shall arrange for an annual audit. Qualified members of the TCBA may serve on the Audit Committee. If possible, the audit shall be completed within thirty (30) days after the books have been closed. The committee shall submit a written report to the President and Treasurer. The report shall also be submitted to the Executive Board and to the membership at the first Council of Delegates meeting for acceptance/approval. The committee shall perform an audit semiannually or annually.

### SECTION 3

#### By-Laws Committee

The By-Laws Committee will review all by-laws of this corporation for accuracy and ensure that no conflict occurs with USBC rules. They will review all proposed amendments to or additions to the present by-laws and submit their findings to the President by January 15th. The committee will consist of three to five members of the corporation. The By-Laws of this corporation may be amended or repealed at any joint or special meeting of the corporation by a majority vote provided there is a quorum present in accordance with the following:

- a. Any proposal to amend or repeal the by-laws must be submitted in writing to the By-Laws Committee, with a copy of such proposal to the President by January 1.
- b. All amendments must be furnished to the delegates at least ten (10) days prior to the meeting. Any member of the corporation may submit amendments to the by-laws or rules. The divisional rules may be amended or repealed at a Divisional meeting by a majority vote provided there is a quorum present in accordance with the same guidelines set forth for the joint and special meetings. Any amendment may be submitted to each District President by the TCBA President for the general membership's consideration. Approval of that amendment will require a majority of the general membership.

### ARTICLE VIII - SPECIAL COMMITTEES

In addition to the Audit, Finance and Budget and By-Laws Committees, the President will appoint the following Special Committees: Nominating Committee, Ways & Means, Tournament, Men's and Women's Rules and TCBA Hall of Fame Section Committee.

1. **Nominating Committee:** The President will appoint five (5) TCBA members to serve on the Nominating Committee, with one member designated as Chairman. No officers of the TCBA may serve on the Nominating Committee. The Committee will accept resumes of candidates for any office prior to January 1st, with a copy of each resume being submitted to the President. The slate of eligible individuals will be printed in the March newsletter, then voted upon at the Council of Delegates meeting. Qualifications for prospective officers must accompany the slate when prepared by the Committee. Only candidates who submitted to, but were not selected by the Committee, may be nominated from the floor at the time of election. When nominations are made from the floor, qualifications must be stated by the nominator and a copy submitted to the President for the file.  
In preparing the slate, the Committee has full power to nominate anyone it wishes as long as the person nominated meets the eligibility requirements. When more than one candidate's name is submitted for an office, the Committee may place all names on the slate if the Committee feels their eligibility requirements for that office are met.  
Eligibility of Candidates - Candidates for the Executive Board must be members of TCBA or a team sponsor for at least three (3) years prior to the election.
2. **Rules Committee:** Men's and Women's. The Committee will consist of three to five (3 to 5) members of the corporation. The Executive Secretaries will chair their respective Divisional Rules Committee. They will review all Division rules for accuracy and ensure that no conflict occurs with USBC rules. They will review all proposed amendments to the present rules and submit their recommendations to the President by January 15th. There will be separate rules committees for each division. Any proposed TCBA Rule amendment or addition must be submitted in writing to the Rules Committee Chairperson (Men or Women's Executive Secretaries), with a copy of such proposal to the TCBA President, by January 1st.
3. **Tournament Committee:** The Tournament Committee will be made up of members of the Executive Board of Directors, as well as any other TCBA member deemed necessary by the President, with the President acting as Chairman of the committee, having overall charge of all tournaments.
4. **Ways & Means Committee:** The Committee will be appointed by the President and shall be in charge of all fund raising projects approved by the Executive Board. The Committee shall make a report to the Council of Delegates giving a full financial account of all monies generated. Such funds to be appropriated as designated by the Executive Board.
5. **Hall of Fame Selection Committee:** The President will appoint a Selection Review Committee, consisting of at least five (5) members of TCBA, two of which will be Executive Board Members. The Review Committee will evaluate each nomination and will make recommendations based on the nominee's qualifications. They will have one vote each in the selection process. All nominations for the TCBA Hall of Fame must be submitted to the TCBA President by January 1st.
  - a. The Selection Committee will forward each nominee's name and qualifications along with a yes/no ballot to each regional president. The regional President along with two other members of his/her region, appointed by him/her, will vote either "yes" or "no" for each nominee. These ballots will be returned to the Hall of Fame Selection Committee.
  - b. The Selection Committee will tally the votes for each nominee. To be selected into the Hall of Fame a nominee must have two-thirds (66.66%) "yes" votes. A maximum of two members will be inducted each year into the Hall of Fame. If more than two receive 66.66% "yes" votes, the two with the highest percentage will be inducted. Any nominee who receives at least one-third (33.33%) of the vote will automatically be eligible for the following years ballot without an additional re-nomination necessary. If they are not selected the second year he/she will be removed from the ballot and must be resubmitted for consideration.

## ARTICLE IX - COUNCIL OF DELEGATES/MEETING

The by-laws, playing rules and guidelines of the corporation shall be set forth by the Council of Delegates at the annual meeting. Roberts Rules of Order (Newly revised) shall govern the proceedings at all meetings of the corporation and the Board of Directors when not inconsistent with the by-laws of the corporation.

### SECTION 1

An annual meeting of the Council of Delegates shall be held at the time and place for the Annual Playoffs with time and place to be announced no later than ninety (90) days prior in the Newsletter. The annual meeting will be held in two sessions, a joint meeting of both the men and women delegates to be held first, followed by the men's and women's individual divisional rules meeting and election of the Executive Secretaries.

### SECTION 2

All members of the Council of Delegates shall be entitled to one vote in all matters brought before the Council, except the President, who may vote in the event of a tie.

### SECTION 3

To conduct business at a joint meeting, special meeting, or divisional meeting, twenty five (25%) of the delegates must be present to constitute a quorum.

### SECTION 4

The regular order of business at all meetings of the corporation shall be as follows:

1. Call to Order
2. Roll Call of Officers and Delegates
3. Readings of the minutes of the last meeting and action thereon
4. Report of Officers
5. Report of Standing Committees
6. Report of Special Committees
7. Unfinished Business
8. New Business
9. Election of Officers
10. Bids on host site for Playoffs and All Star Tournaments
11. Adjournment

### SECTION 5

Definition of Terms

1. *DISTRICT*: Shall be the basic organizational entity of the association. Each single district shall elect officers in accordance with USBC rules.
2. *REGION*: Shall be an organizational grouping (or averages) between two (2) or more districts. The Region would then elect officers in accordance with USBC rules to manage the region. The member districts would still elect a District President for representation in association matters (i.e. Council of Delegates).
3. *DISTRICT SECRETARY*: Person elected by single districts to serve as league secretary.
4. *REGIONAL SECRETARY*: Person elected by multiple districts to serve as league secretary.
5. *REGIONAL PRESIDENT*: Person elected by multiple districts to serve as league president.
6. *DISTRICT DELEGATE*: Person elected by his/her district

### SECTION 6

The council of Delegates shall consist of one delegate per every district, all District Regional Secretaries, Regional President, Council Sergeant-At-Arms, the Men's and Women's Executive Secretaries, Executive Treasurer, Vice President and President (who will serve as council President). In the event the Council President is unable to attend, the Vice President will perform the duties of Council President.

## ARTICLE X - SALARIES AND REIMBURSEMENTS

The President's salary shall be Fifteen Thousand (\$15,000). At the option of the President, an administrative assistant may be hired. If an administrative assistant is hired, the salary of the President shall be reduced by the amount of the salary of the administrative assistant. The Executive Secretaries and Tournament Director will receive Five Hundred (\$500) Dollars per year payable as directed by the President. The Executive Treasurer will receive One Thousand Eight Hundred (\$1,800) Dollars per year payable as directed by the President. The President shall be entitled to reimbursement for any travel expense incurred in expansion, problem solving, and promotion of the TCBA. He/she may employ additional employees as authorized by the Board of Directors.

## ARTICLE XI - GENERAL

1. The fiscal year shall be April 1st to March 31st.
2. All checks drawn on the corporation fund account must be signed by the Executive Treasurer and cosigned by the President. During the absence of the President or Executive Treasurer, an Executive Secretary or the Vice President may sign.
3. All District/Regional Secretaries will submit a current copy of their league standings sheet, to include all bowlers' individual statistics and an update of Bowler of the Year and Most Valuable Bowler points to the President within ten (10) days after each bowling date. He or she shall also be responsible for ensuring that copies of all statistical information are forwarded to the President no later than the tenth (10th) of each month for publication purposes. Failure to comply with this by-law on more than one occasion may result in making the secretary ineligible to participate at the annual meeting of the Council of Delegates.
4. This corporation shall publish an annual yearbook either separate or in conjunction with the rules book. In addition, the corporation shall publish 4 (four) bi-monthly issues of "The TCBA News" for distribution to members and sponsors.
5. The corporation shall accept bids for publication of the monthly newsletter, the yearbook, rule book and tournament rules, any one or all. The bid shall include all costs in layout and printing of these publications.
6. This corporation shall allow any bowling center that sponsors a franchise the opportunity to bid on any of the tournaments. Any interested center shall be required to notify the President in writing by January 1st of each season of the specific event they wish to bid on. Any center is eligible to host the singles event without restriction to area, consecutive housing etc. The team playoffs shall be restricted area wise to ensure it moves annually. Any host playoff city and any other city within thirty five (35) miles of that city is ineligible to host the TCBA playoffs for a period of two (2) years. The area involved will be eligible to bid again one (1) year later for the second year host rights. The Playoff site and singles tournament site will be determined by the vote of the Council of Delegates at the annual meeting.
7. The TCBA membership patches will be issued to the District/Regional Secretaries upon receipt by the TCBA headquarters of the membership forms and money. Additional patches will be issued upon notification of added new members.
8. All members will receive Bowler of the Year points when bowling in League play only. Criteria for determining Bowler of the Year will be set in each division's rules. The "Bowler of the Year" receives a plaque and check for One Hundred (\$100.00) Dollars.
9. All members will receive Most Valuable Bowler points when bowling in league play only. Bowlers will receive one (1) point for each pin bowled over their average in a three (3) game series. The "Most Valuable Bowler of the Year" receives a plaque and check for One Hundred (\$100) Dollars.
10. High average will be awarded to both men and women. To be eligible the high average winner must have bowled 72 or more games. Winner will receive a plaque and check for One Hundred (\$100.00) Dollars.
11. If a team drops out of league competition before one-half of the season is completed, and the sponsor cannot fill that team spot, and THAT SPONSOR HAS NOT RECEIVED THEIR HOST STOP, that sponsor shall lose their stop. At this time, any other sponsor center may pick up that host stop by paying the original sponsor the required franchise fee. If there is more than one sponsor wanting this added date and willing to pay the franchise fee to the original sponsor, there will be a drawing to determine which sponsor shall receive the host date. If no sponsor options to pick up that spot, the league must honor the original commitment by bowling at that center.

## ARTICLE XII - TOURNAMENTS

1. The corporation shall conduct an annual Men's and Women's Singles Tournament (ALL STAR) and an annual TCBA Team Wildcard Tournament and Team Championship Playoff Tournament. All tournaments will be governed by the Tournament Committee, made up of members of the Executive Board of Directors, as well as any other TCBA member deemed necessary by the president. The TCBA President shall act as Chairman of the committee, having overall charge of all tournaments.
2. All TCBA sponsored tournaments will be USBC certified.
3. All district champions earn the right to compete in the annual playoffs at the end of the season. In the event a district champion is unable to attend, the second place team in that district will represent the district. If a tie exists for 2<sup>nd</sup> place, the team with the most pinfall will represent the district.
4. The Men's and Women's regions that have the largest percentage of entries in the All Star Tournament will receive a free Wildcard entry. The region's Board of Directors that receive the Wildcard entry will determine which team in their region will receive it.
5. In addition to the Team Championship Playoff tournament, TCBA shall conduct a Wildcard Tournament prior to the playoff tournament. This tournament shall provide an opportunity for teams not winning their district title a chance to compete for a spot in the playoff tournament. Wildcard teams must win at least 72 ½ points, over fifty percent (50%), submit their entry application along with the appropriate entry fee to TCBA Headquarters on or before the deadline due date.
6. If circumstances prevail, TCBA will hold Regional Wildcard Tournaments in place of the Wildcard Tournament being held at the time/site of the playoffs. The President and Executive Board will decide if and when Regional Tournaments will be held.
7. No District/Region shall schedule league play during the TCBA All Star Tournament.

### **ARTICLE XIII - TCBA HALL OF FAME**

Purpose: To perpetuate the names and memories of those individuals who through outstanding athletic achievement in bowling, or those who have contributed through meritorious service to the success and progress of the TCBA.

1. Any active member of TCBA may submit a name for consideration along with that person's achievements and qualifications. Nominations must be in writing to the President by January 1st of each year.
2. Any nominee must have participated a total of five (5) years in TCBA as either an active member or sponsor.
3. Suitable awards to be determined by the Executive Board will be presented with appropriate ceremony at the annual awards banquet. A permanent plaque shall be prepared and maintained by TCBA. All names of honorees shall be inscribed thereon, and the plaque shall be displayed at appropriate functions.

### **ARTICLE XIV - ELLA O'QUINN TCBA SECRETARY OF THE YEAR**

The Secretary of the Year will be acknowledged by TCBA based upon the performance of their duties and contribution to the overall success of TCBA.

1. Secretaries will be judged on a point system approved by the Executive Board, as well as other TCBA achievements and contributions.
2. Secretaries must have a minimum of 2 years TCBA secretarial experience.
3. The "Secretary of the Year" will receive a plaque and a check for \$100.00, to be presented with the appropriate ceremony at the Awards Banquet.
4. This award will be named in honor of Ella O'Quinn and will be known as the Ella O'Quinn Secretary of the Year Award.