

BARGO MENS BOWLING CLUB

CONSTITUTION

1.
 - a) The Club will be known as the Bargo Men's Bowling Club (hereinafter called The Club)
 - b) The colours of The Club will be Light Blue with Dark Blue and White.

2. OBJECTIVE

- a) To play and promote the game of bowls
- b) To engender by association a fraternal feeling amongst bowlers and to preserve and promote the best traditions of the game
- c) To conform at all times with the requirements of the laws of the game as adopted from time to time by the Royal New South Wales Bowling Association

2 MEMBERSHIP

- a) The membership of the club shall comprise all male Bowling Members, Junior Bowling Members and Life Members of the Club
- b) The Membership of the Club shall be divided into the following categories-----
 - (1) Bowling Members who shall meet the requirements of a "Full Member" as defined in the Constitution of the Royal New South Wales Bowling Association (The Royal Constitution)
All members must be financial members of Bargo Sports Club or Canterbury Hurlstone Park RSL Club.
 - (2) Multiple Members who shall meet the requirement of a "Multiple Member" as defined in the Royal Constitution
 - (3) Junior Members who shall meet the requirements of a "Junior Member" as defined in the Royal Constitution
 - (4) Life Members: Every Life Member shall, shall during his membership of The Club, be entitled to all privileges of a player member but without being liable for Annual Subscription.
- (b)** Method of election of Life Members: Any person who shall be deemed to warrant election to Life Membership to The Club (due notice of which has been given to members in the notice of Annual General Meeting) may be nominated by two (2) members of the Club.
Nomination must be in writing to the Secretary of the Club no later than twenty eight days (28) prior to the Annual General Meeting signed by two (2) financial members of The Club along with details and reason for the proposed nomination.
Proposed nominee must receive at least three quarters of the attendance of the member's vote at the Annual General Meeting to be elected as a Life Member of the Club.
- (c) The number of Life Members shall be limited to three (3) at one time.
- (d) Not more than two (2) Life Members shall be elected in one year.

(5) NEW MEMBERS

a). Subject to Host Clubs Regulations:

Each applicant for membership shall be proposed and seconded in writing by two (2) financial members; each nomination must be forwarded to the Secretary of the Club.

The applicants must be financial members of Bargo Sports Club, each application will be tabled at Monthly management Meeting for acceptance or

rejection.

3 FEES

The Management Committee shall fix annual fees and subscriptions at November Meeting of the Management Meeting.

4 FINANCIAL YEAR

- a) The Club financial year shall cover the period from January 1 to December. 31.
- b) All fees are payable by January 1 each year.

5 ANNUAL GENERAL MEETINGS, OTHER GENERAL MEETINGS AND COMMITTEE MEETINGS.

- a) The Annual General meeting shall be held in the July of each year. The quorum for the AGM is 15 members.
- b) General Meetings will be held on a needs basis. The quorum for a General Meeting is 10.
- c) Committee Meetings shall be held each calendar month. The quorum for a Committee Meeting is 4.
- d) Special Meetings may be called at the request of 6 members given to the Secretary in writing stating the reason for the meeting. Such meeting shall be held within 7 days.

7. NOMINATION FOR THE OFFICES OF:

- a). President, two (2) Vice Presidents, Honorary Secretary, Honorary Treasurer, Assistant Secretary, Selection Committee, Match/Social Committee.
Nomination for these positions must be given in writing by the proposer and seconder along with signed consent of nominee: delivered to the Secretary not less than Seven (7) days prior to the Annual General Meeting.
In the case of insufficient nominations being received to fill all vacancies, nominations may be accepted to fill those remaining positions from the floor of the Annual General Meeting.
The Honorary Secretary post a running list of all names of all nominations received on the notice board.

8. VOTING

- a) Absentee and Postal Voting are not permitted
- b). All rights to hold office and vote at meetings for the election of Office Bearers shall be held and exercised exclusively by Financial Member Players.
- c). Each Member Player present and entitled to be present, shall have one (1) vote on all business transacted at the meeting.

d). The President shall have a casting vote in addition to his deliberate vote; except to decide a secret ballot held for the election of Office Bearers. In the event of an equal number of votes being reordere for a single Office a draw shall be made to decide the successful candidate.

e). At all General Meetings where a ballot is to be taken, a Returning Officer and Tally Clerks, who are not candidates for any positions, but who are Financial Member Players shall be appointed.

Tally Clerks will distribute ballot papers, collect and count them, tabulate them in private. Thereon the Returning Officer shall report the result of the ballot. In the case of doubt as to the formality of any ballot paper, the Tally Clerks shall refer the same to the Returning Officer whose decision shall be final.

f). Returning Officer shall request a motion for the destroying of the ballot papers on the declaration of results of all ballots.

9. MANAGEMENT COMMITTEE/ OFFICE BEARERS

a) The management and administration of the Club shall **be vested** in the Management Committee and the administration of bowls in the Match Committee, each of which shall consist of the following-----

Management Committee

- (1) President
- (2) Vice Presidents (x2)
- (3) Treasurer
- (4) Bowls Secretary
- (5) Assistant Bowls Secretary

Match Committee:

- (1) The selection committee shall consist of 3 elected members.
 - (2) The match/social committee shall consist of 5 elected members.
- b) At the Annual General Meeting the office bearers shall retire from office, but if nominated shall be eligible for re-election
- c) Only financial Bowling Members, excluding Junior Members, are eligible for election.

10. CASUAL VACANCIES

Casual vacancies may be filled by a vote for the position at a general meeting with the appointee holding that position for the remainder of the term.

11. DUTIES OF THE PRESIDENT

- a) The President will take the chair at all meetings, or in his absence the Senior Vice President, in his absence the Vice President or in the absence of both, the members shall elect a Chairman from amongst their number.
- b) The president shall be an ex-officio member of all Committees with the exception of the Selection Committee when selections are being discussed.
- c) The President shall have one normal vote and a casting vote in addition if required.

12 DUTIES OF THE VICE PRESIDENTS (2)

- The Vice President who receives the greater number of votes will be known as the senior of the Vice Presidents and will fill the chair and the duties of the President his absence.
- Should both the President/Vice President be absent the other Vice President will the chair and duties
- Vice President No.1: Shall hold the responsibility for Recruitment and Publicity. Assist the President with visitations away and at home, assist the President with visitations away and at home
- Vice President No.2: Shall be responsible for the securing of sponsorship and advertising for the Club
- Chair when President and Vice President not in attendance: assist President with visitations away and at home, assist the President with visitations away and at home

13 DUTIES OF THE BOWLS SECRETARY

- a) Issue all notices and keep minutes of all meetings held.
- b) Receive, record and send ALL correspondence and submit reports as required
- a) Arrange competition and Pennants matches
- b) Arrange social bowls
- c) Post notices for all fixtures and results of pennant and championship matches
- d) Maintain records of all members competition match results
- e) Liaise with the green keeper for the preparation of the greens for all matches.
- f) Be responsible for transport for all away matches
- g) Be responsible for all catering at matches organised at the Club.
- h)

14 DUTIES OF THE ASSISTANT BOWLS SECRETARY

- a) Provide assistance to the bowls secretary and other duties as approved by Match Committee.

15 DUTIES OF THE TREASURER

- a) Receive and bank all monies and pay all accounts after due authorisation
- b) Maintain proper books of account and submit detailed statements to the Management Committee as required and to the Annual General meeting
- c) Attend to all membership matters and liaise with the RNSWBA in relation to all membership matters and maintain a current register of all financial members.
- d) Organise for the annual audit of the Club's books of account.

16 DUTIES OF SELECTION COMMITTEE

- a) Elect their own Chairperson for the committee.
- b) Without bias grade players for selection purposes.
- c) Without bias select players for ALL Pennant trials and Fixtures.
- d) Select teams that may be required to represent the club from time to time.
- e) Provide a written report to the Management Committee monthly.

17 MATCH / SOCIAL COMMITTEE

The chairperson of this committee shall be the Bowls Secretary, or in their absence the Assistant Bowls Secretary. The role of the Match/Social Committee will be;

- a) Have control of ALL bowling/ social activities including Club Championships, social bowls, and competition draws.
- b) Formulate ensuing year's championship playing conditions, including the play or forfeit rule and present to the Management Committee for approval by September of each year.
- c) Organise any viable competition/ Tournament along with the fees ensuring that a percentage goes to the Club to meet operating expenses.
- d) Produce an annual calendar of all proposed bowls and post it for members' attention.
- e) Provide to the Management committee a monthly report of all business.
- f) Elect two (2) delegates to S.T.D.A.

18 SUB-COMMITTEES

- a) At the first meeting after the AGM, the following shall be elected-----
 - (1) Publicity Officer.
 - (2) Bowls Instructor/s
 - (3) Chairman of Umpires
- b) Other sub-committees shall be elected as required
- c) The duties of all sub-committees shall be set out in the Regulations

19 FINANCIAL

- a) The Club may open an account with a Bank, Building Society or Credit Union.
- b) All withdrawals require two signatures of the President, Secretary or Treasurer.

20 DRESS

The manner of dress for play shall comply strictly in accordance with the requirements of the Royal New South Wales Bowling Association.

21 ALTERATIONS

No alterations shall be made to this constitution except by resolution passed by a two thirds majority of members of the Club, entitled to vote, as may be present at the AGM or a General Meeting of which not less than 21 days notice of the intention to propose such resolution has been given.

22 COMPLAINTS

Any member with a grievance with the club, its policies or with another member must put their grievance in writing to the secretary for discussion at the next General Meeting and shall not discuss such grievance on the green.

23 APPEALS

Appeals against alleged injustices must be put in writing to the Secretary within 21 days.

24. BY LAWS:

- a). Members must not by word, action or in any form bring Bargo Men's Bowling Club into disrepute.
- b). Members must at all times maintain The Etiquette of Bowls and the ideals of Bowls as set down by Royal NSWBA both on and off the Green and not cause embarrassment to The Club.
- c). Members so in breach of By Laws a & b will be brought before the Management Committee for such breaches.
- d). The uniform of Bargo Men's Bowling Club will be Creams both long or Shorts, Club Shirt as set down in No.1 b) of Constitution; white socks for all Pennants, Championships (Club or District etc), Tournaments.
Footwear will be the correct Bowling Shoes at all times, ripple soles and with heels must not be worn on bowling green during games.

Amended on 5th, March 2005.