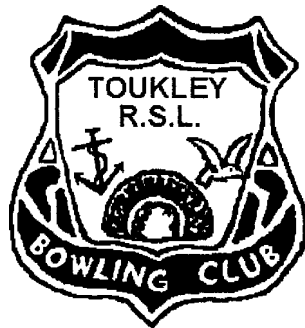


# **TOUKLEY R.S.L. BOWLING CLUB**

## **BY-LAWS**



**JUNE 2010**

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## **I. PRESIDENT**

THE PRESIDENT SHALL EITHER PERSONALLY OR BY REPRESENTATION ATTEND VISITS BY INVITATION EXTENDED TO HIM BY OTHER DISTRICT CLUBS. PROVIDING ALWAYS THAT THERE IS NO MORE IMPORTANT DUTIES AT HIS CLUB WHICH PREVENTS HIM FROM SO DOING, HE MAINTAINS THE RIGHT TO SELECT THOSE MEMBERS HE WISHES TO ACCOMPANY HIM OR TO REPRESENT HIM IN SUCH VISITS. SHOULD HE FOR ANY REASON BE UNABLE TO COMPLETE HIS TERM OF OFFICE, CLAUSE SF OF 'THE CONSTITUTION' WILL APPLY. THE PRESIDENT WILL BE EX-OFFICIO MEMBER OF ALL COMMITTEES OF THE CLUB EXCEPT SELECTORS, AND WILL APPOINT THE CHAIRMAN AND MEMBERSHIP OF EACH SUB-COMMITTEE OF THE CLUB, FROM THOSE MEMBERS WHO ARE ELECTED AT THE ANNUAL GENERAL MEETING,

## **2 VICE PRESIDENTS**

THE VICE PRESIDENT WHO ATTAINS THE HIGHEST NUMBER OF VOTES AT THE ANNUAL GENERAL MEETING BALLOT SHALL BE THE SENIOR VICE PRESIDENT; SHOULD TWO CANDIDATES OBTAIN THE SAME NUMBER OF VOTES, THE PRESIDENT SHALL DETERMINE BY LOT WHO IS TO OCCUPY THE SENIOR POSITION, THE VICE PRESIDENTS WILL BE CHAIRMAN OF THE COMMITTEE TO WHICH THEY ARE ALLOTTED. THEY WILL MAKE THEMSELVES AVAILABLE TO FILL IN FOR THE PRESIDENT AT CLUB EVENTS WHEN HE IS UNAVAILABLE.

## **3. SUB-COMITTEES**

IF REQUIRED EACH SUB-COMMITTEE WILL MEET ONCE A MONTH AND THE CHAIRMAN WILL REPORT TO THE MANAGEMENT COMMITTEE AT EACH MONTHLY MEETING.

**4. BOWLS SECRETARY**

**THE BOWLS SECRETARY SHALL:**

- (A) MAKE ALL ARRANGEMENTS FOR VISITATIONS BOTH INTERNAL AND EXTERNAL WHICH HAVE BEEN APPROVED BY THE MANAGEMENT COMMITTEE.
- (B) PREPARE THE CARDS SHOWING THE FIXTURES.
- (C) POST-UP THE ENTRY FORMS FOR THE CLUB AND ASSOCIATION EVENTS AND TO INSERT THE CLOSING DATES AS DECIDED UPON.
- (D). POST-UP THE DRAW FOR THE VARIOUS CLUB COMPETITIONS WHICH SHALL SHOW THE CLOSING DATE FOR EACH ROUND. FILL IN ON THE SCORE CARDS THE NAMES OF THE PLAYERS SELECTED FOR ANY ASSOCIATION OR CLUB EVENT.
- (E) FORWARD THE RETURN SHOWING THE RESULTS OF PENNANT MATCHES OR ASSOCIATION FIXTURES TO THE DISTRICT ASSOCIATION SECRETARY.
- (F) KEEP UP TO DATE THE BOWLING RECORD OF THE CLUB'S PLAYERS, TEAMS AND SIDES.
- (G) ENSURE THAT ALL MEMBERS SELECTED TO PLAY IN MATCHES WITH -OTHER CLUBS ARE DULY ADVISED BY THE POSTING OF NAMES ON CLUB NOTICES BOARD, AS WELL AS THAT OF THE OFFICIAL UMPIRE HE CHOOSES FROM THE PANEL FOR EACH DAYS PLAY -ALSO THE CONTROLLING BODY.
- (H) INFORM MANAGEMENT OF THE LICENSED CLUB WHEN VISITATIONS HAVE BEEN APPROVED.

**4. BOWLS SECRETARY SHALL**

- (I) ALLOT RINKS FOR CLUB COMPETITION MATCHES AFTER CONSULTATION WITH THE GREENKEEPER AND GENERALLY TO ATTEND TO ALL OTHER BOWLING MATTERS.
- (J) SUBMIT A REPORT TO THE MANAGEMENT COMMITTEE AT EACH MEETING.
- (K) FURNISH THE PUBLICITY OFFICER WITH SUCH REPORTS ON GAMES AND/OR RESULTS AS MAY BE DESIREABLE.

**5. ASSISTANT BOWLS SECRETARY SHALL**

- (A) ASSIST THE BOWLS SECRETARY AS REQUIRED TO ACT IN PLACE OF THE BOWLS SECRETARY AS REQUIRED.
- (B) IN PROLONGED ABSENCE OF THE BOWLS SECRETARY AND WHEN INSTRUCTED, ASSUME THE DUTIES AND POWERS OF THE BOWLS SECRETARY.

**6. SELECTORS**

THEY SHALL, AT ALL TIMES, CONSCIENTIOUSLY STRIVE TO BE FREE OF BIAS AND CHOOSE EACH PLAYER ON HIS PLAY AND SUITABILITY FOR HIS POSITION IN THE TEAM: THEY SHALL ALWAYS HAVE REGARD TO RAISE THE STANDARD OF PLAY AS A WHOLE WITHIN THE CLUB. THEY SHALL, WHERE REQUIRED, ALLOT HANDICAPS, SELECT PLAYERS TO PARTICIPATE IN MATCHES, WHETHER AT HOME OR AWAY, AND AS SOON AS POSSIBLE HAND TO THE BOWLS SECRETARY THEIR LIST OF SELECTED PLAYERS. SELECTORS SHALL ALSO CHOOSE PENNANT TEAM MANAGERS FROM A NOMINATED LIST. ONE ONLY LOT OF SELECTORS FOR ALL CLUB EVENTS APPOINTED AT A.G.M. OR GENERAL MEETING AND ARE REQUIRED TO ELECT A CHAIRMAN AS A POINT OF REFERENCE.

7. **GREENS LIASON OFFICER**

THE GREENS LIASON OFFICER, SHALL NORMALLY, BE THE BOWLS SECRETARY, APPOINTED FOR THAT PURPOSE BY THE PRESIDENT. THE GREENS LIASON OFFICER SHALL HAVE GENERAL CONTROL OF ALLOTMENT OF GREENS FOR ALL PLAY AND SHALL BE RESPONSIBLE FOR THE BEAUTIFICATION AND GENERAL CONDITION OF THE GROUNDS.

THE BOWLS SECRETARY SHALL HAVE DIRECT CONTROL OF GREENS IN CONSULTATION WITH THE GREENKEEPER. AND BE RESPONSIVE TO ALL COMPLAINTS BY MEMBERS AS TO THE CLOSURE OR ALLOTMENT OF GREENS OR RINKS WHICH ARE THEN TO BE PUT IN WRITING TO THE SECRETARY FOR THE CONSIDERATION OF THE MANAGEMENT COMMITTEE.

8. THE FOLLOWING OFFICERS.  
SHALL ON REQUEST, SUBMIT A REPORT  
TO THE MANAGEMENT COMMITTEE.

8 (A) **PROMOTIONS OFFICER**

SHALL BE APPOINTED BY THE CLUB PRESIDENT, GIVING DUE CONSIDERATION TO THE BEST PERSON TO LIAISE WITH AND RAISE SPONSORSHIPS WITH VARIOUS BUSINESSES.

**8 PUBLICITY OFFICER**

(B) SHALL IN CONJUNCTION WITH OTHER OFFICE BEARERS COLLATE AND FURNISH RESULTS TO THE MEDIA AND ATTEND TO ALL OF THIS CLUB PUBLICITY DEEMED NECESSARY.

(C) **WELFARE OFFICER**

SHALL ORGANISE EFFORTS TO ASSIST THE WELFARE OF MEMBERS SUFFERING ILL HEALTH AND TO ORGANISE ATTENDANCE AT FUNERALS OF DECEASED MEMBERS. HE SHALL ANNOUNCE ALL WELFARE MATTERS TO THE MEMBERS EACH FRIDAY PRIOR TO BOWLS.

**9. SOCIAL COMMITTEE**

THIS COMMITTEE SHALL CONSIST OF AT LEAST THREE (3) MEMBERS OF THE ELECTED MEMBERS, THE CHAIRMAN SHALL BE APPOINTED BY THE PRESIDENT. - THE CHAIRMAN HAS THE POWER TO CO-OP THE ASSISTANCE OF NON-ELECTED MEMBERS TO ASSIST AS REQUIRED:

THEY SHALL CONDUCT ALL SOCIAL FUNCTIONS AND RAFFLES, AND ARRANGE FOR CATERING FOR MEN'S CLUB FUNCTIONS AND REPORT TO EACH MONTHLY MANAGEMENT COMMITTEE MEETING.

**10. BOWLS COACH (ES)**

SHALL GIVE INSTRUCTIONS ON ALL POINTS OF THE GAME TO NEW PLAYERS: AND GIVE BASIC INSTRUCTIONS ON ALL POINTS OF THE LAWS AND ETIQUETTE TO NEW PLAYERS AND ASSIST MEMBERS OF THE CLUB NEEDING INSTRUCTION.AND THE RULES AND CONDITIONS FOR CLUB CHAMPIONSHIPS AND ANY CLUB COMPETITIONS.

## **11 MATCH COMMITTEE**

- (A) THE MATCH COMMITTEE SHALL CONSIST OF (3) OF THE ELECTED MEMBERS, OF WHICH THE BOWLS SECRETARY AND THE TWO VICE PRESIDENTS WILL BE MEMBERS, THE CHAIRMAN WILL BE APPOINTED BY THE PRESIDENT. THE COMMITTEE SHALL CONTROL ALL THE CLUB CHAMPIONSHIPS AND COMPETITIONS. PROTESTS ARISING IN CONNECTION WITH A GAME MUST BE LODGED IN WRITING WITH THE MATCH COMMITTEE WITHIN 24 HOURS OF THE STATED TIME FOR THE COMMENCEMENT OF THAT GAME. ANY DECISION OF THE MATCH COMMITTEE THERE-ON SHALL BE SUBJECT TO APPEAL TO THE MANAGEMENT COMMITTEE WITHIN SEVEN (7) DAYS AFTER NOTICE OF SUCH DECISION HAS BEEN GIVEN TO MEMBER OR MEMBERS CONCERNED. THE DECISION OF THE MANAGEMENT COMMITTEE IN RESPECT OF SUCH APPEAL SHALL BE FINAL.
- (B) THE MATCH COMMITTEE SHALL PROMULGATE THE DATE AND TIME FOR THE PLAYING OF EACH COMPETITION AND ADVISE DATES WHEN DETERMINED, ONLY THE COMMITTEE SHALL HAVE THE RIGHT TO ALTER DATES AND TIMES, SHOULD UNFORESEEN CIRCUMSTANCES ARISE.
- (C) WHERE THE MATCH COMMITTEE DECIDES TO ADVISE THE MANAGEMENT COMMITTEE OF AN OFFENCE BY A BOWLER THAT MAY REQUIRE DISCIPLINARY ACTION, THE MANAGEMENT COMMITTEE IS OBLIGED TO ADVISE THE BOARD OF DIRECTORS BEFORE TAKING DISCIPLINARY ACTION.

## **12. CLUB CHAMPIONSHIPS**

- (A) **ELIGIBILITY** - ALL ELIGIBLE MEMBERS MAY ENTER THE CLUB CHAMPIONSHIPS. - IN THE EVENT THAT A MEMBER IS REGISTERED WITH TWO OR MORE CLUBS, HE SHALL BE DEEMED TO BE A MEMBER FOR CHAMPIONSHIP PURPOSES OF THE CLUB IN WHICH HE FIRST PLAYED IN ANY ASSOCIATION COMPETITION, PENNANTS OR CHAMPIONSHIPS DURING THE 12 MONTHS PERIOD PRIOR TO THE 31st DECEMBER OF EACH YEAR.



**12. CLUB CHAMPIONSHIPS**

- (B) NAMES OF TEAM MEMBERS MUST BE NOMINATED BY CLOSING DATE OR ENTRY WILL NOT BE ACCEPTED.
- (C) IN CLUB CHAMPIONSHIPS EVENTS THE PLAY OR FORFEIT RULE SHALL APPLY. FOURTEEN (14) DAYS NOTICE OF PLAY TO BE GIVEN BY THE BOWLS SECRETARY TO THE CAPTAIN OF EACH TEAM IN TEAMS EVENTS AND TO THE INDIVIDUAL IN THE CASE OF SINGLES, PRIOR TO THE FIRST ROUND SEVEN (7) DAYS PRIOR TO SUBSEQUENT ROUNDS.  
THE PLACING OF THE ROUNDS ON THE NOTICE BOARD SHALL BE READ AS NOTICE GIVEN.
- A CLOSE FAMILY BEREAVEMENT SHALL BE THE ONLY ACCEPTABLE REASON FOR THE DEFERMENT OF MATCHES FOR A MAXIMUM PERIOD OF SEVEN (7) DAYS.
- (D) CLUB CHAMPIONSHIPS EVENTS TAKE PRECEDENCE OVER ALL OTHER BOWLING EVENTS. EXCEPT THOSE ORGANISED BY THE ROYAL NEW SOUTH WALES AND CENTRAL COAST DISTRICT BOWLING ASSOCIATIONS ZONE 15
- (E) OPPOSING TEAM CAPTAINS OR PLAYERS IN SINGLES EVENTS MAY, BY MUTUAL AGREEMENT ARRANGE TO PLAY ON AN EARLIER DATE THAN THAT SET DOWN BY THE MATCH COMMITTEE SUCH MUTUAL AGREEMENT SHALL NOT BE CHANGED. IN THE EVENT OF A CHANGED TIME, THE BOWLS OFFICE MUST BE INFORMED REGARDING RINK SPACE.

**12 CLUB CHAMPIONSHIPS**

- (F) THIRTY (30) MINUTES GRACE SHALL BE ALLOWED AFTER THE ADVERTISED STARTING TIME. - IF A TEAM IS INCOMPLETE OR A SINGLES PLAYER HAS NOT ARRIVED WITHIN THAT TIME, THE MATCH MUST BE FORFEITED TO THE OPPONENT'S.

**PLAYERS ARRIVING AFTER THE ADVERTISED STARTING TIME SHALL NOT BE ALLOWED A ROLL UP**

- (I) SCORE CARDS TO BE OBTAINED FROM THE BOWLS SECRETARY OR A REPRESENTATIVE APPOINTED BY HIM.
- (II) SUCH CARDS AT COMPLETION OF THE MATCH SIGNED BY BOTH TEAM CAPTAINS OR BOTH PLAYERS AND MARKER IN SINGLES AND RETURNED TO THE BOWLS SECRETARY'S OFFICE.
- (III) IN THE CASE OF AN UNFINISHED MATCH THE CARDS SHALL BE RETURNED TO THE BOWL'S SECRETARY.
- (G) ALL CLUB CHAMPIONSHIPS WILL BE PLAYED IN ACCORDANCE WITH THE RNSWBA CONDITIONS OF PLAY CURRENT AT THE TIME OF CLOSE OF NOMINATIONS FOR THE PARTICULAR EVENT. THE CLUB WILL PROVIDE TROPHIES AND /OR PRIZES TO THE WINNERS AND RUNNERS UP OF ALL CLUB CHAMPIONSHIPS.
- (I) MIXED CHAMPIONSHIPS TO BE RESTRICTED TO MEMBERS OF THIS CLUB, WHO HAVE NOT PLAYED, MIXED CHAMPIONSHIPS AT ANY OTHER CLUB DURING THE CURRENT YEAR.

## 12. CLUB CHAMPIONSHIPS

(G)-(2) IN THE EVENT THAT A MEMBER IS REGISTERED WITH TWO OR MORE CLUBS HE SHALL BE DEEMED TO BE A MEMBER FOR CHAMPIONSHIP PURPOSES OF THE CLUB IN WHICH HE FIRST PLAYED IN ANY ASSOCIATION COMPETITION, PENNANTS OR CHAMPIONSHIPS DURING THE 12 MONTHS PERIOD TO 31ST DECEMBER OF EACH YEAR. - **MIXED CHAMPIONSHIP FOURS** ORDER OF PLAY LADIES AND MEN MAY PLAY IN ANY POSITION - TEAM SHALL BE TWO LADIES AND TWO MEN **(LADIES MAY PLAY SKIP)**  
**FOR TRIPLES** - TEAMS SHALL BE EITHER ONE LADY OR ONE MAN IN EACH TEAM OF THREE - **(LADIES MAY PLAY SKIP)**

(H) A MATCH WHICH IS UNPLAYED OR UNFINISHED DUE TO INCLEMENT WEATHER SHALL BE PLAYED OR RESUMED AS DIRECTED BY THE MATCH COMMITTEE.

### (I) **SUBSTITUTES AND REPLACEMENT PLAYERS**

ALL SUBSTITUTES AND REPLACEMENT PLAYERS MUST BE APPROVED BY THE UMPIRE WHO SHALL ENTER THE NAME OF THE PERSON ON THE CARD AND INITIAL IT.  
SUBSTITUTES SHALL PLAY IN ANY POSITION EXCEPT AS SKIP.

### (J) **MARKERS**

VOLUNTEERS WILL BE CALLED TO MARK THE FIRST ROUND OF SINGLES. IF INSUFFICIENT VOLUNTEERS ARE AVAILABLE PLAYERS ARE REQUESTED TO OBTAIN THEIR OWN MARKERS.  
**DEFEATED PLAYERS IN SINGLES SHALL BE OBLIGED TO MARK IN A SUCCEEDING MATCH WHEN REQUIRED.**  
ANY PLAYER, WHO IS NOMINATED TO MARK AND FINDS THAT HE IS UNABLE TO DO SO. MUST OBTAIN A REPLACEMENT TO ACT IN HIS STEAD.

**12 CLUB CHAMPIONSHIPS**

**(K) MINOR SINGLES COMPETITION.**

*ANY PLAYER WHO WINS ANY MAJOR CHAMPIONSHIPS, PRIOR TO WINNING A MINOR CHAMPIONSHIP, MAY, IN THAT YEAR, AND THAT YEAR ONLY, PARTICIPATE IN THE MINOR CHAMPIONSHIPS.*

- (L) . A COPY OF THESE CONDITIONS SHALL BE DISPLAYED ON THE CLUB NOTICE BOARD FOR ALL CLUB CHAMPIONSHIPS. ALL PLAYERS ENTERING FOR THESE EVENTS SHALL BE DEEMED TO HAVE AGREED TO THESE CONDITIONS.

**13. RULES OF PLAY**

- (A). PLAY SHALL BE IN THE ORDER AND AT THE TIME SET BY THE BOWLS SECRETARY. SPECIAL STARTING TIMES MAY BE MADE BY THE TWO SKIPS AND THAT PRJOR ARRANGMENT, IS MADE WITH THE BOWLS SECRETARY FOR ANY EARLY START.
- (B). PLAY SHALL BE GOVERNED BY THE RULES AND CONDITIONS OF PLAY ADOPTED BY THE ROYAL NEW SOUTH WALES BOWLING ASSOCIATION AND ANY OTHER LOCAL COMPETITION RULES WHICH MAY APPLY.
- (C). PLAYERS MUST, ALL TIMES, OBSERVE THE ETIQUETTE OF BOWL'S - (CORRECT DRESS AND CONDUCT)
- (D). PLAYERS ARE RESPONSIBLE FOR THE PLACEMENT OF THEIR NAMES ON A GAMES LIST AND NO PERSON SHALL ALTER A NOMINATED NAME OR TEAM ON A GAMES LIST WITHOUT THE APPROVAL OF THE BOWLS SECRETARY, MATCH COMMITTEE OR SELECTOR. **ONCE NAMES ARE PUT ON GAMES SHEET, GAME MUST BE PLAYED EXCEPT IF GREENS ARE NOT OPEN FOR PLAY BY CONSENT OF CONTROLLING BODY.**

**13. RULES OF PLAY**

- (E). SCORE CARDS MUST BE RETURNED IMMEDIATELY AFTER THE GAME, TO THE BOWLS SECRETARY.
  
- (F) NO LEARNER SHALL PLAY IN A GAME, OR ROLL UP ON THE CLUB BOWLING GREENS UNLESS
  
- (I). THEY ARE UNDER THE CARE AND SUPERVISION OF THE COACH

-OR-

- (11). ROLLING UP WITH EXPERIENCED PLAYER

-OR-

- (III). HAS BEEN PASSED OUT BY THE COACH
  
- (G). PLAYERS IN A TEAMS GAME PLAYING LEAD, SHALL BE RESPONSIBLE (AT THE COMPLETION OF THE DAYS PLAY) TO RETURN THE MATS AND JACK TO THEIR STORAGE PLACE.
  
- (H). THE USE OF A RADIO AND MOBILE PHONE THAT IS AUDIBLE TO PLAYERS ON THE GREEN IS PROHIBITED. ***N. B, TURNED OFF***