



# TENTERFIELD BOWLING CLUB BY LAWS

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Approved by the Board of Directors on  
27<sup>th</sup> January 2021.

## Contents

<i>Temporary Membership .....</i>	<i>3</i>
<i>Annual Subscriptions .....</i>	<i>3</i>
<i>Guests .....</i>	<i>3</i>
<i>Board Elections and Returning Officer .....</i>	<i>3</i>
<i>Un-authorised Notices and Petitions .....</i>	<i>3</i>
<i>Food and Beverage .....</i>	<i>3</i>
<i>Complaint Making .....</i>	<i>3</i>
<i>Alcohol Consumption .....</i>	<i>3</i>
<i>Meeting Schedule .....</i>	<i>4</i>
<i>Cheque .....</i>	<i>4</i>
<i>Annual Report .....</i>	<i>4</i>
<i>Minor Access to Club Areas .....</i>	<i>4</i>
<i>Directors Code of Conduct .....</i>	<i>4</i>
<i>Bowls Administration .....</i>	<i>4</i>
<i>Games and Selection Committee .....</i>	<i>5</i>
<i>Greens Committee .....</i>	<i>5</i>
<i>Organisation of Bowls .....</i>	<i>6</i>
<i>Definition of a Bowler .....</i>	<i>8</i>
<i>Travelling Expenses .....</i>	<i>8</i>
<i>Non-affiliated Players .....</i>	<i>8</i>

**BY-LAWS OF THE TENTERFIELD BOWLING CLUB**

Adopted by Resolution of the Board of Directors, 27<sup>th</sup> January 2021.

**TBC Constitution re: BY-LAWS**

29.17 The Board may make such By-laws not inconsistent with this Constitution as are necessary or desirable for the proper conduct and management of the Club and may amend or repeal any such By-laws.

29.18 Without limiting the generality of Rule 29.17 the Board may regulate:

- such matters as the Board is specifically by this Constitution empowered to regulate by By-law; and
- the operations of the Club;
- the control and use of the Club's premises;
- the playing, control and management of bowls - provided however that no by-law in relation to competition bowls shall be inconsistent with the rules or by-laws of a Bowling Association;
- the conduct of members and guests of members;
- the playing and social privileges of each category of membership;
- the conduct of members in relation to Club employees;
- generally, all such matters as are commonly the subject matter of a constitution or by-laws or made under a constitution or which by this Constitution are not reserved for decision by the Club in general meeting.

29.19 Any By-law made under Rule 29.17 or any other Rule shall come into force and be fully operative upon the posting of an appropriate notice containing such By-law on the Club Notice Board.

29.20 The Board shall cause a copy of all By-laws to be made available to any member on request and without charge to that member.

**TBC Constitution re: Sub-Clubs**

29.11 Any of the Sub clubs established pursuant to Rule 29.10 or those already in existence must conform to any regulation or restriction that the Board may impose.

29.12 The President shall be a member of all the committees of Sub clubs and may nominate a person or persons to represent him or her on one or more of those committees.

29.13 Subject to the general control and supervision of the Board, each Sub club may manage its own affairs but shall:

- (a) make regular reports to the Board (or otherwise as may be required by the Board);
- and

- (b) submit copies of all minutes and records to the Board for the purposes of Rules 38 and 39.

### **30 TEMPORARY MEMBERSHIP**

No person living within 50km radius of the club premises shall be permitted to enter the club as a temporary member as per Section 14. Of the constitution.

### **31 ANNUAL MEMBERSHIP**

31.1 The annual membership shall be \$5.50

31.2 Subscriptions are due and payable by 30<sup>th</sup> June each year

31.3 Any member that has not renewed their membership by June 30<sup>th</sup> will be classified as an un-financial member. If the membership renewal remain unpaid by close of trade 31<sup>st</sup> July, will no longer classify as a member of the club.

### **32 GUESTS**

No person living within 50km can be introduced as a guest more than once.

### **33 BOARD ELECTIONS AND RETURNING OFFICER**

33.1 At the June meeting, the Board of Directors shall appoint a Returning Officer and 2 scrutineers.

33.2 The Returning Officer shall have full control of the election in accordance with the rules laid down in the constitution.

33.3 Remuneration shall be \$600 for the Returning Officer and \$100 for each scrutineer.

### **34 UN-AUTHORISED NOTICES AND PETITIONS**

No notice, publication, picture, document or petitions shall be distributed, posted to the members or displayed within any of the club's premises or their precincts without the authority of the General Manager.

### **35. FOOD AND BEVERAGE**

Members, guests of members or temporary members are prohibited to bring food or beverages for consumption onto the premises of the club subject to prior approval by the General Manager.

### **36. COMPLAINT MAKING**

Any member making a complaint to the General Manager, delegated officer or Board of Directors must provide his/her name and membership number in support of such complaint. A Club member complaint relating to the conduct of a club employee must be done so in writing to the General Manager who will act upon the complaint in an equitable and timely manner.

### **37. ALCOHOL CONSUMPTION**

Alcohol is not permitted to be consumed in the entrance of the club and other marked areas. Anyone seen drinking on approach to the club will be asked to leave the premises.

### **38. MEETING SCHEDULE**

Meetings of any description are not to be arranged without the approval of the General Manager or a delegated officer or Board of Directors.

### **39. CHEQUE**

Members may cash cheques after one year of continuous membership. Maximum allowance for one single cheque is \$400. Only one cheque may be cashed per day. If a cheque is returned unpaid a fee of \$40 is payable by the cheque signatory. Cheques must be made payable to the Tenterfield Bowling Club.

### **40. ANNUAL REPORT QUERIES**

All Members are requested to advise the General Manager in writing, fourteen (14) days prior to the date of the Annual General Meeting of any query relating to the financial statements re- Accounts, so that necessary research of the records of the club can be undertaken in order to give an informed reply.

### **41. MINOR ACCESS TO CLUB AREAS**

Board, Management and staff have the authority to exclude or restrict minors from zones of the club, depending upon the circumstances at the time.

### **42. DIRECTORS CODE OF CONDUCT**

All directors must comply with the Tenterfield Bowling Clubs Directors Code of Conduct when discharging their duties. Breach of this code may result in disciplinary action taken against a director by the Clubs Board.

## **BOWLS**

### **50. BOWLS ADMINISTRATION**

50.17 Bowls will be administered by a joint committee comprising both men and women.

50.18 The bowling members will hold a meeting-normally within one month after the Annual General Meeting (AGM) of the Tenterfield Bowling Club to elect six members of the games and selection committee, this committee is to comprise of three men and three women bowlers and one of the committee must be elected as Secretary, also to elect an independent Chairperson. The Club President being an affiliated bowler is then elected as Club Captain for the purpose of officiating and presentations.

50.19 The games and selection committee will select one male and one female from the committee as delegates to represent TBC at relevant District Meetings.

50.20 The Committee have autonomy to administer bowls subject to these By-Laws and are expected to keep the Board advised on bowls matters via monthly reports to the Board including all minutes and records (per TBC Constitution 29.13.b)

50.21 All disciplinary matters are the responsibility of the Board as per constitution 20.1 – 20.6.

### **51 GAMES AND SELECTION COMMITTEES**

The Games and Selection Committees shall have responsibility to:

51.17 Call nominations, conduct draws, call games, allocate rinks and record results for all club competitions; All Club Championship Draws are to be conducted in the main bar area of TBC with five selectors or witnesses present at the draw.

51.18 Develop and publish conditions of play for all events including club championships.

51.19 Organise social games;

51.20 Determine winners and award trophies where applicable;

51.21 Organise visits to and from other clubs (in cooperation with the TBC Travelling Bowlers subsection);

51.22 Organise TBC Carnivals which are currently the Australia Day Weekend Carnival, the Sexton and Green Carnival and the Spring Carnival;

51.23 Promote the game of bowls by way of making all people feel welcome;

51.24 The Board of Directors of TBC will set the annual affiliation fees. The Bowls Secretary is to receive a copy of payment receipts for affiliation fees for the purpose of submitting the form two's to Bowls Queensland.

51.29 Complete returns and organise correspondence with the relevant District and State Associations;

51.30 Arrange the purchase of Championship badges and their timely presentation as close as possible to the completion of competitions; and

51.31 For all club level games, including social games, act as the Controlling Body, as defined in the Laws of the Sport of Bowls – **Crystal Mark 3.1** Edition (as amended).

## **52. GREENS COMMITTEE**

52.1 The Greens Committee shall comprise 3 bowling members as ***determined by the Board of Directors.***

52.2 The Greens Committee shall have responsibility to:

- A) Liaise the Greenkeeper in respect of the required pace of the greens;
- B) Advise the Greenkeeper when special events (e.g. carnivals) are to be held and on other occasions when both greens will be required;
- C) Advise the Greenkeeper and General Manager when the layout of the greens DO NOT comply with the Laws of the Sport of Bowls – **Crystal Mark 3.1** Edition (as amended);
- D) Advise the Greenkeeper when additional line or rink marking is required – especially if it benefits the wear of the green; and
- E) Liaise with the Greenkeeper concerning the state of the greens and complaints from bowlers.

52.3 The Greens Committee is not to instruct the Greenkeeper on the methods and skills to maintain the greens. All matters where the greens are not prepared to the satisfaction of the Greens Committee are to be referred to the General Manager.

52.4 All matters of substantial cost (e.g. additional shade facilities) are to be referred to the General Manager.

52.5 Note that the Greenkeeper is required to inform bowlers of the Pace of the green on playing days and to inform bowlers when chemicals have been used on the greens.

## **53. ORGANISATION OF BOWLS**

53.2 STARTING TIMES. Morning games will normally start at 10am and Afternoon games will normally start at 1pm; however, starting times may be adjusted by the

relevant Games and Selection Committee to suit abnormal weather conditions or the availability of visiting clubs.

53.3 NOMINATIONS. Names should be submitted no later than 30 minutes before starting time. Nominations may be phoned to TBC on the day or entered on the appropriate sheet on the main Notice Board.

53.4 GREEN FEES. Green fees are set by the Board and are currently \$7 for all organised play, including both Club Championships and social games. Green fees for special events such as TBC Carnivals will be determined by the relevant Games and Selection Committee.

53.5 DRESS CODE. Club Uniform or Whites or bowls approved clothing is preferred for all Club Championships, TBC Carnivals, visits from other clubs (unless otherwise requested)

and Sunday afternoons (Sunday Bonanza). Mufti or Bowls attire may be worn for all other occasions. Breaches of this dress code will NOT incur disqualification but members are encouraged to adhere to it.

#### **54. PRIZES AND PRIZE MONEY.**

54.1 SOCIAL BOWLS. For social bowls events where there are 12 or more players, \$10 vouchers may be won. Winners will be determined by a draw from 5 envelopes – Biggest Margin, Smallest Margin, Most Ends, Ends and Margin and Margin of 7 or nearest to 7. Vouchers must be spent within the club. Additionally for Sunday Bonanza, a random draw using the numbers 1 to 25 inclusive will be conducted.

\$50 per team member will be paid to the team that won by the margin drawn. In the event that two or more teams won by the margin drawn the prize money (up to a total of \$150) will be equally shared between the members of the winning teams.

54.2 VISITING CLUBS. At the discretion of the General Manager, prizes may be made available when other Clubs visit TBC. The allocation of these prizes is to be determined by the relevant Games and Selection Committee on the day of the visit.

54.3 TBC CARNIVALS. The total Prize money for TBC Carnivals will be determined by the Board. This may take into account the recommendation of the relevant Games and Selection Committee.

54.4 CLUB CHAMPIONSHIPS. Each of the Men's and Ladies' Sections may organise official Club Championships as follows:

- A Singles – 25 up;
- B Singles – 25 up;
- Pairs – 21 Ends (Men), Ladies – 14 Ends Sectional play & 18 Ends for Final;
- Triples - 21 Ends (Men), Ladies – 14 Ends Sectional play & 18 Ends for Final;
- Fours - 21 Ends (Men), Ladies – 14 Ends Sectional play & 18 Ends for Final;

Additionally, the Mens' and Ladies' Sections jointly may organise official Club Championships as follows:

- Mixed Pairs – 21 Ends;
- Mixed Triples – 21 Ends.



- Mixed Fours – 18 Ends;
- a. Conditions of Play must be displayed when nominations are called and remain on display for the duration of the Club Championship event.
- b. For team events, all teams are to be self-selected.
- c. A minimum of 4 nominations is required for a Club Championship event to be run.
- d. Club Championship events with 4, 5, 6 or 7 entries may be run on a round robin format.
- e. Competitions with 8 or more entries will be run on a knockout format noting that the relevant Games and Selection Committee may opt for Sectional Play.

54.5 Under normal circumstances, Club Championship events will not be played in the winter months (June, July and August); however, the relevant Games and Selection Committee may deem it necessary under the prevailing circumstances.

54.6 Championship Badges will be awarded to the winners of each Club Championship event. These badges are to be engraved with the Year won and presented as close as practical to the end of the competition.

54.7 GRADING OF PLAYERS. A bowler shall be regarded as a B Grader until he/she wins one of the following events:

- An A Grade or B Grade Singles Championship at TBC; or
- A District Singles event or skips a winning District Pairs, Triples or Fours event

In either of these cases, the player automatically becomes an A Grader, is ineligible to play B Singles Club Championships and cannot be down-graded for at least 12 months. After 12 months as an A Grade bowler, players may be down-graded at the discretion of the Games & Selection committee.

54.8 PRACTICE. Members may practice (roll-up) at any time outside playing times providing that the greens are not closed or such practice does not interfere with the Greenkeeper's work. The green and direction for roll-ups will be designated by the Greenkeeper on the chalk board outside the Men's locker room. Green fees do not apply. Note that both greens are normally closed Mondays.

54.9 VARIATION TO BY-LAW 4. With the exception of 4.3 and 4.5 each of the Games and Selection Committees have the authority to vary any of the above for special occasions if perceived to be in the interest and promotion of bowls or bowlers' safety is considered to be at risk.

## **6. DEFINITION OF A BOWLING MEMBER**

6.1 As defined in the TBC Constitution 10.6

## 7. TRAVELLING EXPENSES

7.1 A travel subsidy of 50 cents per kilometre **one way** will be paid for the following activities:

- a. A travel subsidy of 50 cents per kilometre one way will be paid for Men's and Ladies' delegates who represent TBC at District meetings unless that person is entitled to being receipt of honorarium.

7.2 CONDITIONS. The following conditions apply:

- a. Claims to be on a proper claim form, authorised by the General Manager and then lodged at the office; and

7.3 Only 1 car per team for events covered under 7.1 above.

**7.3.1** Travel subsidy will not be paid when the Board has approved alternate arrangements such as a minibus for group travel to District Competitions like Pennants and Club Challenges.

**7.4** OTHER TRAVEL. Any other travel subsidies relating to event like Inter-District, District Sides, Zone competitions or State events require a submission to the Board through the relevant Games and Selection Committee for the Board's approval.

## 8. NON-AFFILIATED PLAYERS

8.1 Players who have not paid the necessary fees for affiliation with Bowls Queensland and District as set by the board are not entitled to play in TBC organised carnivals, P&M days, club championships or district events

8.2 Non-affiliated players are permitted to play in games organised in-conjunction with visiting bowls clubs **for social purposes** if the visiting club's organiser agrees.