

MASTER BOWLERS ASSOCIATION OF SASKATCHEWAN

CONSTITUTION AND BYLAWS (Amended September, 2021)

Article One - Aim

The AIM of the Master Bowlers Association of Saskatchewan (hereafter referred to as MBAS) is to gather together the finest bowlers in Saskatchewan to set the standards of sportsmanship, ethics and conduct that bring prestige to the sport of bowling. The MBAS is the teaching/coaching arm of 5 Pin Bowling.

Article Two – Objectives

- A. The MBAS Executive and Officers will at all times govern and regulate the conduct of its members during any and all sanctioned MBAS events.
- B. The MBAS Executive and Officers will arrange and conduct coaching clinics, tournaments for its members and the Master/YBC events.
- C. The MBAS Executive and Officers will create and maintain a Tournament Manual and govern and regulate the enforcement of same.
- D. The MBAS Executive and Officers will create and maintain the Executive Duties and Responsibilities Manual for the Executive and Officers and govern and regulate the enforcement of same.

Article Three – Ethics, Conduct and Rules

The MBAS ethics and conduct is to exemplify the high regard that all dedicated bowlers have for the sport of bowling and to conduct oneself at all times in a manner befitting a Master Bowler.

The responsibility of a Master bowler is to diligently and actively support the MBAS by complying with the following rules:

- a) by being a member in good financial standing for membership fees, tournament entry fees, fundraising fees, assessments, and tickets/fundraising monies.

If an NSF cheque is received for any of the above, the Treasurer shall notify the bowler immediately upon receiving notification from the Bank. At that time, they have 15 days from that date in which to cover the NSF cheque and related charges. If the bowler has not covered the NSF cheque within the 15 days, they will be considered as a member not in good standing and therefore not be allowed to participate in any sanctioned MBAS

events until the NSF cheque and related charges have been covered to the satisfaction of the Treasurer, Membership Co-ordinator and Tournament Director.

- b) to conduct oneself in a sportsmanlike manner by not using foul language or disruptive behaviour in any sanctioned MBAS tournament or event;
- c) to not arrive at a bowling centre for an MBAS tournament or event under the influence of drugs and/or alcohol and to not consume drugs and/or alcohol while participating in any sanctioned MBAS tournaments.
- d) to observe all MBAS membership and entry deadlines;
- e) to observe punctual start times for all tournaments;
- f) to not falsify any expense claims or any other MBAS documentation;
- g) if any MBAS member has an issue, concern or dispute with another MBAS member, they should approach that member directly to deal with the issue, concern or dispute. If the MBAS member is uncomfortable in approaching the other MBAS member directly, they should then bring the issue, concern or dispute to the attention of only the MBAS President. If the issue, concern or dispute is with the MBAS President, the MBAS member should then bring the issue, concern or dispute to the attention of only the Vice President.
- h) to not discuss MBAS issues, concerns or disputes, orally, in writing, email, text, or any form of social media with any persons or organizations outside of the MBAS.

Failure to comply with any of the above rules may result in the suspension and/or expulsion from the MBAS. Notice of failure to comply with any of the above rules must be provided in writing to the President for presentation, discussion and decision at an Executive Members meeting. Suspension and/or expulsion of a member from the MBAS will be at the sole discretion of the MBAS Executive Members. The member subjected to suspension and/or expulsion from the MBAS will be notified in writing.

Article Four – Executive Members and Officers

A. The MBAS Executive may be comprised of the following members and their respective terms:

<u>Position</u>	<u>Term</u>
President	2 years - elected
Vice President	2 years - elected
Secretary	Appointed
Treasurer	Appointed

Immediate Past President

Consultant

The MBAS Officers may be comprised of the following members and their respective terms:

Technical Director	Appointed
Tournament Director	Appointed
Membership Co-ordinator	Appointed
Clinic Co-ordinator	Appointed
Master/YBC Co-ordinator	Appointed
Fundraising Co-ordinator	Appointed
National Team Manager	Appointed
Tournament Division Rep.	2 years – elected from their Division
Teaching Division Rep.	2 years – elected from their Division
Senior Division Rep.	2 years – elected from their Division
Zone Representatives	Elected from each of the 10 Zones

B. The President must supervise the other Executive members and Officers in the execution of their duties in accordance with the Executive Duties and Responsibilities Manual.

C. The President will appoint the Treasurer based on input from the Executive members and Officers and on his/her qualifications to fulfil the position.

D. The Executive members and Officers will appoint the Secretary, Tournament Director, Membership Co-ordinator, Fundraising Co-ordinator and Technical Director based on their qualifications to fulfil the positions.

E. All Executive members and Officers, appointed or elected, will have full voting privileges at all MBAS meetings. The President does not vote. In the event of a tie, the President's vote will determine the outcome.

F. Two or more Executive members, one of which will be the Treasurer, may attend the Bowling Federation of Saskatchewan meetings. Two Executive members will have full voting privileges.

G. Two or more Executive members or Officers, one of which will be the President, will attend the MBAC Annual and Semi-Annual Meetings. Only two Executive members or Officers attending will have full voting privileges at MBAC meetings. The President shall appoint the second delegate to attend the MBAC Annual and Semi-Annual meetings. If the President is unable to attend, he/she will have the discretion to appoint another Executive member or Officer to attend in their place.

Article Five – Nomination and Election Procedures

A. The MBAS Executive members holding elected positions will be elected by the general membership at a Semi-Annual Meeting for a term of two (2) years. Votes may be cast by a show of hands or by a secret ballot.

B. The Zone Representatives holding elected positions will be elected at a Semi-Annual Meeting for a term of two (2) years from their respective zones by Masters members in that zone. Even numbered zones shall be elected in even numbered years; odd numbered zones will be elected in odd numbered years.

C. The Division Representatives holding elected positions will be elected for a term of two (2) years from their respective divisions by Masters members in that division.

Article Six – Meetings

A. The MBAS Annual General Meeting will be held in September of each year.

B. The MBAS Semi-Annual General Meeting will be held on the final tournament weekend.

C. The Executive members and Officers shall meet once a year or as required. The Executive and Officers meeting will be held on the final tournament weekend.

D. The quorum necessary to conduct business at an Executive and Officers meeting is 10 people.

E. The quorum necessary to conduct business at an Annual General Meeting or Semi-Annual General Meeting is 10 people.

F. Executive and Officers meetings will be closed to non-Executive members and Officers. If a non-Executive member or Officer wishes to attend an Executive and Officers meeting, they must notify the President one week in advance of the meeting of their desire to attend the meeting.

Article Seven – Vacancies

A. If the President vacates or resigns from his/her position before the end of their term, the Vice President will act as the President until the next Semi-Annual General Meeting at which time the position will be filled in accordance with Article Five.

B. If the Vice-President vacates or resigns from his/her position before the end of their term, the President may appoint a replacement until the next meeting. The newly appointed person shall hold that position until their successor is elected at the next Semi-Annual General Meeting in accordance with Article Five.

C. If a Zone representative resigns from his/her position before the end of their term, the President may appoint a replacement until the next meeting. The newly appointed person shall hold that position until their successor is elected at the next Semi-Annual General Meeting in accordance with Article Five.

D. If a Division representative resigns from his/her position before the end of their term, their replacement may be voted in at the next meeting or tournament, whichever comes first.

E. If an Executive member or Officer in an elected or appointed position is not performing his/her duties in accordance with the Executive Duties and Responsibilities Manual, that Executive member or Officer will be requested in writing by the President to vacate the position.

F. If the President is not performing his/her duties in accordance with the Executive Duties and Responsibilities Manual, he or she will be requested in writing by the Vice President to vacate the position.

G. The general membership may dispute the duties of any Executive member or Officer via a written explanation sent to the President. If it is determined by the remaining Executive members and Officers that the dispute is valid and the Executive member or Officer is not performing his/her duties, that Executive member or Officer will be requested in writing by the President to vacate the position.

H. All Executive Members or Officers must be notified by the President of any vacancies, resignations and appointments as they occur.

Article Eight – Grievances/Dispute Resolution

Any Executive member, Officer or MBAS member that is the subject of a dispute or has been requested in writing to vacate his/her position due to non-performance of his/her duties shall have the right to defend their position by providing the President with a written statement setting out their grievance within 30 days of receipt of the written request to vacate their position. The President and the remaining Executive members will be responsible for reviewing the grievance and rendering the final decision.

If the President and the remaining Executive members cannot reach a final decision, the matter will be referred to the Bowling Federation of Saskatchewan Executive to be handled in accordance with its Dispute Resolution Policy.

Article Nine – Travel Expenses

A. Executive members and Officers are entitled to receive mileage and one night hotel accommodation to attend the Annual General meeting in September and the Semi-Annual and Executive and Officers Meeting on the final tournament weekend. Executive members and Officers who are bowling in the final weekend tournaments are only entitled to receive one night accommodation for attending the Executive and Officers meeting on the final tournament weekend. The mileage rate shall be determined by the Executive and Officers.

B. Executive members and/or Officers representing the MBAS are entitled to receive mileage and hotel accommodations to attend the following meetings:

- a. S5PBA
- b. Bowl Sask.
- c. Bowling Federation
- d. MBAC

Article Ten - Honorariums

Recipients of honorariums and the amounts to be paid will be decided and ratified by the Executive Members and Officers at the Annual General Meeting.

Article Eleven – Clinics

A. Fees set for the coaching clinics will be determined by the Executive members and Officers.

B. Coaching clinic dates and locations shall be set by the Clinic Co-ordinator as the need arises.

C. The Clinic Co-ordinator will distribute clinics to the MBAS certified clinicians as required, on an equitable basis, to ensure that all certified clinicians retain their C5 certifications. All certified clinicians will be subject to the same ethics, conduct and rules as all regular MBAS members.

Article Twelve – Membership and Membership Renewals

A. All Master bowlers must be members of the Canadian 5 Pin Bowlers Association and have taken the required level of training in order to join the MBAS.

B. Masters memberships will be renewed yearly.

C. Membership fees are to be set by the Executive members and Officers.

- D. The age for joining the MBAS is nineteen (19) years of age prior to January 1st of the current bowling season.
- E. Membership renewal categories are:
1. Full Membership - allows full participation and privileges in the MBAS.
 2. Associate Membership - allows the Master bowler to participate in the Master/YBC tournaments only.
 3. Senior Division - allows Master bowlers age 50 plus to participate in all MBAS Senior tournaments.

Article Thirteen – Tournaments – General

- A. The Tournament Director will be responsible for all MBAS tournaments, excluding the Master/YBC tournaments.
- B. The Master/YBC Co-ordinator will be responsible for the MBAS Master/YBC provincial tournaments.
- C. Tournament dates and entry fees for all MBAS tournaments and Master/YBC tournaments are to be determined by the Executive members and Officers.
- D. All tournament rules and criteria are governed by the MBAS Tournament Manual.

Article Fourteen – Contingency Clause

In the event that the Master/YBC tournaments are discontinued and there is no substitute for these events, any monies earned from the use of Saskatchewan Liquor and Gaming Licenses will be diverted to cover the costs of running clinics for those wanting to be certified to coach youth in the sport of 5-pin bowling.

Article Fifteen – National Events

- A. The Master bowlers representing Saskatchewan at the National Championships shall be given Saskatchewan trader pins to exchange with each opponent in each participating province.
- B. Coaches for the Provincial teams will be chosen from a coaches list provided by the Technical Director. Teams will choose their own coaches through a rotation determined by the Tournament Director.
- C. Coaches must be certified at the level determined by the Master Bowlers Association of Canada and the Canadian 5 Pin Bowlers Association.

D. To be eligible to bowl at a National Championship or coach at a National Championship, the bowler or coach must be a fully paid member (including the fundraising fee) in good standing, have the required coaching certification level referred to in item C, must have bowled in one Master/YBC sanctioned event, paid the monetary fee for not bowling in a Master/YBC sanctioned event or participated in other authorized sanctioned events.

E. Assessment amounts for all divisions participating in the National Championships are to be determined by the Executive Members.

F. The President will act as the Team Manager at the National Championships, or appoint a Team Manager.

G. All other rules regarding eligibility to bowl at the National Championships are governed by the Tournament Manual.

Article Sixteen – Transfers

A. A Master bowler transferring to Saskatchewan will be recognized by the MBAS and be entitled to join as a full member if they meet the MBAS certification requirements.

B. The Saskatchewan MBAS shirt will be purchased within the first year of transfer to Saskatchewan.

C. Out of province shirts are acceptable until the new shirt is received.

Article Seventeen – Life Memberships

The following criteria is provided for the selection and/or consideration of Life Members:

A. All names for Life Members will be submitted to the President prior to August 1st of each year for consideration by the Executive members and Officers at the Annual General Meeting.

B. One Life Member only may be selected by the Executive members and Officers in each year, unless they vote for an additional Life Member(s) under extenuating circumstances.

C. Life Members should be recommended on the basis of valuable service rendered on behalf of the MBAS to the sport of 5-Pin Bowling in the Province.

D. The Executive members and Officers will have the sole power to make the final selection of Life Members.

- E. Life Members will receive free membership.

Article Eighteen – Amendments

This Constitution and Bylaws have been adopted by the MBAS at a Semi-Annual General Meeting. Amendments, revisions or additions must be submitted in writing to the President by a member in good standing thirty days prior to a Semi-Annual General Meeting. All such amendments, revisions or additions must be carried by a majority of the membership in attendance at a sanctioned Semi-Annual General Meeting.

Article Nineteen – Dissolution

A. In the event of dissolution of the MBAS, its property and assets shall firstly be used for payment of any and all liabilities.

B. All remaining assets of the MBAS, including cash on hand and in the bank, shall be assigned, transferred and paid to a recognized charitable organization as determined by the Executive members and Officers.

Article Twenty – Finance

1. A bank account will be set up in the name of the Master Bowlers Association of Saskatchewan and the signatures of any two of the four authorized signing authorities will be required on all cheques drawn on the account. The authorized signing authorities will be the President Donna Seiferling, Past-President Les Wardrop, Treasurer Maureen Hvidston and Secretary Karin Kirkland.

2. The fiscal year of the Master Bowlers Association of Saskatchewan will be August 1st to July 31st.

3. After the close of each fiscal year of the Master Bowlers Association of Saskatchewan, the financial transactions of the preceding fiscal year will be audited by a qualified public or chartered accountant as directed by the Master Bowlers Association of Saskatchewan and a report of the audit will be made at the Annual General Meeting.

4. The Treasurer, or an Executive member, will, at each Annual General Meeting, make a motion to appoint the Auditor for the next fiscal year.

5. Executive Members or Officers of the Master Bowlers Association of Saskatchewan cannot be the Auditor.

