

# DOUBLE DECKER MATCH CLUB BY LAWS

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# **DOUBLE DECKER MATCH CLUB BY LAWS**

## **ARTICLE I – TITLE**

This club shall be known as the “DOUBLE DECKER MATCH CLUB.”

## **ARTICLE II – OBJECT**

The object of the Club is to promote the spirit of bowling through positive interactions with members of our club and members of other bowling clubs. By visiting and hosting other bowling clubs we strive to enhance the camaraderie and experience of all who enjoy our sport.

## **ARTICLE III – MATCH CLUB STRUCTURE**

The structure of the Double Decker Match Club shall consist of the following:

- a. Board of Directors
- b. Membership

## **ARTICLE IV - MEMBERS AND ELIGIBILITY**

- a. A member or prospective member MUST be currently sanctioned by and in good standing with the United States Bowling Congress.
- b. A member or a prospective member must have a current Blue Book Average or a one-year Blue Book Average or current twenty-one (21) game average.
- c. Prospective members MUST be sponsored by a current Club member. The applicant will present a verbal resume at a general membership meeting. All applicants must be voted upon and approved by a majority of the current membership present. In the event that a prospective member’s application has been submitted during a month when the general membership is not meeting in a regularly scheduled meeting, the Board of Directors has the authority to grant provisional membership into the Club for the prospective member.
- d. Members will be allowed a three (3) month leave of absence for just cause without paying dues. Request to be submitted in writing to the board. At the end of the three (3) month period, an extension may be requested in writing to the board. If approved, dues for the extended period must be pre-paid or the member will be dropped from the club. A medical leave of absence will be allowed six (6)

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months leave of absence without paying dues.

- e. Any absence by a member from three (3) consecutive meetings without being excused by an Officer will result in fines and/or suspension levied against member.
- f. Dismissal, expulsion, or suspension of a member MUST be approved by the Officers. Dismissal/expulsion/suspension action will consist of a letter mailed to the affected member as drafted by the Secretary. The letter will explain just cause of the dismissal/expulsion. A copy of dismissal/expulsion/suspension letter to be kept on file by the board for two years.

## **ARTICLE V – DUES AND FEES**

- a. Any new member joining the Club shall pay a one-time fee of \$50.00 which includes \$15.00 initiation fee, \$5.00 first month's dues, \$30.00 towards team shirt. Any former member wishing to be re-instated must satisfy all arrears (if any) before re-instatement will be considered and a \$10 reinstatement fee. When arrears have been cleared, the former member will be treated as a new member under this article and shall first be approved under Article IV, Section D. Fees may be increased due to increased costs per notification by the board.
- b. Monthly dues shall be \$5.00 per month. Any member whose dues are in arrears three (3) months will be notified in WRITING/EMAIL/PHONE by the Club and recommended for dismissal to the Board of Directors if they are not paid by the fourth (4) month. Any members whose dues are in arrears will not be permitted to bowl any matches until the arrears are corrected. Treasurer will keep matchmaker informed of members who are 4 or more months in arrears.
- c. There will be \$5.00 fine levied for not wearing the club uniform at club matches as stated under Article IX, Section A.
- d. A fine of \$1.00 will be assessed by the President and collected by the Sergeants of Arms against any member deemed out of order at any meeting.
- e. Any member not bowling their average each game will be fined \$1.00 per game. Any member not bowling their average for the series will be fined \$2.00.
- f. The matchmaker will designate one (1) pay frame per game. Any member not bowling a strike or a spare in the designated frame will be fined fifty (.50) cents.

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- g. Misconduct shall be defined as abuse of equipment or the facility or actions that could be considered a distraction to other bowlers. Members using extreme profanity such as saying the “F\_” word or like word shall be assessed a \$5.00 fine by the Sergeants at Arms. Other swearing shall be assessed a fine of \$1.00 per occurrence by the Sergeants at Arms. All members attending a Double Decker Match Club function, whether bowling or not, shall be subject to the above.
- h. A fine of \$5.00 for a home match and a \$10.00 fine for an away match shall be assessed to any member who is asked to bowl, says that they will and fails to do so or to notify the Matchmaker within forty-eight hours prior to that match. EXCEPTION: IN THE EVENT OF AN EMERGENCY.
- i. If you miss three (3) consecutive meetings that are unexcused there is a \$3.00 fine after the 3<sup>rd</sup>. meeting, \$6.00 for the next and \$10.00 for the next and or suspension. All fines to be paid before participating in next scheduled Match. Suspension will be voted on by executive board. Secretary will notify Treasurer, Sgt at Arms and Matchmaker. Sgt of Arms to collect fines.

## **ARTICLE VI – GOVERNING AUTHORITY**

- a. Board of Directors:
  - 1. President
  - 2. Vice President
  - 3. Secretary
  - 4. Matchmaker
  - 5. Assistant Matchmaker
  - 6. Treasurer
  - 7. Sergeants at Arms (4) 2 male, 2 females
- b. Membership

## **ARTICLE VII – MEETINGS**

- a. This Club will hold **Quarterly** meetings. The Board of Directors will meet quarterly at their discretion. The meetings will be on the day of a home match, if possible. At each meeting, the President will notify the members of the next meeting date.

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- b. All members will be notified of the next meeting date at least one week in advance.
- c. A member MUST notify any Club officer before a meeting to be excused. Excused absences will be defined as: Work, Illness, Funerals, Vacations, Out- of-Town Guests, and Bowling Tournaments.
- d. If you miss three (3) consecutive meetings that are unexcused there is a \$3.00 fine after the 3<sup>rd</sup>. meeting, \$6.00 for the next and \$10.00 for the next and or suspension. All fines to be paid before participating in next scheduled Match. Suspension will be voted on by executive board. Secretary will notify Treasurer, Sgt at Arms and Matchmaker. Sgt of Arms to collect fines.
- e. The President, at the discretion of the Board of Directors, may cancel and re- schedule meetings.
- f. First quarter is September, October, November. Second quarter is December, January, February. Third quarter is March, April, May. Fourth quarter is June, July, August.

## **ARTICLE VIII – CONDUCT OF MEETINGS, OTHER CLUB BUSINESS AND QUORUMS**

- a. 15 Members of the total membership shall constitute a quorum.
- b. Robert’s Rules of Order (Newly Revised) shall govern meetings.
- c. Agenda:
  - 1. Call to Order
  - 2. Roll Call
  - 3. Reading of the Minutes of the Last Meeting
  - 4. Report of Officers
  - 5. Report of Special Committees
  - 6. Unfinished Business
  - 7. New Business
  - 8. Adjournment

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## **ARTICLE IX – MEMBERSHIP ACTIVITY**

- a. The official uniform shall be the Double Decker Match Club shirt with BLACK pants, jeans, skirts, skorts, capri's or shorts. Skirts, skorts, or shorts shall be a maximum of 3 inches above the knee. NO SWEATS, YOGA PANTS, WARM UP PANTS OR LIKE WILL BE ALLOWED. NO EXCEPTIONS. Members will be required to purchase their uniform outright;
- b. The Matchmaker will schedule matches so that each member may have the opportunity to bowl at least every third match, if possible. If the Matchmaker is unable to contact a member after two or three attempts, the Matchmaker may skip over that member in order to put the teams together by the Wednesday prior to the match;
- c. Members asked to bowl may decline for any reason but may not be asked again until all other members have been asked to bowl;
- d. Members declining to bowl for three (3) consecutive matches without a reasonable excuse may result in dismissal from the Club as set forth in Article IV, Section H;
- e. The Matchmaker will try to schedule the husband and wife to bowl at the same time, if at all possible;
- f. All bowlers bowling at away matches will be given the first opportunity to bowl the return match with that match club, within a calendar year, prior to calling any other members. Bowlers must give the matchmaker notice by the Tuesday prior to the home match to retain priority status;
- g. Matches will be a scratch basis, if possible. When handicapping is necessary, and there is a difference in total pins, drop ten (10) pins and handicap the balance at 100%;
- h. There will be a maximum side bet of ten (\$10.00) plus lineage per game per match. Prior to the start of a match, the amount of the side bet, if any, will be indicated at the top of the score sheet by the Team Captain or the Matchmaker, and initialed;
- i. All monies won or lost will be collected and/or paid through the Club Treasurer;
- j. All scheduled matches and the results of previous matches will be provided to Club members as soon as possible, either at regular scheduled meetings or at matches;
- k. A guest bowler may bowl only if there are not enough members present to make up a full team, provided all members were asked to bowl; and

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## MERIT AWARDS:

One award per season per category – awarded when bowled based on average used during the Match.

800 Series, 300 Game, & 299 Games	3
Months Free Dues (300 & 299 Games cannot qualify for Century Game)	
Century Game (+100 pins over average)	3 Months Free Dues

### AVERAGE 171 & ABOVE

75 Pins Over Average for Series	1 Month Free Dues
100 Pins Over Average for Series	2 Months Free Dues

### AVERAGE 170 & BELOW

50 Pins over Average for Series	1 Month Free Dues
75 Pins Over Average for Series	2 Months Free Dues

### AWARDS FOR BOWLER OF THE YEAR

3
Months Free Dues (ONE MAN, ONE WOMAN)

## NON-AVERAGE BASED AWARDS

11 In A Row	1 Month Free Dues
7-10 Split	1 Month Free Dues
4-6-7-10 Split	1 Month Free Dues
Clean 30	1 Month Free Dues
Triplicate	1 Month Free Dues
All Spare Game	1 Month Free Dues
Dutch 200	1 Month Free Dues

Club pins will be presented to those members (including visiting clubs) who roll a score of 200 or above. EXCEPTION: Members whose average is less than 150 can earn a pin for a total of 75 pins over their listed game. Double Decker Match Club members will be limited to one pin during their membership.

## **ARTICLE X – BOARD OF DIRECTORS AND THEIR DUTIES**

### **PRESIDENT:**

1. Shall be responsible for the conduct of all Club business;
2. Shall preside at all Board of Directors and membership meetings;
3. Shall verify a reconciled bank statement each month;

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4. Shall appoint and supervise all Club Committees; and
5. Shall perform such other duties as may be assigned by the Club, The Board of Directors, or the membership.

## **VICE PRESIDENT:**

6. Shall assume the President's duties when the President is absent;
7. Shall assist the President, and
8. Shall perform such duties as may be assigned by the President, the Board of Directors, and the membership.

## **SECRETARY:**

9. Shall maintain a record of the Club members, addresses & telephone numbers;
10. Shall record and maintain the minutes of all General Membership meetings and the Board of Directors meetings;
11. Shall notify members, in writing, who are two months past due in monthly dues or have two unexcused absences;
12. Shall read all correspondence at Club meetings & respond, if necessary;
13. May be signatory on checks drawn on the Club Treasury; and
14. Shall perform such other duties as may be assigned by the President, the Board of Directors, or the membership.

## **TREASURER:**

15. Shall manage the funds of the Club;
16. Shall collect and record all dues and fines and deposit all monies into an account in the name of the Double Decker Match Club;
17. Shall provide the President with a reconciled bank statement each quarter;
18. Shall disburse funds as required by the Club, such as lineage & side bets, under the direction of the Board of Directors. All other expenditures will be subject to approval by the membership. Withdrawals will require two authorized signatures. Signatures will be the President, Secretary, Treasurer and Matchmakers. Two members of an immediate family cannot co-sign for withdrawals from the Club Treasury;
19. Shall submit any bills incurred by and for the Club to the Board of



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- Directors and membership and upon approval, cause payments;
20. Shall keep the Matchmaker informed as to the funds available;
  21. Shall notify all member of intended meetings one week in advance;  
and
  22. Shall perform such other duties as assigned by the President,  
Board of Directors, or the membership.

## **SERGEANTS AT ARMS:**

23. There will be four (4) Sergeants at Arms; two male and two females.
24. Shall maintain order at the meetings and match games;
25. Shall collect disciplinary fines;
26. Shall assist the Matchmaker; and
27. Shall perform such other duties as may be assigned by the  
President, Board of Directors, or the membership.

## **MATCHMAKER:**

28. Shall maintain contact with available Match Clubs and/or bowling  
establishments with match teams;
29. Shall coordinate matches with other Clubs, the majority of which  
will be within the area of a one-day trip;
30. Shall assemble all teams needed for all matches and shall designate  
Team Captains;
31. Shall provide members with names of opponents, the city and  
directions and the time and date of the match;
32. Shall notify the President and scheduled bowlers of any  
cancellations by the opposing match clubs;
33. Shall not initiate the cancellation of a home match without  
approval of the President;
34. Shall maintain an accurate record of members who have bowled,  
have been asked and declined and how many times;
35. Shall notify members at least one week in advance of a match and  
include the location of the match; and
36. Shall perform such other duties as may be assigned by the  
President, Board of Directors or the membership.

## **ASSISTANT MATCHMAKER:**

37. Shall assume the duties of the Matchmaker in his/her absence;

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38. Shall assist the Matchmaker; and
39. Shall perform such other duties as may be assigned by the President, Board of Directors or the membership.

## **ARTICLE XI – COMMITTEES AND THEIR DUTIES**

The Club will have the following standing committees:

1. **NOMINATIONS AND ELECTION COMMITTEE.** Will be appointed by the President at the third quarter meeting. This committee will present names for nominations to the Membership at the fourth quarter meeting and shall conduct the voting procedures for these nominations at the fourth quarter meeting. After the vote has been conducted, the Nominating Committee will present the results of the election to the President, who will in turn announce the winners at the first quarter meeting.
2. **LEGISLATIVE (BY-LAWS) COMMITTEE.** This committee will be appointed by the President at the third quarter meeting and will prepare and present proposed revisions of the By-Laws at the fourth quarter meeting. These revisions will be voted upon by the general membership at the first quarter meeting.
3. **AUDIT COMMITTEE.** Will be appointed by the President at the fourth quarter meeting and will prepare and present a financial audit as of August 31 of each year to the new Board of Directors and the membership at the meeting in first quarter.
4. Other committees may be appointed at any time.

## **ARTICLE XII – NOMINATION AND ELECTION OF THE BOARD OF DIRECTORS**

1. **Nominations:** To be presented by the Nominations and Elections Committee to the membership at the fourth quarter meeting. Any current member may also nominate a candidate of his/her choice.
2. **Elections:** To be conducted by the Nominating and Election Committee in the month of fourth quarter by SECRET ballot of the membership.
  - a. The term of office will be for two (2) years beginning September

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1<sup>st</sup> and ending August 31<sup>st</sup> of the 2<sup>nd</sup> year.

- b. The nominee in any election receiving the greatest number of votes shall be declared elected.
3. **Vacancies:** In the event of a vacancy in the office of President, the Vice President shall assume the duties of the President. Vacancies in all offices, other than the President, shall be filled by action of the Board of Directors subject to membership approval.

## **ARTICLE XIII – AMENDMENTS TO BY-LAWS**

These by-laws may be amended at any regular meeting of the Club by a 2/3<sup>rd</sup>'s majority vote, as stated in Article VIII, section a, provided that the amendment has been submitted in writing at the previous regular meeting.

## **ARTICLE XIV – ADOPTION**

These by-laws will be adopted upon approval of the majority of the members voting upon their adoption in the membership meeting called for that purpose.

## **ARTICLE XV – FISCAL YEAR**

Double Decker Fiscal year is September 1 – August 31

These By-Laws adopted: \_

\_\_\_\_\_ (President's Signature) Date: \_\_\_\_\_