

NIAGARA TENPIN BOWLING ASSOCIATION

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Article I

Name, Non-Profit Incorporation and Charter

Section A. Name

The name of the organization is Niagara Tenpin Bowling Association ("NTBA"), a local association chartered by the Canadian Tenpin Federation ("CTF").

Section B. Non-Profit Corporation

NTBA will be a non-profit organization. It will not be incorporated at this time.

Section C. Charter

NTBA shall be chartered by CTF and subject to its authority. To maintain its charter, NTBA must:

1. Adopt Bylaws approved by the CTF Board.
2. Not enact any Bylaws or rules inconsistent with the CTF National Bylaws.
3. Adhere to performance standards and stated requirements as set forth in the CTF Policy Manual.
4. Apply for renewal of its charter every five years.

Article II

Purpose

The purposes of NTBA include, but are not limited to:

- A. Providing an equal opportunity to amateur athletes, coaches, trainers, managers, administrators, and officials to participate in amateur tenpin bowling competition without discrimination on the basis of race, color, religion, age, gender, disability, or national origin, and with fair notice and opportunity for hearing to any amateur athlete, coach, trainer, manager, administrator, or official before declaring the individual ineligible to participate.
- B. Promoting the game of tenpin bowling.
- C. Conducting and support tenpin bowling competition.
- D. Engaging in any other activities permitted by an organization classified as tax exempt

Article III

Registered Participants and Fees

The Registered Participants are composed of individuals who pay dues to Niagara Tenpin Bowling Association and their registration is in effect from August 1 of one calendar year through July 31 of the following calendar year. An individual joining a summer league after March 15 shall pay the dues that are known to be, or become, effective for the next current season. On payment of the dues, the individual shall become a Member for the balance of the current season and the next season. Each Member shall pay national, local and provincial dues. NTBA Board, by two-thirds vote, determines Local Association dues amount. The annual membership dues shall be as follows:

1. \$20.00 CTF per member; \$1.00 Ontario TBA per member; \$5.00 Niagara TBA – total of \$26.00
2. seniors bowling in senior closed leagues only will be \$24.00 - \$20.00 CTF, \$1.00 OTBA and \$3.00 NTBA – total \$24.00

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3. Youth members - \$20.00 CTF; \$1.00 OTBA and \$3.00 NTBA – total of \$24.00
4. NTBA Life Members will pay \$21.00 - \$20.00 CTF and \$1.00 OTBA. Local dues for active Life Members will be donated to NTBA Scholarship Fund.

Niagara TBA may waive all or part of Local Association dues for:

1. Registered Participants of other CTF local associations if that association has a reciprocal agreement with the Local Association.
2. Other groups, such as seniors, etc., as determined by the Local Association Board.

Niagara TBA cannot charge additional non-dues assessment.

Article IV

Local Association Board – Management

Section A. Local Association Board Composition, Authority and Duties

The management and governance of NTBA is vested in the NTBA Board of Directors. The number of Directors is 10. The NTBA Board determines the maximum number of Directors. The NTBA Board shall not engage in any act of conflict of interest. The NTBA Board's duties include but are not limited to:

- A. Enforcing the Bylaws.
- B. Complying with the Policy Manual and adhering to the performance standards and stated requirements as set forth in the CTF Policy Manual.
- C. Conducting local tournaments for Members.
- D. Providing education, training, evaluations, recognition and other services as established by CTF.
- E. Implementing all CTF programs.
- F. Electing the officers of NTBA
- G. Employing and evaluating performance of Association Manager.
- H. Approving use of registration records.
- I. Rating the league average of a Local Association Registered Participant when there is evidence the bowler's average does not represent the bowler's true ability.
- J. Conducting suspension and reinstatement hearings

Section B. Eligibility

Candidates for the NTBA Board must be:

1. A Registered Participant in good standing of NTBA at the time of election and throughout their term.
2. Elected or appointed without discrimination on the basis of race, colour, religion, age, disability, gender, or national origin, other than the minimum age of eighteen (18) years.
3. Collectively be reasonably representative of males and females.

A maximum of three tenpin bowling centre proprietors may serve on the NTBA Board at one time. A proprietor is an individual who is the owner, partner, or corporate officer of a tenpin bowling centre or group of tenpin bowling centres. Excluded from the definition of proprietor is an individual who owns 25% or less of the equity shares, or who is inactive in the management of the tenpin bowling centre and remains so during a term as Director.

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Section C. Election of Directors

Directors are elected by a majority vote of the Registered Participants present and voting at a properly noticed meeting at which a quorum is present, from:

- a slate provided by the Nominating Committee.
- nominations from the floor whose qualifications must be submitted to the Nominating Committee at least twenty-four (24) hours prior to the opening of the annual meeting and must be read by the Nominating Committee Chair

Voting by mail and/or proxy vote is prohibited.

Section D. Term

The term for Directors is three (3) years. There shall be no limit on the number of terms. In the first year, the term of office for the President will be three (3) years and the Vice President two (2) years. By draw of the hat, six directors will have a three-year term and six will have a two-year term. In succeeding years, the terms of President, Vice President and directors will alternate. The term of office shall begin on August 1.

Section E. Resignation, Removal, and Vacancies

1. **Resignation:** An NTBA Board member may resign from the NTBA Board by providing written notice of resignation to the President or, in the case of the President, to the NTBA Board.
2. **Removal for Ineligibility.** An NTBA Board member who is no longer eligible to serve on the NTBA Board may be removed by a two-thirds vote of the NTBA Board when a quorum is present.
3. **Removal for Cause.** When an NTBA Board member is accused in writing of failure to properly perform the duties of their office or otherwise engaging in improper or unfair activities or conduct, the NTBA Board may conduct a hearing following the Removal Procedures in the Suspension and Reinstatement Chapter. An appeal may be filed within fifteen (15) days of the removal. Two-thirds written consent of the full NTBA Board is required to seek re-election and/or re-appointment to the NTBA Board.
4. **Vacancies.** The President, with Local Association Board approval shall fill vacancies in Director positions for the remainder of the term. The Local Association Board fills vacancies in officer positions.

Section F. Life Members

The Delegates by a majority vote at a properly noticed meeting at which a quorum is present may honour a member, or members, by granting a NTBA Life Member status with benefits and/or requirements that they deem appropriate. A NTBA life member may attend board meetings at the invitation of the President but will be allowed voice only. If they are not a current Registered Participant-in-good standing of NTBA, they may attend annual meetings at the invitation of the President but will be allowed voice only.

The criteria for NTBA Life Membership shall be as follows:

must have been a past officer or director of the former Niagara women's, men's and youth association prior to August 1, 2004 OR must have served as a board member of the present NTBA association for terms totaling 6 years

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Article V

Officers

Section A. President and Vice President

The officers of NTBA shall include a President and Vice President, who must be serving as Directors of NTBA at the time of election.

Section B. Association Manager

The Association Manager shall act as ex officio nonvoting secretary-treasurer of the NTBA Board or such other officer designation as required by law and determined by the NTBA Board.

If the Association Manager is not an elected director:

- he or she has voice only at board meetings
- he or she has voice and vote at membership meeting, if the individual is a current member
- he or she may be excused from board meetings if deemed appropriate based on the issue/discussion at hand

If the Association Manager is an elected director:

- he or she has voice and vote at board meetings and membership meetings during his or her term as a director
- when he or she is no longer a director he or she would have voice only at board meetings
- he or she may be excused from board meetings if deemed appropriate based on the issue/discussion at hand

Section C. Election

The NTBA board shall elect all officers including the Association Manager.

Section D. Term

The term for elected officers, except the Association Manager is three (3) years. There shall be no limit on the number of terms.

Section E. Authority and Duties

President

- a. Presides at Meetings of the Members and Board meetings.
- b. Acts as spokesperson for NTBA
- c. Appoints Committees, except Nominating, with NTBA Board approval.

Vice President

- a. Presides at meetings of the Members or Board when the President is absent.
- b. Performs other duties as prescribed by the NTBA Board or requested by the President.

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Association Manager.

The Association Manager is:

1. Accountable to the NTBA Board.
2. Responsible for implementation of the CTF performance standards.
3. Shall act as the ex officio non-voting Secretary/Treasurer of the NTBA Board or such other officer designation as required by law and determined by the NTBA Board.
4. Responsible for other duties as prescribed by the NTBA Board and in the Policy Manual.

Article VI Meetings

Section A. Annual Meeting

An annual meeting of NTBA Registered Participants shall be held at a time and place approved by the NTBA Board. Attendance is open to all Registered Participants.

1. **Registered Participants' Responsibility.** Registered Participants vote to elect individuals to the NTBA Board and elect Delegates and Alternates for the CTF Annual General Meeting and provincial meetings.
2. **Voting.** Only Registered Participants, eighteen (18) years of age or older, voting officers and Directors of NTBA may vote.
3. **Meeting Notice.** Written notice of the meeting shall be forwarded to the NTBA Board and league secretaries, which should be at least twenty-one (21) days prior to the annual meeting.
4. **Quorum.** Eight (8) members constitute a quorum.
5. **Action.** The vote of a majority of those Registered Participants present and voting, when a quorum has been established, is required to take action, unless otherwise provided by law or these Bylaws.

Section B. Local Association Board Meeting

The NTBA Board shall meet at least quarterly. Special meetings may be held upon the request of any NTBA Board member if a majority of the NTBA Board approves.

1. **Notice.** Written notice for all regular and special meetings shall be forwarded at a minimum to the NTBA Board, which should be at least twenty-one (21) days prior to the start of a meeting.
2. **Quorum.** 1/2 plus 1 director of the current NTBA Board members constitute a quorum
3. **Action.** The vote of a majority of the NTBA Board present and voting, when a quorum has been established, is required to take action, unless otherwise provided by law or these Bylaws.

Section C. Parliamentary Procedure

The most recent edition of *Robert's Rules of Order, Newly Revised* governs all meetings.

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Article VII Committees

Section A. Standing Committees

NTBA shall have the following Standing Committees: Nominating, Finance, and Youth.

1. **Nominating Committee.** The Nomination Committee reviews candidates and prepares slates for the NTBA Board, delegate and alternate positions. The Committee publicizes criteria and procedures for the elected NTBA Board.
2. **Finance Committee.** The Finance Committee is responsible for reviewing and monitoring the annual budget and other financial matters.
3. **Youth Committee.** The Youth Committee is responsible for recommending, monitoring, promoting and reviewing youth programs conducted by NTBA.

Section B. Other Committees

The President may establish other committees, with NTBA Board approval.

Article VIII Delegates and Alternates

Delegates and Alternates to provincial meetings and CTF Annual General Meeting are elected by those Registered Participants present and voting, provided a quorum is present. Mail and proxy voting is prohibited. The election is to be held not less than one hundred and twenty (120) days prior to the CTF Annual General Meeting or provincial meetings at which the Delegates will represent NTBA.

Section A. Eligibility

Appointees and nominees must be:

1. at least eighteen (18) years of age.
2. a registered participant in good standing of NTBA at the time of election and throughout their term.
3. a registered participant is not eligible for election if they have been elected a delegate or alternate to represent another provincial or local association.
4. A local association is not eligible to send delegates if it is declared delinquent or if the CTF has revoked its charter.

Section B. Election

Delegates and Alternates serve for one year, beginning August 1, and are elected by:

1. A slate provided by the Nominating Committee.
2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee at least twenty-four (24) hours prior to the opening of the annual meeting and be read by the Nominating Committee Chair

Plurality vote*. The election shall be by ballot, except that a voice vote may be taken when the number of candidates does not exceed the number of positions to be filled. Alternates shall serve in order of their election.

Note: A local association that has not processed dues for the current season shall be considered delinquent.

**A plurality vote is the largest number of votes cast for a given candidate. The candidate(s) receiving the most votes are elected.*

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Article IX

Amendments

Section A. Authority

The NTBA Board, by a two-thirds vote where a quorum is present, determines the:

1. Name of the Local Association (with CTF approval).
2. Local Association dues amount.
3. Number of Directors.
4. Term and term limits for officers and Directors.
5. Quorum for membership and Local Association Board meetings.

Section B. Change in dues

Notification of any change in Local Association dues, and the reason for the change, will be forwarded, in writing to each league secretary and will be reported at the next membership meeting.

Section C. Effective Date

All amendments are effective August 1, following adoption, unless otherwise specified when adopted.

Article X

Fiscal Year

The fiscal year of this Local Association is August 1 through July 31.

Article XII

Indemnification

Directors, officers, and other authorized volunteers, employees or agents shall be indemnified against claims for personal and individual liability arising in connection with their positions or service on behalf of the Local Association to the full extent permitted by law.