

BY-LAWS
OF
THE TEWANTIN NOOSA BOWLS CLUB
LADIES BOWLS SECTION ADOPTED

31 AUGUST 2007

Includes amendments

31-3-2008	By-Law 14 (re-written)
20-7-2009	By-Law 13(g)
8-10-2012	By-Law 14(a) for Thursday
8-10-2012 8-10-2012	By-Law 14(b) another day
10-9-2012	By-Law 17
4/11/2013	By law 13(d) 13(g)
2/12/2013	By Law 14(a)
9/6/2015	By Law 14(a)

BY-LAWS OF THE TEWANTIN NOOSA BOWLS CLUB Inc.

LADIES BOWLING SECTION

- 1 The following interpretations shall operate within these by-laws.
- a] THE CONSTITUTION: The constitution (or Rules) means the Constitution of the Tewanin-Noosa Bowls Club Inc. and attached By-Laws.
 - b] COUNCIL: Means the members of the duly elected Bowls Council.
 - c] YEAR: Means the Club's financial year
 - d] MEMBER: Means any member of the relevant Section.
 - e] B.Q.: Means Bowls Queensland and B.A.: Means Bowls Australia.

2 OBJECTS

The Objects of the Sections shall be to manage, promote and encourage the game of Bowls.

3 BOWLS SECTION MANAGEMENT

- (a) All officers of the Ladies Bowls Section shall be honorary and elective save as hereinafter provided. Every financial Full Member, Life Member, or Privileged Member of the Sections shall be eligible to hold any such office.
- (b) Save as is otherwise provided in the Constitution and subject thereto, every office bearer elected at the Annual Election of Office Bearers of each Section shall hold office from the conclusion of the election at which she was elected until the conclusion of the election held at the next Annual Election of Office Bearers of the Section but in the interests of continuity, they shall be eligible for re-election.
- (c) The management of each Bowls Section shall be under the management of a Council that shall consist of: President, two Vice Presidents (Senior and Junior), Bowls Secretary and the Games Director.
- (d) The Immediate Past President shall be a non-voting member of the Council and shall not be elected at the Annual General Meeting.

4 VACANCIES ON THE COUNCIL

Vacancies on the Sections shall be filled in accordance with Rule 42(f) of the Constitution.

5 EXECUTIVE COMMITTEE

- (a) The Executive Committee of the Section shall consist of the President, Senior Vice President, and Bowls Secretary.
- (b) It shall be the duty of the Executive Committee to transact any urgent business of the Council that may arise between Council Meetings and to submit a report of any such business transacted by it to the next meeting of the Council

6 MEETINGS OF THE COUNCILS

Meetings of the Councils shall generally be in accordance with Rule 31.

7 ANNUAL ELECTION OF OFFICE BEARERS

The Annual Election of Office Bearers of each Section shall be held in accordance with the Constitution Rule 42(e). The meeting shall be called by giving not less than fourteen (14) days notice in accordance with Constitution Rule 14(a). The business to be transacted shall be as follows:

- (a) Reading the notice convening the meeting.
- (b) Confirmation of minutes of the previous Annual Election and/or Special General Meeting.
- (c) Consideration and adoption of any Reports.
- (d) Notices of Motion.
- (e) To transact any general business that may be brought forward in accordance with the Rules of the Club.
- (f) Election of Council.
- (g) Appoint a Welfare Officer.

8 SPECIAL GENERAL MEETINGS

Special General Meetings shall be held in accordance with Rules 15, 16 & 17 of the Club Constitution.

9 SELECTION COMMITTEE

The Selection Committee for each Section shall consist of one (1) or more members (not exceeding three (3) who will be elected by majority vote at any meeting as may be called for the purpose by the Council. If more than one is elected, a chairman will be appointed. The member or members of the Selection Committee shall continue in office until her or their successors shall have been appointed. They shall be ex-officio on the Match Committee.

The Selection Committee (or Sole Selector) shall select teams and sides for pennant matches. They shall also grade and/or handicap players for all Club competitions for which grading and/or handicapping is/are required. The Chairman of Selectors or sole Selector shall arrange to:

Appoint a Manager for each pennant side.

Keep records of the games played by each pennant player and teams' performance.

Select individual teams or sides for any representative games.

Prepare travel and green fee vouchers for side managers when playing away games, if applicable.

10 CLUB CHAMPIONSHIPS

The respective sections shall, in each club year, conduct such Championships as each section sees fit. The newly elected Councils shall, immediately following their first meeting, display on their notice boards, full details of these Championship events.

Entry into these Championships shall be open to all financial and eligible members subject to Bylaw 11.

Members wishing to play in restricted events, (Novice, B, or C Singles), will be subject to eligibility restrictions. The Bowls Secretary shall, in consultation with the Match Committee, publish and display Conditions of Play for all Club Championship events.

11 DUAL MEMBERSHIP

Players who are simultaneously members of two (2) or more Clubs are not eligible to play in any Championship of this Club unless they declare for this Club to represent it in Champion of District Champions Events and Pennants for the current club year.

12 PLAYING CONDITIONS

All matches shall be under the control of the Match Committee and shall be played under the "Laws of the Sport of Bowls in Australia" and the following conditions.

- (a) All matches in each round must be completed on the date advertised unless the greens are closed. Otherwise absent players or incomplete teams will automatically forfeit to their opponents.
- (b) Substitutes will be permitted in accordance with Law 51 of the 'Laws of the Sport of Bowls in Australia' and sub-paragraphs c and d below.
- (c) Substitutes must be financial members of this Club, i.e. affiliated players are not acceptable as substitutes in Club Championships.

- (d) If a player voluntarily enters two or more competitions under the control of different controlling bodies and matches are, called for the same day/time, the player must choose in which event she wishes to participate. Substitutes for her can be allowed in either event/so
- (e) When a player is selected by BO, BA or the District Body, to play in a State, National or District event or is directed otherwise by either, she and/or her team cannot be forfeited in a Club event. See Constitution Rule 42.
- (f) A player declaring herself unavailable and requesting a substitute must inform her captain of the reason for her non-availability.

13 PLAYING CONDITIONS (EVENTS)

- (a) Singles players are responsible for obtaining their own markers for the first round. Losers are required to mark their opponent's subsequent match. The Match Committee reserves the right to appoint markers for semi-final and final games.
- (b) Markers must be correctly attired.
- (c) Pairs, Triples and Fours matches shall be 21 ends.
- (d) Consistency Singles shall be 130 up in all rounds. The score on the last round shall total 10. If both players reach 130 or over on the last end, the winner shall be the player with the highest score.
- (e) In the case of tied scores after 21 ends, an extra end or ends shall be played. (Laws of the Sport of Bowls in Australia - Law 45).
- (f) Singles games will be played to the first to reach to 25 shots.
- (g) All Championship games will be played North/South unless directed by the greenkeeper to play East /West in any morning game..
- (h) The date on which it is proposed to complete round one (1) each Championship match shall be notified at the time nomination for each event is called. The dates for later rounds shall be notified as soon as the number of entries is known and the draw is made.
Nomination forms must be signed by players in singles matches and by team captain in other events (where applicable).
A player or team who/which has completed the current round before the due date cannot be compelled to play a subsequent round before its due date but may elect to do so.

14 CHAMPIONSHIP PLAY

(a): All championship games to be played Tuesday am or pm or as designated by the Match Committee. Finals to be held Tuesday pm.
_The on or before can be applied, and if the game cannot be completed by the due date because of extenuating circumstances, a deferment may be allowed only after consultation with the Match Committee.

(b)Should inclement weather prevail at any time or a player/s be involved in a game called by BQ, SA of the District body the Games director in consultation

with the Council shall have the right to call competition rounds on another day.

- (c) That it is the responsibility of Singles players to arrange for their markers and notify the Games Director.

15 SPECIAL EVENTS COMMITTEE

The Council may appoint a Chairman and a Sub-Committee to organise and conduct special bowls events as promoted from time to time by the Club.

16 PENNANT SIDE MANAGERS

Shall:

- (a) Check with the team captains the presence and correct attire of all players prior to pennant games.
- (b) Prepare the cards of each pennant side.
- (c) Pay green fees to clubs visited during pennant play, if applicable.
- (d) Complete official result slip at the end of days play.
- (e) Be responsible for team conduct.
- (f) Ascertain rinks for play.
- (g) Ensure the master scoreboard is kept up to date, if required by DBA.
- (f) At the end of day's play, return cards and copy of results slip to the Secretary.

17 MATCH COMMITTEE MANAGEMENT

Notwithstanding anything hereinbefore or hereinafter in these By-Laws of the Club, the powers of the Council in the conduct of the Game of Lawn Bowls in and on behalf of the Club, may be delegated to the Match Committee under the chairmanship of the Games Director of the Club, and who, in which case, shall have total responsibility for the efficient and enjoyable organisation of all bowls activities of the Club including all play and coaching social and competitive. The Match Committee will consist of not less than five (5) Full members of the Club elected by members present and voting at the Annual General Meeting. However, the elected Committee shall have the power to co-opt other Club members to enable sufficient members to efficiently function and manage its responsibilities.

18 FUNCTION OF MATCH COMMITTEES

Shall provide not less than two (2) members to officiate on and at all match days where men's or ladies' bowling takes place.

Prepare a calendar of events in advance showing not less than one month's notice of the start of Championship events.

Be responsible for the collection of fees applicable to any game being played including nomination fees for championship events.

Organise and manage all inter-club visits at home or away and shall, subject to

the Council, allocate dates for all such fixtures.

Determine conditions of social play (subject to the approval of the Council).
Arrange for an umpire for the day for games under their control.
Appoint markers for Association and/or carnival singles games.
Give priority on allocation of rinks for Championship play.
Be responsible for the conduct of all Club Championships. Abide by the rules of procedure set for Club Championships.

Assist the Club Selectors (if required) in the selection of Club representative sides either Pennant or other events where the Club will be represented.

19 BOWLING ATTIRE

Subject to any changes from time to time required by any amendment of Bowls Australia Bylaws of the game, the Club as the controlling body, shall be responsible for ensuring that all players, markers, umpires and coaches on duty, participating in games on the Club's greens, wear the correct attire as set out by the By-Laws of BO and/or the DBA.

20 THE PRESIDENT

Shall:

Attend to the carrying out of the decisions of the Board of Management and generally see that the members are properly accommodated and that the Constitution of the Incorporated Club is adhered to.

Be ex-officio member of all Committees except any Selection Committee.

Overall and generally be responsible for and carry out the duties expected of a person holding such position.

21 SENIOR VICE PRESIDENT

Shall assist the President in seeing any Bowls matters requiring attention are properly carried out. In the absence of the President, the Vice President shall carry out the duties normally allocated to the President.

22 JUNIOR VICE PRESIDENT

Shall liaise with the Games Director and attend to the allocation of trophies for all Men's and/or Ladies Club bowling days and supervise any section raffles.

23 GAMES DIRECTOR

All aspects of the game of Bowls shall be under the full control of the Council but

it may delegate its authority to the Games Director and elected Match Committee. The Games Director shall carry out all the directions of the Council in respect to

Club competitions, plan, organise and supervise the playing of such competitions, record all results thereof and see that the Laws of the Game and conditions are adhered to. She will be responsible for all association official calendar events to be prominently displayed within the Club and will make a report to the monthly Council meeting.

24 BOWLS SECRETARY

Shall receive all correspondence on bowling matters of interest to members and reply to all mail on bowling matters as directed by the Council. She shall assist the Games Director in the organising and running of any special bowls events, display bowling notices on the notice board and collect nomination fees for Club and District Championship events.

25 WELFARE OFFICER

She shall, but not be restricted to, keep the Council and Club members aware of any Club members (or their families) who are on the sick list or are incapacitated in any way. She shall report monthly to the Council.

26 RETURNING OFFICER

When required for a secret ballot at any meeting, the committee shall appoint a suitable member as detailed in the Club By-Law 1.

27 REGISTRATION FOR PLAYING DAYS

Each member shall be responsible for registration of her name on any playing day. Normal closing time for registration to play bowls is up to two (2) hours before the time set down for the commencement of play on any playing day provided that no further names shall be accepted after sufficient players have entered for play on that day and further provided that names may be accepted after that time on the decision of the Bowls office that they can be accommodated.

28 CANCELLATION OF REGISTRATION

A member having entered her name for bowls and subsequently is unavailable or does not wish to play, must advise the Club official in charge of that day's play not later than one (1) hour before the commencement of play.

If she does not cancel or not turn up, she will be automatically excluded from all Club games for the next two (2) weeks and shall be so informed by the Bowls Secretary.

29 LATE REGISTRATIONS

The last players to register may be placed with sides other than nominated, or may At the absolute discretion of the Games Director of the day, be placed in any team or bowls game contrary to that forming the principal competition of the day.

30 NOTICE BOARD

A notice board under the absolute control of the Games Director and/or the Bowls Secretary will be provided in a conspicuous place in the registration area upon which all notices of Bowls will be displayed after approval from either the Games Director or the Bowls Secretary.

No notice may be altered or added to without authorisation from either the Games Director or the Bowls Secretary.

31 COMMITTEES AND THEIR FUNCTIONS

The President Section and the Bowls Secretary shall be ex-officio members of all committees except the Selectors. The Committee may appoint committees and or members thereof for any purpose whatsoever.

The Chairman of each committee shall present a report to each monthly meeting of the Council.

All committees shall meet regularly to deal with matters within the scope of that committees designated function. A committee may meet and adjourn as it thinks proper. Questions arising at any meeting shall be determined by a majority vote of the members present and in the case of equality of votes, the Chair shall have a second or casting vote.

The Chair of each committee shall advise the President and the Bowls Secretary of the date and the time of any meeting.

The President shall be advised of any suggestions or decisions reached by the committee.

32 ALTERATIONS TO BY-LAWS

Adoption of alterations and/or additions to these By-Laws shall be made only by resolution of the Section Council after written notice of the motion for the resolution has been given to the Section Council not less than one (1) month prior to the meeting at which the motion shall be submitted. Such Notice of Motion shall be displayed on the Club's Notice Board not less than fourteen (14) days prior to the Management Council meeting.

The meeting may amend such motion and pass it in its amended form, it shall be effective forthwith.