

CLAYTON VALLEY MATCH CLUB
BYLAWS

ARTICLE I. NAME

The name of this organization shall be the Clayton Valley Match Club (hereafter, the Club)

ARTICLE II. PURPOSE

The purpose of the Club is to engage in social bowling against other match clubs and participate in other events including but not limited to picnics, Thanksgiving and/or Christmas parties and match club tournaments. This club shall be certified by USBC and operate on a bowling year basis (August 1 to July 31). **(amended 3/12/2023)**

ARTICLE III. MEMBERSHIP

A. Membership Qualifications.

1. The Club shall consist of no more than sixty (60) active members. Members must have a current book average or have established an average of twenty-one (21) games or more in the current winter league. **(amended 3/12/2023)**–
2. All members of the Club must be a member of USBC AND BE IN GOOD STANDING. In the event the Club is at its sixty (60) member limit, vacancies shall be filled from a waiting list (in the order received) as vacancies become available.

B. Membership Categories

1. Adult Members. Individuals 18 years of age or older.
2. Life Members. Adult members with a long history of involvement with and support of the Club.

C. Becoming a Member

1. Adult Members. Those applying for membership shall be given a copy of the current Club Bylaws for their review by their sponsoring member and answer any questions regarding the Club prior to the Club meeting. The applicant shall be introduced to the club by their sponsor and then approved for membership by a vote of the Club. A simple majority is required to approve membership of the Club. New Members shall pay a one-time membership fee of \$60.00 upon joining the Club. The \$60.00 membership fee shall entitle the new member to a Club shirt and pay their first month's dues. **(amended 2/21/16)**
2. Life Member. The Club may elect a member based on their history of involvement and support of the Club to a Life Member status. Life members will not be counted against the active member limit. A shirt may be purchased at the current rate by the life member. All life members shall be exempt from club dues. **(amended 4/13/14)**

D. Leave of Absence

All requests for a leave of absence must be submitted in writing to the Club President. A leave of absence for a period of up to one (1) year may be granted to a member in good standing (no arrearages) provided he/she has the approval of the club. An extension greater than one year, for medical reasons, may be granted by the Club. A member returning shall have first preference over applicants on the Club waiting list. Members granted a leave of absence are exempt from paying dues for the period excused. The members granted a leave of absence must have or purchased the current Club shirt. **(amended 4/12/15)**

ARTICLE IV – BOARD OF DIRECTORES

A. Composition of the Board and election Provisions

1. There shall be a Board of Directors composed of seven (7) voting members. The Officers of the Board shall be President, Vice-president, Secretary, Treasurer, Sergeant At Arms, Matchmaker and Assistant Matchmaker. No two members from the same family may serve as an officer at the same time. The board shall be elected at the July meeting of even numbered years to serve a two (2) year term. Current Club officers may be reelected to additional terms. Any vacancy on the Board shall be filled for the remainder of the term after nomination by the President and approved by the Club. In case of vacancy of the President, the nomination shall be made by the Board and approved by the Club **(amended 3/12/23)**
2. The election of officers shall be conducted by secret written ballot. Prepared ballots shall be distributed by the Sergeant At Arms and two (2) attending members appointed by the presiding officer to count the ballots. . The results of the elections shall be announced by the Sergeant At Arms. **(amended 3/12/2023)**
3. Officers elected shall take office at the first meeting in August. **(added 3/12/2023)**

B. Nominations

1. The president shall appoint a nomination committee, of at least three members in - April of even numbered years. The nominating committee shall report to the Club the nominations they receive in the May and June meetings. **(Amended 3/12/23)**
2. Nominations may be made by any club member at the monthly meetings. **(amended 3/12/2023)**

C. Duties of the Officers

1. **President** - shall preside at all meetings, appoint committees as needed (e.g., nominating, audit, shirt, Bylaws, Parliamentarian) and represent the Club on all appropriate occasions.
2. **Vice President** – The Vice President shall act in place of the President during the president’s absence and maintain the club bulletin board.

3. Treasurer - The Treasurer shall receive and ensure the safekeeping of all money of the Club entrusted to her/him. The Treasurer shall collect dues, initiation fees, and receive fines from the Matchmaker and Sergeant At Arms. The treasurer shall also keep financial records, deposit all funds collected and balance the Club checking and bank accounts. In addition, the treasurer shall provide a written financial statement of all monthly meetings; keep the Club's checkbook and make sure that the Matchmaker has funds to pay for matches. All checks shall require two (2) signatures. The signature cards for the Clubs' checking account shall contain the names of the current President, Treasurer, Matchmaker and Assistant Matchmaker.

When the bank balance falls below \$5,000.00 the Club membership shall be made aware of the balance and the Club shall meet to determine what actions are needed, if any. **(Moved/amended from Article VIII, E 6/5/2022)**

Using the 2023 Financial Audit Implementation report, the treasurer shall establish a procedure for Financial Management. The procedure shall be approved by the Board and reviewed in even numbered years. **(added 3/12/2023)**

4. Secretary – The Secretary shall take and record minutes of all Club meetings and provide copies to the members, read minutes of prior meetings noting and recording any amendments, for corrections or omissions by the membership and keep all records of the Club, including the current version of the bylaws. The secretary shall maintain the waiting list for Club membership. **(amended 9/12/2021)**

5. Sergeant at Arms – The sergeant At Arms shall keep order of meetings, take and record roll at meetings, collect fines, enforce the dress code, and supply written ballots at election of officers. Members missing two or more meetings will be reported to the President. See also Article IV. A.2. **(amended 3/12/2023)**

6. Matchmaker – The Matchmaker shall arrange for matches with other clubs, establish teams for matches, collect bowling fines, pay for bowling, and make members aware of upcoming matches. The Matchmaker shall also verify all members have a current USBC card on file with the Club. The Matchmaker shall provide results of past matches at the monthly meetings. The Matchmaker shall determine the Male and Female Bowler of the Year by using the following criteria:

Starting Average shall be based on:

- a. Clayton Valley Match Club Book Average from previous season ending on August 31 (minimum twenty-one games) if none,
- b. USBC Composite Book Average from previous season (Minimum twenty-one games)

The ending average shall be based on Bowler's Clayton Valley Bowl Match Club Book average for the current year, with a minimum of twenty-one games. Bowlers of the year will be determined by the difference between bowler's starting and ending

average, as defined above. Matchmaker shall obtain suitable plaques to award, to the bowlers of the year, most improved average after 21 or more games with season end of year average. **(amended 3/12/2023)**

Using the 2023 Financial Audit Implementation report the Match Maker shall establish an implementation procedure for match game activities. The procedure shall be approved by the Board and reviewed in even numbered years. **(added 3/12/2023)**

7. Assistant Matchmaker – The Assistant Matchmaker shall assist or perform the duties of the Matchmaker as needed.

ARTICLE V – PARLIAMENTARIAN (ADDED 2/21/16)

A parliamentarian may be appointed by the Club in even number years to serve a two (2) year term. If appointed the parliamentarian will:

- A. Act as advisor at Club Board and Special meetings using Roberts Rules of Order and Club Bylaws.
- B. Have available at all meetings one or more copies of the Clubs Bylaws.
- C. Review the Club Bylaws annually and recommend necessary changes to the Club.

ARTICLE VI – MEETINGS

A. The Club shall meet on the first Sunday of each month or at the call of the President. In case of a change to the meeting date or time, all members shall be notified no later than one (1) week prior to the revised meeting date or time. Members attending meetings shall have a preference for participating in scheduled matches. A majority of the membership must be present at the regular scheduled monthly meeting to constitute a quorum. **(amended 9/12/21)**

B. Meetings – Meetings in addition to the regular monthly meetings may be called by the President when necessary. All members shall be given one (1) week prior notification of any additional meetings.

C. Parliamentary Procedure – All meetings shall be conducted according to the procedures set forth in the current edition of Robert's Rules of Order, except where they are inconsistent with these Bylaws.

ARTICLE VII – MATCH GAMES

A. Member Responsibility. – It is the responsibility of each member to watch the schedule on the Match Club Bulletin Board in the lobby of Clayton Bowl. If a member cannot bowl as scheduled, he/she must contact the matchmaker or assistant matchmaker first and if unavailable a Board member no later than forty-eight (48) hours before the match. This is necessary so that a replacement can be found. Failure to do so may result in a fine.

B. Averages – Prior to each match, the Club Matchmaker will agree with the opposing Team's matchmaker and determine what averages will be used for the Match game completion. The acceptable average standards are the latest USBC composite average, highest current book average or current Match Club average. **(amended 1/9/18)**

1. For Match Game competition where composite or highest current book average is used It will be verified on bowl.com.

Guest bowlers not having a composite average will use current year USBC league average of 21 games or more.

2. For Match Club Competition where current Match Club Averages are used, averages shall be used in the following order of precedence: **(amended 1/9/18)**

- a. Current season match Club average of nine (9) games or more. **IF NONE**
- b. Prior season match Club book average of twenty-one (21) games or more. **IF NONE**
- c. Highest USBC book average of prior winter season of twenty-one (21) games or more. **IF NONE**
- d. Highest current average of twenty-one (21) or more-

3. Current season Match Club averages shall be calculated by the Matchmaker, or the designer, a minimum of once monthly in months when matches occur. **(added 4/13/14)**

C. Format. The format shall be four (4) member teams with the home club matching the visiting club team averages as close as possible. Club will pay lineage (highest of the two clubs) for losing teams. Club will bowl home and away matches within a calendar year if possible. The lead off bowler will be the team captain and shall be responsible for completing re-cap sheets, collecting all monies and fines. At the end of the match the completed re-cap sheet and monies shall be turned in to the officer in charge of the match. **(amended 11/10/19)**

1. Handicap for matches shall be 100% of the difference between teams, less 10 pins.
2. Absent bowler – drop ten pins from his/her average.
3. House rules to apply provided they are in accordance with USBC rules.

D. Food – Members participating in a home match shall be responsible for bringing a food item to help feed all participating bowlers. Each food item/dish shall serve a minimum of the (10) people. In the event a member and his/her are both participating in a match, the family shall only be responsible to bring one (1) food item. The food item needed shall be managed by the food coordinator. **(amended 6/5/2022)**

E. Uniforms – The uniform for match club competition shall be the current match club shirt (Exceptions: A new member awaiting his/her shirt or emergencies, approved by the Matchmaker) **(amended 11/10/19)**

F. Guest Bowlers – The purpose of the guest program is to give the Matchmaker a way to fill our teams if there are not enough bowlers for an upcoming match. This is also a way to allow future members to try the match club experience. The first time a guest bowls they are NOT subject to any fines other than unsportsmanlike conduct. All guest bowlers should be asked and given an application to join the Match club. All regular members must be notified and given a chance to bowl before a guest.

ARTICLE VIII – FINANCES

A. Dues – Membership dues are Ten (\$10.00) per member, due and payable each month except for the month of July. Any month where there is not a regular meeting, dues are payable at the next scheduled meeting. Payments will be remitted to the Club Treasurer or President. **(amended 1/9/18)**

If a member sponsors a new member(s) and they are accepted he/she will be exempt from dues for one (1) month, that month in which the new member(s) has been accepted into the Club.

New Shirts shall be provided for all Club members every three (3) years or as voted on by the Club. **(amended 6/5/2022)**

Because of the extensive duties of their positions, a member that is elected or appointed to the offices of Treasurer or Matchmaker shall be exempt from monthly dues. **(amended 4/13/14)**

Any member three (3) months in arrears will be sent a warning letter by the Club President. The warning letter will require the member to pay all arrearages by the next scheduled meeting and the member may not be included in any match club activities until such arrearages are satisfied. If this is not possible the member may contract the treasurer and make suitable arrangements. Failure to do so may result in a member being suspended from the Club. Members suspended will be notified by the Club President. **(amended 3/12/23)**

Suspended members may reapply for membership of the Club. Fees for reinstatement shall be twenty (\$20.00) what the member owed in arrears at the time of suspension - New Membership fees will not be required **(amended 3/12/2023)**

B. Other Income – The Club may hold but is not limited to raffles, tournaments and pay frames to raise money.

C. Normal Expenses – The following expenses are defined as normal expenses and shall be paid by the Club. **(amended 11/10/19)**

1. Phone expenses – Matchmaker or Assistant
2. Stamps, duplication services and office supplies – Secretary or Matchmaker.
3. Picnic expenses
4. Club Party expenses
5. Sympathy cards
6. Bowler of the year plaque
7. Bulletin board expenses
8. 50-50 Tickets
9. Promotional and recognition supplies (e.g., 200_games/30 over average pins)
10. Supplies for match club meals.

D. Other Expenses – Funds more than \$5,000 may be used for the following if approved by the Club:

1. More matches
2. Match Club High game pins
3. Sponsorship of teams to match club tournaments
4. Officer name tags
5. Towels
6. Club Tournaments

E. Audits – The financial records of the Club shall be audited annually and reported to the club during the October meeting. **(amended 6/5/2022)**

ARTICLE IX – CONDUCT AND FINES

A. Conduct – Good sportsmanship and hospitality shall be exhibited by all members of the Club.

B. Fines – Bowling – A fine will be assessed to any Club member for any of the following:

1. Averages – A **\$1.00** fine shall be assessed for each game bowled under one's average and series. The Team Captain will collect all fines and give them to the Matchmaker. The Matchmaker will turn all fines over to the Treasurer.
2. Tardiness – Any scheduled bowler failing to report at the lanes to the Matchmaker or Sergeant At Arms fifteen (15) minutes prior to specified match start time. **-\$5.00 (amended 6/5/2022)**
3. Swearing - **\$5.00**
4. Kicking the ball return - **\$5.00**
5. Obscene Gestures - **\$5.00**
6. Stepping over the foul line on purpose - **\$5.00**

C. Fines – Meeting – The following fines will be assessed for unexcused absence from meetings. Members must notify the Sergeant At Arms or a board member in advance for absence to be excused:

1. Absent 1st meeting – no fine
2. Absent 2nd consecutive meeting - **\$2.00**
3. Absent 3rd consecutive meeting - **\$5.00**. Member to be notified in writing by Club President. (see also Article VII. A dues)

D. Additional Fines. – A ten **(\$10.00)** fine will be assessed to any Club member for any of the following:

1. Returned Checks – The fee for a member's returned check shall be, the current bank fee plus ten **(\$10.00)**

