

# **THE PROFESSIONAL BOWLS ASSOCIATION.**

## **CONSTITUTION.**

### **1) NAME OF ASSOCIATION:**

- a) The Association shall be known as The Professional Bowls Association (hereinafter referred to as "the Association").

### **2) THE AIMS OF THE ASSOCIATION:**

- a) To operate as the world governing body for Professional bowls players.
- b) To promote and develop Professional bowls worldwide and in so doing, foster, safeguard, and encourage the game of bowls at all levels worldwide.
- c) To assist and encourage members of the Association to earn a part or the whole of their livelihood from the game of bowls.
- d) To promote and defend the interest of the members representing members as appropriate in matters of grievance and dispute. (See 4.h regarding Overseas grievances).
- e) To promote the establishment of players associations in countries worldwide.
- f) To sanction, promote, organise and license Professional bowls tournaments and qualifiers.
- g) To promote the development of Professional bowls coaching.
- h) To assist the development of Bowls facilities and equipment and the Professional promotion thereof.
- i) To establish a Trust for charitable purposes.
- j) To negotiate, work with, or form partnerships with any appropriate bowls authorities or any other body incorporated or otherwise in furtherance of the above aims.

### **3) MEMBERSHIP:**

- a) No person will be refused membership of the Association on the grounds of religion, race, colour, creed or sex.
- b) The membership shall consist of: -

# THE PROFESSIONAL BOWLS ASSOCIATION.

## CONSTITUTION.

- i) Founder Member: A founder member shall be any one of those persons who were present at the inaugural meetings held in Preston during the course of the 1992 World Indoor Championships, and paid the requisite fee.
- ii) Ordinary Member: An ordinary member shall be any person who has paid the appropriate annual subscription.
- iii) Honorary Member: An honorary member shall be a person who has materially contributed to the success and prosperity of the Association or otherwise rendered distinguished service to the sport of bowling. It shall be competent at any Annual General Meeting of the Association for two thirds of the members present in person or by proxy to confer honorary membership on any such person but no person shall be eligible for such distinction who has not been a founder or ordinary member of the Association for at least two years. Honorary members shall have all the rights and privileges of ordinary members.

#### 4) OVERSEAS ASSOCIATION FORMAT

- a) The Association will consist of a number of non-European branches. These branches may consist of individual country associations or a conglomerate of countries. These branches will be self-funding and any liabilities will be kept within the branch. They will not share any of the liabilities onto any other branch or the association.
- b) The Overseas branches may be asked to assist financially to cover the cost of the PBA website and the Officers Honoraria.
- c) The branches will elect annually a group of officers who will be responsible for the finances within each branch and provide an annual report to the Secretary of the Association at least once per year.
- d) Branches will be able to set their own membership subscription fee.
- e) Branches are also required to submit a full list of their membership to the PBA Secretary, by 31<sup>st</sup> July each year.
- f) Branches will also be required to submit a full financial breakdown to the Association Treasurer by 15<sup>th</sup> November each year.
- g) Branches will not be allowed to use their finances on any event that is not supported by the PBA Executive Committee.

# **THE PROFESSIONAL BOWLS ASSOCIATION.**

## **CONSTITUTION.**

- h) In the event of any grievance, that grievance should firstly be brought to the branch convener.
- i) The grievance or dispute will initially be dealt with by the overseas branch committee.
  - ii) An appeal against any decision taken against a member can be forwarded to the secretary of the W.P.B.A.

### **5) ADMISSION OF MEMBERS:**

- a) The election of members shall be vested in the Treasurer. The names and addresses of all applicants shall be forwarded to the Treasurer. Should the Treasurer have any reason to defer the application the details shall be forwarded to each member of the Executive Committee for election. In these cases, membership shall be conferred on any applicant by a majority vote of the Executive.
- b) Applications for membership shall be made in the form prescribed by the Executive and should be accompanied by the requisite fees.

### **6) SUBSCRIPTIONS:**

- a) A minimum annual subscription or fee fixed at the Annual General Meeting shall be payable each year. Any member failing to pay the annual subscription or fee within the sixty days due date for payment shall be held to be in arrears and shall cease to be entitled to the privileges of membership and the Executive may at any time thereafter terminate the membership of such person.

### **7) RESIGNATIONS:**

- a) All resignations shall be in writing and shall require to be in the hands of the Secretary forty-eight hours prior to the Annual General Meeting after which all members shall be liable for the annual subscription or fee and for their share of the Association's obligations.

### **8) MANAGEMENT:**

- a) The management of the Association shall be vested in an executive ("the Executive"). The Executive shall consist of a Chairman, Vice Chairman, Secretary, Treasurer & Tournament Secretary (collectively called the "Office Bearers") and such other members as may be elected from time to time (such persons being called "Ordinary Executive Members").

# **THE PROFESSIONAL BOWLS ASSOCIATION.**

## **CONSTITUTION.**

- b) Each of the Office Bearers shall be elected at an Annual General Meeting and shall hold office for a three-year term for the purposes of continuity in the management of the Association. Each shall be eligible for re-election at the end of this term.
- c) Each of the Ordinary Executive Members shall be elected for a term of one year and shall be eligible for re-election.
- d) Nominations for election to the offices of Office Bearers and the Ordinary Executive Members shall be made in the form prescribed by the Executive and shall be signed by two members of the Association and also by the nominee and shall be lodged with the Secretary not later than twenty-eight days before the Annual General Meeting. Details of all nominations shall be inserted in the Notice calling the Annual General Meeting.
- e) The election of Office Bearers and Ordinary Executive Members nominated as aforesaid shall take place at the Annual General Meeting when a vote shall be taken by ballot and the result declared immediately thereafter. In the event of a tie another vote shall be taken in the same manner. No member shall give more than one vote to any candidate and must cast the same number of votes as vacancies. If the number of nominations received as prescribed is less than the number of vacancies to be filled, such remaining vacancies may be filled by those present in person or by proxy at the meeting, failing which any vacancies may be filled by co-option by the Executive.
- f) In the event of the resignation or death of any of the members of the Executive during the year the remaining members may co-opt any member of the Association to fill the vacancy until the next Annual General Meeting.
- g) The Executive shall have all powers necessary for the full and efficient conduct of the affairs of the Association including without prejudice to the foregoing generality power to borrow such sums and on such terms as they may from time to time determine.
- h) The Executive shall be entitled to adopt the regulations of the Association. Such regulations shall be binding on every Member with effect from 31st January, 2000.

# THE PROFESSIONAL BOWLS ASSOCIATION.

## CONSTITUTION.

- i) The Executive shall meet at least once annually for the dispatch of all competent business, failing which such business shall be conducted by post. Each member of the Executive shall vote on each item of business either personally or by postal ballot and the Secretary shall be responsible for notifying each member of the agenda of each meeting, for receiving and counting the votes and notifying the Executive of the majority decision. The Chairman or any two members of the Executive shall have power to require the Secretary to convene a Special Meeting of the Executive at any time. At all meetings the Chairman or in his absence the Vice Chairman shall take the Chair, failing which the meeting shall elect a Chairman. At all meetings of the Executive and all General meetings matters arising shall be decided by a majority of votes except as otherwise specially provided for. At all meetings of the Executive and all General meetings the Chairman shall have a deliberative and casting vote.
- j) At all General meetings except any meeting called for the purpose of dissolution, fifteen members present in person or by proxy shall form a quorum.

### 9) DUTIES OF OFFICE BEARERS:

- a) The Secretary shall issue notices of all meetings of the Association and shall keep regular and accurate minutes thereof. In all notices of general meetings, he shall state the purpose for which the meeting is called and intimate when changes, if any, are proposed to be made to the Constitution and Rules; and in the Notice convening the Annual General Meeting he will call attention to the Rule VI. The Secretary shall receive and reply to all correspondence on behalf of the Association.
- b) The Treasurer shall receive and disburse all monies due to and by the Association and keep correct accounts and books to show accurately the financial affairs of the Association and such accounts and books shall be made available at any time for inspection by any office bearer or member of the Executive. As soon as possible after the end of each financial year the Treasurer shall prepare a full statement of his accounts and submit the same for audit as after provided. The statement of accounts so audited shall be submitted by the Executive to the Annual General Meeting each year and an electronic copy thereof shall be posted on the PBA website along with the notice calling the meeting. All funds of the Association shall be lodged in bank accounts in the name of the Association and accounts shall be operated upon by the signatures of any two from three of the Executive for the time being. It shall be competent for the Treasurer to operate accounts on his sole signature for sums up to, but not exceeding £10000 Sterling.

# THE PROFESSIONAL BOWLS ASSOCIATION.

## CONSTITUTION.

- c) The financial year of the Association shall end on 30th September in each year and the Treasurer's books shall be closed on that date. The books and accounts shall thereafter be submitted for audit to a member of the Association who is not a member of the Executive or to independent auditors who shall be appointed at each Annual General Meeting.

### 10) MEETINGS OF THE ASSOCIATION:

- a) The Annual General Meeting of the Association shall be held each year for the purpose of receiving the report of the Executive and the Treasurer's Statement of Accounts, electing members of the Executive and transacting any competent business.
- b) The Association shall have the power to call Special General Meetings of the Association and the Chairman, whom failing the Vice Chairman, shall be bound to call a Special General Meeting within twenty-one days of receiving a written requisition to that effect signed by not less than 50% of the members of the Association. Any decision made at a General Meeting of the Association shall not be subject to review within a period of six months after the date of such meeting.
- c) All general meetings of the Association shall be called by a notice prepared by the Secretary.
- d) Motions for any General meeting must be submitted to the Secretary in writing no less than 14 days prior to the meeting. The motion must be signed by the Proposer and Seconder. Only Founder or Ordinary members of the association may propose or second a motion for any General Meeting
- e) At any General Meeting of the Association, votes may be given either personally or by proxy. On a show of hands every member who is present in person shall have one vote, and on a poll every member who is present in person or by proxy shall have one vote. The instrument appointing a proxy shall be in writing, executed by the appointer and shall be in such form as the Executive may approve.

### 11) DISSOLUTION:

- a) The Association may only be dissolved by a Resolution to that effect voted for by not less than two thirds of the members present in person or by proxy at a Special General Meeting of the Association called for that purpose. The quorum at such meeting shall be two thirds of the members of the Association present in person or by proxy.

# **THE PROFESSIONAL BOWLS ASSOCIATION.**

## **CONSTITUTION.**

- b) An Overseas Branch may only be dissolved by a Resolution to that effect at the Annual General Meeting in accordance with Paragraph 10 or voted for by not less than two thirds of the members of the branch present in person or by proxy at a Special General Meeting of the Branch called for that purpose. The quorum at such meeting shall be two thirds of the members of the Branch present in person or by proxy.
  - i) If after payment of all debts any funds or property remain, such assets of the Branch shall be transferred to the main PBA account and dealt with in an agreement with that organisation.

### **12) SUSPENSIONS AND EXPULSIONS:**

- a) The Executive shall have power to suspend or expel from the Association any member whose conduct appears to them to endanger the character, interests or good order of the Association or who acts in defiance or contravention of any rules of the Association.
- b) Any member so expelled shall forfeit all right and claim upon the Association and its funds. Any member so suspended shall remain liable for all the obligations of membership.

### **13) PROPERTY AND FUNDS:**

- a) The whole property effects and funds of the Association shall be vested in the Office Bearers for the time being and their successors in office as trustees on behalf of the Association.
- b) The property effects and funds of the Association shall belong equally to all members during their membership and all members shall be liable equally for the debts and obligations of the Association but the right and interest of each member shall be personal and shall expire on the termination of membership and shall not be assignable or subject to arrestment nor pass to heirs or executors.
- c) The Association at any General Meeting which has been called in accordance with the provisions hereof shall have power to assess all the members of the Association for payment of such sum as may be considered necessary for liquidating or defraying the obligations of the Association and any member failing to make payment of the sum so assessed within thirty days of the date when the payment is due shall cease to be entitled to the privileges of membership and the Association may at any time thereafter be entitled to terminate the membership of such person who nevertheless shall remain liable for payment of such sum.

### **14) COMPLIANCE WITH RULES:**

# **THE PROFESSIONAL BOWLS ASSOCIATION.**

## **CONSTITUTION.**

- a) A member on payment of the subscription thereby accepts the Constitution and Regulations of the Association both as to rights conferred and obligations imposed and on that condition alone is entitled to the advantages and privileges of membership of the Association. A copy of the Constitution and any Regulations shall be delivered to every member at the time of admission to membership but no member shall be absolved from complying with the terms of the Constitution or Regulations on allegation of not having received them.
  
- b) All differences between members relating to their membership shall be referred to and determined by the Committee whose decision shall be final.



**THE PROFESSIONAL BOWLS ASSOCIATION.**

**CONSTITUTION.**

15) ALTERATION OF CONSTITUTION:

- a) No alteration or amendments shall be made to the Constitution except at the Annual General Meeting or a Special General Meeting called for that purpose and the notice calling such meeting shall state the alterations or amendments proposed to be made. Any alterations or amendments shall require the approval of two thirds of those voting in person or by proxy at such meeting.