

**North Coast Bowling Association  
Friday Night League By-laws**



**2018 – 2019**

**Approved by the Board of Directors – September 7, 2018**

**Contents**

- Section 1 – Management
- Section 2 – Schedules
- Section 3 – Fees
- Section 4 – Salaries
- Section 5 – League Funds
- Section 6 – Prize Fund
- Section 7 – Entering Averages
- Section 8 – Handicap
- Section 9 – Team Rosters
- Section 10 – Legal Line-Up
- Section 11 – Alley Breakdown
- Section 12 – Position Standings/Ties
- Section 13 – Fouls-Resetting of Pins/Bowling Out of Turn
- Section 14 – Banquet Committee
- Section 15 – Score Sheet
- Section 16 – Postponements
- Section 17 – Complaints
- Section 18 – Sanctioning
- Section 19 – Election Committee
- Section 20 – Registration
- Section 21 – Disciplinary Procedures
- Addendum A – Election Process

**Section 1 – Management**

- a) The management of this league shall be vested in the Board of Directors, which shall consist of the five league officers plus the team captains. The Board of Directors shall adopt the league rules and settle disputes not governed by USBC or the below listed by-laws.
- b) A quorum shall constitute one over one-half of all members of the Board of Directors. Disputes will be settled by majority vote.
- c) The membership shall elect the league officers annually as outlined in Section 19. League officers will consist of the President, Vice President, Secretary, Treasurer, and Officer at Large.
- d) If any league officer is unable to fulfill their duties for any reason, the vacant position shall be filled by the bowler that received the next highest vote total for that position during the last election. If there were no other bowlers that received votes for the position during the last election, or the next highest vote getter declines to serve, a new election shall be conducted immediately by the same process as outlined in Section 19.
- e) At the organizational meeting each team will draw a number, which will be their team number for the season.

## Section 2 – Schedules

- a) The league will bowl on Friday for a total of 27 weeks commencing *September 21, 2018 – ending April 5, 2019*; practice balls will begin at 7:05 PM and bowling will start promptly at 7:15 PM each week.
- b) There will be no bowling scheduled the week of:  
Thanksgiving – Friday Nov. 23, 2018  
New Year – Friday Dec. 28, 2018
- c) Additional days may be added to comply with sections 2a and 2d.
- d) The Season will be scheduled as follows:
  - 1. Two seasons, with two divisions. Season 1 will include weeks 1 – 13, Season 2 will include weeks 14 – 25.
  - 2. Two league knockdowns will be held during weeks 13 and 25. During these weeks, the 1<sup>st</sup> place team will play the 2<sup>nd</sup> place team within their division, 3<sup>rd</sup> place team will play 4<sup>th</sup> place team within their division, and so on. If there are an odd number of teams, the last place teams from each division will bowl each other.
  - 3. Regular season will conclude on the 25<sup>th</sup> week of bowling and Team and Individual tournament will be held on weeks 26 & 27.
  - 4. Week 26 – the 1<sup>st</sup> half winner will bowl the 2<sup>nd</sup> half winner (in each division) to determine the winner of each division, along with the Team Tournament. If the same team wins both halves in their division, they will be declared the division winner.
  - 5. Week 27 – the winner of each division will bowl each other to determine the overall league Champions, along with the Individual Tournament.
  - 6. Excluding knockdown weeks, all games will be scheduled as determined by the statistical software.
- e) In case of a tie in team standings, the team with the most total pins shall be shown in the higher position.

## Section 3 – Fees

- a) The amount to be paid by each bowler each night shall be \$18.00 (\$1.00 toward banquet). Fees paid toward the banquet will be used to supplement banquet costs for 4 bowlers per team. Additional bowlers may attend the banquet, but will be charged full price.
- b) The amount to be paid by each team each night shall be \$72.00.
- c) Each week the team is responsible for the nightly fee for all four bowlers regardless of how many bowlers are present.
- d) Team captains are responsible for collecting the team money each week and for turning in their team envelopes to the league Treasurer by 8 PM.
- e) Any bowler owing \$54.00 or more will not be allowed to bowl, and may be suspended from the league by the Board of Directors.
- f) Any bowler suspended by Rule 3e will be allowed re-entry into the league providing all back dues are paid, but will not be allowed to make-up any games missed.
- g) Any team owing \$144.00 or more at the end of any Friday will forfeit all games that night.
- h) No post-dated checks will be allowed, and there will be a \$35.00 charge for bounced checks. Once a check is bounced, no further checks will be accepted from that bowler.
- i) Registration fee for new season will be \$40.

#### **Section 4 – Salaries**

- a) The league will pay the Secretary and the Treasurer a total of \$40.00 times the total of teams. This amount will be split two-thirds to the Secretary and one-third to the Treasurer.

#### **Section 5 – League Funds**

- a) An account shall be opened in the name of the League, in which league funds shall be deposited weekly. Withdrawals must require two signatures- President, Vice-President, Treasurer, or Secretary.

#### **Section 6 – Prize Fund**

- a) Any team short money for the 27-week total of \$1944.00 will be deducted from the team's prize money.
- b) Team prizes will be awarded on the basis of total points won for the year. In the event of any tie, the prize money for the two positions will be divided evenly.

#### **Section 7 – Entering Averages**

- a) Bowlers will use their book average for the first 9 games they bowl.
- b) New Bowlers will bowl for average on their first night.

#### **Section 8 – Handicap**

- a) The handicap allowance shall be 90%, and shall be the difference between the two team averages, based upon the four persons bowling that week, or as adjusted for blind bowlers as per section 10d. All handicaps are to be rounded down to the nearest whole number.

#### **Section 9 – Team Rosters**

- a) Captains will be required to turn in rosters of team members to the Secretary prior to the start of the schedule. Rosters shall be limited to seven members per team (four regular bowlers and three alternates).
- b) In the last four weeks prior to knockdown of either half (weeks 9 & 21), a bowler on your roster who has not bowled during the current season or to add a new bowler, he/she must have a current verifiable league average with a min of 21 games, and must begin with that average.  
In order to be eligible for high game or high series listing on the standing sheet, a bowler must have bowled a min. of 21 games as stated in league software.  
Officers may grant an exception to this rule.
- c) All information regarding members name, mailing address, email address, or telephone number will be kept strictly confidential, and will be available only to the officers of the league, and may not be used for other than league business.
- d) Members may transfer from one team to another, providing dues are current, and the request for transfer is presented to the President in writing and approved by the Board of Directors. This practice will not be allowed at any time during the last 4 weeks of bowling.
- e) Individual bowlers may choose to be a league alternate, meaning they will be available as an alternate for any team. League alternates will bowl with the first team requesting them to bowl; however, they cannot be forced to bowl if they choose not to bowl.
- f) League alternates are not assigned to any team, and therefore are not eligible for prize money. League alternates will only be required to pay the cost of bowling (\$13.00 per week) with the balance due (\$5.00) per week which is the prize money to be paid by the team in which the alternate is bowling.

- g) Any bowler or league alternate to participate in weeks 26 & 27 must have a min. of 21 games as of the end of week 24.

**Section 10 – Legal Line-Up**

- a) Bowling will start promptly at 7:15 PM. A team must have two members present at the start of the second frame or the game will be declared a forfeit. Bad weather must be considered and will be at the discretion of the Officers. Team alternates and League alternates are considered full team members, and once they begin a series, they cannot be replaced by a late arrival of a regular team member.
- b) If a bowler is late, he/she may bowl if neither team has thrown the first ball of the fifth frame. If the first ball of the fifth frame has been thrown, that bowler is considered absent and you must use the lowest average absent for that game (see rule 10d). If the bowler shows, he/she may bowl the second and third games of that match without further penalty.
- c) If for some reason, you do not have four bowlers on your roster, you may use a score of 120 to compute handicap and also use this score on the score sheet less ten pins.
- d) Blind score – For an absent bowler,
1. Use the lowest absent bowler's average to compute handicap.
  2. Subtract ten pins from this average to compute scores.
  3. Circle the scores to denote the blind bowler.
- e) Bowling out cannot be done unless it is the third game, and you must alternate with other bowlers so as to not disrupt the game. The bowler requesting to bowl out must notify both team captains prior to the start of the first game.
- f) In the case of forfeit, the team receiving the forfeit must bowl 90% of their team average to win each forfeited games, and 90% of their team series average to win total pins.
- g) A captain does not have the authority to drop a member from the team for any reason during the season. Dismissal of a member or officer of this league shall be conducted in accordance with NCBA Friday Section 3f and or Section 21.
- h) If any player(s) cannot complete a game for reasons other than disability, injury or emergency, the following will apply:
1. Zeroes will be recorded for the remaining frames in any partially completed game.
  2. Zeroes will be recorded for any remaining games not bowled, unless the opposing team captain was notified prior to the start of the 1<sup>st</sup> game that the player(s) cannot complete all games. If the opposing team captain was notified prior to the start of the 1<sup>st</sup> game, then a blind score may be used for the bowler(s) who cannot complete any remaining games.

**Section 11 - Alley Breakdown**

- a) In the event that two teams cannot complete their games due to a breakdown of the lanes, the league will comply with USBC rule 106c (below) and, if necessary, comply with the rules listed in section 16.

USBC Rule 106c.

If equipment failure on a pair of lanes would delay the progress of a series, league officers can:

1. Authorize the game and series to be completed on another pair of certified lanes; or
2. Authorize the game and/or series to be bowled on one lane when another pair of certified lanes is not available. However, when the original pair or another pair of certified lanes becomes available, the team(s) may resume play on a pair of lanes.

An interrupted game and series shall be resumed from the point of interruption.

- b) In the event that no other lanes are available to continue play in a reasonable amount of time the teams may request to make up the remaining games or portion of games. The final decision for this postponement will be at the discretion of the officers and, if permitted, must be completed prior to the next bowling date and subject to the provisions in sections 10h.

### **Section 12 – Positions Standings/Ties**

- a) League standings will be determined on a point basis with two points awarded for each game won, and one point awarded for the team with the most total pins.
- b) In case of a tie in team standings, the team with the most total pins shall be shown in the higher position.

### **Section 13 – Fouls/Resetting of Pins/Bowling Out of Turn**

- a) In the event pins are knocked down by the rack, sweep bar, or wobbling pins, after the rack has set down, or they fall out of the rack, those pins must be re-set.
- b) Any foreign objects such as combs, cigarettes, earrings, etc. that fall from the bowler's person on or across the foul line and are not part of the bowler will not be counted as a foul.
- c) If an individual bowls out of turn (or on the wrong lane) the delivery does not count, a dead ball would be declared and the correct bowler would then be required to continue play.
- d) If one person from each team bowls on the wrong lane a dead ball would be called. Neither of the deliveries would count and the players would be required to re-bowl on the correct lanes.
- e) If more than one player on the same team bowls on the wrong lane in turn, that game should be completed without any adjustment. Any succeeding game would be started on the correctly schedule lane.

### **Section 14 – Banquet Committee**

- a) The Vice-President will chair a committee of three volunteers from the league
- b) The committee will select three sites for the banquet with the final selection to be decided by a vote of the league members. The sites must be selected three weeks before the event.

### **Section 15 – Score Sheets**

- a) Each team is responsible for making sure the score sheet is legibly completed with full names, averages, correct scores and totals. Failure to do so will result in a forfeit.
- b) Score sheets must be signed by each team captain and delivered to the Secretary at the end of the scheduled match.
- c) Blind scores are to be noted on the score sheet by circling the blind scores.

### **Section 16 – Postponements**

- a) The officers will be the postponement committee.
- b) Both teams involved in a postponement, if they are not bowling together, will bowl as if they were bowling another team. (Example: The first bowler may bowl on the second lane providing the fourth bowler is bowling or ready to bowl in the first lane.)
- c) All make-up and/or postponed games must be completed by the start of the next bowling session. (No makeup games will be permitted after the 25<sup>th</sup> week of the season.)

- d) Any team not able to bowl must notify the other team captain and the Secretary within 48 hours of the scheduled match. The captain requesting the postponement shall make arrangements with the other captain for the makeup and if arrangements are not made, the Board of Directors will settle the dispute.
- e) The officers will appoint a scorekeeper, not a member of the team bowling, for all blind postponed games. Both teams must turn in the score sheets.
- f) The Officers may grant a postponement and their decision is subject to protest by either team captain.
- g) The team requesting the postponement may elect to bowl in advance or after the scheduled match. The other team may elect to bowl at the same time, or may bowl at the regular time as scheduled.
- h) If the teams bowl at separate times, neither team will see the scores bowled until after all scores are delivered to the Secretary.
- i) Under no circumstances may any individual members of a team bowl in advance of or after a scheduled match.
- j) Postponements will not be granted during any knockdown week.

#### **Section 17 – Complaints**

- a) Complaints and/or protests (in writing) must be given to the President or acting president prior to the start of the next scheduled bowling session.
- b) Unresolved issues not covered by these by-laws will be put to a vote of the Board of Directors.

#### **Section 18 – Sanctioning**

- a) This league is not sanctioned by the USBC.
- b) This league will be a member of the International Gay/Lesbian Bowling Organization (IGBO).
- c) The league President will appoint the IGBO representative and an alternate. The appointed IGBO representative will inform the league members of all upcoming IGBO affiliated tournaments and assist any league members requiring information regarding these tournaments.

#### **Section 19 – Election Committee**

- a) The league officers will solicit volunteers to join the Election Committee. From those volunteering, five will be randomly selected to serve on the Election Committee. This selection will occur during the second week of bowling.
- b) League officers are not eligible to serve on the Election Committee.
- c) At any time an individual on the election committee runs for an officer's position they must remove themselves from the committee and a new representative will be solicited and selected by the league officers.
- d) In order to be nominated for an officer position a bowler must have completed 21 games (1 week prior to nominations).
- e) Each active team member on the bowling roster is eligible to vote (in order to be eligible, bowler must have 21 games).
- f) Votes must be turned in to the Election Committee when completed.
- g) Bowler must be present to vote. Absentee votes will not be allowed. League alternates do not vote.
- h) Detailed election procedures are outlined in Addendum A, which is attached to these by-laws.

### **Section 20 – Registration for next season**

- a) Open Registration for Current Teams.
  - 1. Registration forms will be passed out to current teams 5 weeks prior to the end of the season.
  - 2. The closing date for registrations will be 2 weeks after that.
  - 3. A spot will be guaranteed if the form and fee (**see section 3i**) are received by the above date. Fee is non-refundable.
  - 4. Roster must have 4 bowlers listed.
  
- b) Open Registration for Current Bowlers forming new teams.
  - 1. Registrations forms will be passed out to current teams 5 weeks prior to the end of the season.
  - 2. Available space remaining after the closing date for current team registration will be filled in the order that the form and fee (**see section 3i**) are received. Fee is non-refundable.
  - 3. The closing date for registration will be 1 week prior to the end of the season.
  - 4. After this date, there is no priority registration.
  - 5. Roster must have at least 3 bowlers listed.
  
- c) Open Registration for the General Public.
  - 1. Closing date should be 2 weeks before the organizational meeting.
  - 2. Teams or singles will be admitted on a first come first serve basis.
  - 3. Team may reserve a spot over the phone, but all forms with money must be mailed.
  - 4. Because of possible space limitations any reservation for which the fee is not received prior to the first day of bowling will be canceled and moved to the end of list.

### **Section 21 – Disciplinary Procedures**

- a) A league member can file a written charge asking for removal of a league officer or dismissal of a player.
  - 1. A player may be dismissed from the league or an officer removed from the league office only for any of the following reasons:
    - a. Conduct derogatory to the best interest of the league.
    - b. Any deliberate action which can be proven to be detrimental to the best interest of the team.
    - c. Violation of any NCBA Friday or USBC rule.
  
  - 2. The formal written charge will be reviewed by the league officers (not to include the officer involved) and voted on by the Board of Directors. A majority vote of the Board of Directors shall be needed to remove an officer or dismiss a player from the league.

## **Addendum A**

### **League Election Procedures**

---

#### **Overview**

In accordance with Section 19 of the NCBA Friday by-laws, an Election Committee, consisting of 5 individuals, will be randomly selected from all who volunteer to serve. These individuals will then be charged with managing the annual election process, as outlined below.

Following is a summary of the significant components of the process, followed by a detailed timeline of activities that will occur during the annual election process.

#### **Casting Final Votes**

- All official votes will be cast directly with a member of the Election Committee.
- Each voter will place their ballot directly in a locked box with a representative of the Election Committee present.
- The Election Committee will ensure that each member voting has bowled a minimum of 21 games, as required by the by-laws.
- Upon casting their vote, eligible members will be marked on a control report maintained by the Election Committee, which will prevent duplicate ballots from being cast.
- To ensure each member only votes once, and that they are actually casting their own vote, ballots cannot be submitted by anyone other than the actual voting member.
- The ballot box will remain in the possession of a member of the Election Committee at all times. A separate member of the Election Committee will have possession of the keys that open the box. This will ensure a level of dual control over the process at all times. At no time will the box be opened without at least two individuals from the Election Committee being present.

#### **Counting Of Ballots**

- Two teams, consisting of at least two Election Committee members each, will independently count the ballots. The results from both teams will be compared to verify accuracy of the totals.
- The final tabulated results will be signed by all individuals on the Election Committee who participated in the counting process, sealed in an envelope, and placed back in the locked ballot box until they are to be revealed to the league at the annual banquet.
- In the event of a tie for any of the Officer positions, a new vote will be conducted during the banquet for that particular office. The Election Committee will then tabulate the results and immediately share them at the banquet.

#### **Reporting Results**

- The election results will not be shared with anyone outside of the Election Committee until such time as they are shared with the entire league at the banquet. The official vote counts for all candidates will be communicated to the league after the results are revealed at the banquet.



## Election Timeline

Activities associated with the annual election process will occur over a seven week period. However, the general league membership will only be involved for a five week span. The full timeline is outlined below.

<b>Bowling Week # (and date)</b>	<b>Activity</b>
<b>20</b>  2/15	<b>Notification Of Upcoming Elections</b> <ul style="list-style-type: none"> <li>The league Secretary will send out an email to all league members informing them that nominations for Officer positions for next season will be solicited at bowling during the following 2 weeks.</li> </ul>
<b>21 &amp; 22</b>  2/22 & 3/1	<b>Solicit Nominations</b> <ul style="list-style-type: none"> <li>The Election Committee will provide nomination forms to all teams, along with a brief description of what each position entails.</li> <li>Completed nomination forms are to be returned to any member of the Election Committee, and will be accepted at bowling during either of the two weeks.</li> </ul> <b>Confirmation Of Nominations</b> <ul style="list-style-type: none"> <li>The Election Committee will confirm that all nominees have bowled a minimum of 21 games, as required by the by-laws.</li> <li>The Election Committee will confirm with each nominee whether they accept or decline a nomination.</li> <li>The Election Committee will take a picture of each confirmed nominee (headshot only) to be shared with all league members when the actual voting occurs.</li> <li>Each confirmed nominee will be given the opportunity to write a brief sentence or two about themselves and/or why they are running for office. This information will be shared with all league members either through email, flyer, or posting on the NCBA website.</li> </ul>
<b>23</b>  3/8	<b>Introduction of Candidates (Optional)</b> <ul style="list-style-type: none"> <li>A list of those who have accepted a nomination will be compiled and provided to all league members.</li> <li>There will be an open week before official voting occurs, which will allow all confirmed candidates an opportunity to talk with and/or introduce themselves to other league members prior to the actual election. This is strictly optional for each candidate.</li> <li>If they so choose to approach other league members, candidates must always be respectful of their fellow bowlers and must not interrupt the flow of bowling.</li> </ul>
<b>24 &amp; 25</b>  3/15 & 3/22	<b>Voting Occurs</b> <ul style="list-style-type: none"> <li>Ballots will be provided to all teams at the beginning of bowling during the first of the two weeks of voting. Extra ballots will be available as needed.</li> <li>Ballots can be cast at any point during bowling on these two weeks, but must be received by the end of the second night.</li> <li>Each league member wishing to vote must cast their own ballot directly with the Election Committee. Ballots will not be accepted from anyone other than the actual member casting their personal vote.</li> <li>Members must be present in order to vote, even if they may be scheduled off from actually bowling.</li> </ul>
<b>At The Banquet</b>  TBD	<b>Counting Of Ballots</b> <ul style="list-style-type: none"> <li>The Election Committee will meet early to count all ballots and tabulate the election results.</li> <li>The results will be sealed in an envelope and kept secure by the Election Committee until they are to be revealed to the league during the banquet.</li> </ul> <b>Revealing The Election Results</b> <ul style="list-style-type: none"> <li>A member of the Election Committee will announce the winners during the banquet.</li> <li>Results will not be revealed to any league member prior to the banquet.</li> <li>Final results, including vote totals for each candidate, will be communicated to all league members.</li> <li>Complete results will be kept on file until the end of the following season, since the runners-up are eligible to take over an Officer position if one is vacated.</li> </ul>