



**THE TORONTO HISTORICAL BOWLING SOCIETY**

**P. O. Box 131, Station "F", Charles St. East,  
Toronto, Ont. M4Y 2L5**

**(As Approved at the GMM October 25<sup>th</sup> 2011)**

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## Table of Contents

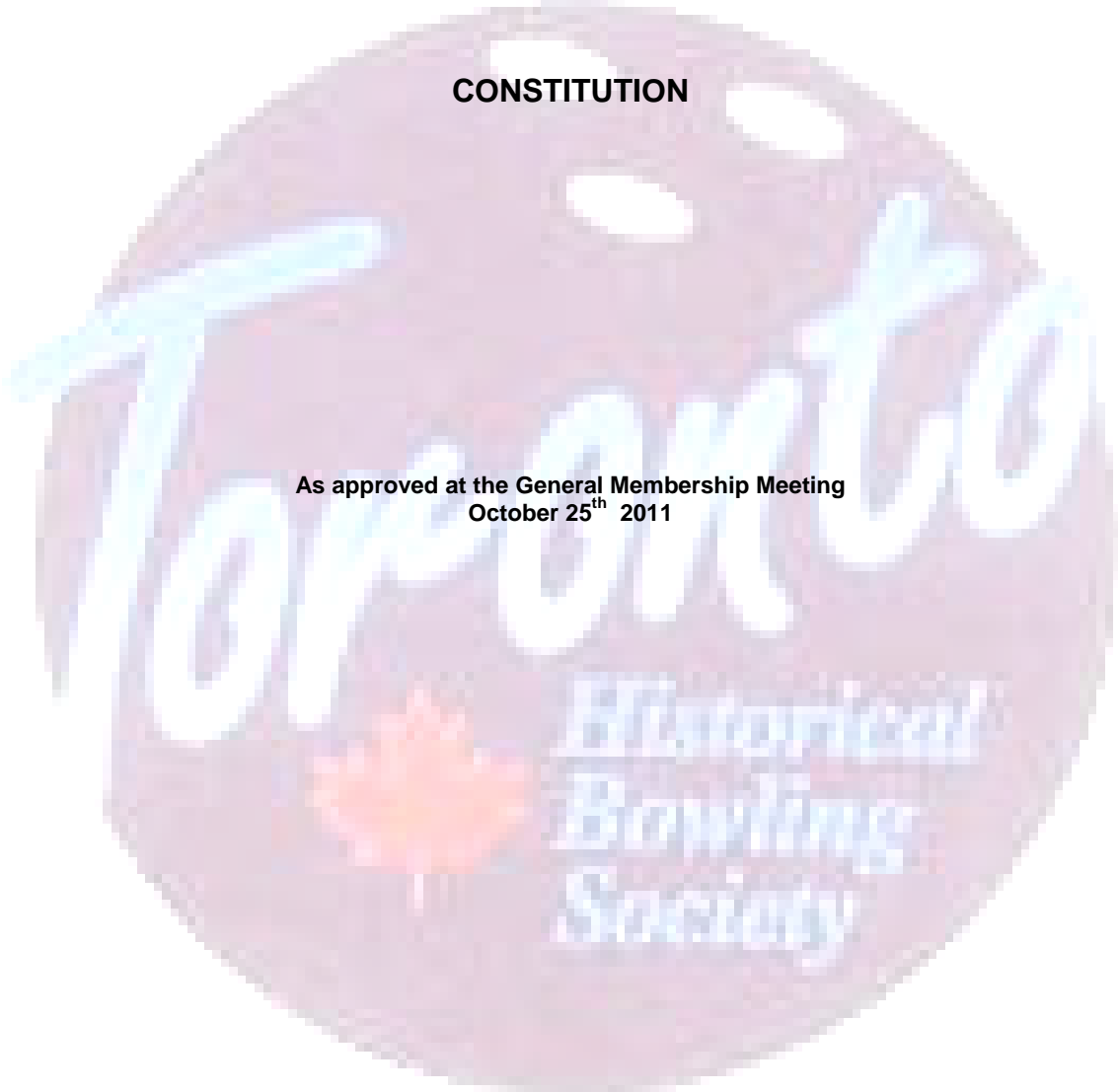
ACKNOWLEDGEMENTS .....	6
CONSTITUTION.....	7
1 – NAME.....	7
2 – OBJECTIVE.....	7
3 – AFFILIATIONS .....	7
4 – MEMBERSHIP .....	7
5 – FINANCIAL .....	8
6 – SIGNING AUTHORITY .....	9
7 – MEMORIALS & GOODWILL .....	9
8 – CHARITABLE DONATIONS .....	10
9 – ORGANIZATION.....	10
EXECUTIVE .....	10
10 – EXECUTIVE RESPONSIBILITIES .....	11
PRESIDENT.....	11
VICE-PRESIDENTS .....	11
EXECUTIVE SECRETARY .....	12
TREASURER.....	12
STATISTICIAN (LEAGUE SECRETARY).....	12
SOCIAL AND PROMOTIONS DIRECTOR.....	13
11 – ELECTIONS AND REFERENDA .....	13
12 – NOMINATIONS AND ELECTIONS.....	14
13 – MEETINGS .....	15
14 – AMENDMENTS TO THE CONSTITUTION OF THE SOCIETY .....	16
15 – ARCHIVES .....	16
16 – DISSOLUTION .....	17
BY-LAWS .....	19
1 – REGISTRATION AND FEES .....	21
2 – BOWLING SESSION FEES .....	22
3 – BOWLING SESSIONS .....	22
4 – ETIQUETTE .....	22
5 – SCORING .....	23
6 – AVERAGES.....	24
7 – HANDICAPS .....	24
8 – REGISTERED SPARES.....	25
9 – BOWL-OFF / DECLARED SCORES .....	25
10 – PLAY-OFFS.....	25
11 – CHAMPIONSHIP PLAY-OFFS.....	26

<b>12 – AWARDS .....</b>	<b>26</b>
<b>13 - FUNDRAISING.....</b>	<b>28</b>
<b>14 - RULE CHANGES .....</b>	<b>28</b>
<b>APPENDICES .....</b>	<b>29</b>
<b>PRESCRIBED FORM "A" – REGISTRATION FORM .....</b>	<b>30</b>
<b>PRESCRIBED FORM "B" – NOMINATION FORM .....</b>	<b>31</b>
<b>PRESCRIBED FORM "C" – PROXY FORM.....</b>	<b>32</b>
<b>PRESCRIBED FORM “D” – CONFLICT OF INTEREST FORM.....</b>	<b>33</b>
<b>ARCHIVED DOCUMENTS .....</b>	<b>34</b>
<b>DEFINITIONS.....</b>	<b>35</b>
<b>EXECUTIVE FOR 2011 – 2012.....</b>	<b>36</b>

## THE TORONTO HISTORICAL BOWLING SOCIETY

### CONSTITUTION

As approved at the General Membership Meeting  
October 25<sup>th</sup> 2011



## ACKNOWLEDGEMENTS

The information contained in this document was compiled and produced from various sources and was completed with submissions from several people; we would like to thank the following individuals for their contributions:

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Arlene Wolley, Don Wylie.

Over time these Sections of the Constitution and Articles of the By-Laws have been revised, by members of the Society.

The following individuals were responsible for clarifying and re-formatting this document in 2008: Robert Bartlett, Will Bragg, Bill Downey, Kevin Galbraith, Michael Peacock, and Patrick Mathieu.

In 2011 by the Executive, Stephen Park, Mario Mathieu, Bill Downey, Tony Desmond, Kevin Galbraith, Steffen Ploeger, Lila McGregor and Blake Simmons.

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## CONSTITUTION

### 1 – NAME

- 1.00 The name of the organization shall be the **TORONTO HISTORICAL BOWLING SOCIETY** (T.H.B.S.). It shall be referred to throughout this document as the “**Society**”.

### 2 – OBJECTIVE

- 2.00 The Society, through bowling shall foster friendship, fellowship, unity and sportsmanship in all its activities within the lesbian and gay community
- 2.01 The Society shall be supportive and friendly towards all other community groups and remain neutral and non-partisan in issues of conflict between community groups.
- 2.02 The Society shall at all times abide by the Ontario Human Rights Code and the Charter of Rights and Freedoms of Canada.

### 3 – AFFILIATIONS

- 3.00 The Executive of the Society may propose affiliation with other organizations where benefit can be realized. Must be approved by a majority vote of members in good standing. **(Wording change Feb. 22<sup>nd</sup>, 2011)**
- 3.01 The Executive of the Society may choose to end any such affiliation with an organization by a majority vote of the Executive when it is determined to be detrimental to the Society and/or the membership or hold a referendum to supersede section 11:09. **(Added Feb. 22<sup>nd</sup>, 2011)**

### 4 – MEMBERSHIP

- 4.00 Membership in the Society shall be upon payment of one registration fee for the fall/winter season regardless of number of sessions a member bowls, and/or one registration fee for the summer season, subject to the restrictions in this article. **(Amended Feb. 2008)**
- 4.01 There shall be three (3) categories of membership:
- a) Regular fall/winter Members;**(Amended Feb. 2008)**
  - b) Spare (or Substitute) Members;
  - c) Regular summer Members. **(Added Feb. 2008)**
- 4.02 The Society reserves the right to refuse membership to any persons who do not abide by its objectives.
- 4.03 The Society reserves the right to reclaim lost revenues, to a maximum of seven (7) years, and refuse membership until such revenue have been totally remitted.
- 4.04 Applications for membership shall be made on the Society’s standard registration form, which contains the statement that the applicant(s) agrees to abide by the Constitution and the By-laws (rules) of the Society, and submitted to the Society with the applicable registration fee. **(See Prescribed Form “A”) (Amended Feb. 2008)(Word Change Oct. 26, 2010)**

- 4.05 There shall be a fall/winter season beginning September and ending the following year, the dates determined by the Executive. **(Amended Feb. 2008)**
- 4.06 There may be a summer season upon the discretion of the Executive, (June to August of the same year). **(Amended Feb. 2008)**
- 4.07 There shall be a separate registration fee for the summer season. **(Amended Feb. 2008)**
- 4.08 Registrants for the summer season are not considered members of the fall/winter season, and therefore have no voting privileges related to the fall/winter season. **(Amended Feb. 2008)**
- 4.09 Any member may be immediately suspended from the Society for any one of several of the following reasons:
- a) malfeasance;
  - b) misappropriation of the Society's funds;
  - c) misrepresentation of statistical data;
  - d) failure to remit the appropriate fees in the allotted time period;
  - e) violation of this Constitution and/or of the By-Laws; **(Amended Feb. 2008)**
  - f) infringement of the regulations of any affiliated organizations;
  - g) conduct derogatory to the best interests of the Society.
- 4.10 A suspended member may appeal through the following procedures:
- a) at a special Executive meeting called to review the suspension within three (3) weeks of the suspension.
  - b) at this meeting, the Executive shall render a decision on the suspension.
  - c) the member may elect to have his/her case heard at a special members' meeting. The suspended member must notify the Executive, in writing, within two (2) months following the special Executive meeting, if he/she wishes to make an appeal to a special General Members' meeting. **(Amended Feb. 2005)**
  - d) the Executive shall call, in a timely manner, a special General Members' meeting to review and decide on the suspension of the member. **(Amended Feb. 2005)**
  - e) the vote at the General Members' meeting shall be final.

## 5 – FINANCIAL

- 5.00 The fiscal year for the Society shall commence on June 1st. and conclude on May 31st of the following year. **(Amended Feb. 2005)**
- 5.01 The Executive must present an annual financial statement and a proposed budget to the membership at a general members' meeting within eight (8) weeks from the commencement of bowling of the fall/winter season. **(Amended Feb. 2008)**
- 5.02 The budget of the Society must include planned revenues and expenditures for the upcoming fiscal year. **(Amended Oct. 1999)**
- 5.03 The budget of the Society must have been previously approved by a majority vote of the Executive.
- 5.04 The Executive will set the registration and bowling fees based on the requirements of administering the Society.

- 5.05 Should any item that is specified in the Society's budget vary more than five percent (5%) of the budgeted amount, the Executive shall amend the budget. Such amendment(s) are to be ratified by the members at the next general meeting.
- 5.06 All fund-raising sponsored or conducted by the Society shall be for the benefit of the Society, a designated charitable organization or another community event approved by the majority of the Executive.
- 5.07 Refunds are NOT guaranteed to occur every season – based on the financial standing of the Society, the current Executive will determine whether a refund will be issued to members or not. IF a refund is to be issued, the following will apply:
- a) Refunds will be issued on a per game basis. The current Executive will determine the amount paid per game.
  - b) Refunds will be issued to Members that are registered with a team(s) as a permanent player. The refund will be based on the total number of games bowled, plus used declared scores, with their regular team(s) PLUS the total number of games bowled while sparing on other teams.
  - c) Refunds will be issued to Members that are registered as a spare with the Society, providing they have bowled at least 21 games (all sessions combined) during season play. **(Amended Feb. 2008)**
  - d) Refunds will be issued at the end of the bowling season. If a member does not claim a refund at the end of the bowling season, it can be claimed during the first three months of the following fall/winter season. After which period the money will be re-classified as revenue. **(Amended Feb. 2008)**
- 5.08 All executives will be accountable and responsible for all monies collected and disbursed during their term. **(Added Feb. 23, 2010)**

## 6 – SIGNING AUTHORITY

- 6.00 The President, the Treasurer and a third individual chosen among the current Executive shall be the signing authorities for the administration of the Society.
- 6.01 All withdrawals and transfers shall require the signatures of two (2) of the authorized Executive officers.
- 6.02 The signing authorities must be “at arms length” from one another, including sharing living accommodations throughout their term as executive members. **(Added Feb. 23, 2010) (See definitions, added Feb. 22<sup>nd</sup>, 2011)**

## 7 – MEMORIALS & GOODWILL

- 7.00 If a current or past member becomes seriously ill or becomes deceased, the Executive shall be empowered to authorize;
- a) Sending the ill member a gift not exceeding \$75.00 in value,
  - b) A charitable donation to a maximum of \$100.00 made in the name of the deceased member. **(Amended Feb. 22<sup>nd</sup>, 2011)**

## 8 – CHARITABLE DONATIONS

- 8.00 The Executive may approve donations to charities and/or community events that will benefit the Society and its members to a maximum amount of \$500.00 per charity or community event per year.

## 9 – ORGANIZATION

- 9.00 The Society shall operate as one (1) league financially and statistically separate for each bowling session. The Society shall consist of:
- a) an elected Executive;
  - b) all members;
  - c) any additional Ad Hoc committees as may be required to accomplish the goals of the Society;
  - d) ad hoc committees shall report directly to the Executive and shall not establish policy or direction of the Society. **(Amended Feb. 2008)**
  - e) All Ad Hoc committees shall have at least one member of the Executive. **(Added Feb 23, 2010)**
- 9.01 All members of the Society may not be in arrears for more than one (1) week per session. After this period, session monies owing prior to and including the current week must be paid in full for said member to be eligible to bowl. **(Amended Feb. 2008)**

### EXECUTIVE

- 9.02 The Executive shall consist of:
- a) President.
  - b) Vice-President - one (1) for each session. **(Amended Feb. 2008)**
  - c) Executive Secretary.
  - d) Treasurer.
  - e) Statistician (League Secretary).
  - f) Social and Promotions Director.
- 9.03 Executive members shall hold office for twelve (12) months, from June 1st to May 31st of the following year. **(Amended Feb. 2005)**
- 9.04 Executive members must perform their duties to the best of their abilities. They may be recalled or suspended for one or several of the following reasons by a majority vote of the Executive:
- a) malfeasance;
  - b) misappropriation of the Society's funds;
  - c) misrepresentation of statistical data;
  - d) failure to remit the appropriate fees in the allotted period;
  - e) violation of this Constitution or By-laws; **(Amended Feb. 2008)**
  - f) infringement of regulations of affiliated organization(s);
  - g) conduct derogatory to the best interest of the Society;

- h) Failure to perform his/her duty(s) as required in Section 10. **(Added June 17, 1996)**
  - i) conflict of interest **(Added Feb 23,2010)**
- 9.05 A suspended Executive member may appeal through the following procedures:
- a) at a special Executive meeting called to review the suspension within three (3) weeks of the suspension;
  - b) at this meeting, the remaining Executive shall render a decision on the suspension;
  - c) the Executive member may elect to have their case heard at a special member's meeting;
  - d) the Executive shall call a Special Membership meeting to review and decide on the suspension of the Executive member; **(Wording change Feb. 22<sup>nd</sup>, 2011)**
  - e) The vote at the Special Membership meeting shall be final. **(Wording change Feb. 22<sup>nd</sup>, 2011)**
- 9.06 The Executive shall have the authority to modify, from time to time, the by-laws subject to ratification by the general members of the Society.
- 9.07 Should an Executive member temporarily be unable to perform their duties, the Executive may by a majority vote of the Executive, temporarily appoint a member in good standing to perform the said duties until such time as the original Executive member can resume their duties. **(Wording change Feb. 22<sup>nd</sup>, 2011)**
- 9.08 Due to the extensive amount of time and work involved in fulfilling the duties of Treasurer and Statistician the Society agrees to compensate them accordingly. Compensation shall be paid based on the number of regular fall/winter members at a rate of \$2.50 per member, per session, per season. Payment will be made by cheque, twice annually, first cheque after at completion of bowling in December and second cheque at completion of bowling in May. Should the Treasurer or Statistician resign prior to December or May compensation may be paid on a pro-rated basis at the discretion of the Executive. The replacement will be compensated on a pro-rated basis upon completion of the season. **(Amended October 2011)**

## **10 – EXECUTIVE RESPONSIBILITIES**

### ***PRESIDENT***

- 10.00 The President shall:
- a) preside at all meetings of the Society and shall uphold and enforce the Constitution and By-laws of the Society;
  - b) at all time remain impartial to the proceedings and, in the event of a tied vote, shall cast the deciding ballot;
  - c) personally verify the Society's bank balance on a monthly basis;
  - d) undertake any other responsibilities as required.

### ***VICE-PRESIDENTS***

- 10.01 The Vice-President of each session shall:
- a) make the weekly announcements and awards; conduct draws;
  - b) undertake any other responsibilities that are required to run their session in an orderly and professional manner;

- c) uphold the Constitution and By-laws (rules) of the Society;
- d) undertake all other responsibilities as directed by the Executive.

**EXECUTIVE SECRETARY**

10.02 The Secretary shall:

- a) record the minutes of all meetings of the Society;
- b) distribute the agenda and the minutes to the Executive prior to the next scheduled meeting;
- c) keep all documents that are received by the Society, including those received via the website, and distribute relevant copies to members of the Executive; (**Added Oct. 2005**)
- d) ensure storage facilities are paid annually (in July); (**Added Oct. 2005**)
- e) arrange for the storage of all those documents covered in the By-Laws (Appendices – page 23 – titled "Archived Documents";, (**Amended Feb. 2008**)
- f) notify all members of all the Society's meetings;
- g) undertake all other responsibilities as directed by the Executive.

**TREASURER**

10.03 The Treasurer shall:

- a) be responsible for receiving all membership and registration fees for the Society;
- b) prepare an annual budget;
- c) maintain a ledger of all monies, receipts and expenditures on a current basis;
- d) provide a monthly statement and bank reconciliation to the Executive for their approval, along with the cash sheets for each session. (**Amended Feb. 2006**)
- e) provide a semi-annual statement to the Society at the second general meeting of the season; (**Amended Feb. 2008**)
- f) prepare an annual financial statement within three (3) months from the end of the fiscal year. A Review Engagement shall be performed on this statement by an independent auditor. (**Amended by ballot April, 2006**) Financial statements to be provided: Bank Statement to year end, Reconciliation Statement, Balance Sheet, Profit & Loss Budget vs Actual, Profit and Loss Previous Year Comparison, Profit & Loss by Class (session comparison) (**Amendment Oct 25th, 2011**)
- g) arrange to have all the Society's funds deposited at the end of each session of bowling;
- h) designate as required assistant(s) who are eligible to be bonded;
- i) undertake all other responsibilities as required by the Executive. (**Amended Oct 2005**)

**STATISTICIAN (LEAGUE SECRETARY)**

10.04 The Statistician shall:

- a) be responsible for the initial scheduling of teams, the lane assignments, averages, scores, handicaps and the reporting of these to all of the affiliated organizations for appropriate awards;
- b) provide average verifications upon the appropriate request from a member who participates in tournaments, the details of the verification are to be entered into the minutes of the Executive;
- c) post all session's current statistical information sheets;
- d) designate, as required, assistant(s);
- e) procure awards as required by the Society with the approval of the Executive;
- f) undertake all other responsibilities as required by the Executive.

### **SOCIAL AND PROMOTIONS DIRECTOR**

- 10.05 The Social and Promotions Director shall:
- a) prepare all social events, subject to the approval of the Executive;
  - b) be responsible for all social events and the annual awards banquet;
  - c) co-ordinate all League promotions and special events;
  - d) undertake all other responsibilities as required by the Executive.

## **11 – ELECTIONS AND REFERENDA**

- 11.00 The Executive of the Society shall appoint an Ad Hoc Committee for Nominations and Elections which shall conduct the annual elections and any referenda.
- 11.01 The Nominations and Elections Committee shall be composed of members but shall not include any candidates or current Executive members.
- 11.02 Elections of the Society shall be held once per fall/winter season and eight weeks prior to the close of the fall/winter season. **(Amended Feb. 2008)**
- 11.03 All regular fall/winter members in good standing shall have one (1) vote for the following positions regardless of number of sessions bowled:
- a) the President;
  - b) the Executive Secretary;
  - c) the Treasurer;
  - d) the Statistician (League Secretary);
  - e) the Social and Promotions Director. **(Amended Feb. 2008)**
- 11.04 All regular fall/winter members shall have one (1) vote for each Vice-President for each session in which they bowl. **(Amended Feb. 2008)**
- 11.05 All regular fall/winter members must have completed twenty-one (21) games in that session, before the date of the election, to be eligible to vote. If a by-election occurs during the first two (2) months of the start of a new season, regular fall/winter members must have completed twenty-one (21) games in any one session, during the previous season to be eligible to vote. **(Amended Feb. 2008)**
- 11.06 By-elections shall be held within four (4) weeks for those elected positions that have become vacant.

- 11.07 Should any Executive position become vacant prior to the requirements in Article 11.05, the Executive shall appoint a member to fulfill the duties of the vacant position until a properly constituted by-election is held.
- 11.08 Any member having been suspended from the Society for any of the following shall be deemed ineligible from ever running for an Executive position:
- a) malfeasance;
  - b) misappropriation of the Society's funds;
  - c) misrepresentation of statistical data;
  - d) violation of this Constitution or By-laws; **(Amended Feb. 2008)**
  - e) infringement of regulations of affiliated organization(s);
  - f) conduct derogatory to the best interest of the Society.**(Added June 1996)**
- 11.09 The Executive of the Society shall institute a referendum on a specific issue(s) when a signed petition is presented to the Executive with 25% of the registered membership signatures attached within 30 days. **(Added Oct. 26, 2010)**

## 12 – NOMINATIONS AND ELECTIONS

- 12.00 The Nominations and Elections Committee shall only accept nominations on the prescribed form, signed by the nominator, seconder, and the nominee. During the two weeks of nominations, the nominator and seconder may only sign one nomination form. A nominee cannot be a nominator. At the time of nomination the nominator, seconder and nominee must be members in good standing (see Prescribed Form "B") **(Amended Feb 2006)(Word Change Oct. 26, 2010)**
- 12.01 The Committee shall appoint a scrutineer(s) for all sessions in the event that a campaign and voting is required to distribute and collect ballots. **(Wording Change Oct. 26, 2010)**
- 12.02 No member of the Society shall run for more than one (1) position of the Executive in a term.
- 12.03 Nominees for the position of the President of the Society shall either be members who have held a position of the Executive for at least one (1) full year, or any members of the Society who have been registered and in good standing for a minimum of three (3) consecutive fall/winter seasons. All other positions on the Executive shall be open to regular fall/winter members of the Society in good standing. **(Amended Feb. 2008)**
- 12.04 Nominations shall be open four (4) weeks prior to the election day. Nominations shall be closed two (2) weeks prior to the election day. No nominations shall be accepted after that date.
- 12.05 One proxy vote shall be permitted per member of the Society for another registered member who has pre-registered their proxy with the Nominations and Elections Committee for the designated election date. Both parties shall be members in good standing. (See PRESRIBED FORM "C") **(Wording Change Oct. 26, 2010)**
- 12.06 In the event of a tie between candidates for any elected position of the Executive, a run-off election shall be held for the position within two (2) weeks.
- 12.07 Any persons that are elected or are acclaimed for the position of the President of the Society shall not hold that position for more than two (2) consecutive years.

- 12.08 All Names submitted and accepted for nominations to a position on the Executive will be announced at all subsequent bowling sessions during the two (2) weeks of nominations. After the last voting session, the Nominations and Elections Committee will announce elected or acclaimed individuals at the next bowling session. **(Amended Feb 23, 2010)**
- 12.09 Candidates may ask for a re-count after the announcement by the Nomination and Elections Committee. Each candidate shall have seven (7) days from the day of the announcement to request a re-count. No re-count will be permitted after this period of time has elapsed and the ballots will be destroyed by the Nominations and Elections Committee. **(Amended Feb. 2008)**
- 12.10 Candidates for all the Executive positions shall be responsible for their individual campaign expenses.
- 12.11 Any member, who holds a position on the Executive, and resigns, shall not be permitted to run for any Executive position for the current and next season. **(Amended Feb. 2008)**
- 12.12 All nominees must remain as members in good standing for the duration of the election process. **(Added Feb. 2002)**
- 12.13 All elected/appointed Executive members shall sign an annual declaration that they are not aware of any conflict of interest. **(See PRESCRIBED FORM "D") (Added Feb 23, 2010) (Word Change Oct. 26, 2010)**
- 12.14 Any Executive member found to be in conflict of interest shall be subject to suspension from their elected/appointed position as outline in article 9:04. **(Added Feb. 23, 2010)**

### 13 – MEETINGS

- 13.00 All meetings of the Society shall be conducted using "Roberts" Rules of Order and Parliamentary Procedures **(Amended Feb 23<sup>rd</sup> 2010)**.
- 13.01 The Executive of the Society shall meet no less than once per month. Notification of these meetings shall be distributed by the Secretary prior to the meetings.
- 13.02 A quorum for all the Executive meetings of the Society shall be a minimum of fifty percent plus one (50% + 1) of those members eligible to vote at the meetings.
- 13.03 Members of the Executive may call special meetings, or members of the Society may petition the Executive for a special meeting by signing a petition with a minimum of twenty-five percent (25%) of the regular members of the Society.
- 13.04 The regular and spare fall/winter members of the Society shall meet a minimum of twice (two times) per annum. **(Amended Feb. 2008)**
- 13.05 The general member's meeting shall require a quorum of five percent (5%) of the total fall/winter membership, including all proxy votes. **(Amended Feb. 2008)**.
- 13.06 Any Executive member missing more than three (3) consecutive or twenty-five percent (25%) of scheduled meetings without just cause may be recalled/suspended from the Executive. **(Added June, 1996) (Word Change Oct. 26, 2010)**
- 13:07 All minutes from the general members meeting shall be circulated to attendees of that meeting for accuracy within 45 days of the date of the meeting. When the minutes are vetted by 51% of the members who attended or more it will be announced to the membership as available. If said minutes are not vetted within 45 days, those minutes shall be tabled at the next GMM for approval. **(Added Feb. 23, 2010) (Wording Change Oct 26, 2010)**

- 13.08 A regular and spare fall/winter member unable to attend a general members' meeting may fill out one proxy form. A proxy entitles the carrier to vote in place of the registered member unable to attend that general members' meeting. A maximum of four (4) proxy votes are permitted to be carried by each member of the Society in attendance at a general meeting. Both members named on the proxy form must be members in good standing, on the date of the general members' meeting. (See PRESCRIBED FORM "C") **(Amended Feb. 2008) (Word Change Oct. 26, 2010)**

## **14 – AMENDMENTS TO THE CONSTITUTION OF THE SOCIETY**

- 14.00 Within 2 weeks of the start of a new Season, an up to date copy of the Constitution and By-laws document will be circulated to every team. If necessary, additional copies can be obtained by asking a member of the Executive or downloading a copy from the Society website THBS.ca. **(Added Feb. 23<sup>rd</sup>, 2010)** Any member in good standing of THBS may submit change(s) to the Constitution, including email submissions as long as the change(s) are signed and dated by the member submitting the change(s). The member or a representative must be in attendance at the meeting to discuss and/or answer any questions regarding the proposed change(s). **(Amended Feb. 22<sup>nd</sup>, 2011)**
- 14.01 Amendment(s) to the Constitution of the Society shall be considered on an as required basis.
- 14.02 Amendment(s) to the Constitution shall be made in a written resolution and presented to the Executive of the Society by any member thirty (30) days prior to any general meeting and the Membership be notified two (2) weeks prior to any general meeting. **(Amended June, 1996)**
- 14.03 Amendments(s) to be passed require fifty percent (50%) plus one (1) vote of the total ballots cast.
- 14.04 All sessions shall have equal time to submit changes to the Constitution and or Bylaws even if this violates or fails to meet item 14.02 and the 30 day requirement **(Added Oct. 26, 2010)**

## **15 – ARCHIVES**

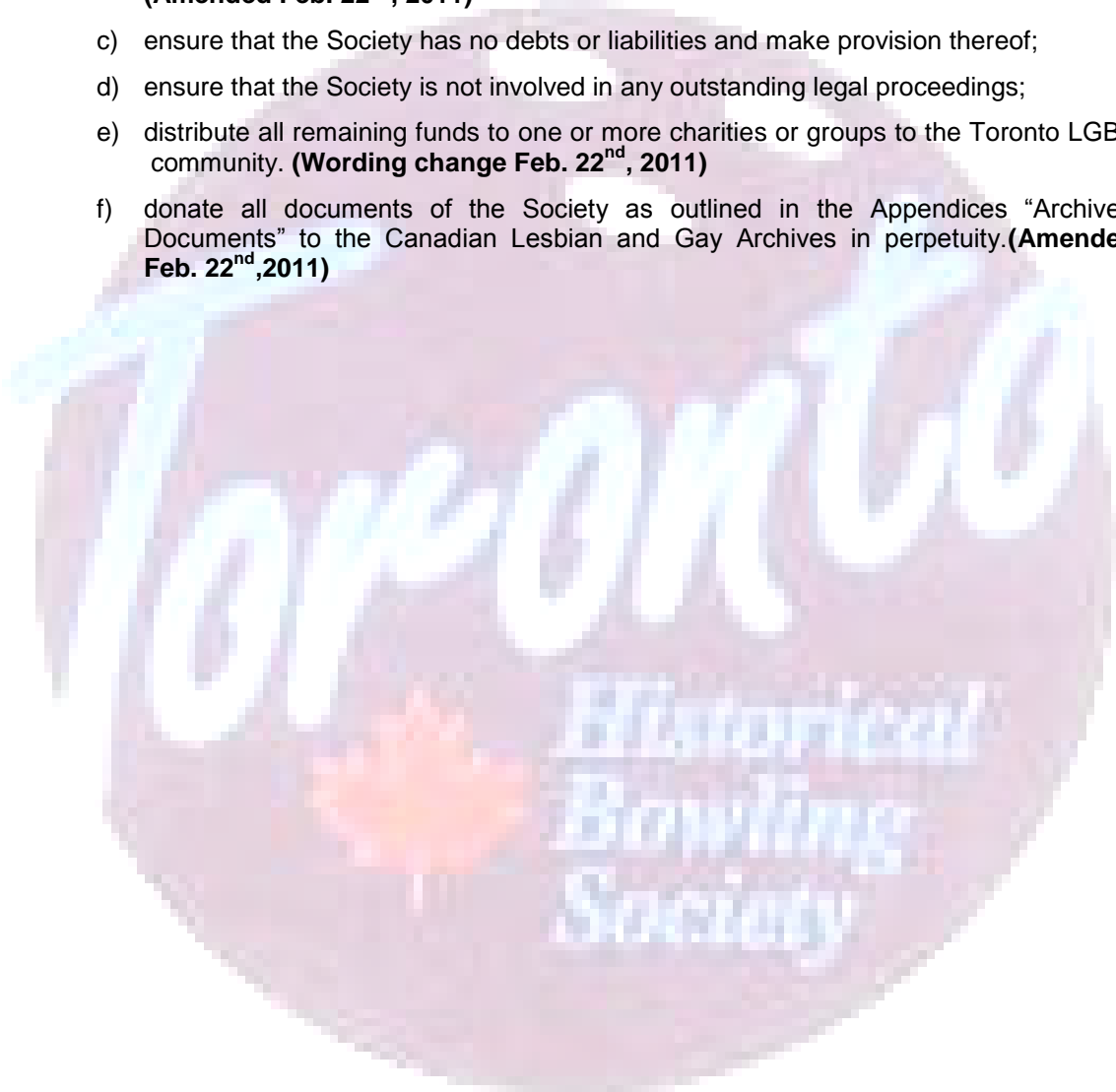
- 15.00 All current and archived documents relating to the Society's affairs shall remain the Property of the Society. **(Amended March, 2000)**
- 15.01 The outgoing Executive shall hand over all documents and property of the Society to the incoming Executive no less than (30) days after the change of power. The Executive shall retain and keep accessible all said documents and property for a two (2) year period, after which it can be archived in conjunction with Section 10:03 as it pertains to the Treasurer. **(Amended Feb. 22<sup>nd</sup>, 2011)**
- 15.02 Documents relating to the Society as listed in Appendices "Archived Documents" shall be archived by an appointed member of the current Executive committee of THBS. All members' names and personal information shall be kept strictly confidential by all the Executive. **(Amended Feb. 2005)**
- 15.03 No Executive or member of the Society shall destroy any of the specified documents as set out in Appendices "Archived Documents". **(Wording change Feb. 22<sup>nd</sup>, 2011)**

## 16 – DISSOLUTION

16.00 The Society shall be dissolved upon a majority vote of members in good standing of the Society at a Special Membership meeting held specifically for this purpose. **(Wording change Feb. 22<sup>nd</sup>, 2011)**

16.01

- a) appoint an outside person or group to conduct the dissolution of the Society;
- b) pay any outstanding honorariums, compensation or expense disbursements incurred by any Executive member of the Society up to the date of the dissolution vote; **(Amended Feb. 22<sup>nd</sup>, 2011)**
- c) ensure that the Society has no debts or liabilities and make provision thereof;
- d) ensure that the Society is not involved in any outstanding legal proceedings;
- e) distribute all remaining funds to one or more charities or groups to the Toronto LGBT community. **(Wording change Feb. 22<sup>nd</sup>, 2011)**
- f) donate all documents of the Society as outlined in the Appendices “Archived Documents” to the Canadian Lesbian and Gay Archives in perpetuity. **(Amended Feb. 22<sup>nd</sup>, 2011)**



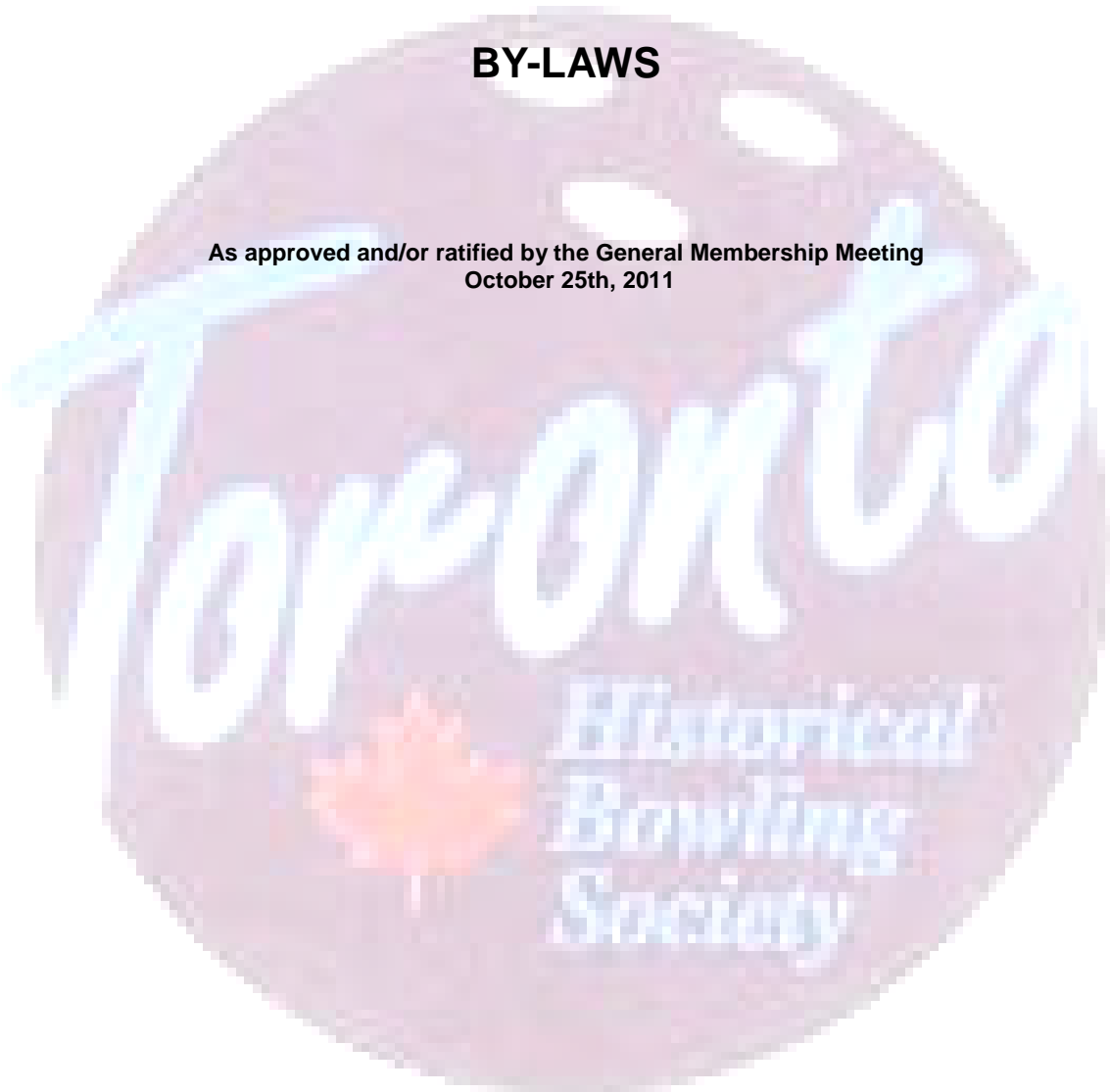
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**THE TORONTO HISTORICAL BOWLING SOCIETY**

**BY-LAWS**

**As approved and/or ratified by the General Membership Meeting  
October 25th, 2011**



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## 1 – REGISTRATION AND FEES

- 1.00 Registration fees will be established annually by the Executive of the Society by March 1st. **(Amended Oct. 2005)**
- 1.01 All bowlers shall register after having bowled nine (9) games in any one session. They must register in order to continue bowling. **(Amended Oct. 2008)**
- 1.02 Registration fees for members NOT returning for the season are refundable. Registration fees are transferable, only if approved in writing by the individual making the transfer or the individual making the payment on their behalf. **(Amended Oct. 2008)**
- 1.03 Each registering member is responsible to pay their own registration fee(s) to the treasurer upon registration.
- 1.04 Registration forms must be filled out accurately and completely. This will ensure that the Society's Statistician and/or Treasurer fully understand the registering member's wishes; as to what session the member is registering for, what team, regular or spare bowler, etc.
- 1.05 If an entire team is registering, each individual member of the team must complete a registration form. This helps to keep the Statistician's and Treasurer's records accurate. **(Amended July, 2007)**
- 1.06 The Registration Fee **MUST** accompany the Registration Form when being submitted to the Statistician and Treasurer. Otherwise, the registration will be considered null and void, and the registration form destroyed. In the event a registered bowler pays by cheque, and the cheque is returned to the Society as "NSF", the bowler will not be permitted to continue bowling until the registration fee(s) are paid in cash, including any additional bank administration fees. **(Amended Oct. 2008)**
- 1.07 Members registering to bowl for more than one session (example: Friday night and Sunday afternoon), are required to pay only one (1) registration fee, and submit only 1 Prescribed Registration Form "A". **(Amended Oct. 2011)**
- 1.08 When registration for the new season begins, the first two bowling weeks are open to returning members/teams of that current session ONLY. Afterwards, registration is open to the general public. **(Amended Oct. 2008)**
- 1.09 An entire team, consisting of 5 bowlers, will not be considered complete until all team members have paid their individual registration fees. **Refer to rules 1.02, 1.03 and 1.06 above. (Amended July, 2007)**
- 1.10 After the two (2) bowling weeks have elapsed from the commencement of registration, if a team still has a vacancy, the team can reserve the vacant position(s) by paying the registration fee(s) for a new bowler. The team is then responsible to find the member(s) and collect the registration fee(s) from the individual(s). If it is a returning bowler the difference will be refunded to the team. **Refer to rule 1:08 above.**
- 1.11 It is the goal of the Society to have as many full, complete, five (5) member teams as possible for all bowling sessions. If a waiting list exists for a particular bowling session, any and all open places on teams may be filled from members listed on the waiting list. Should the team refuse all members from the aforesaid waiting list, it is the team's responsibility for payment of bowling fees for the said vacancy(ies). **(Amended Oct. 2008)**
- 1.12 If at the beginning of the season the reserved paid vacant position(s) is (are) not filled, the team must inform an Executive member in writing after the second week of regular bowling, and a refund will be issued. The remaining vacant position(s) will become open.

- 1.13 Once all teams registered are five (5) member teams, any remaining individual members registered for a particular session will be grouped into five (5) member teams at the discretion of the Society's Statistician. **(Amended Oct. 2008)**

## 2 – BOWLING SESSION FEES

- 2.00 The Executive of the Society as required annually will establish bowling fees. **(Amended Oct 2005)**
- 2.01 Team captain(s) will collect and remit bowling fees to the Treasurer/Designate by the end of the fifth frame of the first game of that session.
- 2.02 Members who are absent and have not bowled off or not been substituted by a spare bowler must pay the full fee of the session upon their return.
- 2.03 Members who are late must pay the full session fees regardless of the number of games they bowl.
- 2.04 No member will be exempt from paying their session bowling fees.
- 2.05 If a member is not able to bowl the designated session(s) due to an extended absence, the individual or team member must contact the executive in writing (e-mail or letter) to inform them of the situation and when they expect to return. Upon receipt of this notification, the statistician will convert the individual to an open registered spare for that session. If any monies are due upon receipt of the notification, the executive shall make a determination on the amount owing. **(Added July 2007)**

## 3 – BOWLING SESSIONS

- 3.00 The Executive shall be responsible for the time, date, location and lane assignments of the bowling sessions.
- 3.01 All members should report to their assigned lanes fifteen (15) minutes prior to the beginning of their session of bowling.

## 4 – ETIQUETTE

- 4.00 Members crossing the foul line and/or onto the lane will not have their score counted for that ball. No member shall intentionally set off the foul line indicator.
- 4.01 Members arriving 15 minutes after the commencement of a bowling session shall not be permitted to bowl until the next game. A dummy score of one hundred and forty (140) pins, with a thirty (30) pin handicap, shall be used for the game(s) the member has missed. This rule also applies to members who do not complete any game after they have commenced bowling for any reason with the exception of illness **(section 5 rule 5.02). (Amended Oct. 2008)**
- 4.02 Teams without five (5) members shall substitute a dummy score of one hundred and forty (140) pins, with a thirty (30) pin handicap, for each missing member to a maximum of two (2) dummy scores. **(Amended Oct. 2005)**
- 4.03 If the session has commenced, teams who have appointed a spare bowler(s) shall not be allowed to replace the spare bowler(s) with the regular team member(s). **(Amended Oct. 2011)**
- 4.04 Members absent three (3) consecutive weeks of bowling may be removed from that team at the discretion of the team members.

- 4.05 Members are responsible for providing their team members with contact information.
- 4.06 As a courtesy to other bowlers, please look on both sides when stepping on the lane approach. If two (2) bowlers are ready to bowl at the same time, as a courtesy, the bowler on the right has the option of delivering their ball first.
- 4.07 Bowlers should be ready and prepared when it is their turn to bowl.

## 5 – SCORING

- 5.00 There shall be a maximum of four (4) points awarded per bowling session, one (1) point for each game won, and one (1) point for total pin fall with handicap. In the event of a tie, each team will receive a half (1/2) point.
- 5.01 If an odd number of teams are registered on a session of bowling, the team bowling the ghost team shall have their points awarded, based on total pin fall with handicap, in the following manner:
  - a) **Five (5) Members:** One (1) point for each game of one thousand and fifty (1050) pins or more and one (1) point for a total of three thousand one hundred and fifty (3,150) pins or more, over three (3) games.
  - b) **Four (4) Members:** One (1) point for each game of one thousand (1000) pins or more, and one (1) point for a total of three thousand (3,000) pins or more, over three (3) games.
  - c) **Three (3) Members:** One (1) point for each game of nine hundred and fifty (950) pins or more and one (1) point for a total of two thousand eight hundred and fifty (2,850) pins or more, over three (3) games.
  - d) **Two (2) Members:** No points for the team and all attending bowlers will bowl for their average only. **(Amended Oct. 2004)**
- 5.02 If, for any reason, a bowler should become ill during a bowling session, and be unable to continue bowling, use a dummy score for the current game not completed and choose one (1) of the following options:
  - a) use a spare to replace the bowler;
  - b) use a banked bowl-off of the ill bowler for all remaining games;
  - c) use a banked declared score of the ill bowler for all remaining games;
  - d) if none of the above, continue to use a dummy score for all remaining games. **(Amended Oct. 2008)**
- 5.03 If a team chooses either option b) or c) of **Rule 5.02** above By-Law section 9 applies. The first game and/or the second game, from the banked score shall be used, and the remaining unused game(s) of the banked score shall be null and void. **(Amended Oct. 2008)**
- 5.04 If a bowler should quit a team in mid-season, that bowler will then be recognized as a spare bowler for that session of bowling and may not join another team without the approval of the Executive.
- 5.05 If an entire team does not appear for a session of bowling, and have no declared scores, nor bowl-offs available, the opposing team will bowl against a ghost team score, as described in rule 5.01 of the THBS By-Laws. **(Added Oct. 2005)**

## 6 – AVERAGES

- 6.00 All entering averages shall be established by the following formula, in this order:
- a) the previous year's fall/winter average if twenty-one (21) or more games were bowled in one session with the Society; (**Amended Oct. 2008**)
  - b) if a) is not applicable then any previous fall/winter average if twenty-one (21) or more games were bowled in one session to a maximum of two (2) years with the Society; (**Amended Oct. 2008**)
  - c) if a) or b) are not applicable then the previous summer average if twenty-one(21) or more games were bowled with the Society; (**Amended Oct. 2008**)
  - d) if a), b) or c) are not applicable then the previous summer average if twenty-one (21) or more games were bowled to a maximum of two (2) years with the Society;
  - e) members who bowl in more than one (1) session shall use their averages for that session from the previous year;(**Amended Oct. 2008**)
  - f) returning members to a new season will use the HIGHEST session average as per above order; (**Added Oct. 2008**)
  - g) a new member's average shall be established after the first three (3) consecutive games which have been bowled in that session.(**Amended Oct. 2008**)
- 6.01 Once a bowler has established an average, the Statistician will continue to compile an on-going average for each session of bowling with the Society.
- 6.02 Registered or non-registered spares substituting for regular members in the regular sessions of bowling shall bowl with their established averages. The Statistician shall supply current averages for their session of bowling prior to the commencement of bowling.
- 6.03 Members requiring averages for any tournament(s) shall obtain the highest current average per session from the Statistician of the Society, as per Constitution **section 10.04 (b). (Amended Oct. 2011**
- 6.04 All members shall be expected to bowl to the best of their abilities.(**Amended Oct. 2008**)
- 6.05 Bowl-offs and/or declared scores will not be used in the calculation of a member's average. (**Amended Oct. 2008**)

## 7 – HANDICAPS

- 7.00 All handicaps shall be based at ninety percent (90%) of the difference between the member's average and a flat score of 225. (**Amended Oct. 2008**)
- 7.01 The maximum handicap for any member shall be one hundred and twenty-five (125) (**Amended Oct. 2004**)
- 7.02 The minimum handicap for any member shall be (0) zero.
- 7.03 Handicaps shall be based on the entering averages for each member until three (3) consecutive games have been bowled in one (1) session; then they shall be based on the member's on-going current average. (**Amended July, 2007**)
- 7.04 The team handicap shall be the total of the handicaps of the individual members of the team. There shall be a maximum of five (5) handicaps per team.

## 8 – REGISTERED SPARES

- 8.00 Spares are members who substitute for another member of the Society; see **Article 4.01 (b)** of the Constitution. **(Amended Oct. 2008)**
- 8.01 Spares shall be allowed to bowl in the play-off games provided they have bowled a minimum of twenty-one (21) games in any one session and are members in good standing.**(Amended Oct. 2008)**
- 8.02 Spares competing in the play-off games must use the lesser handicap of either their own or that of the member for whom they are substituting.
- 8.03 There shall be a maximum of TWO (2) spares on a team.

## 9 – BOWL-OFF / DECLARED SCORES

- 9.00 If a regular member is aware that they will be absent for a bowling session(s), they may register a banked or dated declared score(s) and pay an additional session fee(s) to the Statistician / designate prior to bowling the first ball of that session. **(Amended Oct. 2002)**
- 9.01 Declared scores can be used for any session of bowling that you are a team member.
- 9.02 If a regular member from one session is sparing in another session, the member may do a declared score for their regular session.
- 9.03 If a regular member has banked bowl-off games/banked declared score games, the bowl-off games/declared score games will be used in the order they were received by the Society's Statistician / designate.
- 9.04 A maximum of either fourteen (14) bowl-offs or declared scores or a combination of the two per session, shall be allowed for the fall/winter season.
- 9.05 A regular member shall record their initialed bowl-off scores at the bowling house. A print out of their games must be attached to their score sheet(s) and placed in the THBS. bowl-off box. Each member bowling off shall keep their scores on an individual record sheet, one bowler per score sheet. **Refer to rule 9.03 above.**
- 9.06 A regular member shall record their declared scores on an individual record sheet obtained from the Statistician / designate for the session they are declaring. This declared score sheet is given to the Statistician / designate along with the regular session record sheet at the end of the bowling session. **Refer to rule 9.03 above.**
- 9.07 A regular member may not bowl-off at another bowling house.
- 9.08 Spare bowlers are not permitted to bowl-off or declare a score.
- 9.09 The Society **shall not** be responsible for bowl-off(s) score sheet(s) that are lost or misplaced.
- 9.10 All bowl-offs are non-refundable. Declared scores are refundable at regular season end, to a limit of one per member per session. **(Amended Oct 2011)**

## 10 – PLAY-OFFS

- 10.00 The Executive of the Society shall approve the number of teams that shall be allowed to enter the annual play-offs for each session. The teams that do not qualify for the Championship play-offs shall compete in the Consolation playoffs. **(Amended Oct. 2004)**

- 10.01 In the six (6) games of the play-off series and the three (3) games of the Grand Championship and Consolation finals, each game shall be bowled on a different pair of lanes, in that day/night. The Statistician shall schedule the lane assignments in advance of the play-off games. **(Amended Oct 2011)**
- 10.02 In the play-offs, the winning team(s) shall be the team(s) with the highest total pin fall including handicap for six (6) games. **(Amended Oct. 2008)**
- 10.03 In the event of a tie in total pin fall including handicap at the end of the play-offs, the teams involved shall share the higher placement and the lower placement(s) will be eliminated.**(Amended Oct. 2008)**
- 10.04 A used Declared Score or Bowl Off cannot remain in the bank. It is to be kept with score sheet in which the week it was used. **(Amended Oct 2011)**
- 10.05 Declared scores will not be permitted during play-offs. **See Rule 10:01 above.**
- 10.06 The Executive shall determine the format for the play-off bowl-offs. Any member, who commences a supervised bowl-off, must complete all three games.**(Amended Oct. 2004)**
- 10.07 Should there be an odd number of teams registered for a session, the even number split plus one will move to the Championship play-offs.  
*Example:*  
*17 teams registered for Wednesday bowling*  
*9 teams move to the Championship play-offs*  
*8 teams move to the Consolation play-offs*
- 10.08 Team members shall be permitted to bowl in the play-offs provided the member has completed twenty-one (21) games in one session and is a member in good standing. Under special circumstances, the Executive may permit a member to bowl in the play-offs if they have not met these conditions. **(Amended Oct. 2008)**

## **11 – CHAMPIONSHIP PLAY-OFFS**

- 11.00 The Grand Championship and Consolation Finals shall be played among the top teams as determined by the Executive of the Society from the winners of the play-off games.
- 11.01 The play-off games regulations in Article Ten (10) shall apply for the Grand Championship and Consolation Finals, excluding Article 10.02. **(Amended July 2007)**
- 11.02 There shall be a maximum of three (3) games for the Grand Championship and Consolation Finals.
- 11.03 The Executive shall determine the format for the championship bowl-offs. Any member, who commences a supervised bowl-off, must complete all three games. (Added July 2007)
- 11.04 Should a member qualify for more than one (1) session in the play-off games, they shall determine which team the supervised bowl-off is to be used for and on which team the member will actually bowl prior to the bowl-off. **(Amended Oct 2011)**
- 11.05 Declared scores will not be permitted during session play-offs.

## **12 – AWARDS**

- 12.00 The Society shall annually present awards of excellence to the winners of the Grand Championship and the Consolation Finals.

12.01 Members receiving awards must be regular members of the Society in good standing;

12.02 The following awards shall be given for each session of bowling:

**THE 200 CLUB** All registered regular and spare members must bowl a minimum of 9 games in a session to qualify for a 200 club award. **(Amended Oct. 25<sup>th</sup> 2011)**

**OVER 40** Personal Best 40 Over established average (one per bowler per season. Only if they do not attain a 200 Club Award **(Added Oct.25<sup>th</sup> 2011)**)

**TOP AVERAGES** (Men/Women - based on percentage of membership and limited to one award per member)

**INDIVIDUAL**(only one (1) individual award per session)

- a) High triple flat (Men/Women)
- b) High triple w/handicap (Men/ Women)
- c) High single flat (Men/Women)
- d) High single w/handicap (Men/Women)

**TEAM**(only one (1) team award per session)

- a) High triple flat.
- b) High triple w/handicap.
- c) High single flat.
- d) High single w/handicap.

#### **SESSIONS**

The total number of team awards for each session will be based on the number of teams for a session rounded up to equal 10%. **(Revised October 20, 2009).**

A team may not win both (a) and (b).

- a) team flat pin fall.
- b) team handicap pin fall.
- c) champion play-off team (1st, 2nd, 3rd).
- d) consolation play-off team (1st, 2nd, 3rd).
- e) regular season point standings (1st, 2nd, 3rd).

#### **EXCLUSIVE**

- a) Hysterical Awards
- b) Dodi Lavigne Award – Best team Attendance per session.**(Amended Oct. 2008)**
- c) Individual perfect attendance.
- d) Any other awards given seasonally for excellenc.

#### **CONSOLATION FINALS**

- a) Third (3rd) Place Team;

- b) Second (2nd) Place Team;
- c) First (1st) Place Team.

**GRAND CHAMPION**

- a) Third (3rd) Place Team;
- b) Second (2nd) Place Team;
- c) First (1st) Place Team.

12.03 The following Society awards shall be given out irrespective of session bowled:

- a) Spearhead Award - the team with the best attendance. **(Amended Oct. 2010)**
- b) Lotta Chin Award - most improved Female bowler. **(Amended Oct. 2010)**
- c) Ron Marcotte Award – most improved Male bowler. **(Amended Oct. 2010)**
- d) The President's Award – the individual(s) that best capture(s) the spirit of T.H.B.S. **(Amended Oct. 2008)**

**13 - Fundraising**

13.00 Mystery & 50-50 Draws: **(Added October 20<sup>th</sup>, 2009)**

All fundraising shall be based on the following rules governing the prizes to be awarded.

- a) All changes or disputes will be based on the executive committee's decision, which are final
- b) Any and all changes to the prize draw must be done before the start of the summer season by the newly elected executive and will carry on through for the entire season of the fall/winter sessions
- c) All prize money held at Winter Break and at End of Regular Season shall be drawn until the total prize available is won or the prize money equals zero.
- d) Mystery prize will include numbers in the following manner:  
84 and below inclusively, 85 to 250 individually and 251 and above inclusively to incorporate all possible scratch scores.
- e) 50/50 prize award will be based on the following prize distribution  
One total prize draw to be awarded if the bowler gets a strike. If no strike is made then that bowler may attempt to spare the frame for \$20, this applies to the first ticket drawn. If the bowler fails to make the spare, they will receive the bowling fees back that they submitted for that session. The remainder of the prize pot will be carried over to the next week's session. With each \$250.00 increment of funds an additional draw will be completed. **(Amended Feb. 22<sup>nd</sup>, 2011)**
- f) Two subsidiary draws to be done per session. **(Friendly amendment Feb. 22<sup>nd</sup>, 2011)**
- g) The winning ticket must be presented at the time of its drawing to claim a prize.

**14 - RULE CHANGES**

14.00 All By-laws (rules) must be approved by the Executive prior to the commencement of the next Fall/Winter bowling season with the approval date indicated by the Executive.

These By-laws are binding as of the beginning of the Fall/Winter season. At the first General Membership Meeting these By-Laws are to be ratified by the membership with possible changes.

### APPENDICES

Registration Form

Nomination Form

Proxy Vote

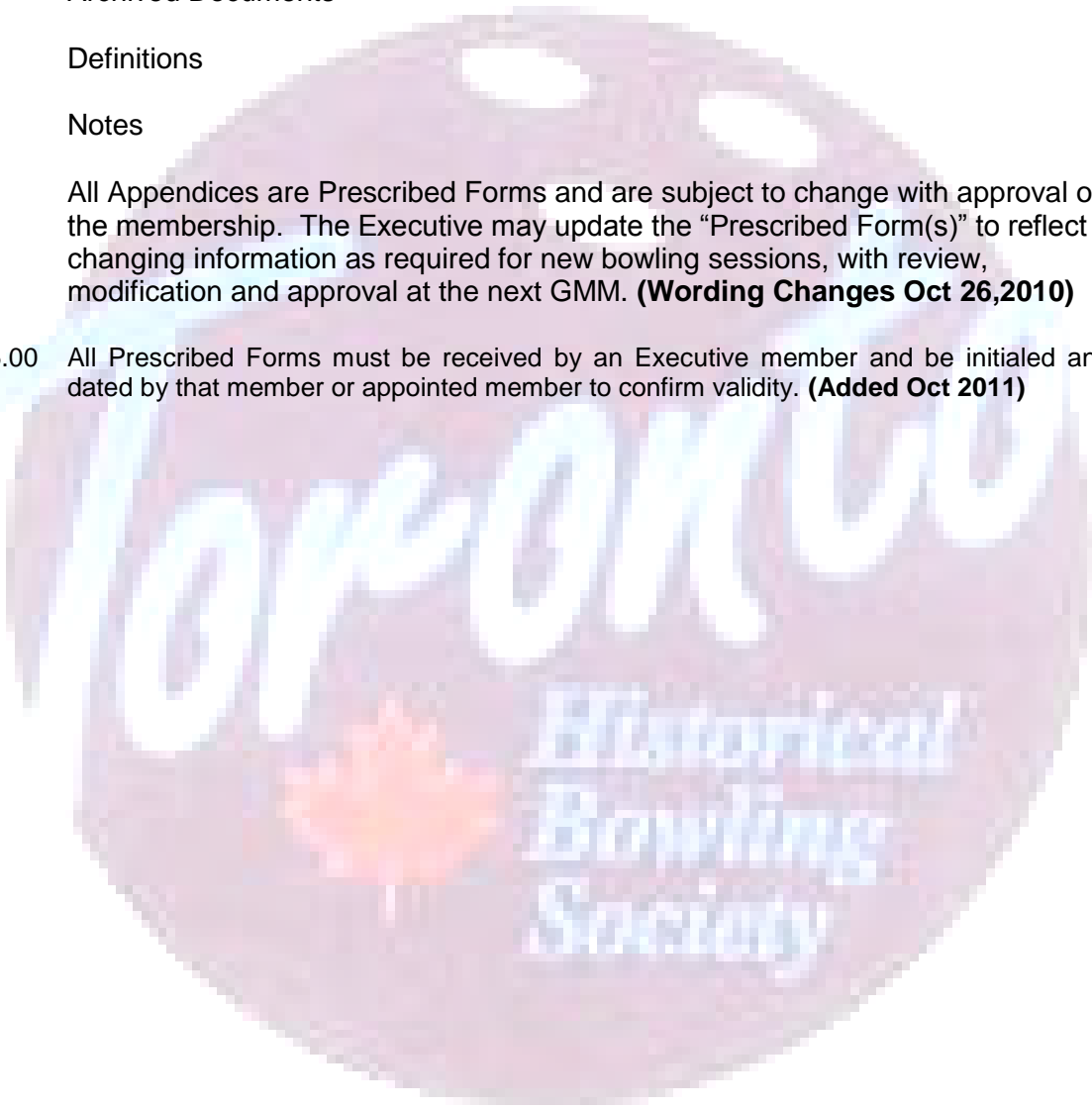
Archived Documents

Definitions

Notes

All Appendices are Prescribed Forms and are subject to change with approval of the membership. The Executive may update the "Prescribed Form(s)" to reflect changing information as required for new bowling sessions, with review, modification and approval at the next GMM. **(Wording Changes Oct 26,2010)**

- 15.00 All Prescribed Forms must be received by an Executive member and be initialed and dated by that member or appointed member to confirm validity. **(Added Oct 2011)**



**PRESCRIBED FORM "A" – Registration Form**



**THE TORONTO HISTORICAL BOWLING SOCIETY  
20XX/20XX MEMBER REGISTRATION FORM  
Prescribed Form "A"**

Registration Number :

Wednesday 7pm  Friday 7pm  Sunday  1pm

\*\*Check all sessions you would like to bowl and fill in the Team List below.

SPARE  NEW

A New bowler cannot have been registered for the previous 20XX/20XX Season.

**All registrants are governed by the following:**

- All members must abide by all regulations Governing the Society, in the Constitution & By-Laws.
- Applicable fee(s) must be paid at the time of Registration (as per Article 4.04 of the Constitution)
- Returning members must be in good standing at the end of the current season (20XX/20XX) for registration acceptance (as per Article 4.03 of the Constitution)
- *\*\*Preference is given to returning bowlers for each session when registering early.*
- **The information contained on this form is only to maintain your membership with THBS and is NOT shared with any other parties.**

**REGISTRATION FEES**

**\$TBA** For returning members (registered in the 20XX/XX season) - if registered on or before: **TBA**

**\$TBA** For returning members (registered in the 20XX/XX season) or New members if registering after: **TBA**  
See preference note above so register early.

**PLEASE PRINT CLEARLY.**

Name:
Address/Apt #
City/Postal Code:
Phone #: (H) ( ) -
Date of Birth: (M - ) (D - )
e-Mail:(optional)
Signature:

**Wednesday Session**

Team Name:
Team Members (In bowling order)
1)
2)
3)
4)
5)

**Friday Session**

Team Name:
Team Members (In bowling order)
1)
2)
3)
4)
5)

**Sunday Session**

Team Name:
Team Members (In bowling order)
1)
2)
3)
4)
5)

**If you are bowling more than one session with the same people please fill in each session Team List.**

If you have any questions please see the statistician.

Comments: \_\_\_\_\_

Would you like to be a Volunteer with THBS to help out when the need arises? (Check Here)

**ADMINISTRATION USE ONLY**

Payment received for: (bowler name) \_\_\_\_\_

Payment received from: (bowler making payment) \_\_\_\_\_

Registration fee paid by: Cash \_\_\_\_\_ Cheque / M.O. \_\_\_\_\_ Amount Paid: \$ \_\_\_\_\_

*Please make your cheque or money order payable to: Toronto Historical Bowling Society (in full).*

Receipt Issued by: \_\_\_\_\_ Date: \_\_\_\_\_

Registration Number :

Visit the web site to keep up to date with THBS events. [www.thbs.ca](http://www.thbs.ca)

**PRESCRIBED FORM "B" – Nomination Form**



**Toronto Historical Bowling Society  
20XX- 20XX Executive Positions  
Prescribed Form B Nomination Form**

---

Name of Nominee: \_\_\_\_\_

Position Nominated for: \_\_\_\_\_

Signature of Nominee: \_\_\_\_\_

Telephone Number: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (optional)

**Note: Signature confirms acceptance of the election rules as per the Constitution and By-Laws.**

Nominated by: \_\_\_\_\_

Signature: \_\_\_\_\_

Telephone Number: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (optional)

Seconded by: \_\_\_\_\_

Signature: \_\_\_\_\_

Telephone Number: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (optional)

**All nominees, nominators and seconders must be members in good standing and abide by the Constitution and By-Laws of the Society.**

Verified by: \_\_\_\_\_

Date: \_\_\_\_\_

**PRESCRIBED FORM "C" – Proxy Form**



Toronto Historical Bowling Society  
Prescribed form C Proxy Form

---

For Executive Election Vote: \_\_\_\_\_ For General Membership Meeting Vote: \_\_\_\_\_  
(Please indicate with an X)

Member submitting form: \_\_\_\_\_  
(Please print clearly)

The undersigned member of the Society (THBS)

Hereby Appoints: \_\_\_\_\_

As the nominee of the Undersigned to vote on behalf of the undersigned.

Member: \_\_\_\_\_ Signature: \_\_\_\_\_  
(Please print clearly)

Dated: The \_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_

All above signed persons must be members in good standing and abide by the Constitution and By-Laws of the Society.

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

**PRESCRIBED FORM “D” – CONFLICT OF INTEREST FORM**

***Annual Statement Concerning Possible Conflict of Interest***

**Toronto Historical Bowling Society**

The undersigned person acknowledges receipt of a copy of the “Conflict of Interest” statement described on the bottom of this form. By my signature affixed below I acknowledge my agreement with the spirit and intent of this resolution and I agree to report to the President any possible conflicts (other than those stated below) that may develop before completion of my elected/appointed term.

**Please check one of the boxes:**

- I am not aware of any conflict of interest
- I have a conflict of interest in the following area (s):

\_\_\_\_\_  
\_\_\_\_\_

**Signed:**

\_\_\_\_\_  
**Executive - Name (print) Date**

\_\_\_\_\_  
**Signature Date**

**Conflict of Interest**

Our policy requires that Executive members avoid any conflict between their own interests and the interests of the THBS in dealing with suppliers, partners, recipients of funds and other third parties.

You are in a conflict of interest if you engage in activities or make decisions which could cause you to act in a way that is not in the best interests of THBS. It is also a conflict if outside activities affect your judgment to act in the best interest of the Society. Conflicts of interest damage the trust between you, the public and the organization. If a potential conflict arises, report it immediately. If you need advice, speak to the President.

Please return the signed copy to the Secretary.

## ARCHIVED DOCUMENTS

Constitution

By-laws

Minutes

Monthly Financial Statements, as approved

Audited Financial Statement, as approved

Flyers

Posters

Tickets for functions & fundraisers

Memorabilia

Photographs

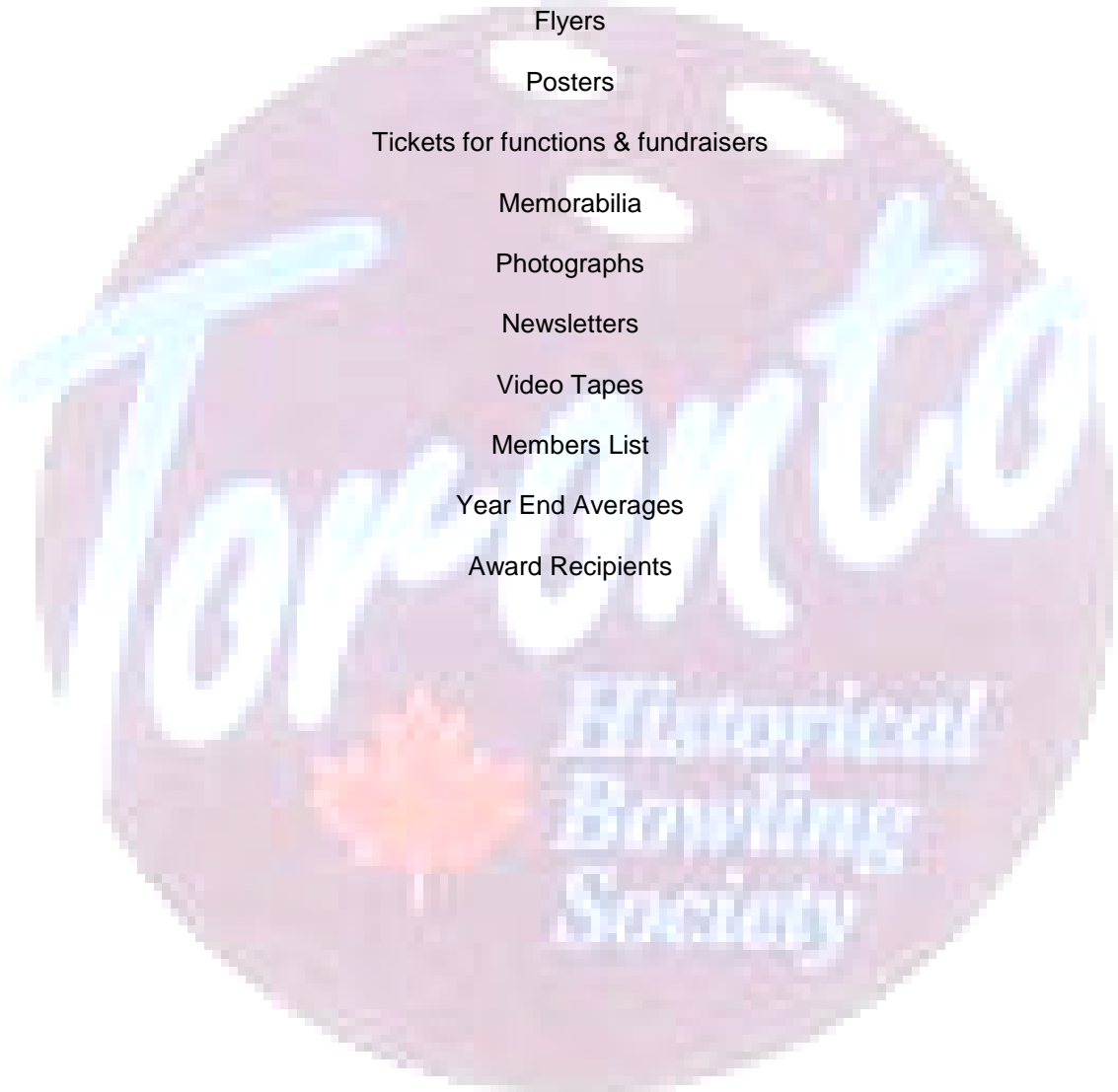
Newsletters

Video Tapes

Members List

Year End Averages

Award Recipients



## DEFINITIONS

Ad Hoc Committee:	Committee established for a purpose under the direction of the Executive.
Annual Financial Statement:	Statement containing a balance sheet and a statement of revenues and expenses.
At Arm's Length:	Married (legally or common law, life partners or in a relationship/ roommates residing at the same residence/ co-workers and/or have a clearly defined manager/direct report relationship.
Bondable:	Qualified to be insured for financial transactions.
Bowl –off:	The flat pin fall for three consecutive games a regular member obtains during a non bowling session.
By-laws:	Rules for governing the bowling sessions of the Society.
Constitution:	A system of principles and laws governing the Society.
Declared score:	The flat pin fall for the three games a regular member obtains in that session.
Executive:	Elected members who administer the Society.
Ghost team:	A team with no regular bowlers.
League:	Group of bowlers competing regularly.
Malfeasance:	Person(s) who commit wrong-doing and are not bondable.
Member in Good Standing:	Member who has fully paid all fees to date and has no debt to the Society.
Membership Fee:	Annual fee levied for joining the Society.
Ratified:	Majority agreement of the members of the Society.
Referendum(a):	Vote (s) of the members of the Society on a policy item.
Revenue(s):	Monies obtained by the Society for its use.
Review Engagement:	A financial fitness report.
Session:	Is classified as the weekly day members bowl, (e.g. Wednesday, at 7 PM, Friday, at 7 PM or Sunday, at 1 PM.)
Society:	Group of persons forming a community.

**Executive for 2011 – 2012**

President	Stephen Park
VP Wednesday	Mario Mathieu
VP Friday	Bill Downey
VP Sunday	Tony Desmond
Executive Secretary	Lila McGregor
Treasurer	Blake Simmons
Social & Promotions Director	Steffen Ploeger
Statistician	Kevin Galbraith

