

CARLINGFORD MEN'S BOWLING CLUB BY-LAWS

As of 1st June 2018

1.0 MANAGEMENT COMMITTEE

1.1 Composition of the Management Committee.

- 1.1.1 The committee shall consist of five (5) members who shall comprise the President, Vice President, Finance Controller and 3 Committee Members each of whom must be Life Members or Bowling Members.
- 1.1.2 All committee members must retire at the second Annual General Meeting next following their election or appointment, committee members invited to join the committee mid tenure will retire at the same meeting as the main body of the committee.
- 1.1.3 The committee shall be elected every second year by the bowling members entitled to vote.
- 1.1.4 The Annual Meeting will be called by the Men's Club President at a date no less than 2 weeks before the end of August. Elected office bearers will hold position from 1st September until 31st August.

1.2 Duties of the Men's Bowling Committee.

- 1.2.1 The Men's Bowling Committee will manage the day to day affairs of Men's bowls.
- 1.2.2 The Men's Bowling Committee will control Mixed Bowls Championships.
- 1.2.3 The Men's Bowling Committee will perform those functions and duties as set down by the Board of Directors and in By-Laws of the Men's Club.

2.0 DUTIES OF OFFICE BEARERS

2.1 The Bowls Administrator

- 2.1.1 He will issue all notices and keep minutes of meetings.
- 2.1.2 He will maintain the membership list and attend to resignations.
- 2.1.3 He will receive and despatch correspondence and submit such reports as may be required.
- 2.1.4 He will, in conjunction with the Selectors and other Office Bearers:
 - (a) Assist in the arrangement of competition and Pennant matches.
 - (b) Assist in the arrangement of social games of bowls and the selection of players for same.
 - (c) Post on the notice board all team selections, fixtures and notices.
 - (d) Oversee the furnishing of match results to media and/or recorders.
- 2.1.5 He will be responsible for the presenting of all minutes of Men's Club meetings to the club CEO for tabling at the next meeting of the Board of Directors of the Club Limited.
- 2.1.6 He will notify members per medium of the notice board of matters of which notification is necessary arising from Men's Bowling Committees, Selectors, or Zone meetings.
- 2.1.7 He will be responsible for supervising the day to day operations of Men's Social Bowls, including the supervision of the Game Organisers.
- 2.1.8 He will be responsible for notifying members of their selection in Association fixtures and all details pertaining thereto.

- 2.1.9 He will be responsible for informing the Functions Co-Ordinator of any food or beverage requirements on Men's Bowls days and Men's Club functions, including times and dates required, approximate numbers, budget expenditure and seating or other arrangements.
- 2.1.10 He will be responsible for informing the Functions Co-Ordinator of the prize and raffle requirements for each Men's Bowls day.
- 2.1.11 He will be responsible for ensuring that all green fees, raffle money and tournament entry fees received are recorded in the appropriate book(s) and are paid through the till with the Bar Supervisor of the day
- 2.1.13 He will be responsible for informing the R.N.S.W.B.A and the Zone of any member suspended or expelled from the Club.
- 2.1.14 He will act as Delegate to Zone 10 and will attend the meetings of Zone 10 and correctly report to the Men's Bowling Committee upon rulings, etc., made by the Zone.
- 2.1.13 He will also vote when necessary in accordance with the instructions given by the Men's Bowling Committee or on his own initiative when required, and speak at the Zone Meetings upon a subject if instructed to do so by the Men's Bowling Committee.

2.2 The Selectors

- 2.2.1 The Selectors will consist of the Chairman of Selectors and a minimum of two (2) additional selectors, all of whom will be Members of the Men's Club.
- 2.2.2 The Selectors will be appointed by the Men's Bowling Committee after nominations are posted on the notice board prior to commencement of the coming season.
- 2.2.3 The Selectors will select teams for Saturday Pennants and Mid-Week Pennant games plus other special events as determined by the Men's Bowling Committee.
- 2.2.4 The Selectors will supervise Pennant Side Managers in the execution of their duties.
- 2.2.5 All selectors must complete Selector training

2.3 The Umpires

- 2.3.1 The Umpires will form a Sub-Committee consisting of all Men's Club Umpires.
- 2.3.2 The Umpires' Sub-Committee will be required to nominate a Chairman of Umpires.

2.4 The Welfare Officer

- 2.4.1 The Men's Bowling Committee will appoint a Welfare Officer.
- 2.4.2 He will post notices on the notice board regarding members' health and welfare.
- 2.4.3 He will arrange for, and visit members who are ill, in hospital or convalescing.
- 2.4.4 He will arrange floral tributes for families of members who have passed away.

2.5 The Pennant Side Managers

- 2.5.1 The Selectors will appoint Pennant Side Managers.
- 2.5.2 They will be fully conversant with the relevant Conditions of Play.
- 2.5.3 They will be responsible for ensuring the side is present at the appropriate time and place for play.
- 2.5.4 They will liaise with the opposition Side Manager in accordance with the Conditions of Play.
- 2.5.5 They will, in conjunction with the opposition Side Manager, update the master score board as necessary.
- 2.5.6 They will act as spokesmen for their side in all matters concerning the conduct of the game.

- 2.5.7 They will ensure that the Pennant Folder for their Grade is delivered back to the Bowls Administrator following the completion of the Pennant Match.
- 2.5.8 They will report to the Selectors concerning their Side's general performance.

2.6 The Social Games Organisers

- 2.6.1 Social Games Organisers will be appointed by the Men's Bowling Committee
- 2.6.2 Social Games Organisers will be responsible for:
- (a) Preparation of the draw including preparation of score cards and allocation of rinks.
 - (b) Collection of green fees where appropriate.
 - (c) Announcements including the calling of the cards for the game(s) and presentation of prizes.
- 2.6.3 In the event of a dispute or query in the interpretation of the rules for any event, the Social Games Organiser will consult with members of the Men's Bowling Committee present on the day. Should no Men's Bowling Committee members be present, then the Social Games Organiser will be empowered to make whatever decisions necessary for the satisfactory conclusion of the event.

3.0 CLUB CHAMPIONSHIP CONDITIONS OF PLAY

3.1 Conditions of Entry

- 3.1.1 On entering any Club Championship, the player agrees to abide by these Conditions of Play and any other Conditions the Men's Bowling Committee may, from time to time, implement.
- 3.1.2 An Entry fee will apply which will be set by the Men's Bowling Committee

3.2 Applicable Rules

- 3.2.1 BA Laws and Club By-Laws will apply to all Club Championships including Mixed Events. It is the player's responsibility to ensure that he is conversant with any recent amendments to these Laws or By-Laws.

3.3 Events Which Take Precedence

- 3.3.1 Australian, State, Zone and District events will take precedence as per RNSWBA Conditions of Play.

3.4 Code of Conduct

- 3.4.1 The current years Code of Conduct must be signed by all participants, before competing in any Club Championship or Association event.

3.5 Opening and Closing of Nominations

- 3.5.1 Nominations for all Club Championship games will be open for a minimum of 4 weeks prior to the scheduled commencement of Round 1. Nominations will close at least 1 week prior to the scheduled commencement of Round 1 and will be noted on the nomination sheet.

3.6 Minimum Number of Entries

- 3.6.1 The minimum number of nominations for any Club Championship game will be eight (8). Should less than this number nominate, the event may be cancelled, or deferred at the discretion of the Men's Bowling Committee.

3.7 The Draw

- 3.7.1 The draw for Club Championship games will be made in the presence of at least one (1) Men's Bowling Committee member plus two (2) Men's Club members and will take place immediately following the closing of nominations. The draw will be posted on the notice board immediately following the draw.

3.8 The Play On Or Before Scheduled Date or Forfeit Rule

The Play or Forfeit rule will apply to all games with the following exceptions:

- 3.8.1 If the Game is NOT a FINAL, then the player, or skip in a team game, wishing to play his game before the scheduled date / time must first seek agreement from his opposition player, or skip. If the opposition player, or skip, is agreeable then the player or skip seeking the change must make his request to the Bowls Administrator at least 48 hours PRIOR to the re-scheduled date for play. For any reason, the game is not played prior to the scheduled round, then a win on forfeit will be awarded to the player, or team, who originally DID NOT ask for the deferment. The Management Committee reserves the right to refuse or grant any request for deferment at its absolute discretion.
- 3.8.2 In all championship matches an umpire, and a marker if it is a singles game, must be present. All costs involved by obtaining such persons will be paid by the player, or team, who asked for the deferment.
- 3.8.3 Lights are not permitted to be used for games that are played outside of the event schedules.

3.10 Markers

- 3.10.1 In all singles matches, losers will be required to mark the next round. In first round matches, Markers will be appointed by ballot from those entrants not playing in the first round. If chosen through ballot for marking Round 1 you are not exempt from marking later rounds after a loss
- 3.10.2 To assist with the requirements for Markers for Round 1 singles matches a nomination sheet for Men's Club members who do not wish to enter the event but do wish to make themselves available as a Marker will be placed on the notice board next to the Singles nomination sheet. Immediately following the draw for the Singles competition, a ballot for Markers for the Round 1 matches will take place. The ballot will be from all players who receive a bye in Round 1 and from the other club members who nominated as Markers.
- 3.10.3 In the event that there are insufficient markers for a Round 1, the Men's Bowling Committee may decide to split Round 1. The top half of the draw will play their matches in the morning, commencing at 9.00a.m. The bottom half of the draw will play their matches in the afternoon, commencing at 1.00p.m. All morning game losers will be required to mark an afternoon match. Afternoon game losers will be required to mark a Round 2 match.
- 3.10.4 Markers for rounds three onwards will be determined by a ballot between previous round losers held at the call of the cards for Round 3.
- 3.10.5 If a player is unavailable to mark a game he must organise a substitute Marker and inform the Bowls Administrator, a minimum of 24 hours prior to the scheduled commencement of the Round they were to mark. **Failure to mark where required in conjunction with the above the player will be suspended from entry to ALL remaining Club Championships for that year and the following..**
- 3.10.6 The following members, or their appointee, will mark the singles Finals:
- | | | |
|-----------------------------|---|--|
| Major Singles Final | - | Previous year's winner or President/Committee Member |
| Minor Singles Final | - | Previous year's winner or President/Committee Member |
| Novice Singles Final | - | Previous year's winner or President/Committee Member |

3.11 Commencement Times

- 3.11.1 The commencement time for morning matches is 9.00a.m., and the commencement time for afternoon matches is 1.00p.m.
- 3.11.2 Cards will be called 20 minutes prior to the scheduled commencement time.
- 3.11.3 In the event that two (2) rounds are scheduled for the same day and the morning game does not finish before 12.30p.m., then the winners of that game will be allowed a maximum break of 30 minutes before they are required to commence their afternoon game.

3.12 Roll-ups

- 3.12.1 Roll-ups will commence following the calling of the cards.
- 3.12.2 Players will be allowed a maximum of two (2) roll-up ends, provided however, that such roll up will cease in time to ensure the commencement of play at the scheduled time.

3.13 Practice on Same Green

3.13.1 A player, or team, will be permitted to practice on the same green where the match is to be played up until 1 hour before the scheduled commencement of play.

3.14 Round 1 Byes

3.14.1 Teams receiving a bye in the first round of a Championship game will be a constituted team at the commencement of round one.

3.15 Substitutes

3.15.1 If a substitute is used in a team for any game, then it is the responsibility of the skip to ensure that the relevant Laws of the Game are complied with, including notification to the Umpire.

3.16 Inclement Weather

3.16.1 The decision on whether or not games will proceed when there is a doubt because of inclement weather will be made by the Controlling Body of the day referring to the stated inclement weather policy.

3.16.2 Postponed or uncompleted games will be automatically played as detailed below, PROVIDED HOWEVER that no other Club Championship or Representative Games are scheduled for the date.

3.16.3 Games scheduled for Saturday AM which are postponed because of inclement weather will be completed on, or deferred to, Saturday PM. If the game is unplayable on Saturday PM then it will be deferred to the next day Sunday AM. If the game is unplayable on Sunday AM then it will be deferred to Sunday PM. If the game is still unplayable that weekend, then the game will be rescheduled.

3.16.4 A decision on play for AM matches will not be made prior to 8.00am and the decision for PM matches will not be made prior to 12.00pm.

3.16.5 The controlling Body reserves the right to defer the final decision on play for a round to 1 hour after the scheduled commencement time for that round, if in their opinion there is a chance the inclement weather will clear enough to enable play to commence.

3.16.6 It is the responsibility of the player to contact the Controlling Body, at the Club, when play is doubtful due to inclement weather.

3.17 Delaying Play

3.17.1 If the Umpire, either by their own observation or on appeal from one of the skips or the opponents in singles, decides that a player is deliberately delaying the delivery of the player's bowl:
On the first occasion the umpire will warn the player.

If the player commits the same offence a second time the end will be regarded as completed and the opponents of the offender will be awarded as many shots as there are bowls in use by the opponent.

If the player offends a third time the game will be forfeited to the opponent

4.0 CLUB CHAMPIONSHIP ELIGIBILITY

4.1 Major Championships

4.1.1 Open to all Men's club members who have not played, or who have not been constituted, in a team/side with another club in any Association competition during the current bowling season.

4.2 Minor Singles Championship

4.2.1 Open to all Men's club members who have not played, or who have not been constituted, in a team/side with another club in any Association competition during the current bowling season.

4.2.2 Open to players who have not won a Men's Major or Minor Singles Championship at any club.

4.3 Minor Pairs Championship

- 4.3.1 Open to all Men's club members who have not played, or who have not been constituted, in a team/side with another club in any Association competition during the current bowling season.
- 4.3.2 Open to players who have not won a Men's Major at any bowling club.
- 4.3.3 Open to players who have not been part of a team that has won a Major Pairs or Minor Pairs Championship at any bowling club.

4.4 Major/Minor Pairs Championship

- 4.4.1 Open to all Men's club members who have not played, or who have not been constituted, in a team/side with another club in any Association competition during the current bowling season.
- 4.4.2 The Major Player in the team **must** have won a Major Singles, Major Pairs, Major Triples or Major Fours Championship at Club, District or Zone level notwithstanding the current year.
- 4.4.3 The Minor player is any other eligible player who does not have the above Major qualifications.
- 4.4.4 A win at District or Zone level in a restricted competition does not disqualify a player from entering the Major/Minor Pairs Championship as a Minor.
- 4.4.5 Each team **must** comprise of one (1) Major Player, and one (1) Minor player or 2 Minor players.

4.5 Novice Singles Championship

- 4.5.1 Open to all Men's club members who have not played, or who have not been constituted, in a team/side with another club in any Association competition during the current bowling season.
- 4.5.2 Open to players who have not won, or been part of a team that has won, any Club Championship, including a Mixed Championship, at this or any other club.
- 4.5.3 Open to players who have had no more than three (3) years bowling experience or players who have been registered with the RNSWBA for no more than three (3) years, as at the scheduled date of the draw for the event.

4.6 Mixed Championships

- 4.6.1 Open to all Men's Club and Ladies Club members who have not played, or who have not been constituted, in a team/side with another club in any Association competition during the current bowling season.
- 4.6.2 Mixed events teams will comprise an equal number of men and women. In triples events, teams must include one man or one woman. Players may play in any position.

4.7 Pennant Pairs Championship

- 4.7.1 Open to all Men's Club members that are eligible to play Saturday pennants at Carlingford in the current calendar year.
- 4.7.2 Single name entry will be taken on the nomination sheet with the Pairs team to be drawn from a hat.
- 4.7.3 Each team will consist of 1 player from the either of the Clubs top 2 Grades and 1 player from the rest of the Clubs Grades.
- 4.7.4 The team can decide on the position of each player.
- 4.7.5 The Management committee reserves the right to alter the condition of play for this event as they see fit to obtain the best outcome for play.

5.0 RULES OF SOCIAL GAMES

5.1 Saturday Games

- 5.1.1 Green fees will apply which will be set by the Board of Directors
- 5.1.2 Games will commence at 1:00pm, with nominations closing at 12:30pm.
- 5.1.3 Entry is individual and must be placed on the appropriate nomination sheet located on the notice board.
- 5.1.4 Teams are made up at the Games Organiser's discretion.
- 5.1.5 Roll Ups on a Saturday will start at 3.30pm not before

5.2 Midweek Games

- 5.2.1 Green fees will apply which will be set by the Board of Directors
- 5.2.2 Games will commence at 12:45pm, with nominations closing at 12.30pm.
- 5.2.3 Entry is individual and must be placed on the appropriate nomination sheet located on the notice board.
- 5.2.4 Teams are made up at the Games Organiser's discretion.

5.3 Wednesday Twilights

- 5.3.1 The Controlling Body shall be the Games Organiser appointed by the Men's Bowling Committee.
- 5.3.2 Entry is individual and by placing their name on the nomination sheet on the Notice Board.
- 5.3.3 Entry costs for Members and Non Members will be that indicated on the nomination sheet
- 5.3.4 Dress is neat mufti with flat soled shoes.
- 5.3.5 The Games Organisers will conduct a blind draw for teams and opponents.
- 5.3.6 The prizes for the event will be as determined by the Men's Bowling Committee.
- 5.3.7 In play-offs, the re-admission of losing teams to secure even numbers will be at the Games Organiser's discretion.
- 5.3.8 In play-offs, a dead end causes the loss of game by the team who made the end dead.
- 5.3.11 Except as described here, normal Rules of Bowls apply.

6.0 DRESS CODE

6.1 Pennant Play

- 6.1.1 Headwear - Optional, but if worn shall be:
 - a current club cap, or
 - a current club wide brim hat, or
 - a current club 'bucket' style hat, or
 - a white or cream wide brim hat with a 'Carlingford' hat band attached at all times.
- 6.1.2 Shirt - The current sponsored club shirt must be worn while representing Carlingford in Pennant play.
- 6.1.3 Vest - Optional, but if worn shall be the current club vest only.
- 6.1.4 Jacket - Optional, but if worn shall be the current club jacket only.
- 6.1.5 Braces – Optional, but if worn shall be white or cream in colour.
- 6.1.6 Trousers – Current club uniform

6.1.7 Shorts – Current club uniform

6.1.8 Socks -

- **With trousers** – Whilst wearing trousers socks must be either white or cream in colour. Socks that display the Bowls Australia logo are optional. Socks can be either long or short.
- **With shorts** – Whilst wearing shorts socks must be either white or cream in colour. Socks that display the Bowls Australia logo are optional. Socks can be either long or short.

6.1.9 Shoes – At all times, players and umpires shall wear approved bowls footwear.

6.2 Championship Play

6.2.1 Headwear - Optional, but if worn shall be:

- a current club cap, or
- a current club wide brim hat, or
- a current club 'bucket' style hat, or
- a white or cream wide brim hat with a 'Carlingford' hat band attached at all times, or
- a white legionnaire's cap, or
- a white or coloured Bowls Australia cap, or
- a white or coloured Bowls Australia 'bucket' style hat.

6.2.2 Shirt -

- the current sponsored club shirt, or
- a white or cream shirt displaying the Bowls Australia logo.

6.2.3 Vest - Optional, but if worn shall be:

- a current club vest, or
- a white or cream vest displaying the Bowls Australia logo.

6.2.4 Jacket - Optional, but if worn shall be:

- a current club jacket, or
- a white or cream jacket displaying the Bowls Australia logo.

6.2.5 Braces – Optional, but if worn shall be white or cream in colour.

6.2.6 Trousers - Tailored, long and white or cream in colour or current club approved trousers. Tailored trousers are garments that are made from a woven fabric (woollen, cotton or synthetic yarn) with a front fly opening zipper or a button closure, or false fly with side pockets.

6.2.7 Shorts - Tailored white or cream shorts or current club approved shorts can be worn in all Club Championship events.

6.2.8 Socks -

- **With trousers** – Whilst wearing trousers socks must be either white or cream in colour. Socks that display the Bowls Australia logo are optional. Socks can be either long or short.
- **With shorts** – Whilst wearing shorts socks must be either white or cream in colour. Socks that display the Bowls Australia logo are optional. Socks can be either long or short.

6.2.9 Shoes – At all times, players and umpires shall wear approved bowls footwear.

6.3 Social Saturdays

6.3.1 Headwear - Optional, but if worn shall be:

- a current club cap, or
- a current club wide brim hat, or
- a current club 'bucket' style hat, or
- a white or cream wide brim hat with a 'Carlingford' hat band attached at all times, or
- a white legionnaire's cap, or
- a white or coloured Bowls Australia cap, or
- a white or coloured Bowls Australia 'bucket' style hat, or
- a sponsored bowls cap, eg. Greenmaster or Allmark.

- 6.3.2 Shirt -
- the current club shirt, or
 - a white or cream shirt displaying the Bowls Australia logo, or
 - any previous club shirt, or
 - a club uniform shirt from another club, or
 - a sponsored bowls shirt displaying the Bowls Australia logo, eg. Greenmaster.
- 6.3.3 Vest - Optional, but if worn shall be:
- a current club vest, or
 - a white or cream vest displaying the Bowls Australia logo, or
 - a sponsored bowls vest displaying the Bowls Australia logo, eg. Greenmaster.
- 6.3.4 Jacket - Optional, but if worn shall be:
- a current club jacket, or
 - a white or cream jacket displaying the Bowls Australia logo.
 - a sponsored bowls jacket displaying the Bowls Australia logo, eg. Greenmaster.
- 6.3.5 Braces – Optional, but if worn shall be white or cream in colour.
- 6.3.6 Trousers - Tailored, long and white or cream in colour or current club approved trousers. Tailored trousers are garments that are made from a woven fabric (woollen, cotton or synthetic yarn) with a front fly opening zipper or a button closure, or false fly with side pockets.
- 6.3.7 Shorts - Tailored white or cream shorts or current club approved shorts can be worn on social Saturday's.
- 6.3.8 Socks -
- **With trousers** – Whilst wearing trousers socks must be either white or cream in colour. Socks that display the Bowls Australia logo are optional. Socks can be either long or short.
 - **With shorts** – Whilst wearing shorts socks must be either white or cream in colour. Socks that display the Bowls Australia logo are optional. Socks can be either long or short.
- 6.3.9 Shoes – At all times, players and umpires shall wear approved bowls footwear.
- 6.3.9 Mufti events will be allowed from time to time as the Management Committee see fit.

6.4 Penalties

- 6.4.1 The above dress rules will be strictly upheld by the controlling body of the day and failure to comply will make you ineligible to compete in Social Play and in Championship Play a forfeit will be awarded to your opposition.

7.0 COMPLAINTS/SUGGESTIONS

- 7.1 Any complaint or suggestion should be put in writing and addressed to the Bowls Administrator for tabling at the next meeting of the Men's Bowling Committee.

8.0 STATE PENNANTS

- 8.1 Green fees will apply which will be set by the Board of Directors
- 8.2 The below conditions only apply if approved by the current Bowls Men's Bowling Committee for the current Year
- 8.3 It is the responsibility of players selected to play in any Pennant Game, as listed on the notice board team's selection list, to tick their name or place N/A if unavailable to play by 6.00pm the Thursday before the match. If you can't make it to the club contact the Bowls Administrator on (02) 9871 5056.

8.4 An incentive system will be in place across all pennant grades. Payment will be made in the way of points on your membership card .This is for a side “WIN” only in the event of a draw no payment will be received.

8.5 All payments will only be made direct to the individual membership card that plays the pennant game.

9.0 CLUB AWARDS

9.1 The following awards will be decided by the Management Committee:

- (a) Bowler of the Year.
- (b) Most Improved Bowler.

10.0 CLUB CHAMPIONSHIP EVENTS AND PRIZE MONEY

10.1 The Club will adopt a schedule of Club Championships and other monetary Awards.

10.2 The maximum amount will be determined by the Men's Bowling Committee.

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