



# **Turrumurra Men's Bowling Club**

**By-laws, Regulations & Rules**

16 August 2023

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## 1.0 PRELIMINARY

### 1.1 General

These By-Laws & Regulations have been made by the Management Committee of the Turrumurra Men's Bowling Club for the regulation of the business and affairs of the Club. They should be read in conjunction with the Turrumurra Bowling Club By-Laws, Regulations & Rules.

### 1.2 Definitions

In these By-laws, the following expressions are used and defined below:

**"TBCL"** means Turrumurra Bowling Club Limited i.e. The Registered Club

**"TBC"** means Turrumurra Bowling Club i.e. the joint Bowling Club

**"TMBC"** means Turrumurra Men's Bowling Club, an Open Gender Club since 7 December 2019

**"TWBC"** means Turrumurra Women's Bowling Club

**"Mixed Bowls"** means Men's & Women's Bowling Events with an agreed makeup of teams

**"Open Bowls"** means Open Gender Bowls, any mix of makeup of teams

**"Open Gender"** means any natural person

**"By-laws, R&R"** means By-laws, Regulation and Rules

**"BNSW"** means Bowls NSW Limited

**"WBNSW"** means Women's Bowls NSW

### 1.3 Interpretation

These By-laws, R&R are to be read subject to the Constitution of TMBC and in the event of any inconsistency the Constitution shall prevail.

The decision of TMBC on the meaning or interpretation of any By-law, Regulation or Rule shall be conclusive and binding on all Bowling Members of the Club, unless and until such decision shall be overruled. Such nullification shall not invalidate any act done based on the Management Committee's decision prior to such overruling.

**Any heading attached to these By-laws, R&R shall not affect the construction thereof.**

### 1.4 Amendments

TMBC may amend, rescind, or add to the By-laws, R&R at any time and any such variation shall come into force and be fully operative upon the posting of an appropriate notice on the official Club Noticeboard.

**These By-laws, R&R are binding on each Bowling Member of the club in the same manner as if each member had subscribed their name thereto.**

## 2.0 OVERVIEW

The unification of WBNSW and the Royal NSW Bowling Association resulted in BNSW becoming the sole State Body controlling all bowls from 1 July 2021. BNSW preference is for Men's and Women's Clubs to also unify.

The TMBC and TWBC have unified under the TBC for all Open and Mixed events. Both the TMBC and TWBC remain responsible for managing specific events for men and women respectively.

## 3.0 DUTIES OF OFFICE BEARERS/SELECTORS

### 3.1 President:

- 3.1.1 Represent the Men's Club with the main focus of promoting the best traditions of the Game of Bowls.
- 3.1.2 If present, take the chair at all meetings.
- 3.1.3 Ex-officio member of all Committees with the exception of the Selection Committee when selection is taking place.
- 3.1.4 Ex-officio Director of the Board in terms of Clause 35(b) unless elected or appointed as a Director in terms of Clause 35(c) of the TBCL Constitution.

### 3.2 Vice President:

- 3.2.1 Work with the President and Committee for the smooth running and well-being of the Club.
- 3.2.2 Conduct meetings in the absence of the President and represent the President when unavailable.

### 3.3 Secretary:

- 3.3.1 Issue notices and keep minutes of all meetings.
- 3.3.2 Receive and despatch correspondence and submit such Reports as may be required from time to time by the Management Committee and/or TBCL.

### 3.4 Treasurer:

All income and expenses pertaining to the Men's Club are controlled by TBCL.

### 3.5 Bowls Administrator

- 3.5.1 Under the policy direction and within the guidelines of the Match Committee, shall perform those aspects of the playing of bowls by the Club as are set out in these duties.
- 3.5.2 In conjunction with the Chairperson of Selectors organise and run Pennant trial games as appropriate with other clubs.
- 3.5.3 Using teams provided by the Chairperson of Selectors, organise and run Pennant matches.

- 3.5.4 Update Bowls Link with results of Pennant matches played at Turramurra and record the progressive performances of Pennant teams.
- 3.5.5 Prepare the Club Programme for the year for review by the Match Committee and approval by the Management Committee and keep it up to date.
- 3.5.6 Organise, draw and run Club Championships in conformity with the play or forfeit dates specified on the draw.
- 3.5.7 Ensure that markers are available for Singles matches at Turramurra.
- 3.5.8 Ensure that Umpires are available when required.
- 3.5.9 Place on the notice board brochures and entry forms relating to Carnivals organised by other clubs.
- 3.5.10 Provide for use by the Club:-
  - a. Score cards of the required type
  - b. Entry forms for all competitions
  - c. Draw sheets for knock out competitions
  - d. Advice Sheets for the President or Deputy
- 3.5.11 Report on any relevant activity and that of the Match Committee to the regular meetings of the Management Committee.

### 3.6 Assistant Bowls Administrator

- 3.6.1 Work in conjunction with the Bowls Administrator in the performance of the above duties.
- 3.6.2 Relieve as Bowls Administrator when the Bowls Administrator is absent.
- 3.6.3 Other tasks as required by the Management Committee.

### 3.7 Chairperson of Selectors

- 3.7.1 Under the policy direction and within the guidelines of the Match Committee, organise those aspects of the playing of bowls by the Club as are set out in these duties.
- 3.7.2 Supervise the Selectors in arranging players and teams for Wednesday and Saturday casual bowls, Pennants, Special Events and competitions at which the Club is to be represented.
- 3.7.3 Member of the Match committee.
- 3.7.4 Establish and post on the appropriate notice board the Selectors Duty Roster.
- 3.7.5 Post on the Notice Board all team selections.
- 3.7.6 Keep such records as are necessary to enable proper selection of teams and games.
- 3.7.7 Report on any relevant activity to the regular meetings of the Management Committee.

### 3.8 Delegate

- 3.8.1 Attend meetings to the Sydney Northern District Bowling Association (Zone 9) Inc. and any other body to which the Men's Club is entitled to representation.
- 3.8.2 Present to each Management Committee meeting, a concise report on rulings etc. of each Association meeting attended since the last meeting.
- 3.8.3 Delegates shall vote when necessary in accordance with the instructions of the Management Committee, or on their own initiative when required, and speak at the Association Meeting upon a subject if instructed to do so by the Committee.
- 3.8.4 Should the Delegate be unable to attend a meeting of the Association, the Secretary, or the Delegate, may appoint a deputy to act at such meeting.
- 3.8.5 Other tasks as required by the Management Committee.

## 4.0 SUB-COMMITTEES

### 4.1 Selection Committee

- 4.1.1 Under the policy direction and within the guidelines of the Match Committee, it shall be responsible for organising those aspects of the playing of bowls by the Club as are set out in this section.
- 4.1.2 It shall be responsible for selecting and arranging players and teams for Wednesday and Saturday casual bowls, Pennants, Special Events and competitions at which the Club is to be represented.
- 4.1.3 Except as provided for in Clause 4.1.1 the players for all matches shall be selected in such a manner as the selectors may determine, except for such games and competitions where it has been determined that players shall arrange their own teams and entries.
- 4.1.4 Whenever players are selected, other than for casual bowls, their names shall be posted on the Notice Board. Any member so selected and who is unable to play shall advise the Selectors at the earliest moment so that a substitute may be chosen before the event.
- 4.1.5 An individual Selector shall organise and run Wednesday and Saturday Casual Bowls.

### 4.2 Match Committee

- 4.2.1 The Match Committee shall consist of the Bowls Administrator, Chairperson of Selectors and at least one other Bowling Member appointed by the Management Committee.
- 4.2.2 The Match Committee shall be responsible for the control and management of the outdoor bowling activities and competitions of the Men's Club.
- 4.2.3 It may issue policy directions and guidelines to any committee or sub-committee of the Men's Club engaged in these activities. These shall be observed by that committee or sub-committee. When formulating

such directions or guidelines the Match Committee shall co-opt as a member the Chairperson of the relevant committee.

- 4.2.4 It shall review the Program for the Year submitted by the Bowls Administrator and, after any alterations it may make, present it to the Management Committee for approval. After approval it shall be placed on the notice board. It may be altered from time to time by the Bowls Administrator without further approval but when this is done the members of the Match Committee shall be informed of the alteration.
- 4.2.5 The Match Committee shall adjudicate on any complaints on bowls matters referred to it by members of the Men's Club and furnish a reply to the member who complained.
- 4.2.6 The Match Committee shall act as the Controlling Body at Club Level and is also responsible for maintaining associated records and regulations in the Match Committee's files. Refer also Section 6.
- 4.2.7 Liaise with the Club Match Committee/ Bowls Administrator to ensure that on relevant days
  - a. The name of the Duty Umpire is announced and given the opportunity to address the players.
  - b. The Duty Umpire is informed of the name of the Representative of the Controlling Body of the Day.

## 5.0 REIMBURSEMENT OF EXPENSES

### 5.1 President, Vice President, Secretary

Provided further that nothing herein contained shall prevent the payment to the President, Vice President or Secretary by way of re-imburement for travelling or other expenses properly incurred in the course of duties, or otherwise in the business and affairs of the Club.

The President or nominee shall have access to a bar account for entertainment of Visitors to the Club.

### 5.2 Committee Members

Sundry expenses for miscellaneous items of equipment will be paid, but receipts will be required and the Executive reserves the right to reject exorbitant claims. Claimants have a right to appeal to the Committee.

All claims for re-imburement of expenses must be accompanied by relevant receipts otherwise claims may be rejected, except items under \$10 once it has been approved. Where receipts are not available, full details of item/s making up the claim must be provided.

## 6.0 CONTROLLING BODY

The Match Committee shall act as the Controlling Body at Club Level – refer also Clause 4.2.6.

The order of Preference to preside over and sit at the top table for Men's Club Bowling days is as follows:

1. President 2. Vice President 3. Bowls Administrator 4. Chairperson of Selectors 5. Assistant Bowls Administrator 6. Delegate 7. Secretary





Ratified by the TMBC Management Committee on  
**16 August 2023**