BOWLS B.C.

Affiliated with Bowls Canada Boulingrin
World Bowls Ltd.

CONSTITUTION & BYLAWS

MARCH 2026

CONSTITUTION

The name of the society is Bowls British Columbia (also known as Bowls BC and BBC).

The purposes of the Society are:

- To promote and support the game of bowls within the Province of British Columbia.
- To maintain membership in and support of Bowls Canada Boulingrin.

BYLAWS

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BYLAWS

ARTICLE 1: MEMBERSHIP

1.1 Membership in the Society shall consist of all District Associations and Member Clubs received into the Society and conforming to the Constitution and By-Laws.

ARTICLE 2: APPLICATION FOR MEMBERSHIP

2.1 District Associations and Outdoor and Indoor Bowls Clubs desiring admission to the Society shall make application in writing to the Secretary of the Society. The application shall include:

- Name of the District Association or Bowls Club,
- Name, address, telephone number and email address of the Club,
- Names, addresses, telephone numbers, email addresses of the Club Executive,
- Membership list of active members (as per Article 5.2), and payment of membership fees as established by the Society (Article 5.2).

2.2 The Society has the authority to accept or reject an application.

The Society will provide, in writing, an acknowledgement of the acceptance or denial.

2.3 The District Association or Bowls Club shall also agree, in the letter of application, to be governed by and conform to the Constitution and By-Laws of the Society.

2.4 The applicant, upon a majority by the Board of Management, will be notified of admission or denial within 30 days of receipt of the application. The applicant Club will then be entitled to the rights and privileges of a member.

ARTICLE 3: RESIGNATION FROM MEMBERSHIP

3.1 District Association or Member Club can resign from the Society by providing a written notice to the President and Secretary at least three (3) months prior to its intention to do so.

3.2 A resignation shall not release the District Association or Member Club from any monetary or other obligations to the Society contracted during membership.

ARTICLE 4: EXPULSION FROM MEMBERSHIP

4.1 Any District Association or Member Club may be expelled from membership in the Society by a resolution put forth by the Board of Management for:

- failure to abide by the Constitution and By-Laws of the Society or,
- being delinquent in paying fees.

4.2 The District Association or Member Club will be provided with written notice of impending expulsion, inclusive of reasons, thirty (30) days prior to the date of expulsion. The notice will be forwarded via registered mail to the President and Secretary.

4.3. The District Association or Member Club, having been duly notified, can lodge an appeal with the Board of Management in writing within fourteen (14) days of receipt of notice of expulsion.

4.4 The appeal shall be heard within thirty (30) days of receipt of the request.

4.5 The District Association or Member Club shall cease to be a member in good standing of the Society on the expulsion date.

4.6 Reinstatement of the District Association or Club may occur following a majority by the Board of Management.

ARTICLE 5: ROSTERS OF MEMBERS

ROSTER OF DISTRICT ASSOCIATIONS, CLUBS, CLUB TABLE OFFICER AND MEMBER COUNT

5.1 On or before the fifteenth (15) of November each year, all District Associations and Member Clubs shall advise the Secretary of the names, addresses, and telephone numbers of their Board of Directors for the ensuing year.

5.2 Each Member Club shall submit a list of members on the provided form with membership numbers and fees to the Secretary as outlined below:

- May 31 - membership details
- June 15 - affiliation fees
- August 31- final membership numbers for outdoor bowling
- September 15 - final affiliation fees for outdoor bowling
- February 28 of following year - indoor affiliation fees

ARTICLE 6: AFFILIATION FEES

6.1 The Board of Management shall recommend at the Annual General Meeting the affiliation fees. Any changes in fees shall be preceded by a notice of motion and confirmed at the Annual General Meeting.

6.2 Affiliation fees commence on April 1st of each year. There will be no pro-rating of the affiliation fee if a member joins later than April 1st.

6.3 The Treasurer of each Member Club shall forward fees to the Treasurer of the Society. (as per Article 5.2.)

6.4 Any Member Club failing to pay its annual affiliation fees by the Annual General Meeting in the year in which they are due shall be deemed to have forfeited their membership in the Society. (as per Article 4.1)

ARTICLE 7: GOVERNMENT

7.1 The governing body of the Society shall be the Board of Management.

ARTICLE 8: NOMINATIONS AND ELECTIONS

8.1 Elections for the Board of Management shall be held in the following rotation:

- President - odd year
- Vice President - even year
- Treasurer - odd year
- Secretary - even year
- Director of Administration - even year
- Director of Operations - odd year
- Director of Sports Development and Education - even year

8.2 The Past President shall be the Chair of the Nominating Committee.

8.3 The Nominating Committee consisting of the Past President and four (4) District members shall be appointed no later than the first day of January each year. The district members shall be appointed by procedures established by each District.

8.4 The Nominating Committee shall submit a slate of nominees to the Board of Management thirty (30) days prior to the AGM.

8.5 The Report of the Nominating Committee shall be circulated with the Notice of Meeting for the Annual General Meeting. (as per Article 18.1)

8.6 The Nominating Committee shall present its slate of Nominees at the Annual General Meeting. The written acceptance of each nominee indicating their willingness to serve shall be filed with the Secretary of the Society before the report is made.

8.7 Following the report by the Nominating Chair at the AGM, the Chair, shall call for further nominations from the floor. A member nominated from the floor shall indicate in writing or verbally their acceptance of the nomination.

8.8 When two or more persons are nominated for the same office, the result shall be determined by secret ballot at the Annual General Meeting presided over by the Nominating Chair.

8.9 The term of the Board of Management shall begin following conclusion of business at the Annual General Meeting at which they were elected.

ARTICLE 9: THE BOARD OF MANAGEMENT

9.1 The Board of Management shall consist of the

- President
- Vice President
- Secretary
- Treasurer
- Past President
- Director of Administration
- Director of Sport Development and Education
- Director of Operations
- Director Vancouver & District Bowls Association
- Director of Bowls South Island
- Director of Vancouver Island North and Powell River
- District Director of Interior Lawn Bowling Association

9.2 All members of the Board of Management shall be members in good standing of a Member Club of the Society.

9.3 All members of the Board of Management must be eighteen years of age or over.

9.4 The Board of Management shall have a minimum of 3 Directors and 1 must be from British Columbia.

9.5 The Board of Management shall have power to transact all general business of the Society.

9.6 In the event of a vacancy occurring on the Board of Management, the Board of Management may fill the vacancy by an immediate appointment as an Acting Director. The appointee shall be confirmed at the next General Meeting of the Society.

9.7 An appointee to a vacancy will remain in the position until the regular term of the position comes up for re-election.

9.8 The Board of Management has the right to contract person(s) or an organization to assist with the administrative duties of the Treasurer.

9.9 The Board of Management has the right to contract person(s) or an organization to assist BBC with the performance of its duties.

9.10 The Board of Management has the right to contract person(s) or organization(s) to assist with the marketing and advancement inclusive of social media.

ARTICLE 10: TERMS OF OFFICERS AND DUTY OF CARE

10.1 The President, Vice-President, Secretary, Treasurer, Director of Administration, Director of Operations and the Director of Sports Development and Education shall serve a term of two (2) years, commencing from the Annual General Meeting at which the election took place, to the end of the second year at the Annual General Meeting.

10.2 Members of The Board of Management will conduct all business with due diligence, honesty, in good faith and a professional manner, with a view of best interests of the Society.

10.3 Members of the Board of Management will maintain strict confidence always.

ARTICLE 11: CUSTODY AND USE OF SEAL

11.1 The Seal shall be in the custody of the Treasurer or the Secretary and shall be used only as directed by resolution of the Board of Management.

ARTICLE 12: EXPENSES

12.1 Members of the Board of Management or Committees shall be reimbursed for expenses incurred while carrying out their duties upon approval by the Board of Management.

ARTICLE 13: DIRECTORS/REPRESENTATIVES TO BOWLS CANADA BOULINGRIN

13.1 The representative from Bowls B.C. shall be determined by the laws and constitution of Bowls Canada Boulingrin.

ARTICLE 14: REGIONAL ASSOCIATION DIRECTORS

14.1 Each District Association is required to appoint a District Director to the Society.

- Vancouver North Island and Powell River District
- Bowls South Island
- Interior Lawn Bowling Association
- Vancouver & District Bowls Association

ARTICLE 15: RESIGNATION OR REMOVAL FROM OFFICE

15.1 Any member of the Board of Management may be removed from Office by a two-thirds (2/3) majority of the remaining members present at a duly constituted meeting of the Board of Management. The decision for removal will be conveyed to the identified Board of Management by the Secretary in writing.

15.2 The Board of Management shall upon receipt of the removal notice from Office may appeal such decision at the next Board of Management meeting, provided notice in writing of such appeal has been given to the Secretary of the Society at least fourteen (14) days prior.

15.3 A member may resign from the Board of Management anytime by providing notice of resignation forwarded to the President and Sectary. The resignation will be effective by the date stipulated in the notice.

ARTICLE 16: MEETINGS OF THE BOARD OF MANAGEMENT

16.1 Meetings of the Board of Management may be called by the President or, if absent, the Vice President or at the request of at least five members of the Board. The request for a meeting shall be forwarded to the Secretary in writing.

16.2 Notification indicating the time and place of all meetings, shall be provided to each Board Member at least seven (7) days prior to the meeting.

16.3 All motions, except those specified in the Constitution and By-Laws that require a special majority, shall be decided by a majority by the members of the Board of Management in attendance at the meeting. In case of a tie the motion should be deemed defeated.

16.4 Fifty (50) percent of the Members of the Board of Management constitute a quorum.

16.5 Meetings shall be held by via all available information and communication technologies ensuring that that all Board of Management members have access to the communication technology utilized.

ARTICLE 17: MEETINGS OF THE SOCIETY

17.1 The Annual General Meeting of the Society shall be held in the spring, on a date set by the Board of Management at a time and place to be specified. Notification shall be forwarded to all Board of Management Members, all District Associations and Affiliated Clubs at least fourteen (14) days prior to the date of the meeting.

17.2 A Semi-Annual Meeting may be held at the discretion of the Board of Management at a time and place to be specified. Notification shall be forwarded to all Board of Management Members, all District Associations and Affiliated Clubs at least fourteen (14) days prior to the date of the meeting.

17.3 A Special General Meeting may be called by 10% or more of each Member Club's delegates, the President with support from the Board of Management or Presidents of the District Associations. The purpose of the meeting shall be indicated in the Notice of Meeting thirty (30) days prior to the meeting and only business specified in the Notice shall be conducted at the meeting.

ARTICLE 18: VOTING RIGHTS AT GENERAL MEETINGS

18.1 The persons entitled to vote at the Annual, Semi-Annual or Special General Meetings shall be:

- President
- Vice-President,
- Secretary
- Treasurer
- Past President
- Director of Administration
- Director of Operations
- Director of Sports Development and Education
- District Directors One (1) from each District
- Delegates One (1) from each Affiliated Club

18.2 A register of attendees will be utilized to verify members in good standing and will be kept by the Secretary.

18.3 Voting at all meetings shall be by the show of Delegate Voting Cards unless otherwise determined by the meeting.

18.4 Any Member Club Delegate may be represented by a duly accredited proxy who shall have the rights of other delegates. Such proxies must be members of Affiliated Clubs within that District Association. All proxies must be registered with the Secretary prior to the commencement of the meeting. No member of the Board of Management will be allowed to as proxy.

18.5 Fifteen (15) registered delegates at the meeting shall constitute a Quorum.

18.6 In matters not covered here, the current edition of Robert's Rules of Order will prevail.

ARTICLE 19: RECORDS

19.1 The society shall keep the following:

- electronic records will be maintained and a backup system in place
- certificate of Incorporation
- Constitution and Bylaws
- statement of Directors and contact information
- minutes of all meetings inclusive of resolutions and motions
- financial statements inclusive of each transaction affecting the financial position

ARTICLE 20: BORROWING POWER

20.1 The Board of Management may borrow, raise or secure the repayment of money only in such manner and upon such terms as authorized by a Special Resolution of the Society adopted by a two-thirds (2/3) majority of the members of the Society present and entitled to at a Special General Meeting called for that purpose. The Notice of Meeting shall be provided to all members of the Board of Management, District Associations and Affiliated Clubs fourteen (14) days prior. Should time permit, the Special Resolution may be presented at an AGM or SAGM.

ARTICLE 21: FISCAL YEAR AND AUDITOR

21.1 The Fiscal year of the Society shall begin on the first day of October and end on the last day of the succeeding September.

21.2 An independent auditor shall be appointed by resolution at the Annual General Meeting to conduct a review and/or audit as required. The auditor shall remain appointed unless removed by resolution at a properly constituted meeting or the accounting services may be substituted as allowed by the Government of British Columbia.

ARTICLE 22: ALTERATION OF THE CONSTITUTION AND BYLAWS

22.1 Changes to the Constitution and Bylaws may be necessary. Any proposed amendment, addition or deletion to the Constitution and By-Laws of the Society shall be submitted to the Secretary in writing by a proposer and seconder who are either a member of the Board of Management, District Association or an Affiliated Club at least thirty (30) days before the General Meeting.

22.2 Notice of the motion to alter the Constitution and By-Laws shall be circulated with the Notice of Meeting to all members of the Board of Management, District Associations and Affiliated Clubs (as per Article 18.1).

22.3 The Resolution to amend the Constitution and By-Laws having been put to the meeting requires a two-thirds (2/3) majority.

ARTICLE 23: TERMINATION OF THE ASSOCIATION

23.1 A motion for the termination of the Society shall be put to a Special General Meeting called for that purpose alone.

23.2 Notice of meeting called for the termination of the Society shall be received by the members at least twenty-one (21) days prior to the meeting.

23.3 Passage of the motion requires seventy-five (75%) of Delegated Members and the Board of Management either present or by proxy.

23.4 Should the Society be terminated, the assets, after all debts have been paid or provisions made for payment have been made, remaining funds are to be forwarded to a registered Charitable Organization as specified in an ordinary resolution. If an ordinary resolution at the AGM or Special General Meeting is not feasible it will be specified in Board of Management resolution.

ARTICLE 24: ABSENCE OF WRITTEN BYLAW

24.1 In the absence of a specified by-law, the Society will utilize the provisions of the Societies Act.

(As amended at the March 2026 Annual General Meeting)