



VICTORIAN TENPIN BOWLING

ASSOCIATION INC.

A.B.N.: 80 208 861 541

CONSTITUTION



Affiliated with Tenpin Bowling Australia Limited

CONSTITUTION

1. INTERPRETATIONS

Words importing to the singular number shall include the plural number.

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“ASSOCIATION” In relation to Bowling means a TBA licensed association and/or a TBA registered centre promoting, fostering and conducting bowling within a given area whether State, Area or Centre and when licensed by TBA as herein provided, working with the assistance and guidance of TBA and subject to its direction and jurisdiction.

“BOWLING” Means the participant Sport known as Tenpin Bowling and “BOWLER” shall have corresponding meaning.

“COMPANY” Means Tenpin Bowling Australia Limited, ACN 085 023 721.

“CENTRE” Means in relation to Bowling, the land, buildings and other improvements by means of which facilities for bowling are provided for and used by the general public on one site irrespective of the number, disposition or method of operation of the bowling lanes there provided.

2. NAME

This Association shall be known as the **Victorian Tenpin Bowling Association Inc. (VicTenpins or TBAV)**

3. OBJECTS

The objects for which this Association is formed are:

1. To promote and foster the sport of Tenpin Bowling as a competitive sport within the State of Victoria, (including Albury).
2. To enforce the playing rules and regulations of Tenpin Bowling Australia Limited (TBA) in any of the competitions conducted by this Association.
3. To obtain TBA accreditation for all tenpin bowling competitions promoted, organised and conducted by this Association.
4. To conduct the Annual State Championships, inclusive for all members in good standing, in teams, doubles, singles, all events and any other tournaments which from time to time that this Association may decide to conduct or be authorised to conduct.
5. To promote, organise and conduct any State Representative Team Trials with respect to the Men's and Women's Walter Rachuig Trophy Tournament, the President's Junior Interstate Shield Tournament, the Restricted Teams Challenge, the Seniors Team Challenge, the Youth Teams Challenge and the Disabilities Championships.
6. To select State Representative Teams after having first provided equality of opportunity, to all eligible bowlers within this State.
7. To take all steps considered necessary for raising the finance required to meet all the expenses likely to be incurred for the State Representative Teams with respect to transport, accommodation, entry fees and any contingency which may arise likely to affect the comfort and well being of the teams and the good name, reputation, honour and prestige of this State.
8. To uphold the Constitution of TBA, which shall take precedence over this Constitution in case of conflict.
9. To comply with instructions of the TBA Board of Directors and/or the TBA Senior Officers, in as much as the instructions do not conflict with or compromise the objectives, as listed in the TBA Constitution.
10. To establish by-laws to define eligibility and make up of committees.
11. To carry out Coaching and other Educational Programs.
12. To ensure affiliation to the State Olympic Committee, Commonwealth Games Association and VicSport.
13. To be responsible for disbursements of all Government funding received in accordance with the designated allocations.
14. To implement any other activities, which are approved by the TBA Board of Directors and/or TBA Senior Officers.

4. MEMBERSHIP

Membership shall consist of the Voting Delegate from all Associations that are licensed by TBA within the State of Victoria (including Albury) and in the absence of a licensed TBA Association, the voting delegate from all TBA registered bowling centres.

5. CONTROL AND MANAGEMENT

The business and general affairs of the State shall be under the management of the Board of Management, which shall have full power at its discretion to make all decisions concerning the affairs of the State unless otherwise stated in this constitution.

6. ANNUAL GENERAL MEETING

1. Representation shall be by the Voting Delegate from each TBA Registered Centre. Those delegates will be the only people entitled to vote at the meeting unless otherwise defined in the constitution.
2. The Board of Management shall elect the Chairperson.
3. The required number of directors will be elected at the AGM. The means of nomination and election must be defined in the by-laws.
4. Annual General Meeting Agenda
 - Apologies
 - Minutes
 - Business Arising
 - Correspondence
 - Financial Report
 - Reports of Committees as Required
 - General Business
 - Notices of Motion
 - Election of Officers
5. The Voting Delegate drawn from each TBA Registered Centre shall remain answerable to their respective Board of Directors and are subject to removal from State Office by their respective Board. Any person so removed has the right of appeal to the TBA Rules and Ethics Committee.
6. The members of the State Association will be responsible for the election of directors and in effect will have no other role but to conduct and formalise the election of the directors.
7. Vacancies in the elected positions may be filled by appointees made by the Board of Management and will have full voting rights.

7. SPECIAL GENERAL MEETINGS

May be called at any time by discretion of the Chairperson and shall be called by the State Administrator/Secretary within twenty eight (28) days after the receipt by him/her of a request to that effect specifying the subject to be discussed at such meeting and signed by a majority of the recognised Centre Voting Delegates in the State.

Notice of such meeting shall be sent by post to all Centres at least fourteen (14) days prior to the date fixed for the meeting and shall state the matter or matters to be dealt with. No business other than those matters will be dealt with at the meeting.

8. BOARD OF MANAGEMENT

1. The Board shall meet at least four times a year.
2. The Board of Management shall elect the Chairperson.
3. The Board shall see to the appointment of any and all committees it may decide are required for particular functions within the State.
4. The number and purpose of committees and the means of electing or appointing the members of any such committees shall be defined in the by-laws.

9. COMMITTEES

All committees formed under this constitution shall:

1. Be answerable to this Association.
2. Be required to submit reports as defined in the by-laws
3. Be responsible for electing their own officers.

Note: Persons seeking to nominate for positions on any state committees need not hold the position of centre voting delegate and bowlers from the general membership must be able to nominate.

10. QUORUM

A quorum of ALL meetings shall be a majority of members entitled to vote.

11. BOARD OF MANAGEMENT

1. Constitution of the Board:
 - (a) Two (2) directors to be nominated by United Tenpin Bowling Association Inc. (UTBA).
 - (b) One (1) director to be nominated by the Australian Bowling Proprietors Association (ABPA) Victoria.
 - (c) Three (3) directors, which must not include any more than one (1) director from the same Country Association, nominated by Victorian Country Tenpin Bowling Association (VCTBA).
 - (d) Four (4) directors elected by delegates at the State AGM from nominations received from the general bowler membership of the state from the Melbourne Metro Centres. These Directors must live within the Melbourne metropolitan area.
 - (e) One (1) director to be nominated by AMF Victoria.
 - (f) One (1) director to be nominated by ATBSOV.
 - (g) One (1) director to be appointed by the Board of Management as State Coaching Coordinator.
 - (h) One (1) director to be appointed by the Board of Management as State Disabilities Coordinator.

The Board may appoint other Directors as the need arises.

2. Following the Annual General Meeting the Directors must elect from amongst themselves:
 - (a) Vice Chairman
 - (b) Secretary
 - (c) Treasurer
 - (Secretary/Treasurer may be combined)

The Directors appointed under item 11.1 (b), 11.1 (e), 11.1 (g) and 11.1 (h) are not eligible for election as Chairman or Vice Chairman.

This Association will operate under the policies set by the delegates at the State AGM and the requirements of the state constitution and incorporation rules. The Board of Management will oversee the functional structure of the state association and the formation of its sub-committees.

Note: Persons seeking to nominate for positions on this Association need not hold the position of centre voting delegate and anyone from the general membership can nominate.

12. GENERAL

Any TBA Director and/or the CEO, shall be entitled to attend any meeting of this Association, however such Director/CEO shall have no voting rights.

13. STATE COLOURS AND OFFICIAL UNIFORMS

The colours of the official uniforms to be worn by Representative Teams and various authorised officers shall not vary to any significant degree from the colours traditionally worn by Representatives of this State in other established Sports.

14. ALTERATIONS TO THE CONSTITUTION

a) This constitution may be amended at:

1. Any Annual General Meeting, providing the proposed amendment is received in writing twenty eight (28) or more days before the meeting; or
2. Any special general meeting called as defined in section 7 of this constitution.

b) The above amendment in both (1) and (2) above must be carried by a seventy five (75) percent majority of those present and eligible to vote.

15. BY-LAWS

This Association shall adopt any by-laws, which have been provided by TBA. This Association may also adopt such by-laws as is deemed necessary so long as they do not conflict with the Rules, Regulations and Requirements of TBA.

BY-LAWS

1. (a) The Annual General Meeting of this Association will be held by 30th April each year.
(b) The financial year of this Association shall be from 1st January to 31st December of each calendar year.
2. Nominations for Directors of this Association shall be in writing, signed by the Nominee, Proposer and Secunder and must be in the hands of this Association's Secretary at least 28 days prior to the date set for the Annual General Meeting.
3. The Nominee, Proposer and Secunder must all be registered members of TBA. The nomination form must carry the nominee's signature and the signatures of two other registered members (proposer and secunder).
4. After the date for nominations has closed and the credentials of all signatories have been verified, the names of nominees will be displayed on the VicTenpins website.
5. Voting rights at the Annual General Meeting are vested in the Centre Voting Delegates and the Board of Management. However, other members of the Association may attend the meeting and by invitation of the Chairperson may enter into the discussions, but will have no voting rights.
6. Voting will be based on the primary voting system.
7. A list of all serving Directors will be displayed on the VicTenpins website.
8. Regular ordinary meetings of the Board of Management shall be scheduled at approximately two-monthly intervals.
9. Any Director who fails to attend two consecutive ordinary meetings, without prior notification to the President or Secretary shall automatically forfeit their right to continue as a Director. Only 2 (two) verbal apologies allowed. Once Directors have been removed from the board they are ineligible to take up a position for twelve (12) months.
10. The Board of Management may appoint any Committees it deems necessary for efficient running of this Association.
11. This Association shall conduct an annual Tournament, the winners of which shall be declared the State Champions in the categories contested, which may include team events, doubles, individual and all events class, for both male and female bowlers, separately or mixed, and shall be all inclusive. State Championships are to be held at a country centre at least every three (3) years.
12. The executive and members in session at the Annual General Meeting of this Association will authorize the payment of any honorariums as deemed necessary.
13. In December of each year, country based Directors will receive remuneration of \$20 for each meeting attended throughout the year, and metro based Directors will receive remuneration of \$10 for each meeting attended throughout the year.
14. Any person/s representing this Association must adhere to the respective Codes of Conduct of VicTenpins and the TBA and VicTenpins members protection policies, incorporating the principles of the Victorian Code of Conduct for Community Sport.
15. Members of immediate families are permitted to serve on the Board of Management provided they do not both occupy positions on the executive and are not co-signatories to any financial instruments.
16. The position of President and Treasurer may be combined providing:
 1. Financial reports are tabled at each meeting of the Board of Management
 2. Financial reports are reviewed by the Secretary for accuracy
 3. Financial reports are audited annually.