
Chapter Eleven: Amendments

This chapter explains the requirements associated with adopting/amending, and reporting bylaws decisions to USBC Headquarters.

Section A. Options Within the Bylaws

It is important that the association adopt and follow the appropriate version (merged/non-merged) of the bylaws in their official form. However, there are specific areas of the bylaws that are determined by the association to best fit its unique needs. Those areas are:

1. Fill-in-the-blank, and other areas indicated as optional within the bylaws including:
 - Association name
 - Dues amounts (up to the maximum)
 - Number of directors
 - Number of vice presidents
 - Number of years in a term, maximum number of terms, etc.
2. Additional eligibility requirements for officers, directors, adult delegates, youth delegates, and in a merged association, the youth committee. For example, an association might decide that to be elected president, an individual must have served on a board for two years. Additional eligibility requirements should be based on an applicable skill, experience, and/or level of expertise, and not be so restrictive that filling board positions could be in jeopardy.
3. Stagger systems based on the adopted number of years in a term, are developed by the nominating committee, to be approved by the appropriate voting body and included in the bylaws. Two examples of stagger systems are:

TWO-YEAR TERMS

<u>Odd Years</u>	<u>Even Years</u>
President	Vice President
6 Directors	5 Directors

THREE-YEAR TERMS

<u>Year One</u>	<u>Year Two</u>	<u>Year Three</u>
President	Vice President	4 Directors
3 Directors	4 Directors	

The Youth Committee develops a stagger system for the Youth Committee, approved by the Youth Representatives/Delegates.

4. Other items specifically stated in the *USBC Association Policy Manual* as requiring inclusion in the bylaws.

NOTE: In all cases where the *USBC Bylaws* and *USBC Association Policy Manual* are silent, the most recent edition of *Robert's Rules of Order, Newly Revised* shall govern all meetings.

Section B. Amending

Associations can elect to change the optional portions of the bylaws by following the amendment procedure outlined in the bylaws. Any member may submit a proposed amendment, in writing, to the association by the number of days stated in its bylaws. Approval requires a two-thirds vote of the appropriate voting body at an association membership/delegate meeting. Please note that two specific types of amendments (change in dues and Youth Committee eligibility requirements) have a distinctive “appropriate voting body.” Differences pertinent to each can be found in the association’s respective bylaws.

1. An association may NOT make any changes to the mandatory bylaws with the exception of:
 - a. Including additional eligibility requirements for Board, Youth Committee, and/or delegate positions.
 - b. A stagger system.
 - c. A delegate/youth delegate chart(s) for attendance at the state annual meeting (State).
 - d. Amending the indicated options such as association name, number of directors, quorum, etc.
2. In addition, if adopted, the following items must be included in the association bylaws:
 - a. The board’s ability to use mail/e-mail/teleconference voting, if state laws allow.
 - b. The start date of a term (if not August 1).
3. Changes approved at a USBC Annual Meeting or by the USBC Board of Directors, applicable to the state or local association bylaws, are made automatically without further action by the association.

A template of the bylaws may be found on the Association page of on BOWL.com under Forms and Manuals.

Section C. Reporting to USBC

A complete set of current bylaws must be submitted to USBC Headquarters upon request.

Section D. Change in Dues

An association may make an amendment to its current adult standard dues by following the procedure outlined in the respective bylaws.