

BYLAWS  
MILWAUKEE LAKE PARK LAWN BOWLING ASSOCIATION, INC.  
Milwaukee, Wisconsin

1.0 NAME AND PURPOSE

The name of this organization shall be "Milwaukee Lake Park Lawn Bowling Association, Inc.," hereafter called the "Club" It shall be a nonstock, nonprofit corporation under Chapter 181 of the Wisconsin State Statutes, for the purpose of promoting and safeguarding the game of lawn bowling.

2.0 MEMBERSHIP

2.1 CLASSES OF MEMBERSHIP

- 2.1.1 ACTIVE. Active membership shall be open to any person and shall consist of individuals whose dues are paid in accordance with 3.0; Active members have full rights and privileges at the Club, allowing them to participate in all events, leagues, tournaments, vote at membership meetings, and serve on the Board of Directors.
  - 2.1.2 HONORARY. Honorary members shall consist of individuals elected by the Board of Directors and shall be entitled to rights and privileges as determined by the Board of Directors. Honorary Members shall be exempt from paying dues, and they shall not be entitled to vote or serve on the Board of Directors.
  - 2.1.3 JUNIOR. Junior members shall consist of Active members under the age of eighteen (18) years before May 1 of the current year. Junior Members shall be entitled to all rights and privileges available to Active Members, except they must be accompanied by an adult member to have access to the clubhouse, and they shall not be entitled to vote or serve on the Board of Directors.
  - 2.1.4 ASSOCIATE. Associate members shall consist of individuals who hold Active Membership in another lawn bowling club. Associate members shall be entitled to all rights and privileges available to Active members except they shall not be entitled to vote or serve on the Board of Directors
  - 2.1.5 SOCIAL. Social members shall consist of individuals who desire to associate with other members of the club at social events. Social members shall not be entitled to vote or serve on the Board of Directors.
- 2.2 APPLICATION TO MEMBERSHIP. Application for membership in the Club shall be on a prescribed form and accompanied by payment of the annual membership dues. Membership shall be confirmed by the Board of Directors.
- 2.3 REVOCATION OF MEMBERSHIP. Membership shall be revoked only by unanimous vote of the Board of Directors in the event an individual's actions are deemed to be in conflict with the bylaws and good order of the Club or the safety of themselves and/or other members.
- 2.4 NON-DISCRIMINATION. No application for membership shall be denied on the basis of race, color, gender, sexual orientation, religion, veteran status, ancestry, or national or ethnic origin.

3.0 DUES, ASSESSMENTS, AND FEES

- 3.1 DUES AND ASSESSMENTS. All members shall be subject to the payment of annual dues in an amount set by the Board of Directors except for Honorary Members, as well as any assessments the Board of Directors may levy. Such dues and assessments may be deferred or waived by the Board of Directors in extraordinary circumstances, on an individual basis by a two-thirds (2/3) vote of the sitting Board of Directors.
- 3.1.1 ESTABLISHMENT OF DUES AND ASSESSMENTS. Shall be completed annually by the Board of Directors within sixty (60) days of the annual meeting of the membership.
  - 3.1.2 ASSOCIATE. Dues shall be at a lesser rate than the Active dues and set at the same time as the Active dues.
  - 3.1.3 JUNIOR. Dues shall be at a lesser rate than the Active dues and set at the same time as the Active dues.
  - 3.1.4 SOCIAL. Dues shall be at a lesser rate than the Active dues and set at the same time as the Active dues.
- 3.2 NON-PAYMENT OF ASSESSMENTS. Any member in arrears for the non-payment of assessments for a period of thirty (30) days shall be notified by the Board of Directors that if the assessments are not paid within fifteen (15) days from the date of such notice, membership shall be automatically terminated. Reinstatement after termination shall be at the discretion of the Board of Directors.
- 3.3 GAME AND EVENT FEES. Fees for tournaments and leagues shall be established by the Games Committee. Fees for social aspects related to any and all games, tournaments or leagues shall be established by the event coordinator.

4.0 MEETINGS

4.1 MEMBERSHIP MEETINGS

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- 4.1.1 ANNUAL MEETING. The annual meeting of the membership shall be held in the fall. The time and place of the meeting shall be designated by the Board of Directors, or in the absence of such designation, by the President.
- 4.1.2 SPECIAL MEETINGS. Special meetings of the membership may be called at any time by the President or the Board of Directors or by written petition to the President stating the purpose of the meeting and signed by ten (10) or more Active Members.
- 4.1.3 NOTIFICATION. Written notice of all meetings shall be given to each member at least ten (10) days in advance of the meeting by the Secretary. An electronic notice shall serve as sufficient notice.
- 4.1.4 QUORUM. Twenty percent (20%) of the Active Membership, present in person, shall constitute a quorum at any annual or special meeting of the club. If a quorum is not achieved, fewer members may adjourn any meeting to another date.
- 4.1.5 VOTING. Unless otherwise specified herein, the act of a majority of the voting members at any meeting at which a quorum is present shall be an act of the Club. Voting shall be any manner adopted at the meeting. Absentee or electronic ballots shall be permissible at the discretion of the Board of Directors. Proxy voting shall not be permissible.

4.2 BOARD OF DIRECTORS MEETINGS

- 4.2.1 MEETINGS. The Board of Directors shall meet regularly or at any other time, upon call of the President or a quorum of the Board of Directors.
- 4.2.2 QUORUM. Four (4) Directors shall constitute a quorum at any of its meetings.
- 4.2.3 VOTING. Unless otherwise specified herein, the act of a majority of the Board of Directors at any of its meetings at which a quorum is present shall be an act of the Board of Directors. In case of a tie vote, the vote of the President shall be considered the majority vote.

4.3 COMMITTEE MEETINGS

- 4.3.1 MEETINGS. Each committee shall set a date, time, place and frequency for its meetings.

4.4 CONDUCT OF BUSINESS. The conduct of business at all Membership and Board of Director meetings shall be as defined by the latest edition of Robert's Rules of Order.

5.0 OFFICERS AND DIRECTORS

5.1 OFFICERS. The elected Officers shall consist of the President, Vice President, Secretary, and Treasurer. Each officer shall hold office for a term of one (1) year or until such successor has been elected and duly qualified for office. Any officer whose term has expired, or is about to expire, may stand for re-election. Each Officer shall perform duties as described in the bylaws.

- 5.1.1 PRESIDENT. The President shall be the chief executive officer of the Club; shall preside at all meetings of the membership and of the Board of Directors; shall have general supervision and management of the property and affairs of the Club subject to the approval of the Board of Directors; shall appoint officers and Directors to all vacant positions subject to the approval of the Board of Directors; shall appoint all Standing and Special Committee chairpersons except for the Nominating Committee; and shall be authorized to sign checks or drafts in the name of the Club.
- 5.1.2 VICE PRESIDENT. The Vice President shall perform the duties and exercise the power of the president in the President's absence or inability to act.
- 5.1.3 SECRETARY. The Secretary shall record and publish the minutes of all meetings of the membership and of the Board of Directors; shall preserve Club records and documents; shall conduct general correspondence of the club; shall prepare and send written notification of all meetings; shall prepare the ballot of nominees for election at least ten (10) days before the annual meeting; and shall keep and dispense the official Club membership list.
- 5.1.4 TREASURER. The Treasurer shall collect all funds due to the Club from all sources and deposit such funds as are collected in such bank or financial institution as designated by the Board of Directors; shall make disbursements as approved by the board of Directors; shall be authorized to sign checks or drafts in the name of the Club; shall maintain the accounts and keep a record of the financial transactions of the Club; shall surrender all books and other records necessary for reviewing purposes at the request of the Board of Directors; shall submit a written report of the Club's financial transactions for the current fiscal year at the annual meeting; shall provide a current financial statement at all Board of Directors meetings; shall file such reports as required by the State of Wisconsin, and shall be bonded.

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5.2 DIRECTORS. The Board of Directors shall consist of eight (8) Directors, to wit: the four (4) Officers, three (3) other Active Members, and the immediate past President. The Officers shall each serve on the Board of Directors for the term of their elected office. The other Active members shall each be elected to serve a term of three (3) years. The terms will be overlapping with elections for one (1) Director held each year. In all cases, Directors shall serve the term for which they have been elected and until their respective successors have been duly elected and qualified. Any Director whose term has expired, or is about to expire, may stand for re-election. The immediate past President shall be an ex-officio non-voting member of the Board of Directors for a period of one (1) year.

5.2.1 DUTIES. The Board of Directors shall control and manage all of the affairs of the Club; shall act on the President's committee chairperson appointments; shall act on the President's vacancy appointments; shall have control over the activities and actions of all Standing and Special Committees; shall appoint the Nominating Committee; shall authorize all disbursements exceeding the budgeted amount or any non-budgeted amount; shall authorize the purchase, sale or transfer of equipment, stocks, bonds, or other securities or properties owned by the Club; shall confirm application, renewal and reinstatement of membership; and shall appoint delegates to represent the Club in all contacts with other organizations.

5.3 VACANCY. Any vacancy created by an officer or Director unable to carry out his/her term shall be filled by appointment of the President and confirmed by majority vote of the Board of Directors at one (1) of its meetings.

## 6.0 COMMITTEES

6.1 STANDING COMMITTEES. The Standing Committees of the Club shall include:

6.1.1 AUDIT. The Audit Committee shall consist of two (2) persons, excluding the President and Treasurer, to audit the financial records of the club for the preceding fiscal year and submit a written report to the Board of Directors.

6.1.2 GAMES. The Games Committee shall arrange the makeup of teams for regular games and Club tournaments; shall assign rinks for all games and Club tournaments in consultation with the Green's Committee; shall provide the Secretary with all scores and results; and shall establish fees for all games, Club tournaments, and social events.

6.1.3 GREENS. The Green's Committee shall supervise the maintenance and upkeep of the bowling greens and all related equipment; shall prepare the greens for play; and shall rule on playing conditions, such as use of sheets or temporary closure.

6.1.4 GROUNDS. The Grounds Committee shall be responsible for the maintenance of the grounds between the greens and perimeter fence including landscaping, shall be responsible for maintenance and repair of the benches, picnic tables, and exterior clubhouse; shall work with the Milwaukee County Parks Department to ensure the maintenance of the grounds surrounding the clubhouse and fence

6.1.5 HOUSE. The House Committee shall be responsible for maintenance and upkeep of the clubhouse and related furniture and equipment; shall keep an accurate inventory of physical property; and shall keep order by establishing and enforcing such rules as it may deem necessary, subject to approval of the Board of Directors.

6.1.6 MARKETING/PROMOTION. The Marketing/Promotion Committee shall be responsible for the publicity and promotion of Club activities to the community and press; shall provide and update information about the Club to the Central Division and Bowls USA; shall work with the Games Committee to encourage participation in regular games and tournaments; shall work with the Membership Committee to actively recruit and retain members.

6.1.7 MEMBERSHIP. The Membership Committee shall receive all applications for membership; shall make suitable recommendations of membership to the Board of Directors; shall turn over all collected dues and assessments to the Treasurer for deposit; shall provide the Secretary with the names and updated contact information of all members; shall assign new member to mentors; shall provide new members with a copy of the bylaws, rules of bowling, and a name tag.

6.2 SPECIAL COMMITTEES. The Board of Directors shall have the power to appoint Special Committees to meet specific needs as determined by the Board of Directors.

6.3 COMMITTEE CHAIRPERSONS. Each Committee's chairperson shall be appointed by the President and confirmed by the Board of Directors.

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- 6.4 COMMITTEE STRUCTURE. Each Committee shall consist of its chairperson and sufficient additional members selected by the committee chairperson to perform its assigned tasks, except as specified otherwise in these bylaws. Any club member may serve as a committee member.
- 6.5 EXPENDITURES. Standing and Special Committees may make expenditures subject to the approval of the Board of Directors.

7.0 ELECTIONS

- 7.1 NOMINATING COMMITTEE. The Nominating Committee shall be appointed by the Board of Directors at least six (6) weeks before the annual meeting; shall be publicized by the Secretary to the membership at least five (5) weeks prior to the annual meeting; shall consist of three (3) members, at least two (2) of whom do not currently hold office; shall nominate at least one (1) person for each office with the consent of the nominee; shall submit a slate of nominees to the Secretary at least fifteen (15) days prior to the annual meeting.
- 7.2 NOTICE OF ELECTION. The Secretary shall prepare a ballot listing the names of all nominees and notify the membership in writing at least ten (10) days before the annual meeting. Electronic notification shall serve as sufficient notice.
- 7.3 VOTING. At the annual meeting the membership shall vote on the slate of nominees presented. Additional nominees may be made from the floor with the consent of the nominee. Voting shall be by any method adopted at the meeting and be determined by majority vote of Active members present at the meeting. Absentee or electronic ballots shall be permissible at the discretion of the Board. Proxy voting shall not be permissible.
- 7.4 DATE DUTIES ASSUMED. Elected Officers and Directors shall assume their duties on November 1st of the year the election was held.

8.0 AMENDMENTS

- 8.1 MEMBERSHIP. These bylaws may be amended at any annual meeting of the membership or at a special meeting duly called for that purpose, provided that a statement of the nature of the proposed amendment is included in the notice of the meeting, annual or special. Any number of amendments may be submitted and voted upon at any one (1) meeting. An amendment shall be adopted upon a two-thirds (2/3) majority vote of the Active members present, there being a quorum, and take effect immediately.
- 8.2 DIRECTORS. These bylaws may also be amended by the Board of Directors at any meeting duly called for that purpose, provided that a statement of the nature of the proposed amendment is included in the notice of the meeting. Any number of amendments may be submitted and voted upon at any one (1) meeting. The amendment must be approved by a two-thirds (2/3) majority of the directors in office at the time that the amendment is approved. Any such amendment shall be subject to further amendment, repeal, or adoption by the membership at the annual meeting or special meeting called for that purpose. And if amended or repealed, may not again be amended by the Board unless the membership grants such authority. Notice of any amendment approved by the Board shall be sent to the membership with notice of the meeting, annual or special.

9.0 MISCELLANEOUS

- 9.1 FISCAL YEAR. The fiscal year of the organization shall be November 1<sup>st</sup> to October 31<sup>st</sup>.
- 9.2 FUNDRAISING. All monies which have been raised for a specific project shall be used for that project only. Any funds raised in excess shall revert to the general treasury of the club.
- 9.3 NATIONAL AND DIVISIONAL MEMBERSHIP. The club shall hold membership in Bowls USA and in its designated subordinate division, the Central Division. The club shall pay the appropriate dues and assessments required of such membership.
- 9.4 RULES OF PLAY. The latest edition of "Laws of the Sport of Bowls" and "United States Lawn Bowls Association Regulations" shall govern play.

10.0 DISSOLUTION. In the event of dissolution, any remaining funds and property shall be given to the Central Division of Bowls USA.

Approved in Special Meeting of the Membership 06/22/2011  
Amended at Annual Meeting of the Membership 11/02/2013  
Amended at Annual Meeting of the Membership 11/01/2014  
Amended at Annual Meeting of the Membership 10/31/2015