

BYLAWS CAMELLIA CITY 500 CLUB ORGANIZED SEPTEMBER 27, 1969
(Updated 1/1/2023)

NAME

This organization shall be known as the CAMELLIA CITY 500 CLUB. This organization does not contemplate pecuniary gain or profit to the members thereof and is organized for nonprofit purposes.

OBJECTIVE

- A. The purpose of the 500 CLUB is to provide for social and charitable activities, competitive events and other functions related to bowling, which lay within its province to initiate and or sponsor.
- B. To conduct an *Annual Queens Tournament* to determine the 500 CLUB CHAMPION.
- C. To support the Greater Sacramento Area USBC Association in all its activities to the best of the 500 CLUB'S ability.
- D. To support the Bowler's Veteran's Link, with a donation of \$1.00 per paid member on the roster as of October 31st of each year.
- E. To sponsor two annual Invitational Tournaments. One in Sacramento, CA and the other in Nevada.
- F. The 500 CLUB will make monetary donations to various IRS recognized 501© charities only in the Sacramento area throughout the year. The total amount shall not exceed \$3000 annually. (Rev. 11/12) Donations to Sacramento Youth Scholarship (Previously known as YABA), BVL and the USBC Hall of Fame are not included in the \$3000 annual charity allocation. All Donations are contingent upon availability of funds. The Executive Board will decide the charities.
- G. The 500 Club will support the Sacramento Youth Scholarship with a donation of \$200 annually.
- H. The 500 Club will support the International Bowling Museum & Hall of Fame with a donation of \$100 annually.

MEMBERSHIP

- A. Membership in the 500 CLUB shall be composed of women who have bowled a 500 or better scratch three- game series in a certified league or tournament.
- B. A bowler must submit a completed 500 CLUB membership application form along with \$17 for membership fees. The fee must be paid before the bowler can bowl in any Camellia City 500 tournament.
- C. In order for a member to maintain her active membership in the 500 Club, she must renew her dues on a continuous basis and be a member of USBC. If there is a break in her membership renewal, she will have to provide written verification she has bowled a 500 series

CLUB UNIFORM

- A. The Camellia City 500 Club shirt is to be black with a collar and sleeves. The member's first name is to be embroidered on the front of the shirt below the left collar. The embroidering on the back of the shirt shall be as follows: a Pink Camellia with Green Leaves and the Camellia City 500 Club wording is to be done in white. The entire shirt must be black with no colored collars. SEE SECRETARY TO OBTAIN SHIRT SPECIFICATIONS SHEET. (Eff. 11/14)
- B. All members are required, within three (3) months of joining the 500 CLUB, to be in proper uniform at any event in which the member participates. Any member, who is out of uniform after their initial three months, will not be allowed to bowl. Members who purchased a shirt without a collar prior to 2005 are grandfathered in until she purchases a new shirt that must have a collar. (rev. 11/10)
- C. UNIFORM: WINTER UNIFORM: October 1 through March 31. Black Shirt, Black Slacks, Skirt, Culottes, Jeans, Skorts, Capri pPants or Shorts. SUMMER UNIFORM: April 1 through September 30. Black Shirt, White Slacks, Skirt, Culottes, Jeans, Skorts, Capri Pants or Shorts. (Rev. 11/22)
- D. The hem of culottes, skirt, skorts or shorts must, at a minimum, be at the level of the member's fingertips, which is approximately 4 inches above the knee when standing with arms at sides. If the hem is higher the member is considered to be "out of uniform" and will not be allowed to bowl. (Rev 11/22)
- E. Black jeans are not to be faded, patched or have any holes.
- F. Club members may wear a vest, with or without club emblem embossed on back. The vest is optional and is NOT part of the club's official uniform and may not be worn during tournaments.
- G. The Summer Uniform is to be worn to all Camellia City 500 Club Invitational tournaments. If a member bowls in

other 500 Club's Invitational Tournaments, USBC, State or National 500 bowling events and are wearing the club shirt, the appropriate uniform attire will depend on when the event is held. If the event is held during October 1 through March 31 the winter uniform is to be worn. If attending events held during April 1 through September 30, members are to wear the summer uniform. (Rev 11/18)

- H. Any member not in correct uniform which is brought to the attention of the Board after the event has started or at the end of the event will be disqualified and not receive any winnings. (Eff. 11/14)
- I. Members may wear a long sleeved black shirt underneath their club shirt. (New 11/4/12)

CLUB PINS AND PATCHES

- A. The pin is a pink and green camellia edged in gold with "Camellia City 500 Club" inscribed in the center. The price of the pin is \$4.00, but subject to price adjustments.
- B. The patch is a circle emblem with an embossed outline of the State of California and a Camellia. The price of the patch is \$5.00, but subject to price adjustment.
- C. The pin and patch may be purchased from the 500 CLUB Secretary, or at the first event attended, and must be worn on the member's shirt.
- D. CLUB members are not to wear any other pins or patches, except those listed as follows: an American Flag Pin, one Cancer Awareness Pin, the California State 500 Pin and Patch and the National Pin and Patch; and one of the following may be worn; a State or National 500 Club or a State Princess tournament pin with year bars. (Rev. 11/14) The American Flag Pin is to be worn above the 500 Club Camellia pin. The 500 CLUB pin is to be worn on the left lapel and the patch on the left sleeve. The California State 500 Pin is to be worn on the right lapel and the National 500 Club Pin underneath. The California State Patch is to be worn on the right sleeve and the National Patch underneath. The Cancer Awareness Pin may be worn on the right lapel. (Rev. 11/13) The above mentioned pin with year bars is to be worn on the right side of shirt just below lapel collar or may be attached to the bottom of the lapel just below the National 500 Club pin. (Eff. 11/14)

DUES

- A. The 500 CLUB membership dues are \$17.00. Dues must be paid by check or money order (no cash) and are due by November 1st. Dues are considered late and assessed a late fee if not paid by November 30th. Payment of dues will not be accepted the day of the November meeting/event.
- B. For new members joining the 500 CLUB between September 1 and October 31, they will receive a paid membership card and their dues will be good until October 31 of the next year.
- C. A \$5.00 fine will be assessed a member, if her dues are not paid by November 30th.
- D. A \$1.00 fee will be charged for duplicate cards.

MANAGEMENT

- A. The 500 CLUB members shall have the power to adopt, rescind, or amend rules and regulations. The Executive Board of the 500 CLUB shall be responsible for the management of this organization and shall carry out and enforce all the objectives and purposes for which it is organized.
- B. All changes to the Constitution and By-Laws, whether additions, deletions or modifications, shall be voted on at the Annual Meeting and requires a majority vote of the members present. The only exception will be if unforeseen circumstances, such as a pandemic or a natural disaster, interfere with the ability of the Board of Directors to carry out the objectives and provisions of the ByLaws. The Board may make modifications or waivers to the ByLaws that are favorable to the members, support the Club's objectives, and are for a specified period of time.
- C. The 500 Club shall maintain as active committees: Invitational Tournaments, Annual Financial Audit, Annual Banquet, Monthly Tournaments and the Queen's, Christmas Party, Nominations, Charities and Sunshine.

OFFICERS-DIRECTORS-ELECTIONS

- A. The officers of the 500 CLUB shall consist of a President; a 1st Vice President; a 2nd Vice President; Secretary/Treasurer; Sergeant of Arms; and eight (8) Directors. Officers and Directors shall constitute the Executive Board.
- B. The Past President and Past Secretary/Treasurer, after completing their term of office or resigning, may not continue to serve on the Executive Board. They may be consulted in an advisory capacity, but do not have a voting privilege. If at a later date, they were to be elected to the Executive Board, they would have full privileges of the office to

which they are elected.

- C. The officers shall be elected by ballot at the Annual Meeting in November for a term of two (2) years. Officers shall be elected by majority vote. In the even numbered years, the President, 2nd Vice President, Sergeant at Arms and half (1/2) of the Directors shall be elected.
- D. The term of office for all Board members runs from December 1st to November 30th. All officers will begin transitioning after the November elections and take office beginning December 1st.
- E. When only one candidate is nominated for an office, a voice vote may be taken.
- F. When a vacancy occurs during the term of any Officer or Director, the President with the approval of the Executive Board may fill the position. The appointee shall hold that position for the remainder of the term. The Vice President in the order of their title shall fill a vacancy in the President's office.
- G. All nominated candidates must be a member in good standing of the United States Bowling Congress and a member in good standing of the *500 CLUB* at the time of their election or appointment. A member in good standing means dues are current and the member has bowled in at least two 500 Club tournaments during the calendar year.
- H. Any Officer or Director of the *500 CLUB* who is disqualified or suspended under the rules of the *500 Club or USBC* shall not be allowed to finish her term of office.
- I. The Executive Board may remove any Officer or Director found to be negligent and or derelict in her duties from her office.
- J. All Officers and Directors shall transfer to their successor all *500 CLUB* properties by December 31.
- K. There must be at least seven (7) Board Members present at a Board Meeting and it must include at least three (3) of the Executive Officers and four (4) of the Directors for a quorum to exist. (Eff. 11/14)
- L. In order to be considered for any Executive Board position, a member must have bowled in least two (2) events.
- M. If an Officer is due for re-election and she cannot attend the Annual Meeting because of an emergency, but she wishes to run for re-election, she must notify the President in writing or via e-mail of her intention. If her written request is received before the stated annual meeting date, her name will be put in nomination.
- N. Each Director will be asked to select a committee she would like to work on. When no one volunteers, the President shall appoint a Director to a committee.
- O. When a current officer or director is nominated for an office, other than the one she currently holds, and is not elected, she retains her current office until her present term expires.

OFFICERS DUTIES

President:

- A. The President shall preside at all meetings of the *500 CLUB*.
- B. She shall appoint the members of all committees and be an ex-officio member of all committees with the exception of the nominating committee.
- C. She may appoint a parliamentarian who shall be approved by the Executive Board.
- D. The President has primary responsibility of overseeing the Sacramento and the Nevada Invitational Tournaments.

Vice Presidents:

- A. The Vice Presidents in the order of their precedence, and in the absence of the President, shall perform the duties of that office.
- B. The 1st Vice President shall be the chairperson of the Invitational Tournaments. She along with assistance from a Director shall coordinate the tournament activities such as selecting door prizes, conducting drawings and organizing refreshment options. She shall make sure the 500 Club's Standing Rules are kept current.
- C. The 2nd Vice President oversees the Annual Financial Audit. She is also the chairperson for the Annual Banquet. She researches potential locations and submits her recommendation to the Board for final approval. (Eff. 11/14)

Secretary/Treasurer:

- A. She shall take and maintain minutes of all *500 CLUB* meetings. She shall maintain a current membership roster and maintain an up-to-date record of all earnings, savings, receipts and disbursements.
- B. She shall have charge of an issue and respond to all correspondence of the *500 CLUB*. She shall notify all members of the date of the Annual Meeting. She shall also perform other such duties as may be required of her by the President.
- C. She shall be the Secretary of the two Annual Invitational Tournaments. and the monthly and the October Queens Tournaments. She will have supervisory control over the technical parts of the tournaments, but is subject to the

oversight of the Executive Board. A Director will be assigned to provide assistance to the secretary at the Tournaments.

- D. She is responsible for drafting the monthly tournament schedule, with assistance from the Executive Board. She shall secure lineage prices for the tournaments from bowling establishments and present these prices to the Executive Board by November 1.
- E. She shall be an ex-officio member of all committees, except the nominating committee.
- F. She shall deposit all funds of the *500 CLUB* in a bank, which is a member of the Federal Deposit Insurance Corporation, in the name of the *500 CLUB*. She shall deposit all moneys from tournaments within one week of receipt. She shall make sure all checks issued in the name of the *500 CLUB* shall bear two of the signatures that have been authorized to sign checks on behalf of the *500 CLUB*.
- G. She shall upon leaving the office of Secretary/Treasurer transfer to her successor all records, funds, etc., belonging to the *500 CLUB* by December 31. If she leaves the office before the end of the term, she shall give all records, funds, etc., of the *500 CLUB* to the President within 48 hours.
- H. She shall submit the books for audit each year and provide a copy of the auditing committee's report to each member of the Executive Board.
- I. The Executive Board shall determine any remuneration or reimbursement paid to the Secretary/Treasurer. Reimbursement shall cover such expense items as office space allowance, mileage incurred and any out-of-pocket expenses such as postage, telephone calls, etc.
- J. The Secretary Fee shall be paid \$2500 per year and is intended to cover her time to maintain the membership, tournaments and club treasurer records, and website, which includes, but not limited to, posting event standings, updating the event calendar, entry forms and listing any other membership information as necessary. She is responsible for notifying members of upcoming special events or activities using the website and/or USPS mailings. (Rev 11/15) Any adjustment to the Secretary Fee is to be determined at the *500 Club's* Annual Meeting.
- K. The Secretary will receive full compensation at the end of the Fiscal year (October 31) for her term of service (November 1st thru October 31st). The outgoing Secretary / Treasurer will be compensated during the transition month of November based on 1/12th of the Secretary / Treasurer's annual compensation.

Sergeant at Arms:

- A. She shall maintain order during all meetings and remove any person or persons creating a disturbance. She shall count votes whenever necessary. She shall perform any other duty as may be required of her by the Executive Board.
- B. She shall be the Chairperson for the Annual Holiday refreshments and is responsible for the 50/50 Split Pot and any tickets needed for all tournaments. (Rev. 11/14)
- C. She coordinates the sale of tickets for the door prize and split pot drawings.
- D. She is responsible for the nomination process and the vote counting at the Annual Meeting.
- E. At the annual meeting, she, along with one (1) Director, will verify that each member signs in. (Rev. 11/14)
- F. At the annual meeting, she is to monitor the door to make sure no one enters the room after the meeting has begun.
- G. At the annual meeting, she is to read the Rules of Order after the pledge of allegiance is done.

MEETINGS

Robert's Rules of Order, latest revised edition, shall govern all *500 CLUB* meetings.

- A. The *500 CLUB* shall hold at least one (1) meeting a year to be known as the Annual Meeting. Election of Officers and Directors shall be held at the Annual Meeting.
- B. The Annual Meeting will be held before the first Sunday event in November, unless sufficient notice of the date change is provided to the membership. The Executive Board will determine location of the meeting.
- C. The Annual Meeting shall be open to the entire membership and shall be under the direction of the President, with assistance from the Executive Board.
- D. The President and/or the Executive Board may call for other open meetings as may be deemed necessary for the benefit of the *500 CLUB*.
- E. The regular order of business at the Annual Meeting shall be as follows: (Rev 11/10)
 - 1. Call to order and salute the Flag
 - 2. Reading of the Rules of Order
 - 3. Roll Call of Officers and Directors.
 - 4. Reading of the last Annual Meeting minutes.
 - 5. Election of Officers and Directors
 - 6. Correspondence

7. Treasurer's Report
 8. Report from special committees.
 9. Unfinished Business
 10. New Business
 11. Adjournment
- F. One half of the officers and one half of the directors and fifteen (15) members must be present to constitute a quorum for the Annual meeting.
- G. At least one officer and one half of the directors must be at present at a Board Meeting to constitute a quorum.

EVENTS/ACTIVITIES

- A. The 500 *CLUB* activities are held on the second weekend of each month with occasional exceptions. The Secretary with review of the Executive Board will develop an annual event calendar designating the tournament dates and bowling establishments.
- B. The 500 *Club* does not hold events where the general public observes or participates for a fee.
- C. The 500 *Club* shall conduct drawings at tournament events. The monies collected from the sale of tickets shall be recorded in a fund identified separately from the 500 *Club's* general operating funds. The Executive Board will determine a reasonable amount of the money collected will be used to benefit all 500 *Club* members, i.e., to offset costs of the Annual Luncheon or Christmas Party.
- D. A Luncheon and Holiday Bowling shall be held annually. The Executive Board shall determine the date, time and place for the Luncheon.
- E. Cash in lieu of trophies or plaques will be given at the Annual Awards Luncheon.

TOURNAMENT

- A. The 500 *CLUB* shall conduct and manage two Annual Invitational Tournaments. One Invitational will be held in Sacramento, CA and the other in Nevada. The Executive Board will select the tournament dates and locations.
- B. Members must bowl in five (5) monthly events in order to qualify for the Annual Queen's Tournament. If a member is also a member of another 500 *Club*, she must specify which 500 *Club* she is representing when bowling in the April and September Invitationals in order to receive a qualifying credit towards the Queens Tournament.
- C. The Executive Board will pick the site for the Queen's Tournament.
- D. All 500 *Club* monthly events which are certified will be conducted on a handicapped basis, with the exception of Beat Your Average. All 500 *Club* monthly events will be bowled in four (4) divisions as follows:
1. A Division –
 2. B Division –
 3. C Division –
 4. D Division –
- Exceptions are Invitationals and Doubles, which will be bowled in five (5) divisions - as listed above with the addition of a Classic division.
- E. All other 500 *CLUB* Tournaments, except Beat Your Average, which is certified, will be bowled on 90% of 200. Invitationals and Doubles events will be bowled with five (5) divisions at 90% of 200. No handicap will be used in the Beat Your Average tournament.
- F. The averages used for the Queens Tournament will be based on the current book averages...The 500 *CLUB* will change to the new book averages on September 1.
- G. Roll off format for the Queen's Tournament is the person with the highest total score in each division will be in the play-off and bowl against each other on the same lanes. In the event of a tie between two or more bowlers in a division, those bowlers will bowl a 9th and 10th frame to determine who is in the play-off. This tie-breaker will also apply if a tie should occur among the bowlers in the Queen and the Court play-off. (Rev. 11/22)
- H. A Prize Fund Payout Ratio of 1-3 is to be used for all monthly events, except the doubles, and the two Invitational Tournaments, which will be a 1-5 ratio.
- I. New USBC book averages for members and guests shall begin as of September 1. Averages will be used as follows:
- a. Highest current USBC bowl.com average; if none,
 - b. Highest summer league average of 21 games or more (must be verifiable on bowl.com); if none,
 - c. Highest current average of 21 games or more (must be verified by current league standing sheet).

If the highest current certified league average (21 games or more) as of the tournament date is 10 pins or more higher than the verified average, the higher average will be used. If the current average is not reported, bowler's scores will be disqualified. All bowlers must be USBC sanctioned. If a guest does not meet one of the above requirements, then the guest will be assigned a 200 average. (Rev. 11/13)

- J. USBC Rule 314 regarding entry fee refunds will apply at all Camellia City 500 tournaments. The entry fee will not be refunded. Refer to Standing Rules for additional guidance. (Rev. 11/22)
- K. All Camellia City 500 Club tournaments will conform to USBC Rule 319-3 as follows: It is each bowler's responsibility to verify the accuracy of their own average in handicap or classified tournaments, whether originally submitted by the bowler, captain or others. Failure to use the correct average will disqualify the scores if submitted average is lower than correct average, thereby resulting in a lower classification or more handicap.
- L. An award will be given to a member who bowls a 300 game in either a certified or 9 pin No-Tap game in a Club event. Additionally, an award will also be given when a 300 game is bowled during one of the Club's Invitational tournaments by any participant. The Board will determine the appropriate type award. (New 11/10)
- M All Regular Bowling Events will be certified. (New 11/04/12)

PERFECT ATTENDANCE

- A. To receive a Perfect Attendance for the year, a member must attend all functions including the Annual Meeting. If a member bowls in another 500 CLUB Invitational, which is on the same day as a 500 CLUB event and is representing the 500 CLUB, she will receive credit towards the Perfect Attendance award. The member must provide to the secretary verification, such as a copy of the tournament recap sheet, in order to receive the credit.

Clarification: A member must attend all monthly bowling tournaments, the two (2) Invitational tournaments, and the Annual Meeting. The member must participate both days of the two (2) day Invitational.

- B. Any member, who has perfect attendance, will choose which one of her next year Camellia City tournament entry fee will be paid, excluding the two Invitational Tournaments. (Rev. 11/14)

AMENDMENTS

- A. The 500 CLUB will pay the entry fee into the State Princess Tournament for all the first place division winners from the Queen's Tournament. (Rev. 11/14)
- B. Club will make a \$50 donation to a charity in the memory of a deceased member. (New 11/10/13)
- C. At the discretion of the Executive Board, the minutes of the previous year's annual meeting may either be distributed to all members two (2) weeks prior to the annual meeting or read at the annual meeting. (New 11/10/13)
- D. All members of the Executive Board must be computer proficient.

NOTWITHSTANDING ANY OF THE ABOVE STATEMENTS OF PURPOSES AND POWERS, THIS CLUB SHALL NOT, EXCEPT TO AN INSUBSTANTIAL DEGREE, ENGAGE IN ANY ACTIVITIES OR EXERCISE ANY POWERS THAT ARE NOT IN FURTHERANCE OF THE SPECIFIC PURPOSES OF THE CLUB.