

# SHOALHAVEN HEADS BOWLING CLUB

## BY-LAWS

**AS ADOPTED: 10/03/2025**

**REVISED: 9/12/2025**

**REVISED: 10/02/2026 – Life Member Guideline added**

**Revised: 16/07/2026 – Female member added to assist selection committee**



**PLEASE RETURN TO NOTICE BOARD**

# **Shoalhaven Heads Affiliated Bowling Sub-Club**

## **BY-LAWS**

By-Laws updated by Shoalhaven Heads Affiliated Bowling Sub-Club Committee 10<sup>th</sup> February 2026 for the governance of the Affiliated Bowling Sub-Club and supersede all previous By-Laws.

### **1. INTERPRETATION**

The controlling body is the Shoalhaven Heads Bowling and Recreation Club, hereafter called "The Club".

The Shoalhaven Heads Affiliated Bowling Sub-Club is hereafter called "SHBC".

The Committee of the SHBC is hereafter called "Bowling Committee".

### **2. MANAGEMENT**

The management of SHBC will be conducted by the members who have been elected to the Bowling Committee, i.e. one President, two Vice Presidents, one Secretary, one Treasurer, four Committee people and the Bowls Organiser.

The Bowling Committee will meet at least once each month.

Date of next meeting to be set at previous meeting.

A copy of the Minutes of each meeting to be sent to the General Manager of The Club and published on the SHBC's noticeboard.

The Treasurer is permitted to maintain a Petty Cash Float as determined each year by the Finance Committee.

Results and number of votes received for all nominees shall be declared at the AGM.

### **3. SUB COMMITTEES and DELEGATES**

#### **FINANCE COMMITTEE**

**MEMBERSHIP:** President, Secretary, Treasurer and one Committee member.

#### **GREENS COMMITTEE**

**MEMBERSHIP:** President, Green Keeper and Bowls Organiser.

### **MATCH COMMITTEE**

**MEMBERSHIP:** Bowls Organiser and three Committee Members. They will prepare the year's program, formulate specific rules for Club events (Social games and club championship events) and rule on any issues arising from these events.

**SPECIAL EVENTS:** Match Committee to nominate teams for special events (Pennants, Club Challenge etc.) from Bowls NSW or South East Bowls region.

### **LIASON COMMITTEE**

**MEMBERSHIP:** President to select a committee to govern relationships with any other appropriate bowling clubs.

### **TROPHY and SPONSORSHIP COMMITTEE**

**MEMBERSHIP:** Treasurer, a Vice President, Bowls Organiser and one other Committee member.

### **SELECTION COMMITTEE**

**MEMBERSHIP:** Three members and one female (to assist with ladies' Pennant) elected from AGM and Bowls Organiser with one to be appointed as Chairperson at first meeting. A selector to help organise and select teams for all bowls events when required.

**SPECIAL EVENTS:** Nomination sheet to be displayed on SHBC noticeboard for interested players to nominate to play and selectors to pick teams.

### **SOCIAL and CATERING COMMITTEE**

**MEMBERSHIP:** Appointed by the President as a Port Folio at first meeting after the AGM.

### **ZONE/REGION DELEGATES**

**MEMBERSHIP:** President to appoint two members at the first meeting after the AGM to attend Zone/Region meetings and report back to next committee meeting. Other members may attend these meetings as observers only.

## **4. OTHER POSITIONS and DUTIES**

### **BOWLS ORGANISER**

Organise all games, competitions and duties with assistance from the Bowling Committee when required.

### **GREEN KEEPER**

Greenkeeper requires a bowls free day on a Monday of each week. Bowling Committee can negotiate with greenkeeper for use of greens on a Monday for Special Events.

Greenkeeper to advise Bowls Organiser of rink and green availability.

### **BOWLS COACH/S**

Position to be advertised each year.

All other sub clubs may appoint an approved coach. Honorarium determined in consultation with all appropriate bowling clubs.

All new bowlers to be approved by an approved coach before playing.

### **UMPIRES**

A list of accredited umpires to be displayed.

Conditions for umpires and match payments to be determined by Bowling Committee.

## **5. DRESS REGULATIONS**

Club uniform to be worn for Pennants, Club Championship games, Sub-club visits and any other event classed as a Prestige event.

All social games will be Mufti dress unless special circumstances are announced.

Required dress to be specified on entry sheet.

Mufti clothing must have a shirt with a collar and approved bowling shoes. Individual exemptions must be approved by a Bowling Committee member.

Bowling Committee to enforce dress code.

## **6. BAREFOOT BOWLS**

Bowls Committee to elect as many members as they feel necessary to organise and manage the playing of Barefoot Bowls.

An honorarium as decided by the Bowling Committee to be paid monthly to these members.

## **7. PENNANTS**

Match Committee and Selectors to decide on number of Grades to be nominated for each year.

Players must play enough games as per Conditions of Play to qualify for playoffs.

Fees and car travel payments to be determined by Bowling Committee.

Afternoon tea to be provided for home games and determined by Catering Committee.

## 8. CHAMPIONSHIPS

Association Events as defined by Bowls NSW are Major Singles, Major Pairs, Fours and Triples with Club winners to be able to advance to play Champion of Champions and State Playoffs.

All other Championships to be considered as Association Events and governed by Bowls NSW Conditions of Play.

All Championship Events will be Open Events.

No Championship Events to be played on AGM, Special General Meeting days or long weekends unless approved by the Match Committee.

Championship entry forms with dates and times will be displayed on SHBC noticeboard but may be varied for reasons approved by the Match Committee.

A player's or team's entry, with entry fee indicates their availability to play on those dates unless exceptional circumstances approved by the Match Committee to play outside of those dates.

Play or forfeit rule to apply for all Club Championships.

All events may be played as Knockout, Sectional, Sets or Handicap at the discretion of the Match Committee.

All weekend games to start at 1:00pm and Midweek games to start at 5:00pm unless changed by Match Committee.

Championship finals times and days to be played as stated above.

In some circumstances two games per day may be required.

Six days' notice to be given before any Championship round unless agreed by both parties to play before.

## 9. ELIGIBILITY FOR CLUB CHAMPIONSHIPS

### MAJOR SINGLES

1. Open to all affiliated bowlers
2. First to 25
3. If not knockout, format as decided by Match Committee

### MINOR SINGLES

1. Open to all affiliated bowlers
2. First to 25
3. If not knockout, format as decided by Match Committee
4. Any player who has won a Major, Minor or State Singles is not eligible

**MAJOR PAIRS**

1. Open to all affiliated bowlers
2. 18 ends
3. 4 bowls (2x2x2x2) Format as decided by Match Committee.

**MAJOR/MINOR PAIRS**

1. Open to all affiliated bowlers
2. 18 ends
3. 3 or 4 bowls Format as decided by Match Committee
4. If insufficient Majors, two Minors may be paired

**FOURS**

1. Open to all affiliated bowlers
2. 21 ends

**VERTERANS**

1. Open to all affiliated bowlers over 70
2. Singles - first to 21
3. Pairs - 18 ends
4. Format as decided by Match Committee

**MIXED PAIRS**

1. Open to all affiliated bowlers
2. 18 ends
3. 3 or 4 bowls Format as decided by Match Committee
4. May play in any position

**MINOR PAIRS**

1. Open to all affiliated bowlers
2. 18 ends
3. 3 or 4 bowls Format as decided by Match Committee
4. If a player has won a Major, Minor Singles or Major Pairs is not eligible

**TRIPLES**

1. Open to all affiliated bowlers
2. 2 bowls - 25 ends
3. 3 bowls - 21 ends

**WOMEN'S SINGLES**

1. Open to affiliated women bowlers
2. First to 21
3. If not knockout, format as decided by Match Committee

**MIXED TRIPLES**

1. Open to all affiliated bowlers
2. 2 bowls – 25 ends
3. 3 bowls – 21 ends
4. Format as decided by Match Committee
5. Team must have at least one female and male

**MIXED FOURS**

1. Open to all affiliated bowlers
2. 21 ends
3. Teams must have 2 males & 2 females
4. May play in any position

## **10. CHAMPIONSHIP RESULTS**

Championship results to be recorded after each completed round.

Championship Winners and Runner Ups awards to be decided by Bowling Committee.

## **11. PLAYER'S GRADING**

A Major is defined as a player who has won a National, State, Zone, District, Club Major Singles or Club Minor Singles.

If a Minor wins a Club Major Pairs, they will be ineligible to play Club Minor Pairs in the following season.

Club Minor Pairs winners remain as Minors and eligible to play Minor Singles and Minor Pairs the following season.

All championships won shall take effect at the beginning of the next bowling season. Thus, Major or Minor gradings do not alter until the start of the next bowling season.

## **12. ACCOMMODATION AND TRAVEL ASSISTANCE**

Players representing our club may request compensation for their accommodation and travel expenses. The Accommodation and Travel Assistance form shall be completed and submitted in advance to the Treasurer for consideration. Note that the SHBC will make book and pay for the accommodation.

Players may receive a meal allowance of \$60 per day.

When a bus is unavailable, carpooling is preferred. The car pool driver will receive a fuel allowance of \$25 per 100km.

When sharing a room with your partner, the partner shall pay half of the room cost.

## **13. COCK OF THE WALK**

Open to all affiliated bowlers.

Rules as set out by C o t W committee to be displayed.

Title to be defended at least once a fortnight.

Players must play a game within the relegation dates or be relegated.

Adjustment days for relegation: 15<sup>th</sup> and the last day of each month.

Prize money as determined by Bowling Committee.

## 14. SOCIAL BOWLS

All affiliated social bowling day formats are decided by Match Committee each day.

Afternoon games to start at 1:00pm and finish by 4:15pm.

Morning games start as determined by Match Committee.

No dead ends, jack re spotted on T.

Prizes and raffles for each day are as determined by the Bowling Committee on recommendation from the Treasurer.

Green fees for all games are as decided by the Bowling Committee.

Wednesday: Open events

Thursday: Women's events (and men by invitation).

Friday: Men's events

Weekends: Open events

## 15. LIFE MEMBER GUIDELINES

Life membership is an honour bestowed on individual club members or past members whose exceptional, loyal and outstanding service and contribution has provided measurable benefit to SHBC over an extended period.

### CRITERIA

Life membership should not be considered as a competitive matter. Nominees must be considered individually on their personal attributes and achievements, and not in comparison to others. While it is inevitable that comparisons may be made with past recipients, direct comparisons with individuals shall be avoided.

Granting Life Membership is a balancing exercise. While criteria are provided below as guidance, the overall contribution of the nominee must be evaluated. There is necessarily some subjectivity in evaluating the overall contribution as the nominee's strengths against the various criteria will vary.

To assist with the nomination, some or all the following criteria should be considered.

For any of the relevant criteria the nominee should have demonstrated an exceptional contribution beyond the ordinary for an extended period, (minimum 10 years) which has a measurable benefit to the SHBC membership.

- 1: A long or exceptional period of service in specific roles that contribute to the benefit of the SHBC. These roles may include but not restricted to service on the Bowling Committee, SHBC volunteer roles or The Club's board office holder positions.
- 2: Has the nominee represented the SHBC with distinction and advanced the causes of the club.

3: Has the nominee provided valued leadership around the club and is considered a role model?

### **PROCESS FOR NOMINEE**

- 1: Any SHBC member or past member can be nominated by any current SHBC member with the nomination seconded by a least one other SHBC member.
- 2: Nominations should include the nominator's reasons for putting the candidate forward with the support of favourable applications demonstrating minimum service requirements and examples meeting the criteria.
- 4: Life Membership cannot be nominated by or supported by an immediate family member.
- 5: In the event the nominee is serving on the committee at the time of nomination, that person must be removed from any voting in respect of the nomination.
- 6: If appropriate, at this time the committee may appoint an individual or subcommittee to further research the nomination and report back to the next Bowling Committee meeting.
- 7: In the event the Bowling Committee believes the nomination is worthy of life membership a two-thirds majority is required to formalise the nomination.
- 8: The Bowling Committee will present the nomination to the SHBC Annual General Meeting or special general meeting for final ratification of the nomination and awarding of life membership.
- 9: Life Membership must be recorded in the SHBC official records.

### **LIFE MEMBERSHIP BENEFITS**

The main benefit will be recognition by the SHBC members of the exceptional service provided by the life member. In addition, the life member will:

- Be entitled to attend any Annual General Meeting held by the SHBC.
- Be listed on the SHBC website as a life member.
- Be listed on the Life Member's Honour Board.