

# International Gay Bowling Organization

## Bylaws

### Vision

We, the International Gay Bowling Organization (IGBO), aim to foster a safe and inclusive environment for the entire LGBTQ+ community (lesbian, gay, bisexual, transgender, queer, and their allies) as the bowling organization of choice for the international community.

### Mission

IGBO seeks to promote the sport of bowling and enrich the lives of individuals through league building and tournaments around the world. IGBO is guided by the principles of community, inclusion, and solidarity as we:

- foster educational opportunities to local communities about bowling, LGBTQ+ history, and other topics of importance;
- build communication avenues between member leagues, joining LGBTQ+ communities together in solidarity; and
- plan social opportunities to promote the sport of bowling and to enrich the lives of individual athletes through leagues and tournaments.

### Non-Discrimination & Participation Statement

IGBO recognizes access to sport as a human right. Community is a primary pillar of IGBO and cannot be fulfilled if any member of our community is intentionally or unintentionally excluded. We strive to continually listen, learn, and adapt to ensure every member of IGBO has a sense of belonging in our community.

IGBO promotes gender inclusion by recognizing an individual player's self-identified gender; and avoiding gender-based distinctions or divisions in sporting activities, while considering member countries' cultures. IGBO is committed to celebrating each athlete's accomplishments and skill, regardless of gender identity.

### Article I. Membership and Voting

- 1.01 There shall be three (3) classifications of voting membership:
  - A. IGBO League
  - B. IGBO Tournament
  - C. Organization – An umbrella organization that sponsors bowling activities.
- 1.02 There shall be three (3) classifications of non-voting association with IGBO:
  - A. Direct Associate – An individual who pays IGBO an annual fee to be an associate within this classification; or

- B. Lifetime Associate – An individual who is voted into permanent association as gratitude for service to IGBO, or is a recipient of the IGBO Fellowship Award or Tom Hack Award; or
  - C. League Associate – A participant contributing to any member league’s normal playing strength.
- 1.03 To obtain membership in any classification, the prospective member shall submit a formal application in which the applicant declares to adhere to and promote the goals of IGBO.
- 1.04 The membership shall vote on all applications for new voting membership.
- 1.05 A voting member shall:
- A. Appoint or elect a representative and alternate representative who will be authorized to exercise the voting rights of the membership, and
  - B. Pay the membership dues in the amount and by the date defined in the Policies & Procedures.
- 1.06 Individuals may apply as a direct associate. When both the complete application and payment are received, the applicant becomes a direct associate in good standing eligible for all privileges as such.
- 1.07 All IGBO business must be conducted under generally accepted and practiced rules of order.
- 1.08 A majority of the voting membership shall constitute a quorum for a General Membership meeting. The quorum will be determined by a roll call conducted by the IGBO Secretary. The Secretary shall announce the number of votes needed for simple and two-thirds (2/3) majorities.
- 1.09 At a Regional Meeting/Caucus, quorum shall be reached when simple majority (including proxies) has been established. If quorum is lost, then no regional new business may be voted upon.
- 1.10 Voting allotment per voting member:
- A. Tournaments: one (1) vote
  - B. Organization member: one (1) vote
  - C. Leagues:
    - (1) 1 – 100 Bowlers = 1 vote
    - (2) 101 – 200 = 2 votes
    - (3) 201 or more = 3 votes
- 1.11 Absentee voting is allowed for site selection only and must be received by the secretary no less than five (5) days prior to the meeting.

- 1.12 Members may designate a proxy as defined in the P&P.
- 1.13 Written ballots may be requested on any motion or resolution before the membership.
- 1.14 Actions taken by the general membership. This section lists actions that must be approved by a vote of the membership.
  - A. Approval of an application for membership requires a simple majority.
  - B. Election of a member of the Executive Board.
    - (1) Election of a candidate who is not term-limited requires a simple majority.
    - (2) Election of a candidate who is term-limited and opposed for election requires a two thirds (2/3) majority.
  - C. Any change to the bylaws requires a two-thirds majority.
  - D. Policies and procedures.
    - (1) A motion to discuss a change to a policy and procedure requires a simple majority.
    - (2) Rejection of a change to a policy and procedure requires a two-thirds majority.
  - E. Approval of the budget and amendments to an approved budget require a simple majority.
  - F. Selection of a proposal to host an IGBO Conference and Tournament requires a simple majority.
  - G. Removal or censure of a director requires a two-thirds majority.
  - H. Termination or suspension of membership requires a two-thirds majority.
  - I. Termination or suspension of direct associate or lifetime associate requires a two-thirds majority.
  - J. Any action or motion not listed above requires a simple majority.

**Article II. Board of Directors**

- 2.01 The Board of Directors (hereinafter referred to as “the Board”) shall consist of the Executive Board and Regional Directors. Each board member shall be assigned a number beginning with the number one (1) with each number consecutively assigned. The Board shall consist of the executive officers who will be referred to as Directors one (1) through four (4). Director one (1) shall be the President, Director two (2) shall be the Vice-President, Director three (3) shall be the Secretary and Director four (4) shall be the Treasurer. Directors one (1) through four (4), shall be elected by the entire voting membership. The remaining Directors five (5) and above, hereafter referred to as Regional

Directors, shall be elected to represent regions by voting members from the regions as defined in the Policies & Procedures hereinafter referred to as "P&P".

2.02 In the event that Board composition necessitates the election of a Director-at-large, the following will apply:

A. Such Director shall:

- (1) Establish and maintain communication channels for all Associate Members and Lifetime Members.
- (2) Represent the Associate and Lifetime Members at meetings of the Board.
- (3) Share tournament representation with other Regional Directors.

B. Due to the fluctuating need for this position, the Director-at-large shall be referred to as such and not assigned a director or region number.

C. Shall serve a term of two years and up to three terms for a total of six years.

### **Article III. Duties of the Board of Directors, Representatives, and Committees**

3.01 Executive officers, directors, and committee members are entrusted with responsibilities to both the Board and the membership of IGBO and, as such, are expected to act in the best interest of IGBO.

3.02 The President, as principal executive officer of IGBO, shall have all the duties and authority normally vested in the president of a nonprofit organization.

A. The President shall:

- (1) Preside at all IGBO meetings;
- (2) Be an ex officio member of all standing and ad hoc committees;

B. The President shall appoint:

- (1) The membership of the standing committees as established in these Bylaws;
- (2) A Parliamentarian to control the order of business at general membership meetings;
- (3) The Representative(s) and Alternate Representative(s) to any organization of which IGBO is a member.
- (4) An interim director to serve until an election may be held to fill the vacancy of Directors Two (2) through Four (4). This appointment must be approved by a majority of the Board. This appointee shall serve as an interim director until an election can be held at the next General Membership meeting.

- (5) An interim director to serve until an election may be held to fill the vacancy of Directors Five (5) and above. This appointee shall serve as interim director until an election can be held at the next General Membership meeting as prescribed in these Bylaws.
- C. The President may appoint other committees as deemed necessary.
- 3.03 The Vice-President shall have all the duties and authority normally vested in the vice-president of a non- profit organization.
  - A. The Vice-President is responsible for disseminating internal and external publicity and public relations in conjunction with the appropriate committee and the Board when necessary.
  - B. The Vice-President may appoint committees as necessary to meet the responsibilities of the office.
  - C. In the event of the death, resignation or other immediate vacancy of the President, the Vice-President shall assume the office of the President until an election may be held.
  - D. In the event of the disability or extended absence of the President, the Vice-President shall assume the duties of the President until the President returns.
- 3.04 The Secretary shall have all the duties and authority normally vested in the secretary of a nonprofit corporation. The Secretary shall:
  - A. Maintain official minutes of all board meetings and general membership meetings.
  - B. Oversee and supervise all elections and voting procedures in conjunction with the Election Committee.
  - C. Develop and maintain lists including, but not restricted to, current representatives and members.
- 3.05 The Treasurer shall have all the duties and authority normally vested in the treasurer of a nonprofit organization. The Treasurer shall:
  - A. Supervise the financial affairs of IGBO in accordance with generally accepted accounting principles and as prescribed in the IGBO P&P.
  - B. Prepare and present to the Board and the Audit Committee, as described in the P&P, a full and comprehensive financial report.
- 3.06 The Executive Board consists of officers one (1) through four (4) and shall:
  - A. Include all fiduciary responsibilities,
  - B. Prepare a proposed IGBO annual operating budget for approval by general membership,

- C. Prepare and/or approve all contracts and written legal obligations of IGBO, including those relative to either IGBO tournament,
  - D. Be a non-voting member of all standing and ad hoc committees, unless appointed as a full member of said committee, and
  - E. Perform any other duties as prescribed by the membership.
- 3.07 Regional Directors shall have all the duties and authority normally vested as a board member of a nonprofit corporation, including all fiduciary responsibilities and those as prescribed by the membership and shall represent the membership of the geographic regions (as defined in the Policies & Procedures) at meetings of the Board.
- A. They must reside in the regions in which they were elected to represent.
  - B. They shall advise and assist the Executive Officers in the execution of their duties.
  - C. The directors from regions in which an IGBO Annual or Mid-Year Conference shall take place, shall serve as advisors to that Conference and liaisons to the Board.
- 3.08 Duties of the League and Tournament Representatives shall be as follows:
- A. Promote the ideals of IGBO,
  - B. Publicize and disseminate information regarding IGBO Tournaments to members,
  - C. Attend all IGBO General Membership meetings, or arrange for an authorized representative to attend,
  - D. Be responsible for the application or renewal of membership,
  - E. Be responsible for the notification of changes to the membership voting authority on an annual basis,
  - F. Be responsive to requests for assistance from IGBO, and
  - G. Resign the position of representative upon taking office on the Board.
- 3.09 The following administrative committees shall be established to assist the Board in the execution of its duties and responsibilities. These committees shall have the power and authority as delegated by the Board, the membership and these Bylaws, and shall report directly to the Board.
- A. **Awards Committee** shall consist of all Regional Directors and is responsible for reviewing candidates and determining upon whom any service or commemorative award, excluding the IGBO Fellowship Award, shall be bestowed.

- B. **Bid Process and Support Committee** shall assist cities considering bidding for either IGBO tournament by providing information on past tournaments, to review bid applications for viability and conformity to established guidelines and to the Policy and Procedures of IGBO.
- 3.10 The following Standing Committees shall be established. Membership on standing committees as defined in these Bylaws shall represent, whenever possible, the geographic distribution of the membership and have a minimum number of individuals as defined by these Bylaws. Individuals will be appointed by January 1 for a one (1) year term.
- A. **Audit Committee** shall consist of a minimum of three (3) individuals. The purpose is to assure proper use and accounting of IGBO funds.
  - B. **Bylaws Committee** shall consist of a minimum of five (5) individuals. It shall conduct a semi-annual review of the Bylaws and of the Policies and Procedures and shall prepare changes and revisions proposed by members or associates for consideration by the General Membership.
  - C. **Fellowship Award Committee** shall consist of a minimum of five (5) Fellowship awardees. The committee shall select up to two (2) individuals per year who are deserving of the Fellowship Award.
  - D. **Federal Compliance Committee** shall consist of a minimum of three (3) individuals. The committee shall ensure compliance with all governmental guidelines or requirements and ensure that IGBO activities align with the organization's mission and designation as a charitable body.
  - E. **Membership Committee** shall consist of a minimum of five (5) individuals. The committee shall provide recommendations for growth of diversity, equity, and inclusion to be considered by the Board for implementation.

#### **Article IV. Elections**

- 4.01 Director Two (2) (Vice President), Director Three (3) (Secretary), and Regional Directors whose number is even shall be elected during even numbered years. Director One (1) (President), Director (4) (Treasurer), and Regional Directors whose number is odd shall be elected during odd numbered years. Nominations and voting for the election of Directors Five (5) and above shall be achieved in caucuses of representatives for their respective regions. In the event of new regions being established, the new regions shall elect their respective directors upon approval. If a region has been assigned an even number, it shall elect its director for two years if the year of establishment is an even numbered year, or for one year if it is an odd numbered year. The converse would be in effect is a region has been assigned an odd number.

- 4.02 If a position on the Board is vacated, an election to fill that position shall be held at the next General Membership meeting.
- 4.03 Unless elected to complete an unexpired term, Directors shall serve a two (2) year term beginning July 1.
- 4.04 No director may hold the same office for more than seven (7) years unless,
  - A. The Director is unopposed for election, or
  - B. The Director receives at least two-thirds (2/3) of the vote in a contested election.
- 4.05 To be elected as a director, the following requirements must be met.
  - A. Must be a member in good standing with IGBO.
  - B. Must have attended a minimum of two (2) of the last four consecutive General membership meetings including current meeting.
  - C. Served as IGBO Representative for one (1) year, served as IGBO Alternate Representative for two (2) years or served as IGBO Committee member two (2) years.
- 4.06 In an election, if no candidate receives a majority of votes, the two candidates receiving the most votes will compete in a runoff. In the event of a tie for second, all tied candidates proceed to the runoff. Runoffs repeat until a candidate receives a majority.

**Article V. Removal of Directors**

- 5.01 A director may be removed from office for proper cause.
  - A. Proper causes for removal shall include:
    - (1) Gross misconduct in performing the duties of elected office;
    - (2) Failure to carry out the responsibilities of elected office;
    - (3) Unexcused absence from two (2) consecutive meetings of the Board;
    - (4) Conduct detrimental to the goals and policies of IGBO;
  - B. Normal procedure for removal of a director. The procedure to remove a director for cause are as follows.
    - (1) A member or associate notifies the Executive Board of their intention to present a motion for removal at the next GMM. The notice must (1) identify the director; (2) state the cause(s) for removal; and (3) be delivered by certified mail or electronic equivalent at least 30 days before the meeting.

- (2) The Executive Officers notify the director by certified mail or electronic equivalent at least 14 days before the meeting.
- (3) The motion for removal is presented and considered at the meeting after quorum is established.
- (4) The membership votes on bringing the motion to the floor for discussion. If that motion carries, the director may address the membership to respond to the motion.
- (5) After discussion, the membership votes on the removal.

C. Emergency Removal of Board Member

- (1) In the event a board member refuses or fails to perform the duties assigned by these Bylaws or by the membership, the Board may take any reasonable emergency action necessary to allow the continuation of official IGBO business.
- (2) These emergency actions must be reported to the membership within thirty (30) days and must be the first order of business at the next General Membership meeting.

**Article VI. Meetings**

- 6.01 General Membership meetings shall be held at least once annually in conjunction with the IGBO Conference.
- A. In the event the annual IGBO Conference is cancelled, the General Membership meeting will occur via electronic means on the Sunday of that conference.
  - B. Other General Membership meetings will be held with a minimum of 90 days' notice.
- 6.02 Board of Directors meetings shall be held at least semi-annually with one meeting being held at the IGBO Conference. Additional meetings may be called by the President or at the requests of three (3) Directors.
- A. Quorum shall be established when at least fifty percent (50%) of the Directors are present.
  - B. Board of Directors meetings will be provided with as much notice as possible, with a minimum of six (6) hours' notice.
  - C. Minutes must be maintained and made available to the General Membership.
- 6.03 Regional meetings shall be held at least annually being held at the IGBO Conference. Additional meetings may be called by the Regional Director or Executive Board.

- A. Quorum shall be established when at least fifty percent (50%) of the region's representatives are accounted for during roll call.
  - B. Notice of Regional meetings held outside of the IGBO Conference, shall be at least 7 days prior.
- 6.04 Emergency Executive Meetings may be requested by the President or any two (2) Executive Directors (2-4) for items that require urgency.
- A. There must be a minimum of two (2) hours' notice.
  - B. There must be at least three (3) Executive Directors to constitute a quorum.
  - C. All actions of the Executive meeting must be presented to the Board within seventy-two (72) Hours.
  - D. Action resulting from the Executive meeting require a two-thirds (2/3) approval of the Board.
- 6.05 Notice of meeting shall be by electronic or telephonic means. Notification must be recorded and retained showing date and time, form of notification, acknowledgement of the individual.

**Article VII. Trademarks, Brands, and Other Intellectual Property**

- 7.01 The name IGBO, the title International Gay Bowling Organization, its logo, and all other intellectual property remain the sole property of IGBO. The use and/or rendering thereof are solely at the discretion of the Board of IGBO.
- 7.02 Upon renewal, IGBO leagues and tournaments are authorized to use said Name, Title and Logo for the purpose of promoting IGBO within their respective leagues and/or tournaments.
- 7.03 The IGBO logo may not be altered in any way unless written approval is granted by the Board.
- 7.04 No Merchandisers may alter IGBO, International Gay Bowling Organization and its logo without written approval granted from the Board.
- 7.05 Conferences and tournaments that wish to incorporate the IGBO logo may only use the approved logos.

**Article VIII. Amendments to the Bylaws**

- 8.01 Revisions or amendments to these Bylaws may be proposed by any member, associate, or director. Any such proposed revision or amendments shall be submitted in writing to the Bylaws Committee not less than sixty (60) days prior to the date of the next regular membership meeting. Each member or delegate shall receive, in writing, all proposed revisions or amendments to the bylaws not less than thirty (30) days prior to the next regular membership meeting.

Proposed revisions or amendments shall be presented by the Board of Directors to the membership at such meeting. A two-thirds majority of the members voting shall be required to revise or amend the bylaws, provided a quorum is present.

- A. In the event that these bylaws need to be amended to maintain compliance with any State and/or Federal laws, the membership hereby waives the notice provision above and authorizes the Board, upon consenting vote by a 2/3 majority to so make the required changes and provide notification to the general membership within 30 days of the date of the change.
- B. The membership hereby authorizes the Board to approve changes to the bylaws for the sole purpose of renumbering articles; eliminating errors in spelling, grammar, and terminology; and to bring about the proper order and sequence. In so doing, the Board shall not change the meaning or purpose of any provision of the bylaws.
- C. In the event of a local, national, or international emergency that renders the Board and general membership unable to meet, the Board is hereby authorized to adopt and operate under a set of “Emergency Bylaws” as declared by unanimous agreement of the Executive Board for the duration of the national emergency and to the extent that such “Emergency Bylaws” are necessary for the ongoing operation of IGBO. Such Emergency Bylaws shall place the responsibility for effectively managing IGBO during the period of the emergency into the hands of the Board. No permanent changes to these Bylaws may be enacted during such emergency period and, immediately upon lifting of the state of emergency, power for voting and managing the organization shall revert to the members as defined in these bylaws.

**Article IX. Dissolution**

9.01 Upon the dissolution of this organization, after paying or adequately providing for the payment of the debts, obligations and liabilities of the organization, the remaining assets shall be distributed to a nonprofit organization(s) similarly serving the LGBTQ+ community as deemed appropriate by the Board.

Revision History

Date Approved	Section	Change
5/27/2022	4.02	Clarify that this addresses vacancies only. Aligns with previous IV.4.

5/27/2022	3.06	Consistent with phrasing elsewhere; grammatically correct and more natural.
5/27/2022	3.09B	This committee continues but has been renamed to Bid Process and Support Committee.
5/27/2022	4.06	Corrects an unintended deletion to address what happens if no candidate attains a majority. Aligns with previous IV.2.
5/27/2022	8.01	Ensures that individual associates can propose changes. Aligns with previous X.4.
10/23/2022	4.01	Clarifying verbiage for election of regional directors.
10/23/2022	1.09	Clarifying quorum requirements for regional caucuses.
7/1/2024	1.10	Updated voting strength.
7/1/2024	2.10	Added language about the addition of a Director at Large.