

CONSTITUTION

ARTICLE I

The object of this organization shall be the development of bowlers and team competition. It shall encourage and foster the highest standards of sportsmanship and personal conduct among its members. This organization will be keenly interested in all aspects of duckpin bowling in the Baltimore Metropolitan Area, in the Central Atlantic region, and on the National level.

A. This organization shall be governed by a committee selected from members of the League. This Committee will include: President, 1st Vice-President, 2nd Vice-President, all Team Captains, Statistician, Treasurer, and Recording Secretary.

1. Election Procedure:

- a. The league officers will be elected at the end of the season and will be effective immediately. Outgoing members who have been working on special projects shall work with the new Committee temporarily on a nonvoting basis.
 - b. At least two (2) members of the retiring league officers must be retained.
 - c. Nominations for all offices will be accepted from the League body. All officers must have been members of the BPDA the previous season.
 - d. In elections, a simple majority vote of the membership present will be necessary for the election to be valid. The order of elections at the end of the season will be (1) President, (2) 1st Vice-President, (3) 2nd Vice-President, (4) Statistician, (5) Treasurer, (6) Recording Secretary and the remaining Committee Members will be comprised of all Team Captains. Nominees shall leave the room during discussion of candidates prior to voting.
2. The President shall be paid a fee set by the League for her services. It will be the duty of the President to set the dates for all Committee meetings and to preside over those meetings. A meeting may be held at the request of any Committee member. (See Addendum, Duties of the President, for delineation of duties).
3. The 1st Vice-President shall assume the duties of the President in her absence.
4. It will be the duty of the Treasurer to oversee all financial transactions, keep all financial records, prepare financial statements and reports, which will be turned into the President

monthly, collect all bowling fees, and hold and dispense all League monies. The Treasurer shall be paid a fee set by the League for her services.

5. Duties of the Statistician:

- a. All substitutes or replacement bowlers must be cleared within one (1) week after they have rolled in a scheduled game or match so that their eligibility may be verified before bowling again.
- b. If a substitute is found to have submitted an incorrect average or is found to be a nonsanctioned bowler, the Statistician must inform the captain of the team who used her, **within one (1) week** and make the necessary adjustment to the games in which the substitute bowled, and also must note the correct average and publish the correction on the next standing sheet for the information of other teams. Nonsanctioned bowlers will not be allowed to bowl again.
- c. If the substitute submitted a correct average that made the team over their limit, the statistician must notify the team captain, **within one (1) week** and the Committee, make the necessary adjustment to the games in which the substitute bowled, and publish the correction on the next League standings sheet.
- d. Statistician shall provide a standings sheet each week, at least one (1) per team, at the scheduled establishment(s).
- e. Statistician shall keep the averages of all bowlers and submit an average sheet to all regular bowlers **every week** of league bowling. She will also submit averages to the Baltimore Bowlers' Association (BBA) and the National Duckpin Bowling Congress (NDBC) when requested and at the end of each season of play.
- f. Statistician will apply for all individual and team awards; all money games and/or sets must be reported immediately so that the bowler will receive her award as soon as possible.
- g. Statistician shall post tournament dates on standings sheet as a reminder to League members.
- h. Statistician shall provide a complete address and phone list (home, work and email) of all League members **within one (1) month**.
- i. Statistician shall provide a floating substitute list to team captains by completion of the first six (6) weeks of the season. All new substitutes (names, addresses, phone numbers, and averages) shall be listed on standings sheets for other captains' use. Names and averages of substitute can also be found on our web page www.somensbpda.com.
- j. Statistician shall send a form letter to all substitutes explaining dress-behavior code.

- k. Statistician shall be paid a fee set by the League for her services.
- 6. The Recording Secretary will be established as a separate office and keep minutes of the General, Committee, and Captains' meetings. The office of the Recording Secretary is a nonpaid office; however, the League will pay postage if needed.

B. Legislative Procedure

- 1. A league organizational meeting will be held yearly either the first or second Wednesday in August. All League members are requested to attend this meeting. Post cards or e-mails will be sent out as a reminder. All Constitution and By-Laws' changes, to include playing rules and format, will be made for the pending season of play at that meeting.
- 2. The Committee will be responsible for amending By-Laws; however, a new rule will not be put into effect until after it has been passed by a majority vote of the League members present at an appointed meeting. No change in playing rules or format will be made during a League year. The Committee will interpret all League rules as specific situation arise.
- 3. Any member of the BPDA, may suggest an addition or amendment to the By-Laws by submitting the suggestion to the President. The submitted By-Laws amendment will be presented to the League at a general membership meeting. A simple majority vote by the League membership will determine the outcome.
- 4. The Committee will discuss new developments in duckpin bowling on the local, sectional, and national levels and will keep the League membership informed. The Committee will readily express the opinion of the League membership to any other duckpin governing body. The League membership, on the other hand, will respect the judgment of the Committee, if an opinion or commitment had to be made without sufficient time to call a meeting of the League membership. If the League membership cannot, with conscience, respect the judgment of the Committee, the membership may resort to a "recall" procedure as follows:
 - a. A meeting of the entire League membership may be requested by obtaining the signatures of a minimum of 1/3 of the membership. A valid 4/5 representation of the League membership must be present at this meeting for an overrule vote to be cast. The disputed decision(s) will be presented, and a vote of 2/3 of those members attending will be required to overrule any decision of the Committee.
- 5. The duly elected Committee of the BPDA has the authority to take disciplinary action against any member who violates any rule or action approved by the League membership. Disciplinary action may take the form of fines, suspensions, or a combination of both. The Committee retains the authority to regulate participation in the League.

ARTICLE II – FORMAT

- A. The BPDA shall bowl all regularly scheduled matches at establishments sanctioned by the National Duckpin Bowling Congress (NDBC). All establishments must have automatic pinsetters, and all pins used in League Matches must be sanctioned by the NDBC.
- B. All matches will start at the designated starting time. Warm-up bowling, with/without pins, will typically begin 15 minutes before the designated starting time for each establishment. However, a 5-minute warm-up, without pins, will be allowed after the lanes become available. There will be no waiting for latecomers.
- C. All BPDA members are responsible to keep the pace of competitive match play moving at all times.
- D. The League will bowl in a split season with each _ consisting of 19 weeks. The overall Champion will be determined by the _ winner with the best full season record. If there is a tie on the full season record, the team with the higher pinfall will be considered the Overall Champion. The Overall Champion will receive jackets or \$80.00 per bowler.
- E. In the event of a two-way tie for 1st Place, those teams will compete in a best two out of three game match, with the winner of that match being awarded 1st Place. In the event of a three-way tie for 1st Place, the team with the highest total pinfall for the _ season will draw a “bye” and bowl the winner of the first roll-off match. In the event of a four-way tie for 1st Place, roll-off positions will be determined by _ season pinfall. This/these roll-offs will take place the **Sunday after the completion of the league at 1:00 P.M.** at the home house, assuming lanes will be available and all team members are in agreement. All other ties will be resolved by pinfall.
- F. Assuming that the last night of the season is a position round and in the event that first place and last place has already been decided, the position round schedule will be as follows: 1st place position will bowl last place position, 2nd place position will bowl 3rd place position, 4th place position will bowl 5th place position, 6th place position will bowl 7th place position, 8th place position will bowl 9th place position, and 10th place position will bowl 11th place position.

ARTICLE III – FINANCES

- A. The funds necessary to meet the financial obligations of the BPDA will be derived from three (3) major sources:
 - 1. A **sponsor fee of \$300.00** shall be paid by each sponsor. The League’s responsibility to its sponsors includes League cooperation with any duckpin promotion in which BPDA services are desired.
 - 2. A league entry fee is required and shall be paid by each BPDA member, the amount to be established yearly at the August meeting. Payment of this entry fee will be made at the end of the current League season for those members who are currently participating and who

will participate the following season. New members shall pay their entry fee by the first night of the new season.

3. A bowler's fee shall be established early at the August meeting. Each BPDA member will pay her team captain on each scheduled unit match (checks preferred). The team captain shall pay the bowler's fee for each member of her team to the Treasurer each time the League bowls as a unit.
4. If a BPDA bowler is delinquent four (1) weeks, she will be declared ineligible to bowl until the shortage is paid. Any member behind more that four (4) weeks must appear before the Committee.
5. Opening day, the bowler's fee of twenty-two dollars (\$22.00) is required to be paid; then on the first Wednesday seventy dollars (\$70.00) is due and every third week thereafter, with (\$44.00) due on the last pay week. No monies will be collected the last two (2) weeks of the season. Pay schedule will be noted on the bowling season schedule.
6. The league will pay sanction/membership fees of twelve dollars (\$12.00) to the NDBC.

B. Fundraisers:

1. There will be two fundraisers: Lottery Tickets (**which will be drawn in March**), **Donna Rosenthal will be charge of this fundraiser**, and the the number board. Each member will be responsible for selling eight (**8**) lottery tickets. Additional tickets will be available. The number board will be sold every 4th week.
2. **The sun shine club will be run by Meagan Warehime with the first collection of \$2.00 on opening day. Cards will be sent to bowlers and immediate family for hospital stays and deaths.**

ARTICLE IV – TEAM SELECTION METHOD

In order to obtain the highest order of balanced competition possible, the BPDA will use an annual **draft** system to determine each bowler's team assignment for that season.

A. Eligibility List:

1. The BPDA Committee or its appointed representative will compile a list of all bowlers in the Baltimore/Washington Metropolitan area in descending order of average who meet the following eligibility requirements:
 - a. New draftees must have a minimum of 80 games from the previous season. At least 80 of those games must be acquired as a regular member from one (1) league from the previous season of play, bowled August 1st through June 1st. Remaining game volume

may be acquired from substitution and tournament play. Youth bowlers must have bowled 80% of their league games. **If a new bowler coming into the league is not sanctioned, a sanctioned bowler wishing to join the league will receive preference over the non sanctioned bowler. All non sanctioned bowlers accepted into the league must provide a final average sheet from all leagues in which they have bowled.**

- b. A draftee's draft entrance average will be based on her highest interlane average in which she competed in at least 80% of the total possible number of league games. In the absence of an interlane average, her draft entrance average will be based on her composite house league averages. If, however, the draftee had a total of 45 games as a substitute/replacement bowler in the BPDA for the current season ending in June, that will be considered an established average, and supersede the above. Game volume requirements will remain the same, as outlined in 1a above.
 - c. Eligible BPDA returning members from the previous season will use their final BPDA league average from that season.
2. If a current BPDA member's average from the previous season of play, and a prospective draftee's average are the same, without regard to overpins, the current BPDA member shall be given first consideration in placement on the draft list.
 3. BPDA members must have bowled in at least 80% of the total BPDA games of the last completed season to retain eligibility. This 80% requirement may be waived if a plea of hardship is submitted in writing to the Committee for consideration (see Article IV, Section B.3. for further definition).
 4. BPDA members must have bowled in at least 80% of the total BPDA games to retain or acquire a Team Captainship. There is no exception to this requirement and no hardship plea applies.
 5. Current NDYA bowlers are not eligible for participation as either a regular member or an alternate in the Women's Division of the BPDA.

B. Selection List:

1. The highest average bowlers on the eligibility list will automatically comprise the selection list.
2. If any bowler(s) on the selection list declines an invitation to bowl in the BPDA, the succeeding bowler(s) on the eligibility list will be elevated to the selection list.
3. A BPDA bowler who was eligible in the previous season, but did not compete due to pregnancy, severe illness, etc., which prevented her participation, may be reinstated by the Committee, if that bowler requests said reinstatement in writing by June 1st. If the Committee accepts the reinstatement request, she will be placed on the selection list at the

position in which her last complete season's eligibility average would entitle her, unless she participated as a substitute bowler in the BPDA, and bowled 45 games or more. In this case, the eligibility average will be based on the substitution games, and will supersede the last complete season's eligibility average. (EXCEPTION: She may not be placed in any captain's position).

C. **Draft Procedure:**

The draft of bowlers from the selection list will be held on the **last Wednesday in June** (subject to change) and will proceed as follows:

1. From the selection list, the BPDA member with the highest average from the previous season will be designated as Team Captain #1; the second highest bowler will be designated as Team Captain #2, etc., through the total number of teams in the League. Ties for Team Captain's position will be determined by true average with the exception of the last captain's spot; then, a two-game total pinfall roll off will take place to determine the last captain.
 - a. A member who meets the Team Captain requirement may not refuse, either verbally or in writing, to accept the position of Team Captain, its corresponding responsibilities, or to select a team. If a member does not accept a position of Team Captain, she relinquishes her eligibility to bowl in the League for the current season. That same bowler is automatically reinstated; however, for the following season as long as all eligibility requirements have been met.
2. Each Team Captain will select her first team member by drafting in reverse order, with the lowest average Team Captain selecting first, up through the highest average Team Captain. For this Round 1 selection, each Captain will select bowlers from the entire drafted list.
3. At the conclusion of Round 1, eligibility averages of each Team Captain and her first draftee will then be totaled, including overpins. Ties in team average totals will be broken by true averages of all team members.
4. The Team Captain with the lowest team average total will then draft first in Round 2 and may select from the entire remaining draft list. The draft will continue in this order, lowest to highest, throughout the remaining rounds of the draft until all teams have been selected.
5. Any bowler who accepts the invitation to bowl in the BPDA, but refuses to bowl after the draft has been completed, for reasons other than those beyond her control, will not be allowed to participate in any capacity in any BPDA match for that season.
6. If a member drops out of the League for reasons beyond her control, and a permanent replacement bowler is selected, that member may only substitute for the team on which she was originally selected.

7. If a member drops out of the League either before or after the season has actually started, the Team Captain must select a replacement bowler according to ARTICLE V – SUBSTITUTES.

ARTICLE V – SUBSTITUTES

- A. BPDA team may use a substitute only when it is impossible for a regular member of the team to bowl. If a BPDA member chooses to bowl in any event, league or tournament, in lieu of a regularly scheduled BPDA match or function, that bowler will relinquish her BPDA eligibility for the following season.
- B. A substitute may not have a higher average than the bowler she is replacing, except as in #3 below:
 1. The BPDA bowler’s average shall be the draft selection list average.
 2. **All substitutes must be sanctioned bowlers.** The following substitute rules will apply in the order in which they are listed:
 - a. If a substitute was a BPDA member from the previous season, her final average for forty-five (45) games or more will be used; or,
 - b. If a substitute was not a BPDA member from the previous season, but substituted in the league for forty-five (45) games or more, that will be the average used to substitute for the current season. If no BPDA average was established, she will then use her highest sanctioned league average for forty-five (45) games or more from the previous season, or,
 - c. In the absence of a sanctioned league average for forty-five (45) games or more from the previous season, revert to the prior previous season (2 years ago), and apply a. through b. above; or,
 - d. An individual returning to bowling after two (2) or more years will then use current sanctioned league average for forty-five (45) games or more to establish an average.
 3. If a BPDA team uses more than one substitute in a given game or match (a maximum of three may be used), the combined total averages of those substitutes may not exceed the combined original team draft selection list averages total of the BPDA bowlers being replaced.
- C. The Statistician will verify the averages of all substitutes within one (1) week. Ineligible bowlers will receive the blind score of 100 for each game in which they participated; the total game score will be corrected, and wins and losses will be amended accordingly. If no substitute is used; the blind score will be 10 off entering average.

ARTICLE VI – PROTESTS

- A. If a substitute bowls, an automatic protest is in effect until the substitute's average and the Statistician has verified sanctioning.
- B. All other protests should be made by the Team Captain, or in her absence, any other team member, to a Committee member, at the time of the incident/problem. The word "Protest" must be written on the score sheets of both teams before the Captains sign the score sheets. Team captains must notify the president within 24 hours.
- C. The Committee shall rule on all protests after meeting with the Team Captains and/or the individual(s) involved. The Committee will render its decision in writing including the reasons for reaching its decision. A copy of the written decision will be given to each of the Captains of the teams involved.
- D. The Committee's ruling is **final!**

ARTICLE VII – POSTPONEMENTS

- A. League matches may be postponed only in extreme emergencies and both team captains must call the president. If a match is postponed, it must be made up within three (3) weeks from the date of the originally scheduled match at the original establishment or prior to the position round, whichever ever comes first. If a match is postponed the last week of regularly scheduled play, that match must be made up within one (1) week. If this is not accomplished, or if the teams cannot reach an acceptable date involved, the Committee will assign the match date. Convenience of the teams involved will not be considered.
- B. Snow Cancellation: The weather committee will make the decision on the cancellation of the league by 5:00 P.M. Team captains will be the weather committee.

ARTICLE VIII – DRESS AND BEHAVIOR CODE

- A. **Dress Code:**
 - 1. Each member of the BPDA shall wear the uniform of her team's sponsor in all BPDA matches and league-affiliated exhibitions or promotions.
 - 2. Skirt/Culottes/Pants Requirement:
 - a. A bowler must wear a skirt, culottes, skorts, walking shorts, dress pants, or capries. In the event that delivery causes underwear to show, the Committee will request, in writing, that the situation be corrected by the next match. If a bowler wishes to wear pants, they must be dress only, no stir-up. No leggings, no denim material and they must match the team colors.

- b. Substitutes are requested to wear dress slacks, skirt, culottes, skorts, walking shorts, or dress jeans, but it is not mandatory. It is the responsibility of each Team Captain to make her substitute aware of the dress code requirements.
- c. Enforcement of the BPDA dress code is the responsibility of the BPDA Committee.

B. Behavior Code:

1. Obscene gestures, kicking the ball rack, excessive banging of balls, profanity, and unprofessional behavior will not be allowed by any BPDA member. Any infringement of this rule should be reported to the BPDA Committee. The Committee will investigate all incidents and, if determined to be necessary, will take appropriate action (See PENALTIES section).
2. No bowler will complain to the management about the condition of a particular establishment. Any concerns will be addressed to a Committee member(s) who will communicate with the management staff.
3. All BPDA bowlers are required to be present at the start of the match. First offense, latecomers will be talked to (warned) by the team captain. Second offense, latecomers will receive a letter from the committee. Third offense, latecomers will be imposed with a ten dollar (\$10.00) fine **and a (\$10.00) fine every time after that. All fines must be paid before the next match to a committee member, regardless of pending appeal, in order to be eligible to bowl.**

C. Penalties:

1. Any violation of the dress or behavior code will result in a monetary fine. Violators will be notified in writing of any fine assessed. Copies will be furnished to the team captain, the committee, and the President. All fines must be paid before the next match to a committee member regardless of pending appeal, in order to be eligible to bowl. The bowler may appeal a fine, in writing, by the next scheduled Committee meeting. A first-time offense will result in a \$10.00 fine; a second offense will result in a \$15.00 fine; a third offense will result in a \$25.00 fine.
2. After three (3) fines have been issued, the violator will be called before the Committee to face a possible issue of suspension.

ARTICLE IX

Any playing rules not covered by the Constitution and the National Duckpin Bowling Congress Rules and Regulations, current edition will govern By-Laws of the BPDA Women's Division. Any League rule that conflicts with NDBC Rules will be eliminated or amended to conform with NDBC Rules in order to ensure sanctioning.

TEAM CAPTAIN'S CODE

- A. Team Captains will be responsible for starting league play on time.
- B. The Team Captain is responsible for ensuring that the scores of each match are properly recorded, that two (2) copies are made, one of which is submitted to the Statistician after match play.
- C. The Team Captain is responsible for ensuring that her team's financial obligations are met, including league entry fees and weekly bowling fees.
- D. The Team Captain will attend all Meetings by the BPDA Committee or send a representative in her place. A ten-dollar (\$10.00) fine will be assessed to the team if no representative is present.
- E. The Team Captain will register three (3) sanctioned women bowlers as available substitutes for the BPDA, including names, all pertinent league information, addresses, and phone numbers. This information will be supplied to the Statistician within the first three (3) weeks of League Play for consolidation and distribution to the entire League.
- F. The Team Captain is responsible for her own and her team's conduct and personal appearance throughout the course of the season. The Team Captain should be aware of and ensure the professional image of her team during competition. She will exhibit and foster sportsman-like conduct at all times.
- G. The Team Captain is expected to know and enforce the Constitution and By-Laws of the BPDA. She is expected to assume a leadership role in the ongoing functioning of this League.
- H. The Team Captain should notify the treasurer of any financial arrangements made concerning replacement bowlers.
- I. Team Captains, after the draft, are to notify their new team members within 48 hours. If for some reason they cannot contact their new team members, team captains are to notify the President of the League.

DUTIES OF THE PRESIDENT

- 1. As Chief Executive Officer of the BPDA, Women's Division, the President shall be a League member and responsible for the general functioning of the Women's Division. She

shall be empowered to sign all contractual agreements binding the BPDA, Women's Division.

2. The President shall be paid a fee set by the League for her services.
3. If the President is unable to continue for any reason, the fees will be paid to the Vice-President assuming her position as of that date.
4. The President shall set dates for and preside over all League meetings.
5. The President shall negotiate events with the assistance of the Committee (e.g., Bull Roast, End of Year Celebration).
6. The President shall have the power to appoint such subcommittees and assign such duties as may be necessary. All subcommittees appointed by the President shall act under the direction of the League Governing Committee.
7. The President shall be duly authorized to sign all corporate checks on behalf of the League.
8. The President shall coordinate the annual League Draft, which must be held by July 15th of each year.
9. The President shall coordinate the competition schedule for the League.
10. The President shall coordinate the bowling establishments in which the League will bowl.
11. The President shall consult with the League Statistician to coordinate the End of Year Awards: High Game, High Set, and High Average—Bowler of the Year, Rookie of the Year, Most Improved Bowler. A bowler is allowed to only receive one award.
12. If a team captain leaves the league for any reason, the President must appoint a member of that team as team captain

DUTIES OF THE TREASURER

Opening Day:

- ◆ Obtain money envelopes around June or July for the first day (usually on the last Sunday in August).
- ◆ Prepare team envelopes and a tally sheet for three-weekly league bowling fees. Team breakdowns to be obtained from the Statistician.

Ledger Book:

- ◆ May or may not be computerized. All incoming funds use blue or black ink.
- ◆ Each item must be listed separately. Ie. Bowling fees sanction fees, sunshine funds, sponsors, etc.
- ◆ All payouts use red ink.

Deposit Slips:

- ◆ All cash can be added together and listed on cash total. Each check must be listed separately by check amount and bank I.D.
- ◆ All Checks must be stamped on back with both stamps “FOR DEPOSIT ONLY AND ACCOUNT NUMBER”.

Committee Meetings:

- ◆ A financial statement must be done and a copy given to each committee member for each meeting.
- ◆ Any financial problems or pluses should be dealt with at that time.

Checks:

- ◆ Any bowler’s returned check will be charged ten-dollars (\$10.00), plus any bank fees.
- ◆ Payments to each bowling establishment must be paid before bowling.
- ◆ All Payouts are to be made by check only. “No Cash!”

Sponsors:

- ◆ The President sends initial request for sponsors’ payments. The Treasurer follows-up with a Thank You letter, which may or may not include requests for an initial payment or balance due.

Final Night:

- ◆ Prepare an envelope for team franchise fees, banquet fees (# of tickets needed). And if they would want money withheld from their prize fund. They also should indicate whether or not they would be returning to the league.

Pay-Off Night:

- ◆ A final financial statement is to be done for the entire league.

- ◆ Individual breakdown of prize money, extra money and all deductions per bowler should be in each envelope with their own pay-off check.
- ◆ Prepare a signature sheet for all bowlers. A note from the bowler involved is necessary if someone else will be picking up their check, otherwise do not release check.
- ◆ All checks not picked up will be mailed the next day.

Draft For The Following Season:

- ◆ Each Team Captain is allotted two hundred dollars (\$200.00) for uniform expenses. This includes the cost of shirts and the lettering as well as towels. In order to be reimbursed, Team Captains must save their receipts and give them to the Treasurer in an envelope. (This is for Income Tax purposes should the need arise). Any monies not spent will be returned to the league's general prize fund.

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