

Bylaws

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Preamble

The International Gay Bowling Organization (IGBO) is the organization committed to serving bowlers on an international level. The primary goals of IGBO shall be to promote UNITY, COMMUNICATION, and FELLOWSHIP among individuals who share in the ideals of IGBO, especially within friendly bowling competition and as a means toward the formation of close relationships between gay and/or lesbian bowling organizations.

Individuals or organizations that share in these ideals are invited to join IGBO. Membership in IGBO will in no way affect the autonomy nor the individuality of its members.

In pursuit of these goals, IGBO sponsors an annual and a midyear invitational handicap bowling tournament.

Article I. Membership

- I.1 To obtain membership in any classification, the prospective member shall submit a written application in which the applicant declares to adhere to and promote the goals of IGBO. – (02/95)
- I.2 The membership shall vote on all applications for voting membership, as defined in Section I.4 below, at an Annual or Mid-Year General Membership meeting. (11/18)
- I.3 Individuals may apply for Associate membership. Associate applications may be submitted at an Annual or Mid-Year conference, a regional tournament, or directly to IGBO. When both the complete application and payment are received, the applicant becomes a presumptive Associate member in good standing and becomes eligible for all privileges as such. Formal membership becomes effective retroactive to the date of application at the conclusion of the next Annual or Mid-Year General Membership meeting provided that the membership has not censured, suspended, or revoked the membership of the applicant as provided at Section I.10. (11/18)
- I.4 There shall be three (3) classifications of voting membership:
- A. League – A bowling league; or
 - B. Tournament – A bowling tournament; or
 - C. Organization – An umbrella organization that sponsors bowling activities. – (05/04)
- I.5 There shall be three (3) classifications of non-voting membership:
- A. Associate – An individual who pays IGBO an annual fee to be a member in this classification; or
 - B. Lifetime Associate – An individual who is voted into permanent membership as gratitude for service to IGBO, or the recipient of the IGBO Fellowship Award or the Tom Hack Service Award; or
 - C. Individual – A participant contributing to any League member’s normal playing strength shall be considered an Individual member of IGBO. – (05/98)
- I.6 Privileges of:
- A. Voting membership shall be as follows:
 - 1. Attend and participate in all meetings of IGBO;
 - 2. May inspect any and all records of IGBO;
 - 3. Have voting rights on any matter placed before the membership as established in these Bylaws;
 - 4. Shall appoint or elect a representative who will be authorized to exercise the voting rights of the member; and

5. Receive all mailings and membership lists available.

B. Non-voting membership shall be as follows:

1. Lifetime Associate and Associate members

- (a) May attend and participate in all General Membership meetings of IGBO;
- (b) May inspect any and all records of IGBO upon appropriate notification to the Executive Officers of IGBO;
- (c) Are eligible to participate in all events that require IGBO membership;
- (d) Are eligible for all awards of IGBO; and
- (e) May receive all digital communications. (11/18)

2. Individual members

- (a) May attend and participate in all General Membership meetings of IGBO;
- (b) May inspect any and all records of IGBO upon appropriate notification to the Officers of IGBO;
- (c) Are eligible to participate in all events that require IGBO membership;
- (d) Are eligible for all awards of IGBO; and
- (e) May receive all digital communications. – (11/18)

I.7 Membership dues must be paid in the amount and by the date defined in the Policies & Procedures .– (05/89)

I.8 Termination of membership shall result as follows:

- A. Any member may resign by notifying the Secretary in writing;
- B. Any membership may be suspended or revoked as established in these Bylaws; and
- C. Failure to renew membership by the renewal date.

I.9 A member shall not be entitled to a refund of dues under any circumstances. – (05/89)

I.10 Any member may be censured, or any membership may be suspended, revoked or re-instated upon the consenting vote of two thirds (2/3) of the voting membership present (once a quorum has been established) as follows: –(11/08)

- A. No action to censure, suspend or revoke shall be taken until and unless a member of IGBO submits to the Board a written and signed complaint charging the member with conduct detrimental to the goals and policies of IGBO; – (10/94) (Reference: Article VII, Bylaws, IGBO.)
- B. Upon receipt of any complaint(s), the Executive Officers shall send a written notice to the affected member notifying the member of the allegations and granting an opportunity to respond to the charges at a hearing before the Board. The notice shall be mailed by certified mail, return receipt requested, to the affected member's last address recorded with the Secretary;
- C. After the hearing, the Board shall prepare written findings and a recommendation, if any, to present to the membership at the next regularly scheduled General Membership meeting. The affected member shall be notified of the right to appear before the membership at that General Membership meeting; and
- D. If the membership votes to censure a member or to suspend or revoke a membership, a notice of decision shall be sent to the affected member, which notice shall include: the decision of the membership, a copy of the written findings, and an explanation of the member's rights. The notice shall be mailed by certified mail, return receipt requested, to the affected member's last address recorded with the Secretary. In addition, the membership shall be advised of this action on the website and the Secretary shall maintain a list of all members previously censured or whose membership has been suspended or revoked. – (11/19))

- I.11 Except where the law, the Articles of Incorporation, or these Bylaws otherwise provide, all authority of IGBO shall be vested in, and exercised by, the membership. – (05/89)

Article II. Board of Directors

- II.1 The Board of Directors (hereinafter referred to as "the Board") shall consist of an odd number of members. Each 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 President, Director Two (2) shall be Vice President, Director Three (3) shall be Secretary and Director Four (4) shall be Treasurer. Directors One (1) through Four (4) and Director-at-Large, when necessary shall be elected by the entire voting membership. The remaining directors beginning with Director Five (5) shall be elected to represent regions by voting members from the regions as defined in the Policies and Procedures. Each Board member shall be elected for a term of two (2) years, which shall commence on July 1 following election. In the event of an expansion of the number of regions (hence, the number of directors), the new regions shall be assigned the next available numbers and shall follow the procedures for election of directors as established in these Bylaws. The term of office for a director(s) from a newly established Region(s) shall begin on July 1 following approval of the new region as established in these Bylaws and / or Policy and Procedures of IGBO. If expansion results in an even number of directors, an additional director position shall be established and shall be referred to as the Director-at-Large who shall be elected by the entire voting membership at an Annual General Membership meeting. The Director-at-Large shall be elected for a term of not less than one (1) year nor more than (2) years, which shall commence on July 1 following election. The term of office shall be determined by the expansion in the number of regions. The position of Director-at-Large shall remain in existence until such time as further expansion requires a reassessment of Board composition. – (05/98) (Reference: Article IV.1, Bylaws, IGBO)
- II.2 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. 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. – (Reference; Article IV.1, Bylaws, IGBO) – (05/94)
- II.3 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 more than three-fourths (75%) of the vote in a contested election – (05/19)
- II.4 All elected directors must meet the following requirements:
- A. Must be a member in good standing of IGBO; and
 - B. Must have attended a minimum of two (2) General Membership Meetings within the last 2 years; and
 - C. Either (a) served as an IGBO Representative for a minimum of one (1) year, or (b) served as an IGBO Alternate Representative or IGBO Committee member for a minimum of two (2) non-concurrent years. The two year requirement cannot be met through one (1) year of concurrent service as an alternate representative and committee member. – (11/09)
- II.5 Regional Directors Five (5) and above must reside in the regions which they were elected to represent. If a director moves from the region, that director must submit a letter of resignation to the executive officers of the IGBO and to the representatives of the region immediately. An interim director shall be appointed as established in these Bylaws. – (05/94) –(Reference; Article III.1, Bylaws, IGBO)

Article III. Duties of the Board of Directors, Representatives And Administrative Committees

- III.1 The President, as principal executive officer of IGBO, shall have all the duties and authority normally vested in the president of a nonprofit organization, including those prescribed by the membership.

- A. The President shall:
 - 1. Preside at all IGBO meetings;
 - 2. Chair the Contracts and Tournament Account Committee;
 - 3. Be an ex officio member of all *standing committees* and all other *ad hoc* committees;
 - 4. Be the official Representative to the Federation of Gay Games (FGG) as long as IGBO remains a member of and/or holds a seat on the Board of Directors of the FGG;
- B. The President shall appoint:
 - 1. The membership of the *standing committees* as established in these Bylaws;
 - 2. An Archivist;
 - 3. A Parliamentarian to control the order of business at all membership meetings;
 - 4. The Representative(s) and Alternate Representative(s) to the FGG as long as IGBO remains a member; and -(05/03)
 - 5. An interim director to serve until an election may be held to fill the vacancy of Directors Two (2) through Four (4), caused by death, resignation or other immediate vacancy. This appointment must be approved by a majority of the Board either in an emergency meeting in person or by an acceptable communication medium agreed to, and accessible, by all members of the Board. This appointee shall serve as an interim director until an election can be held at the next General Membership meeting as prescribed in these Bylaws. -(05/14)
 - 6. An interim director to serve until an election may be held to fill the vacancy of Directors Five (5) and above caused by death, resignation or other immediate vacancy. With the advice of interested parties within the region, this appointee shall serve as interim director until an election can be held at the next General Membership meeting as prescribed in these Bylaws. -(11/97) -(Reference: Article IV, Bylaws, IGBO)
- C. The President may appoint other committees as deemed necessary. -(05/95)

III.2 The Vice-President shall have all the duties and authority normally vested in the vice-president of a non-profit organization, including those prescribed by the membership.

- A. The Vice-President is responsible for Internal and external publicity and public relations.
- B. The Vice-President may appoint committees as necessary to meet the responsibilities of the office.
- C. The Vice-President shall be an ex officio member of all standing committees and all other ad hoc committees.
- D. 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 to fill the vacancy. In the event of the disability or extended absence of the President, the Vice-President shall perform all necessary duties of the President until the President returns. -(05/89)

III.3 The Secretary shall have all the duties and authority normally vested in the secretary of a nonprofit corporation, including those prescribed by the membership.

- A. The Secretary shall:
 - 1. Maintain official minutes of all Board meetings and the General Membership meetings.
 - 2. Shall oversee and supervise all elections and voting procedures.
- B. The Secretary will appoint a Recording Secretary, and may appoint committees necessary to meet the responsibilities of the office. Recording Secretary shall:
 - 1. be appointed by the secretary with the approval of a majority of the Executive Directors one (1) through (4), and shall serve for a term consisting of one meeting,

2. attend and record the minutes of the general meeting,
 3. prepare and deliver a draft of the transcribed minutes to the Secretary and Board within forty five (45) days of the meeting date, and
 4. report to the Secretary. – (11/91)
- C. The Secretary shall develop and maintain lists including, but not restricted to, current voting representatives.
- III.4 The Treasurer shall have all the duties and authority normally vested in the treasurer of a nonprofit organization, including those prescribed by the membership. The Treasurer shall:
- A. Supervise the financial affairs of IGBO in accordance with generally accepted accounting principles and
 - B. Prepare and present to the Board and the Audit Committee, on a quarterly basis, a full and comprehensive financial report. – (05/04) (11/13)
- III.5 Regional Directors Five (5) and above shall represent the membership of the geographic regions (as defined in the Policies & Procedures) at meetings of the Board.
- A. They shall advise and assist the Executive Officers in the execution of their duties.
 - B. The directors from regions in which an IGBO Annual or Mid-Year General Membership meeting shall take place, shall serve as advisors to the Tournament Committee(s) and liaisons to the Board. These directors shall be ex officio members of the Tournament Committee(s) and shall be advised of all activities of those committee(s). – (05/94)
- III.6 In the event that Board composition necessitates election of a Director at Large,
- A. Such Director shall:
 1. Represent the entire membership at meetings of the Board.
 2. Advise and assist the executive officers in the execution of their duties.
 - 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. – (05/94)
- III.7 Duties of the League and Tournament Representatives shall be as follows:
- A. To promote the ideals of IGBO;
 - B. To publicize and disseminate information regarding IGBO Tournament members;
 - C. To attend all IGBO General Membership meetings, or arrange for an authorized representative to attend;
 - D. To be responsible for the application or renewal of membership;
 - E. To be responsible for the notification of changes to the membership voting authority on an annual basis;
 - F. To be responsive to requests for assistance from IGBO, and
 - G. To resign the position of representative upon taking office on the Board.
- III.8 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. These committees shall be reportable directly to the Board.
- A. **Awards Committee** shall consist of Regional Directors Five (5) and above and the Director at Large, if applicable. It shall be the responsibility of the Awards Committee to review candidates and determine upon whom any service or commemorative award, excluding the IGBO Fellowship Award, shall be bestowed. Credentials for the selection of these Awards shall be defined by the Committee and approved by the Board, or by any ad hoc committee created for such purpose and

approved by the majority of the Membership. The approved credentials shall be made a part of the IGBO Policies and Procedures when defined. – (05/94)

- B. **Bid Standards Committee** shall be appointed by the President with the approval of the majority of the remaining members of the Board. This committee shall consist of a minimum of five (5) members, whose term shall begin on January 1 and run for one year, ending on December 31 of the following year. The members of this committee must have served as directors of past IGBO tournaments or IGBO Tournament members. Members of this committee shall not be sitting members of the Board. The duties of the committee shall be to 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. Acceptable bid applications that have been certified by the Board shall be presented to the membership for consideration at the General Membership meeting. The procedure, timetable and guidelines shall be defined in the Policies and Procedures. – (11/18)
- C. **Budget Committee** shall consist of Directors one (1) through Four (4). It shall be the responsibility of the committee (with submitted committee budgets from each committee chair and Regional Director) to prepare a proposed IGBO annual operating budget for the following year. The proposed operating budget shall be given to the IGBO Treasurer so that the budget can be included in the mailing of the agenda as prescribed for in these Bylaws. The General Membership shall approve the annual operating budget at the Annual meeting in May. –(05/04)
- D. **Contracts Committee** shall consist of Directors One (1) through Four (4). It shall prepare and/or approve all contracts and written legal obligations of IGBO, including those relative to either IGBO tournament. All contractual obligations of IGBO must carry the signature of the President following approval of no less than three (3) of the four (4) members. Procedures for submitting contracts for approval shall be defined in the Policies & Procedures.
- E. **IGBO Tournament Committee(s)** shall consist of the Officers and all committee(s) designated in the Bid Package of the city that won the bid to host the Annual or Mid-Year tournament. It shall be responsible to the Board in the administration of the respective IGBO tournament. The term of office for the members of the IGBO Tournament Committee shall begin on the date the bid is chosen by the membership to host the respective tournament and will end after the Committee has submitted their final review of the tournament to the Board. Following selection of the host city, any changes to the Executive Officers of the committee(s) must be approved by the Board. Copies of minutes of committee meetings must be provided to the Board.
- F. **Rules Committee** shall consist of Regional Directors Five (5) and above and the Director at Large, if applicable. It shall have the full authority of the Board to arbitrate any disputes that may arise between any bowler and the IGBO Tournament Committee(s) during the tournament. It shall meet prior to the start of bowling and at least daily through the end of the tournament to rule on any disputes. Procedures for appealing any decision to this committee shall be defined in the Policies & Procedures.
- G. **Tournament Account Committee** - Deleted – (11/14)

Article III.10 Code of Ethics

As an executive officer, director or member of an administrative committee, you are entrusted with responsibilities to not only the Board, but also to the entire membership of IGBO worldwide.

In accordance with the Preamble and as an individual entrusted with the responsibilities listed above, you must always present IGBO in a positive manner. To do this, you will:

1. Remain silent on items that have been declared confidential by the President until such time as the confidentiality request has lifted.
2. Always submit information regarding IGBO in a manner that reflects professionalism on the part of IGBO by:

- a. Using the IGBO authorized logo on all correspondence issued by you that relates to IGBO business.
 - b. Review your correspondence for spelling and grammatical errors.
 - c. Provide a neat and clean professional copy of the letter to all individuals to whom you are sending the document.
3. Contact the President of IGBO, when in doubt about whether you can discuss any issue with other individuals outside of those indicated in your original contact, who will advise you on the matter at hand.

Failure to adhere to this code of ethics may result in a request for your resignation from the Board, removal from the Board and all other commitments to the Board along with possible termination of membership in IGBO under Article I.8 and VII of the Bylaws.

Article IV. Election of Directors

- IV.1 Election of directors shall be held at the Annual General Membership meeting
– (Reference: Articles II.1 & II.2, Bylaws, IGBO) – (05/89)
- IV.2 Members wishing to run for the position of Directors One (1) through Four (4) and Director at Large (when required) may submit their nomination up to 30 days prior to the Annual General Membership Meeting. If desired, the candidate may provide a resume to the Secretary to go out with the IGBO Rep package for the Annual Meeting. This will help ensure that the voting membership can have time to prepare for the General Membership Meeting and any possible questions they may have for the candidate. Nominations and voting for the election of Directors One (1) through Four (4) and Director at Large (when required) shall be by written secret ballot. All candidates shall present themselves to the membership and shall be available to address any questions raised by the membership. Election shall be held so that anyone receiving a majority of the votes on the first ballot shall be elected. If a majority is not achieved on the first ballot, the top two (2) vote getters shall be engaged in a runoff election and the person receiving a majority of the votes shall then be elected. No absentee ballots shall be allowed for the election of these directors. *– (11/09)*
- IV.3 Nominations and voting for the election of Directors Five (5) and above shall be achieved in caucuses of representatives for their respective regions. Eligibility requirements for nominees are established in these Bylaws. No absentee ballots shall be allowed for the election of these directors. *– (05/94)*
- IV.4 In the event of an immediate vacancy in an unexpired term of office on the Board, a special election to fill the unexpired term shall be held at the next General Membership meeting. The newly elected director(s) shall assume office immediately following election for the remainder of the unexpired term. *– (11/97)*

Article V. Meetings *– (05/15)*

- V.1 **General Membership meetings** shall be held semi-annually and in conjunction with the Annual and Mid-Year Tournaments. The meeting will be held on the Friday of the tournament. The Annual tournament shall be held over the Official United States Memorial Day weekend and the Mid-Year tournament shall be held over the weekend that occurs closest to November 11, the official United States Veterans Day holiday. Should this holiday fall on Wednesday, the Mid-Year events shall be held over the preceding weekend. Additional General Membership meetings may be held by proper approval of the membership.
- A. Notice of meeting shall be by: Tournament schedule posting on website, electronic mail, and/or written notification.
 - B. Items to be placed on the agenda for a General Membership meeting, excluding proposed Bylaws changes, must be submitted in writing to the Secretary no later than sixty (60) days prior to a General Membership meeting. The Secretary must prepare and submit an agenda to the membership no later than thirty (30) days prior to a General Membership meeting.
 - C. Proposed Bylaw changes to be placed on the agenda for a General Membership meeting must be submitted to the Bylaw Committee no less than ninety (90) days prior to that meeting. *– (11/19)*

- D. New business items not included on the agenda may be discussed. Once a quorum has been established, a vote of two-thirds (2/3) of the voting membership present may waive all notice provisions in Article V. Meetings as currently written or amended, and allow a vote to be taken on new business.
- E. The following two (2) items must be present on every general Membership meeting agenda:
 - 1. The formal presentation of the Bid (s) to host the respective membership Tournament and Meeting.
 - 2. Open Discussion

V.2 **Board of Directors meetings** shall be held at least semi-annually in conjunction with the Annual and Mid-Year Tournaments. Additional meetings of the Board may be called by the President or at the requests of three (3) Directors.

- A. There must be a minimum of 6 hours notice for a Board of Directors meeting.
- B. Minutes must be maintained and made available to the General Membership.
- C. All actions of the Board must be presented to the membership at the next scheduled General Membership meeting.

V.3 **Executive Meetings** may be requested by the President or any two (2) Executives (Directors 2-4) for items that require a high level of confidentiality.

- A. There must be a minimum of 2 hours notice for Executive Meetings, and have at least 3 Executive Directors on the call to conduct business.
- B. All actions of the Executive Committee must be presented to the Board of Directors at the next scheduled Board of Directors meeting.
- C. Decisions of the Executive Committee may be brought to the floor for discussion by a majority vote of the directors present (once a quorum has been established) and may be overruled by a vote of two-thirds (2/3).

V.4 **Notice of Meeting:** electronic mail, written notification and/or personal phone call are all acceptable means of notification for meetings of Committees, Board or Executives, unless stated otherwise in these bylaws.

Article VI. Voting

VI.1 All IGBO business must be carried out under generally accepted and practiced rules of parliamentary procedure. - (10/85)

VI.2 A majority of the voting membership shall constitute a quorum for a General Membership meeting. The definition of "quorum" shall be a fixed number of Voting members whose presence is necessary for the proper or valid transaction of business. The quorum shall be set at the beginning of the meeting. Based on this number, it shall be announced by the President at the beginning of the meeting the number of votes needed for a simple majority passage of business, and the number of votes required for a two thirds (2/3's) passage of articles of business requiring that number. - (05/98)

VI.3 Motions and resolutions must be presented, must be seconded and must be approved by a consenting vote of the majority of the voting membership present (once a quorum has been established) for passage. Motions and resolutions involving financial matters shall require the consenting vote of two thirds (2/3) of the voting membership present (once a quorum has been established) for passage. - (05/98)

VI.4 Voting Allotment per Voting Member

- A. Each League member shall receive one (1) vote on matters at each General Membership meeting unless documentation of "normal playing strength" (number of teams times number of competing bowlers per team) is presented reflecting in excess of one hundred fifty (150) bowlers. The Secretary shall announce all League Members receiving more than one (1) vote at the start of each General Membership meeting.

Number of Competing League Bowlers	Number of Votes
1 to 150	1
151 to 250*	1.5
251 and up*	2

* documentation required

- B. Each Tournament member shall receive one (1) vote on matters at each General Membership meeting. -(05/98)
- C. Each Organization member shall receive one (1) vote on matters at each General Membership meeting. -(05/04)
- VI.5 Absent representatives may vote on any proposed IGBO tournament site if said vote is submitted in writing to the Secretary fifteen (15) days prior to the General Membership meeting where the vote on the tournament site is to take place. -(05/90)
- VI.6 Written secret ballots may be requested by a Voting member on any motion or resolution before the membership. -(05/98)
- VI.7 Directors may vote on any motion or resolution at a General Membership meeting only if they are the sole authorized representative for a Voting member. In the case of a tie vote, the President or acting president shall cast the tie breaking vote. If the President is sole representative for a Voting member, the tie vote shall stand and the motion fails. -(05/98)
- VI.8 At a meeting of the Board, a quorum shall be established only when at least fifty percent (50%) of the number of sitting directors is present. -(05/94)
- VI.9 At a meeting of the Board, motions and resolutions must be presented, must be seconded and must be approved by the consenting vote of two thirds (2/3) of the directors present (once a quorum has been established) for passage. -(05/98)
- VI.10 During new business at a General Membership meeting, a referendum vote may only be taken on motions and/or resolutions passed by the Board since the last General Membership meeting. The motion for referendum must be approved by a consenting vote of the majority of the voting membership present (once a quorum has been established) to be open for general discussion. The consenting vote of two thirds (2/3) of the voting membership present (once a quorum has been established) is required to approve the referendum motion to revoke the action of the Board. -(05/98)
- VI.11 At a Regional Meeting/Caucus, Quorum shall be comprised of those members in attendance at roll call. Should quorum fall to less than 50% of the base established at roll call, then no regional new business may be voted upon. Regional Directors may be elected by a simple majority of the regional membership quorum established at roll call. -(05/18)

Article VII. Removal of Directors and IGBO Tournament Committee(s) *(Reference: Article I.7, Bylaws, IGBO)*

- VII.1 A director may, with cause, be removed from office at a General Membership meeting.
- A. Any member wishing to show cause as to why a director should be removed from office must notify the Executive Officers by certified mail no less than twenty one (21) days prior to the General Membership meeting. The Executive Officers must then notify the affected director by certified mail no less than fourteen (14) day prior to that General Membership meeting. In the event an Executive Officer refuses or fails to perform the duties assigned by these Bylaws or by the membership, the Board may take any reasonable action necessary to allow the continuation of official IGBO business. 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. -(05/89)
- B. Cause for removal may be gross misconduct in office, failure to carry out responsibilities of the office, or unexcused absence from two (2) consecutive meetings of the Board. -(05/89)

- C. Any motions for removal shall be presented during new business. A consenting vote of the majority of the voting membership present (once a quorum has been established) is necessary to bring the motion to the floor for discussion. If approved for discussion, the director affected must be allowed rebuttal time. After discussion, the consenting vote of two thirds (2/3) of the voting membership present (once a quorum has been established) is necessary for removal from the Board. – (05/98)

VII.2 In the event that an IGBO Tournament Committee withdraws from its contract with IGBO, cannot fulfill its contract with IGBO, or if found by the Board to be in breach of its contract with IGBO, the Board may vote:

- A. To reopen the bidding at the next General Membership meeting;
- B. To select an alternative tournament site; or
- C. To call for a General Membership meeting to be held prior to the end of the fiscal year during which the previously scheduled meeting was to have been held. – (05/89)

Article VIII. Standing Committees

VIII.1 Standing committees (excluding the Site Selection Committee) shall be appointed by the President in office at the conclusion of the committee member's terms. Removal of appointed members from standing committees must be approved by a majority of the Board. – (05/90)

VIII.2 Membership on standing committees as defined in these Bylaws:

- A. Shall represent, whenever possible, the geographic distribution of the membership. – (11/18)
- B. Excluding the Site Selection Committee, shall:
 - 1. Have a minimum number of members as defined in these Bylaws, however, no Committee may have more members than the current number of sitting Regional Directors and the Director at Large when applicable.
 - 2. Be appointed by January 1 for a one (1) year term. – (11/18)

VIII.3 **Audit Committee** shall consist of a minimum of three (3) members subject to the approval of the membership. To assure that IGBO funds are properly accounted for and used, the Committee shall conduct periodic audits to review the Treasurer's performance of assigned responsibilities and assess IGBO's financial controls and procedures and present audit reports to the membership. The committee shall take possession of the financial records as needed to conduct these audits. – (05/89) (11/13)

VIII.4 **Bylaws Committee** shall consist of a minimum of five (5) members. It shall conduct a semi-annual review of the Bylaws and of the Policies and Procedures and propose recommended changes and revisions. All proposed changes to the Bylaws and/or the Policies and Procedures shall be referred to the committee for review. All proposals for changes along with the committee's recommendations shall be forwarded for approval to:

- A. The Board for Policy and Procedure changes; and
- B. The Secretary for Bylaw changes so that they can be included in the mailing of the agenda as prescribed for in these Bylaws. – (05/95)

VIII.5 **Fellowship Award Committee** shall consist of a minimum of five (5) Fellowship awardees. The committee shall oversee, administer and select up to two (2) individuals per year deserving of one of the highest honors IGBO can bestow on an individual: the Fellowship Award – (11/14)

VIII.6 **Federal Compliance Committee** shall consist of a minimum of three (3) members. The committee shall oversee all of the Organization's involvement as a designated charitable body. It shall ensure that all governmental guidelines are complied with in the country of operations. It shall ensure that all IGBO activities and programs are in compliance with said guidelines. It shall advise the Board of programs needed to preserve the charitable organization designation. It shall issue advisories to the Board and the Membership as needed in order to preserve and enact charitable organization status. It shall be responsible

to verify and recommend to the Executive Board approval or non-approval of all initiatives, foundations and fundraising efforts undertaken by the Organization and its representatives that are related to charitable organization designation. It shall be the main body of negotiation with all governments and institutions affected by, and participating in this process. – (05/04)

VIII.7 **Fundraising Committee** shall consist of a minimum of one (1) member. The committee shall develop and implement marketing programs and fundraising strategies to promote IGBO to the membership thereby providing funds for the IGBO Tournament Committees. All implementation fundraising programs must be submitted to and approved by the Federal Compliance Committee and the Board. – (05/04) (11/06)

VIII.8 **Marketing, Sponsorship and Research Committee** shall consist of a minimum of three (3) members. The committee shall research, develop and implement marketing and sponsorship programs to promote IGBO to the public and benefit the membership. All programs must first be submitted to and approved by the Board. –(05/04)

VIII.9 **Membership Committee** shall consist of a minimum of three (3) members. The committee shall review membership guidelines and the effects of membership on organizational administration. Recommendations from the committee for growth and diversification shall be considered by the Board for implementation. – (05/94)

VIII.10 **Site Selection Committee** shall consist of the entire voting membership. The committee members shall conduct a review of all bids for the Annual and Mid-Year tournament sites and shall make their selections by written secret ballot. Election shall be held so that any city receiving a majority of the votes on the first ballot shall be selected. If a majority is not achieved on the first ballot, the top two (2) vote getters shall be engaged in a runoff election, and the city receiving a majority of the votes shall then be selected. The President shall preside over proceedings of this committee. – (10/89)

Article IX. Trademarks, Brands and Marketing

The name, IGBO, the title International Gay Bowling Organization and its logo remain solely the property of IGBO. Its use and/or rendering thereof are solely at the pleasure of the Board of IGBO.

- A. 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.
- B. The IGBO logo may not be altered in any way unless written approval is granted by the Board.
- C. No Merchandisers may alter IGBO, International Gay Bowling Organization and its logo without written approval granted from the Board.
- D. Upon Bid Approval, Mid-Year and Annual Tournaments that wish to incorporate IGBO must have their artwork submitted for approval. (11/18)

Article X. Amendments to the Bylaws

X.1 These Bylaws may be amended by the consenting vote of two thirds (2/3) of the voting membership present (once a quorum has been established). – (05/98)

X.2 In the event that these Bylaws need to be amended in order to comply and conform to State and/or Federal laws, the membership hereby:

- A. Waives the notice provisions of any Articles of these Bylaws: and
- B. Authorizes the Board, upon consenting vote of two-thirds (2/3) of the Board, to so make the required changes to the Bylaws providing said change(s) do not affect any Bylaws that pertain to Dues, the Board, including the duties, and the Articles dealing with Amendments to the Bylaws currently in effect, nor can any Article dealing with Membership be deleted.
- C. Should the need arise for the Board to use this Article, they must notify all individuals and committees affected by the amendment(s) as soon as possible along with a report to the Membership. – (05/96) (Reference: Article VI.10 IGBO Bylaws)

- X.3 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, but in so doing the Board shall not change the meaning or purpose of any provision so changed or renumbered. – (05/96)
- X.4 Proposals for amendments to these Bylaws may originate from any IGBO member. – (05/89)