

Mundaring
Sporting Club
Bowls Section
By-Laws

(Updated: April 2026)

Mundaring Sporting Club (Inc) Bowl's Section – By-Laws

1. Introduction

These By-Laws are made and adopted by the Bowls Section of the Mundaring Sporting Club (Inc) in accordance with the Constitution and Rules of the main body of the Club and are to be read and interpreted in conjunction with the provisions of that document which may be extant from time to time.

2. Objects

The objects of the Bowls Section of the Mundaring Sporting Club are:

- a) To foster and control the game of Bowls and to promote good fellowship and sportsmanship among members.
- b) B to affiliate with the Western Australian Bowling Associations (hereafter referred to as the RWABA (or Bowls WA) as a Metropolitan Club.

3. Membership

Membership of the Bowls Section shall comprise those members of the Mundaring Sporting Club who are desirous of playing the game of Bowls and have been accepted for registration as a Bowling member of the Bowls Section, and have paid the capitation fee levied by the RWABA (or Bowls WA) extant at that time.

4. Annual Meetings

The Annual General Meeting of the Bowls Section shall be held in the Clubhouse by the 30th April in each year.

- a) Notice of the Meeting shall be posted in a prominent position of the Club Notice Board at least fourteen (14) days prior to the Meeting. In addition written notice shall be given to all Registered Members of the Bowls Section at least fourteen (14) days clear from the date of the meeting.
- b) Nominations for all positions to be closed seven (7) days prior to the AGM.
- c) Candidates may nominate for more than one position but can only be elected to one position on the Bowls Section Committee.
- d) Each nomination to be signed by the proposer and seconder and the nominee.
- e) In the event of insufficient nominations to fill the whole of the vacancies, those nominated shall be declared elected and further nominations may be accepted without notice at the Annual General Meeting to fill the vacancies. For vacancies still existing after the AGM, the Committee shall have the power to appoint another member to fill any such vacancies.
- f) The business of the Annual General Meeting shall be for the reception of the President's report, the Statement of Income and Expenditure by the Bowls Section of the Mundaring Sporting Club, the election of officers, and any other business that may properly be raised at such a meeting.
- g) The quorum at an Annual General Meeting shall be ten (10) members registered with the Bowls Section and, in the event of there being no quorum the President, or if no President the Secretary, shall adjourn the meeting to such a time and date as they deem fit. The quorum of any adjourned Meeting shall be the number of members in attendance the time fixed for such a meeting.

5. Special General Meetings

- a) A special General Meeting of the Bowls Section may be called by the Bowls Section Committee on any matter concerning the playing of the game of Bowls or the administration thereof. Similarly a Special General Meeting of the Bowls Section shall be called on a requisition signed by not less than ten (10) members registered with the Bowls Section, stating in detail the purpose of the meeting.

The Notice of such Special General Meeting shall be given in accordance with article four (a) above. Only business relating to Bowling of which notice has been given will be dealt with.

- b) The quorum at a Special General Meeting shall be ten (10) members registered with the Bowls Section and, in the event of there being no quorum present within fifteen (15) minutes of the advertised time the meeting shall lapse and be adjourned. The President, or if no President the Secretary, shall adjourn the meeting to such a time and date as they deem fit. The quorum of any adjourned meeting shall be the number of members in attendance at the time fixed for such a meeting.
- c) The majority necessary to carry a resolution will be a simple majority of those present.

6. Monthly Meetings

A Committee Meeting of the section shall be held at least once a month.

- a) Should any member absent themselves from three (3) consecutive Meetings without leave, their seat shall be declared vacant. The Committee shall fill any vacancy that may occur in their number by appointing any financial member of the Club.
- b) The President shall have a casting vote as well as a deliberative vote, but when using their casting vote shall normally vote to maintain the status quo.

7. Ratification of Resolutions

All resolutions made at General Meetings and Special General Meetings shall be ratified by the Management Committee of the Mundaring Sporting Club Inc.

- a) Where any dispute arises from such meetings which cannot be resolved satisfactorily between the Management Committee and the Bowls Section Committee the matter shall be referred to a Special General Meeting of the whole club.

8. Bowls Section Committee

- a) The Bowls Section Executive and Committee shall be elected at each Annual General Meeting of the Bowls Section.
- b) The Bowls Section Executive shall comprise:

President, Vice-President, Secretary, Treasurer.

All positions to be elected for a period of 2 years.

8.1 Committee

- a) The Bowls Section Committee shall comprise:

The Executive, plus RWABA (Bowls WA) delegate representatives, Chairperson of Greens, Ladies Captain, Men's Captain, Chairperson of Selectors – Men's and Ladies, and Chairperson of Events Committee.

- b) The President of his/her nomination proxy shall represent the Bowls Section Committee at each monthly meeting of the Management Committee of the Mundaring Sporting Club Inc.
- c) A person holding a position as a paid servant of the Club shall not be entitled to vote as a member of the Board of Management on any matters in which he or she has a vested interest (nor as a Member of any Committee of the Club). However, if a qualified Ordinary Member of the Club, they shall be entitled to vote at any General Meeting of the club. (Club Constitution 21c)

8.2 Greens Sub-Committee

- a) The Greens Sub-committee shall comprise a Chairperson and two (2) members shall be elected at the Annual General Meeting of the Bowls Section.
- b) The Greens sub-committee shall be responsible to the Bowls Section and shall be responsible for controlling use of the greens and to advise the Bowls Section Committee of matters relating to use of the Greens.
- c) The Greens Sub-committee shall determine the hours when the Greens shall be available for play and shall have the power to close any portion of the Green or Greens at any time.
- d) The Greens sub-committee will be responsible for the marking of the greens and otherwise ensuring that arrangements for playing on Club greens are in order for Pennant games, matches under the control of RWABA (Bowls WA) and such other events as may be determined by the Bowls Section Committee from time to time.

8.3 Selection Sub-Committees (Men & Women)

- a) The Selection Sub-Committees shall each comprise three (3) members who will be elected at the Annual General Meeting of the Bowls Section.
- b) The Selection Sub-Committees shall be responsible for the selection of the teams for Pennant play and trial matches, the handicapping of players in Bowling events and the selection of teams for such other events as may be determined from time to time by the Bowls Section Committee.

The Selection Sub-Committees for each gender shall elect their own Chairperson who serves on the Bowls Section Committee.

8.4 Match Sub-Committee (Men & Women)

- a) The Match Sub-Committees shall comprise the Captain, the Vice-Captain and the Junior Vice-Captain who shall be elected at the Annual General Meeting of the Bowls Section.
- b) The Match Sub-Committees shall be responsible for arranging club competitions, social games and inter-club play (other than Pennant games), and such other events as may be determined from time to time by the Bowls Section Committee.
- c) The Match Sub-Committees, subject to any conditions laid down by the Bowls Section Committee shall be empowered to carry out the rules of play for any matches under their control and apply such competition fees as have been determined by the Bowls Section Committee.

8.5 Co-Opted Sub-Committee Members

The Bowls Section Committee or the Convenor of any other Sub Committee shall have the authority to co-opt additional members who may be willing to assist for as long as may be required in the duties of the respective sub-committees.

8.6 Delegates to the RWABA (Bowls WA)

The delegates shall be required to attend meetings of the RWABA (Bowls WA) or shall appoint a proxy delegate to the RWABA (Bowls WA) if so required by the rules of that Association.

9 Conduct of Members

Any member of the club misconducting themselves on the Greens or approaches thereto at any time, or behaving in such a manner as, in the opinion of the Bowls Section Committee is in breach of the Rules or By-Laws or detrimental to the reputation or prestige of the Club shall be reported to the Management Committee of the Mundaring Sporting Club Inc.

The Bowls Section Committee shall have the authority to administer a reprimand or fine any registered member of the Bowls Section for any investigated and determined misconduct on the Greens, under the Rules and By-Laws laid down by the RWABA (Bowls WA) and Bowls Australia.

10 Rules of the Game of Bowls

- a) All games of Bowls shall be conducted under the Rules laid down by Bowls Australia. Only Members who are Capitated by the Bowls Section of the Mundaring Sporting Club Inc. Are eligible to participate in any club Championship where their respective Association holds a Champion and Champions Event.
- b) In the event there is only one entry for the Club Novice Singles Championship that entry shall be 'Declared' the winner and therefore eligible to enter the Bowls WA Novice Champion of Champions Singles event. There will be no trophy awarded or update to the honour board.

11 Dress

Correct Bowling attire as approved by the Bowls Section Committee shall be worn at all times.

12 Delivery of Bowls

When delivering their Bowls players shall do so in such a way as will obviate the risk of marking or damaging the green and shall not wilfully drop a Bowl or Bowls on the green.

13 Complaints

No complaint concerning the playing of Bowls or behaviour on the Greens and approaches thereto shall be considered by the Bowls Section Committee unless it is submitted in writing to the secretary of the Bowls Section Committee within seventy-two (72) hours of the complaint arising.

14 Functions

No events or functions proposed by the Bowls Section Committee or its associated Sub-Committees shall be conducted without the sanction of the Management Committee of the Mundaring Sporting Club Inc.

15 Reserved Rinks

The Green or such rinks of it as may be required for competitions and matches shall be reserved by the Match Committee or the Bowls Section Committee if deemed necessary. No member shall have the right to play on any rink so reserved unless they are taking part in the competition or match for which the reservation has been made.

16 Duties of Officers

a) President

The President of the Bowls Section Committee shall take the chair at all Bowls Section Meetings whether of members or of the Bowls Section Committee and see the business is conducted in a proper manner. In the Presidents absence the Vice-President shall take the chair. Should the Vice President also be absent the members shall elect a Chairperson from among the members.

The President and Vice President may attend ex-officio all sub-committee meetings of the Greens, Selection and Match Committees.

The preparation of the Annual Report of the Bowls Section of the year's activities shall be the responsibility of the President of the Bowls Section of the Mundaring Sporting Club Inc.

b) Secretary

The Secretary of the Bowls Section shall:

Carry out all duties and instructions which the President and Bowls Section Committee shall direct.

Convene and attend all meetings of the Bowls Section Committee, Annual General Meeting and Special Meetings of the Bowls Section and take Minutes of the business transacted thereat and shall enter the same in Minutes which are to be made available to the Management Committee of the Mundaring Sporting Club Inc.

Keep and produce correspondence in connection with the Bowls Section of the Club, and maintain Rules and By-Laws.

Keep and maintain a register of all bowling members, setting forth the name and address of each member.

c) Treasurer

That the Treasurer shall receive, reconcile and document monies due to the Bowls Section as per the direction of Mundaring Sporting Club Inc. Board of Management.

Monthly financial statements shall be submitted to the Bowls Section Committee.

An Annual Statement, duly certified by the Club's Auditor, is to be submitted to the Bowls section's Annual General Meeting.

17 Finance

All requests for Finance must be submitted to the Management Committee for their approval.

18 Financial Year

The Financial Year of the Bowls Section shall be from the first day of March to the last day of February in the following year. Bowls Section subscriptions are due on the 1st September each year.

19 Auditors

The books and accounts of the Bowls Section shall be audited in conjunction with those of the Mundaring Sporting Club Inc.

20 Interpretation of By-Laws

The interpretation of these By-Laws or any By-Laws made hereafter, shall be by the determination of the Bowls Section Committee in the first instance, but subject to the right of appeal to the Management Committee of the Mundaring Sporting Club Inc.

21 Amendments to By-Laws

The Bowls Section Committee shall be empowered to alter amend or vary these By-Laws by a majority vote of members present at a General Meeting, subject to the concurrence of the Management Committee of the Mundaring Sporting Club and in accordance with its Constitution and Rules.

These are certified and true copy of the Bowls Section By-Laws, as amended and previously passed at a General Meeting of the Bowls Section.

List of Amendments

Revision 1 - 2003

That where voting is necessary in election of offices, voting will be restricted to men only for positions in the Men's Section and to women only for the Women's Section. (Passed – AGM 2003)

Revision 2 - 2005

The financial year for the Bowls Section is the same as for the Mundaring Sporting Club (Inc). Bowls Section subscriptions are due on the 1st September each year. (passed – AGM 2005)

Revision 3 - 2014

That the Treasurer shall receive, reconcile and document monies due to the Bowls Section as per the direction of Mundaring Sporting Club Inc. Board of Management

Monthly financial statements shall be submitted to the Bowls Section Committee.

An Annual Statement, duly certified by the Club's Auditor, is to be submitted to the Bowls section's Annual General Meeting. (passed AGM 2014)

Revision 4 - 2015

Replacement pennant shirts altered to remove the words "Red Tail" from back of shirt. Add picture of Red Tail Cockatoo in same position. (passed AGM 2015)

Revision 5 - 2016

Item 8 (b) to read

The Bowling Section Executive shall comprise

President, Vice President, Secretary and Treasurer.

All positions to be elected for a period of 2 years. (passed AGM 2016)

Revision 6 - 2026

Item 10 (b) added to cover Novice Singles Championships when there is only one entry.

Also the Edition Number has been removed from the front cover of these By-Laws.

(passed AGM 2026)