North Shore Billiards Association

By-Laws

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# ARTICLE I Name

The name of the organization shall be the North Shore Billiards Association

# ARTICLE II NSBA Vision – Purpose - Objective

Section 1: NSBA Mission - Vision:

The NSBA is a non – profit organization. Its mission is to promote organized pocket billiards for the communities on the North Shore of Boston and to enhance the game of pocket billiards.

Section 2: NSBA Purpose Statement:

The NSBA provides an organized and competitive pocket billiards league during the fall, winter and spring seasons. The NSBA will continue to develop its membership/players in the art of pocket billiards through continuous play and the adherence to the Worlds Standardized Rules, NSBA modified.

**Section 3:** **NSBA Objective:**

To be a non-profit, non-political, and non-sectarian organization

Article 4: Objective: The NSBA Executive Board

The Executive Board is governed by the NSBA Bylaws. The Board also represents the NSBA’s membership in coordinating the organizational and logistical functions and activities of the NSBA. This is to include the governing and implementation of the NSBA rules.

# Article III Definitions

**Section 1:** Whenever the initials N.S.B.A. are used in these Bylaws they shall mean North Shore Billiards Association.

**Section 2**: Wherever the words Executive Board are used in these By-Laws they shall mean that body referred to in Article VI Section I

**Section 3**: Wherever the term Senior Executive Board is used in these By-Laws it shall mean the most Senior Executive Board member present in terms of continuous service.

**Section 4:** Wherever the term General Member is used in these By-Laws it shall mean a league member other than an Executive Board Member.

**Section 5:** Wherever the term sponsor is used in these Bylaws it shall mean an entity sponsoring a participating team in the N.S.B.A.

**Section 6:** Whenever the term Neutral is used in these By-Laws, it shall mean a person not involved in the team, location or Division under discussion.

**Section 7:** Wherever the term Captain is used in these Bylaws it shall mean a person who is either Captain elect of a member team of the N.S.B.A. or designation representative thereof.

# ARTICLE IV Fees and Dues

**Section 1:** General Membership and Sponsor fees shall be revised by a two thirds (2/3) majority vote of those Executive Board Members present at any Executive Board Meeting.

**Section 2:** Fees and, if any, for N.S.B.A. sponsored activities shall be established by two thirds (2/3) majority vote of those Executive Board Members present at any Executive Board Meeting.

**Section 3:** General members and Sponsor fees shall be applicable to the period established at an executive Board Meeting and shall be payable in advance. An applicant or General Membership or Sponsorship shall be considered to be properly registered as a member when, within current policies, application form and appropriate fees have been received and approved by simple majority vote of the Executive Board.

**Section 4:** General Membership and Sponsorship fees shall be applicable each season. General Members and Sponsors failing to submit their fees on or before the announced time of registration deadline will not be scheduled or allowed to participate in league sponsored events.

**Section 5:** Any General Member found guilty of conduct unbecoming to a gentleman or a lady, as the case may be may be fined and or suspended for said offense by the then president and advice and consent of the other members of the Executive Board.

# ARTICLE V General Membership

**Section 1:** Application for General Membership is open to anyone who evidences
interest in Pocket Billiards as a sport.

**Section 2**: Application for Sponsorship is open to all organizations expressing an
interest in Pocket Billiards as a sport and is encouraged by the N.S.B.A.

**Section 3:** All General Memberships are subject to approval by a simple majority
vote of the Executive Board.

**Section 4:** A member may be terminated by a simple majority vote of the Executive Board if such member creates or behaves in a manner which is prejudicial to order or discipline. The Executive Board decision in such matters is final. (See Article IV, Section 5)

# ARTICLE VI Executive Board

**Section1:** The Executive Board shall be comprised of at **least** (5) persons. In any given year the board may extend its membership beyond (5) persons. The goal will always be to have an odd number of board members. It is possible that during a transition year, the board may end up with an even number of members. If this is the case, one member shall be deemed as ancillary with all rights and privilege’s except voting privileges. During instances where a board member is not present, then that ancillary member if present will be extended voting privileges. The existing board members will vote on who will be the ancillary member at the next scheduled meeting. The ancillary member will come from the list of newly elected members. The ancillary member will serve one (1) year term. The board shall include the President, Vice President, Secretary, Assistant Secretary and Treasurer and or assistant Treasurer. No team may be represented twice on the Executive Board and no joint office may be held.

**Section 2:** An Executive Board vacancy must be filled no later than the next
scheduled regular Executive Board meeting following the creation of the vacancy, and
will be filled by a two-thirds (2/3) majority vote of the Executive Board members present,
provided, a) the proposed General Member appointed is a member in good standing,

b) The names of all nominees for appointment are submitted to the Executive Board, and c) a
two-thirds (2/3) majority vote of the Executive Board members present at the meeting
approve the nominee for appointment.

**Section 3:** An Executive Board member's status is automatically terminated
when, without sufficient cause, he fails to appear at three (3) consecutive Executive
Board meetings, or is over twenty (20) minutes later for three (3) consecutive Executive

**Section 4:** Executive Board Members removed under Section 3 of this Article VI
shall not be permitted to run for any office at a subsequent election. (See Article X,
Section 1A)

**Section 5:** The Executive Board Members will be elected by the general
membership and need not be a team captain. (See Article X)

**Section 6:** No more than two individuals with a financial interest or a sponsorship
will be permitted to serve on the Board. [Except] Those Board Members becoming
sponsors after the date of election shall be permitted to complete their term of office.

**Section 7:**The term of office for the N.S.B.A. Board comprised of President,
Vice President, Secretary, Assistant Secretary and/or Treasurer, and Treasurer shall be for
two (2) years. Terms of office commence one week after the banquet which is after the regular playing season.

# ARTICLE VII Board Duties / Quorum

**Section 1:** The Board must meet at least once every two (2) months. The meeting date
time and location will be determined by the President. Attendance shall be excused if
written notice of the meeting is not received at least three (3) days prior to the meeting.

**Section 2:** Board meetings shall have a time limit of two (2) hours from the time
the meeting is called to order. A maximum of fifteen (15) minutes may be allowed for
the purpose of completing a point under discussion. This section may be waived by the
unanimous vote of the Members in attendance.

**Section 3:** The Board is made up of at least 5 (five) members. In order to constitute a quorum, a minimum of 4 (four) board members must be present. In the absence of the President and Vice President, the Senior Board Member shall act as Chairman of the meeting. In article VI, section I, if the total number of board members exceeds 5, then a quorum is determined by 4 of 5 or 5 of 6 or 6 of 7 and so on. Having an ancillary member helps eliminates the possibility of having a tie vote when there is an even number of board members.

# ARTICLE VIII Duties of Officers

**Section 1:** President: The President shall preside at all meetings of the N.S.B.A. unless excused by virtue of the no vote proviso referenced in Section 10 of this Article. Aside from his or hers responsibilities he/she has an equal voting rights along with all other members of the Board. His signature will be one of the two valid signatures on the league’s checking and or savings accounts. He shall decide all questions of order, sign all orders upon the Treasurer for all sums of money ordered, and he shall be an ex-offico member of all committees.

**Section 2:** Vice- President: The Vice President shall assist the president in maintaining the efficiency of the operation and in the absence of the President the Vice President shall exercise the duties of the President. The Vice President will serve as the Chairman of the Board; upon resignation or recall of the President, he or she shall assume the office of the President for the remainder of the President’s term of office. The vacancy of the Vice President will then be filled as provided in Article VI, section 2. Under unusual circumstances the Vice President cannot assume the Presidents vacant spot, the existing Board will vote on a replacement. The newly elected President must be a current Board member and the usual time requirement to fill the President’s position may be waived.

**Section 3:** Should the President and Vice President take leave of office, the existing senior Board Member shall assume duties of the President with the provision that he or she call for an election meeting within thirty (30) days of their leaving office.

 **Section 4**: Secretary: The secretary The Secretary shall keep accurate minutes of the proceedings of the league, notify members of their election, issue notices of meetings, conduct correspondence of the N.S.B.A. and perform such other duties as may from time to time be imposed upon him or her and, at the expiration of his or her term of office, turn over all of books and papers to his successor.

**Section 5:** Assistant Secretary:The Assistant Secretary’s duties are to assist the Secretary on all of his or her duties.

**Section 6:** Treasurer:The treasurer shall and maintain custody of all N.S.B.A. funds and shall promptly deposit all monies received. Her/She shall keep a correct account thereof and pay all orders properly drawn on him or her.

She/he shall be bonded to the amount of Twenty Thousand Dollars ($20,000.00) subject to an increase at any time by the approval of two-thirds (2/3) majority vote of the Board. The N.S.B.A. shall pay all expenses of the Bond for the faithful discharge of his duties. She/he shall be responsible for the collection of any fees, dues or fines of the N.S.B.A. members and shall be required to submit a Treasurer’s report quarterly. Their signature will be one of the two valid signatures on the N.S.B.A. checking and/or savings account. The treasurer, at the direction of the Board, shall submit the books for an annual audit at the end of each year. An independent auditing firm or an auditing committee composed of three (3) board members will be appointed to conduct the audit review and submit their findings to the Board.

**Section 7:** Board Members: Board Members shall have and exercise a general supervision of the N.S.B.A.s policies and provide and enforce penalties for infractions committed by its members

**Section 8:** No Vote Proviso. No board Member may vote on operational procedures or protests taking place in a pool establishment which he usually and normally frequents and/or in which he usually possesses a financial interest.

**Section 9:**All checks issued by the N.S.B.A. must be signed by the two (2) authorized Board Members.

**Section 10:** Withdrawals from the N.S.B.A. savings account must be made by the two authorized Board Members, provided such withdrawals have been approved by a two-thirds (2/3) majority vote of the Board

# ARTICLE IX Meetings

**Section 1:** Board Meetings. Such meetings shall be comprised of Board members
only and shall be subject to the provisions set forth in Article VII. The board can extend invitations other league members to attend a meeting. The board can also to invite a non- league member for the purposes of adding expertise on any subject

**Section 2:** Protest Meetings. Such meetings shall be subject to the provisions set
forth in those rules currently in effect.

**Section 3:** Captains Meetings. Captains Meetings. A minimum of two (2) captains' meetings per year should be held. Such meetings must be announced either by oral, written or electronic communications with team captains.

**Section 4:** Recall Meetings. Such meetings may be called for by petition by a league member for a specific purpose only. The specific purpose must be in writing and must be signed by at least sixty (60%) percent of the members of the N.S.B.A. in good standing. Membership numbers must accompany each signature on the petition. No other business will be discussed at such meeting. The Board must announce the date, time and location for such a meeting no later than twenty (20) days from the date the petition is received by the Secretary. The No Vote Proviso as described in Article VIII, Section 8 shall apply to those members attending a special meeting.

**Section 5:** Recall meetings shall be held subject to the provisions set forth in Article IV

**Section 6:** Unless otherwise specified, meeting announcements must be mailed at least five (5) days in advance of the meeting date.

**Section 7:** Unless otherwise specified, all meetings shall be called at the discretion of the Board

**Section 8:** Persons other than sponsors of Billiard establishments and using a sponsoring establishment as their home address will not be included in any mailings sent out by the Board.

**Section 9**: It is the responsibility of all league members to maintain a current address with the Secretary that is valid. Such addresses shall be the addresses to which notices shall be sent whenever required by the provisions of these By-Laws.

# ARTICLE X Elections

**Section 1:**

1. A member removed from any office shall not at any subsequent date be permitted to run for any league office.
2. Nominations for the Executive Board officers shall take place between November 1 and November 30th. Elections of Executive Board officers shall take place prior to March 1st of the following year. They shall be elected by the general membership. Election meeting announcements must be made at least seven (7) days in advance of the election date.

**Section2:** All elections shall be effected by secretballot.It shall be the responsibility of the Secretary and Assistant Secretary to construct and distribute such a ballot.

**Section 3:** During the election process, separate ballots will be held for and in the order of President, Vice President,

Secretary and assistants, and or Treasurer and assistants. Shall more than two (2) candidates be-nominated and run for any of the aforementioned offices the following shall prevail.

1. Any candidate receiving at least fifty (50%) percent of the votes cast shall be considered elected, or
2. Should the conditions in Section A above not prevail, there will be a runoff between the two candidates who had received the highest number of votes cast on the first ballot. In order to qualify for the President’s position on the Board, the candidate shall have held an Executive Board position in the N.S.B.A. or a similar pool league within the past two (2) years. The exception to this rule is under Article VIII, section 2.

 **Section 4:** The term of office for the Executive Board shall be two (2) years. The elections shall be as follows: Vice President, Treasurer and Assistant Secretary shall run on **even** numbered years and the President and Secretary on **odd** numbered years.

# ARTICLE XI General

 **Section 1:** The Board is given full power to make, alter, amend or repeal any and all By-Laws of the N.S.B.A. at any regular or special meeting without giving prior notice of their intent to so act. A two-thirds (2/3) majority vote of the Executive Board is required to make, alter, amend or repeal any By-Laws of the N.S.B.A.

 **Section 2:** Rules and regulations to supplement these By-Laws shall be devised for the purpose of clarity and uniformity. Any additions, deletions, or changes may be made according to the provisions set forth in Section I of this Article XI.

 **Section 3:** The orderof business and / or procedures of any meeting called or subject not covered by these By-Laws or noted in Board minutes shall be subject to “Roberts Rule of Order Revised”, however, should there be a conflict with these By-Laws and / or “Roberts Rules of Order Revised”, the By-Laws shall prevail.

 **Section 4:** Any By-Laws reviewed and passed by the Executive Board shall be enforced from the date of inception.

ARTICLE XII Contracts and Agreements

 The Board shall have sole authority to enter into contracts and agreements in the name of the N.S.B.A. Such contracts and agreements must bear the signatures of the President or Vice President and be attested to by the secretary or the treasurer in order to make such contract or agreement binding upon the N.S.B.A.

ARICLE XIII Expenses

 **Section 1:** Any league member under the direction of the Board is to be reimbursed for all legitimate expenses incurred in the name of the N.S.B.A. Mileage allowance is to be fifteen ($0.15) cents per mile with a provision that travel to meetings is not reimbursable.

 **Section 2:** All expenses are subject to the approval of a simple majority of the Board members in attendance at a board meeting.

 **Section 3:** An expense allowance as determined by a simple majority shall be allotted for refreshments at all Board meetings prior to or at the outset of each such meeting.

# ARTICLE XIV Recall of Board Meetings

 **Section 1:** Any Board Member may be recalled from office by a two-thirds (2/3) majority vote of the Board. Members other than Board Members may institute a recall under provisions set forth in Article IX, section 5.

 **Section 2:** Any Board Member recalled by the Board may appeal under the provisions set forth in Article IX, section 5. Such appeal must be in writing and received by the Secretary (via registered mail or e-mail) no later than (15) days after the Board’s recall ruling. There can be no further appeal.

 **Section 3:** Recall voting shall be accomplished by secret ballot.

 **Section 4:** Should recall take place at a special meeting, it shall be followed by an election to fill the created vacancy or vacancies at a special general meeting. If the President is recalled, the office shall be assumed by the Vice President after which a new Vice President shall be elected. A subsequent ballot shall be held to fill a new vacancy.

 **Section 5:** Any Board Member who is recalled and such recall is ultimately and finally approved by the Board, see Article VI, section 5.

 **Section 6**: Should the President be recalled and appeal his case, his duties shall be assumed by the Vice President, from the date of petition until a final determination is made as a special general meeting. In the absence of the Vice President, his duties shall be assumed by the most senior Board member in attendance.

# ARTICLE XV Policy

 Policy changes and temporary rulings as approved by simple majority of the board and general information will be in the form of announcements issued by the Secretary. These policy changes and temporary rulings will be considered to be in force immediately. It is the responsibility of each league member to read such announcements.