

CORONADO LAWN BOWLING CLUB
1019 SEVENTH STREET
CORONADO, CA 92118



RULES, POLICIES
and
PROCEDURES
MANUAL

Revised December 12, 2012

**CORONADO LAWN BOWLING CLUB
RULES, POLICIES, AND PROCEDURES MANUAL**

ITEM 1: "The Etiquette of Bowls" which follows should be read and followed by all lawn bowlers.

BOWLS ETIQUETTE

Lawn bowling is one of the few sports where true sportsmanship still prevails. This is a condition that should be jealously guarded and, by following the few simple principles listed below, you can help to maintain the sportsmanship and courtesy that has characterized the game of bowls for centuries.¹

BEFORE THE GAME:

1. Check that you know the correct dress for the occasion and wear it.
2. Make sure that you know the starting time of the game and be there in sufficient time to change your footwear. Be on the green ready to start at the appointed time.
3. In a team game, be there in time to welcome your guests.

DURING THE GAME:

1. Do not drop bowls on the green.
2. Shake hands with your opponent before and after the game.
3. Do not sit on the banks.
4. Do not step in or drop litter in the ditches.
5. Stand still while your opponent is about to play.
6. Do not infringe the laws of rink possession.
7. Wait until the result of the end has been decided before kicking away the bowls.
8. If you are responsible for keeping the score, compare your card with that of your opponent at regular intervals. If score boards are in use, make sure they agree with your card and the card of your opponent.
9. Unless you have been delegated to decide the shots at the completion of an end, do not interfere in any way with this process.
10. If an umpire has been called, stay well clear of the head until a decision has been made by the umpire.
11. If you have lost the game, remember to congratulate your opponent.
12. Never be heard to criticize the green or your opponent.
13. If your shot is a "fluke", acknowledge it and be quick to commend an opponent's good bowl.

AFTER THE GAME

1. Assist in putting the equipment away and be considerate of those still playing in other games.²

ITEM 2: Dress requirements for all bowlers

SCOPE: This policy is to establish the club dress codes.

The Coronado Lawn Bowling Club (CLBC) has established the following dress codes:

¹ "These basic principles are good for us all and if adhered to can only enhance our sport and give a good impression to those who as yet do not play"

1. All members and their guests who bowl are to dress in any shade of white clothing for all club tournaments, for visitations, and for social games on designated days. This encompasses all blouses, shirts, skirts, shorts and slacks. Shorts are to be of appropriate length in good taste and shirts should have a collar; T shirts are not acceptable wear. Team uniforms, as defined in the current USLBA rule book, are allowed to be worn in all tournaments. Exceptions may be made by the President or Tournament Director for tournaments and social games that are held on holidays when appropriate celebratory attire may be encouraged.

"Walk-on" guests for play in club social games may be excepted from the white clothing rule on days when whites are required.

2. Whites are required to be worn for club social (draw) games on Thursday and Saturday at 9:30AM and Sunday at 2:00PM. While whites are favored, appropriate casual clothing may be worn at all other times for practice, set-up games or club games not scheduled on the days and times listed above.
3. All bowlers must wear flat-soled shoes without heels, in order to avoid damage to the Green. Shoes may be any color, but must be in compliance with the above requirement.

Item 3: Membership categories

SCOPE: This policy is to establish the specific types of club membership

1. **MEMBERSHIP** shall be open to anyone 16 years and older. No qualified person shall be discriminated against because of a disability and no individual shall be denied membership by reason of race, color, religion, gender, sexual orientation or national origin.
2. **REGULAR MEMBER** enjoys full rights and privileges of the club. Regular members have voting rights, may hold club office and shall be allowed to play in all club tournaments if they have acquired experience as set forth in Item 7, subsection 2 below.
3. **REGULAR USER MEMBER** is a member who is under 50 years of age and consequently is a User member as far as use of the Senior Center is concerned without right to vote on Senior Center matters. In all other respects a Regular User Member has all the rights and privileges of a Regular Member.
4. **SEASONAL MEMBER** is a person who is a visitor to Coronado with a permanent full-time residence outside the City of Coronado. Seasonal members may join for a period of no longer than 3 months. After 3 months the seasonal membership shall expire. Seasonal members enjoy the same rights, privileges, and restrictions as the Regular Member except said members shall not hold office in the Club or be entitled to vote and do not hold membership through this Club in the Southwest Division Association of the USLBA.

Item 4: Membership dues and fees

SCOPE: This policy is to specify current dues and fees

1. Dues for the various categories of membership are as listed below.
 - 1.1 **REGULAR MEMBER:** \$150 per year (includes mandatory Southwest Division dues and Senior Center dues).

- 1.2 **REGULAR USER MEMBER:** Same as Regular member.
- 1.3 **SEASONAL MEMBER:** \$24.00 per month.
- 1.4 **TRAINING FEE:** The first training lesson is offered at no cost. Thereafter a one-time fee of \$15.00 is assessed covering up to four additional training lessons prior to a trainee joining the Club. A bowler or trainee may bowl with the Club during a period of 30 consecutive days without becoming a member.
- 1.5 **USE OF BOWLS:** Bowls are available for training purposes. It is expected that within a reasonable time after training bowlers will purchase their own bowls. If not, the Board of Directors may charge a rental fee for use of bowls.
- 1.6 **WRONG BIAS FEE:** Any member who rolls a wrong bias during a game shall pay \$1 into the wrong bias box and loudly ring the wrong bias bell so that all other bowlers present will know.
- 1.7 **GUESTS:** Club members may bring a guest at any time and guests of members may bowl up to 5 times per calendar year without becoming club members.
 - 1.7. a Youth under the age of 16 who have participated in a youth program may be invited by the President to use the Club equipment to play at no cost for some specified period of time when accompanied by an adult and/or may be invited to participate in club draw games and/or a club tournament (paying the tournament fee).

ITEM 5: Fees for individuals that are payable from time to time

SCOPE: This applies to all members

- 1. **ANNUAL FEES** for membership in the Coronado Lawn Bowling Club (CLBC) are established by the Board of Directors and the Department of Parks and Recreation of the City of Coronado. Following review of revenue and expense projections, the dues for each type of membership is set each year based on recommendations of the Treasurer. Dues become due and payable on January 1 of each year and are considered past due on February 1 of the same year.
- 2. **ALL MEMBERS**, who pay the Southwest Division fee through another Club as their home club, will receive a credit against their dues in the amount of the Southwest Division fee (presently \$10). All members who pay or have paid their Senior Center dues directly to the Senior Center will receive a credit against their dues in the amount of the Senior Center dues at the time they pay their membership dues in the Coronado Lawn Bowling Club.
- 3. **SEASONAL MEMBERS** are not required to pay the Southwest Division fee unless they elect to. Non-payment of the fee precludes play in all Southwest Division tournaments and tournaments hosted or sponsored by other Southwest Division clubs. Seasonal members may play in CLBC club tournaments as allowed by definition of their club membership rights and privileges. \$3.00 of Seasonal Members dues of \$24.00 per month are payable to the Senior Center unless the Seasonal member is already a Senior Center member in which case the Seasonal dues are reduced by \$3.00.
- 4. **CORONADO LAWN BOWLING CLUB MEMBERSHIP** dues for individuals joining subsequent to April 1, are billed on a reduced rate quarterly as follows: April 1st \$135.00, July 1st \$90.00 and after October 1st \$45.00 except that a member joining in December can elect to pay \$150 and it shall be applied to cover December and the following calendar year. If a joining member is already a member of the Senior Center, dues to the Club will be reduced by the amount that a new member would have to pay to the Senior Center if joining the Senior Center at the time of joining the Club. For example, if Senior Center dues are \$17.00 in April and the

bowler joining the Club in April had already paid Senior Center dues, Club dues would be reduced by \$17.00.

ITEM 6: Procedure for the set-up of Social Draw Games

SCOPE: This procedure applies to scheduled social “Draw” games.

1. Our scheduled social draw game bowling teams are chosen by random draw. The position each member plays (i.e., skip, vice-skip, or lead) is determined by the Board Master for that day.
2. When a member arrives at the clubhouse, he or she takes his or her name tag off the member board and places it on the table. This must be done at least 10 minutes before the scheduled time of bowling (15 minutes or more is preferred).
3. The Board Master(s) for the day determines the combination of games that can be played based upon the number of players who have submitted a name tag. With the help of the CLBC “Cheat Sheet,” the Board Master(s) determine the numbers of skips, vice skips and leads needed for these games. The most appropriate player(s) present on that day are assigned the roles of skip, vice skip and lead, accordingly. The player tags are grouped by position and then drawn randomly from the group to which they were assigned and placed on the Board for the designated games.
4. A member who is running late may call the clubhouse to have his or her name added to the table, but that member must arrive at the clubhouse and be ready to play before the names are posted to the Game Board.
5. The Board Master(s) may be any player in the Club but should be a player who has been playing regularly and frequently enough to be acquainted with the skills of most of the regular bowlers.
6. Members entering a draw game are obligated to play in the position and with the team drawn. The President may make an exception when Club teams have entered a SWLBA tournament and wish to practice as a team. Arranged games and practice may take place if there is space available on the green when the draw games are determined.. Members must plan on playing the entire game except in case of injury, exhaustion or emergency in which case they should ask a bowler to substitute and finish the game if available.

ITEM 7: Qualifications for members playing in club tournaments

SCOPE: This policy applies only to entries of Club Tournaments and specifically does not apply to Social Games.

1. Club Tournaments, are to be blind draws. (Team members will be drawn at random.) An exception may be made by the Tournament Director for special Holiday themed tournaments but must be clearly advertised in the flyer.
2. All members entering Club tournaments must have been a member at least 2 months and have played in at least 6 games prior to the tournament unless otherwise approved by the Club President and Tournament Director. (An exception may also be made for Youth under age 16 who have been invited to play in a Club Tournament).

3. Should any Club Tournament be structured as a qualifying round and a final round, any player who reaches that final round must play in that round and cannot elect to bowl in a different tournament should it be played on the same day as the designated Final Round Tournament.

ITEM 8: Conduct of players on the green

SCOPE: This policy applies to all members of the Coronado Lawn Bowling Club and their guests.

1. It is hoped that members will treat each other with dignity and respect and observe the highest standards of good sportsmanship. Members should never do or say anything that will be offensive or will hurt other bowlers. The Board of Directors has broad authority to impose a varying range of sanctions on members who are found in violation of this policy. Members, who feel offended by the activity of another member should seek recourse through filing a written complaint with the Board of Directors specifying the offending action and requesting a hearing thereon before the Board.
2. The complaint shall be taken up as the first matter of business at the next scheduled Board meeting before the commencement of the regular business of said meeting. If the complaining member is not present at the Board meeting the complaint may at the discretion of the Board be dismissed without any action taken on it. If the complaining member cannot be present at the Board meeting and so advised the Board in advance of the meeting, one continuance to the next Board meeting may be granted.
3. The Senior Center also serves as the Club house for the Coronado Lawn Bowling Club. As set forth below every member of the Coronado Law Bowling Club is a member or user of the Senior Center. It is critical to the well-being of the Club and all members to maintain cordial relations with the Senior Center. To that end each member is enjoined to be on their best behavior when using and enjoying the facilities of the Senior Center. Members are reminded to pay for beverages, avoid interfering with Seniors engaged in other activities, respect the rights of all and be sensitive to those Seniors who are not lawn bowlers.
4. The City of Coronado has a specific ordinance which makes it unlawful to engage in certain conduct as follows:
 - 4.1 The Green shall be used for lawn bowling only; any other use including bocce, croquet, volley ball, football, dancing and picnicking is prohibited.
 - 4.2 Dogs, skateboards, scooters, bicycles and roller skates are not allowed on the Green
 - 4.3 Smoking and alcohol are not allowed upon the green or within the park. No eating or drinking (except water) upon the green.
 - 4.4 Loud or abusive or vulgar language or behavior is not permitted.

ITEM 9: Conflict with Constitution or Bylaws of the Club

Scope: Policy that the Club Constitution and Bylaws of the Club Control.

1. In the event of any conflict between these Rules, Policies and Procedures with the Club Constitution and Bylaws or either of them, the Constitution and ByLaws shall prevail.