

# ALASKA STATE USBC BOWLING ASSOCIATION

## POLICIES & PROCEDURES MANUAL

**ADOPTED – COUNCIL OF DELEGATES – ANCHORAGE – MARCH 25, 2006**  
***REVISED - Board of Directors - Fairbanks - March 23/24, 2007***  
***REVISED – Board of Directors – Fairbanks – March 26, 2010***

### SECTION 1 – TOURNAMENT FORMAT AND RULES

1. Entries shall open not later than January 1st and close at the discretion of the tournament director. May be extended with approval of USBC, should entries warrant. The final weekend of the tournament will be the last weekend in March, unless determined otherwise be a two-thirds (2/3) majority vote of the board of directors at the meeting of the previous year.
2. Handicaps shall be computed for each bowler, individually on three (3) game series basis. Bowlers with an average of less than 220 shall receive 90% of the difference between their average and 220.
3. Averages used for the state tournament will be the individuals highest ending average of the preceding year as published in his local association yearbook or verified by the secretary of the association to which he belonged, unless at the opening date of entries the entrant has a current seasons average for twenty-one (21) games or more which is ten (10) pins or more higher than the previous seasons average, the bowler will use his current average. If a bowler has no average on file for the preceding year, his highest current average, based on a minimum of twenty-one (21) games as of the date entries are opened, will be used. This average must be verified by the secretary of the association in which it was established. Entrants who do not have an average based on a minimum of twenty-one (21) sanctioned league games shall be classified at 220 scratch. Averages established in summer leagues will be acceptable in accordance with USBC rules.
4. Prize fees shall be returned 100% within the event collected, on the handicap basis, based on one prize for each ten (10) entries, except all-events will pay one prize for each twenty (20) entries. In no case shall the first place team prize exceed 30%, nor the first place doubles team prize exceed 25%, nor the first place singles prize exceed 20%, of their respective prize funds. Second place prizes shall be equal to at least one-half (½) of first place with last place equal to at least the amount of the entry fee.

5. Entry fee shall be \$30.00 per man per event, of which \$6.25 shall be declared tournament expense and shall be disbursed as follows:

(a) \$1.85 Tournament expense fund (b) \$2.85 Council expense fund (c) \$.55 Masters expense fund (d) \$1.00 Senior expense fund

(1) The \$1.85 tournament expense fund shall be used to provide all tournament expense, such as entry forms, posters, tournament salaries, postage and any other expense necessary or conducting the tournament. The tournament director shall be required to conduct the tournament from within this \$1.85 expense fund. After paying all expenses, the balance in the fund shall be his salary.

(2) The \$2.85 council of delegates expense fund shall be deposited in the state association account and shall be disbursed as per recommendations of the board of directors and ratified by the council of delegates.

(3) The \$.55 masters expense fund shall be used to pay the entry fee and to help defray expenses of travel and lodging to the USBC Masters Tournament. The scratch all-events winner of the annual state tournament will be awarded this paid entry plus the balance of the fund, to a maximum of \$1,000.00. If the all-events champion elects not to represent Alaska in the Masters Tournament and so notifies the state secretary within four (4) months after winning this award, he shall receive a cash prize of \$200.00 and the paid entry shall be offered to the runner-up. If accepted by the runner-up, it shall not include any expenses. Whenever the balance in this fund is less than \$1,000.00, the Association Manager shall transfer sufficient funds from the Council fund to meet the \$1,000.00 expense.

(4) The \$1.00 Senior expense fund shall be used to pay the entry fee, shirt expense and to help defray the expense of travel and lodging to the USBC Seniors Championships for the five (5) Division State Champions, as determined each year by the Board of Directors.

(5) The Handicap All-Events entry fee shall be \$10.00 with \$9.00 going to the prize fund and \$1.00 being donated to Team USA, through the USA Bowling \$1 All-Events Program.

6. Singles will be bowled prior to doubles. When changing from singles to doubles the movement of teams will be flip-flop between lane pairs. There will only be four (4) bowlers assigned per pair of lanes in the singles and doubles event.

7. All scheduled matches (teams, singles and doubles) will be flighted, by squads, based on original entry submitted. Once flighted teams and doubles will not be reflighted due to substitutions. Flighting is done by arranging all squad entries in numerical sequence, high to low, selecting a starting lane and assigning teams accordingly, (i.e. high average starts on lane 9, next high on lane 10 and on down until all teams are assigned a lane.) When possible, using the above procedure, two teams from the same city will not

be assigned to the same pair of lanes. An exception to this flighting procedure can occur when an individual is under the age of 21 (without an accompanying legal guardian) and the Host Bowling Center has Alcohol beverage service. In such cases, the Tournament Director may assign any under 21-year-old participant and their teams to specific no alcohol lanes as prescribed by the Host Center.

8. The State Association shall pay the team entry fee for two Hall of Fame teams, when there are two bowling, and one All Star Team. The two Hall of Fame teams will be paired together and the All Star Team will be flighted according to paragraph 7 above. The Hall of Fame team(s) and All Star Team will on adjoining lanes.

9. Tournament site will be selected two (2) years in advance.

10. Ten (10) minutes of shadow balls will be provided prior to the team and Five (5) minutes of shadow balls will be provided prior to the singles/doubles squads.

11. A Scratch Division option for Team, Singles and Doubles has been added. Entry fee for Scratch Division shall be \$10.00 per person, per event with \$9.50 going to prize fund and \$.50 as tournament expense.

12. All-star Team Selection submittal form will be verified by each local association and sent to or postmarked to the All-star Selection Committee by November 1 of each year.

13. For the Alaska State Seniors Tournament there will be a \$1.00 expense fee added to entry and then deposited into the Alaska State USBC Bowling Association Senior Expense fund to help offset the expense for entries and shirts of the Division winners to the National Seniors Tournament.

14. Effective with the 2001 State Tournament it will be an open entry with unlimited participation.

## **SECTION 2 - MANAGEMENT OF THE STATE CHAMPIONSHIPS TOURNAMENT**

A. When the board of directors is not in session, management shall be vested in the tournament director.

1. He shall receive, collect and be responsible for all tournament entry fees and shall deposit all fees to the credit of the association in a recognized banking institution.

2. He shall forward the council fund and masters fund to association manager prior to the opening date of the tournament schedule.
  3. He shall acknowledge and file all bonafide entries to the annual tournament in the order of their receipt.
  4. He shall have full charge of drafting and preparing the schedule for the annual tournament and may change said schedule when it is in the best interest of participating bowlers.
  5. He shall prepare prize list and issue prize checks to be co-signed by the president.
  6. He shall mail a copy of the official stand/prize list to all local association, state association managers and the United States Bowling Congress within thirty (30) days of completion of the tournament. The standing/prize list sent to the state association manager shall include scratch scores for all first and second place finishers.
  7. He shall be responsible for the proper disbursement of prize checks, trophies and USBC awards.
  8. He shall verify all averages of all bowlers winning any prize money before prize checks are issued.
  9. He shall enforce the rules governing the annual tournament and his decisions shall be final, with the provision that a protest from his ruling may be filed as outlined in the tournament rules.
  10. He shall be responsible for the preparation of all materials necessary to conduct the annual tournament and he shall purchase supplies as required for official tournament purposes from the tournament expense fund.
  11. He shall be responsible for mailing entry forms to each local association prior to the opening date of the tournament entries.
  12. He shall not schedule any squad to start between the hours of 12:01 A.M. and 7:59 A.M. during the weekend of the state meeting, except when necessary. When necessary to schedule between these hours, no hosting association bowler will be eligible to bowl during this weekend.
  13. He shall provide the state association secretary with a copy of all information required to be sent to USBC and audited reports required by the state association bylaws within thirty (30) days of completion of the tournament.
- B. Site inspection shall be accomplished and reported to the council of delegates by the officers and directors from the areas of the bidding cities.
- C. Selection of site and hosting association will be accomplished by the council of delegates at the annual meeting. The tournament site to be accepted for consideration by the council of delegates must meet the following qualification.
1. The local association guarantees to forward all tournament funds to the state association manager.
  2. Local association desiring to submit the bid forms must submit the forms to the state association manager or president prior to the beginning of the State Board of Directors meeting.

D. CONTRACT REQUIREMENTS

1. The Alaska state bid form submitted with the local association's bid shall be considered as a binding contract, if it is accepted by the council of delegates.
2. Any deviation from submitted data within the bid form shall have prior approval of the board of directors.

### **SECTION 3 - HALL OF FAME**

1. The Alaska State USBC Bowling Association "Hall of Fame" shall be organized and operated as per the attached constitution. Selection of candidates will be made at the annual meeting held at the state tournament site.

#### **ALASKA STATE USBC BOWLING ASSOCIATION "HALL OF FAME" CONSTITUTION**

##### **ARTICLE I - NAME**

This organization shall be known as the Alaska State USBC Bowling Association Hall of Fame.

##### **ARTICLE II - OBJECTS**

To perpetuate the name of those who have displayed outstanding ability in the game of American Ten Pins and/or who have contributed through outstanding and meritorious service, to the general welfare and progress of the game.

##### **ARTICLE III - MEMBERSHIP AND ORGANIZATION**

The Alaska State USBC Bowling Association Hall of Fame shall be composed of individual members sanctioned by or who have been sanctioned by one of the local associations within the state of Alaska.

##### **MEMBERSHIP ELIGIBILITY**

The Alaska State USBC Bowling Association Hall of Fame will accept candidates to the organization under the following conditions.

1. The candidate is/was a member in good standing of the United States Bowling Congress at the time of his outstanding accomplishment or meritorious service.
2. The individual is/was a resident of the state of Alaska at the time of his outstanding accomplishment or meritorious service.
3. The candidate must have at all time displayed good sportsmanship and to have been a credit to the game of bowling at all times, be of god moral character and an inspiration both on and off the lanes to fellow bowlers and a good patters for members of the Y.A.B.A.

4. A candidate may qualify for the Hall of Fame by displaying outstanding ability in the game of American Ten Pins. This ability may have been in regular league play, USBC national and/or local and state tournaments.
5. If an elected candidate to the Hall of Fame shall at any time by his deeds or actions prove himself unworthy of the honor of being a member of this organization the Council of Delegates will have the power, at their discretion with a vote of 75% of the voting members, revoke his membership and all other honors and recognition that are enjoyed by the members of the Hall of Fame.

#### **ARTICLE IV – MANAGEMENT**

1. Management of the Hall of Fame shall be vested in the council of Delegates of the Alaska State USBC Bowling Association. It shall supervise the Hall of Fame in such a manner as to assure a living, active organization service the purpose for which it is organized.
2. The council may, at its discretion, annually invite a maximum of five individuals from among the sportswriters and broadcasters, the bowling proprietors or from any field to assist them in their final selection.
3. The Council of Delegates and the guest members shall be the electors.

#### **ARTICLE V - BALLOT AND NOMINATING COMMITTEE**

The Board of Directors of the Alaska State USBC Bowling Association shall constitute the ballot and nominating committee. This committee:

1. Shall establish whether the candidate is/was of good standing in the United States Bowling Congress.
2. May nominate, from the ballots submitted to it, one or more from the living candidates, and if possible, one other for posthumous.
3. The committee shall name to the electors the proposed candidates who in their findings failed to qualify for nomination, should any of the endorsees question the findings of the committee, a closed meeting of the electors, excluding the candidate, shall be held to discuss the nomination. Should the electors then by a two-thirds vote of the electors present favor the nomination, the candidate shall be placed on the ballot.
4. Shall hold as many meetings as deemed necessary, or as directed by the president of the Alaska State USBC Bowling Association. A quorum for such meetings shall be a majority of the board.
5. Must meet annually or conduct the business of the committee by registered mail, return receipt requested, prior to annual state meeting.

6. It shall take a 51% affirmative vote of the committee to place the nominee on the ballot.

## **ARTICLE VI - CANDIDATES**

Ballots for candidacy must be mailed to the association manager, Alaska State USBC Bowling Association, Hall of Fame, forty-five (45) days prior to the annual Council of Delegates meeting. The secretary shall in turn, notify all local associations of these candidates thirty (30) days prior to the annual Council of Delegates meeting and shall deliver the ballots to the ballot and nominating committee for their consideration.

Each ballot for candidacy to the Hall of Fame must be accompanied by the following:

1. One Hundred (100) signatures endorsing the candidate, giving full names, addresses and telephone numbers.
2. Detailed and complete information pertinent to qualifying the proposed candidate.

## **ARTICLE VII – ELECTIONS OR SELECTIONS**

1. The electors may elect {one (1) or more} living candidates to the Hall of Fame and may also elect one posthumous honors.
2. It shall take a 75% affirmative vote of the electors present to elect a candidate to the Hall of Fame.
3. If more {then two} candidates are being considered and no candidate receives the necessary 75% vote of the electors, the candidate with the least number of votes shall be dropped and another ballot taken. *If only one* candidate receives the necessary 75% vote of the electors another ballot will be taken on the remaining {} candidates. If on the revote of the remaining {} candidates {none} receives the necessary 75% vote of the electors, the candidate with the least number of votes shall be dropped and another ballot taken (if no objection, this vote may be taken by a show of hands of the electors).
4. If on the final ballot a candidate still does not receive the necessary 75% vote, the final ballot only shall be declared, “no election”.
5. Nominees may be re-submitted, under criteria set forth in this constitution.
6. There will be separate ballots for the living and the posthumous candidates.
7. Balloting by the electors must be by written vote, unless no objection, then the vote may be taken by a show of hands.

## **ARTICLE VIII – AWARDS**

1. Suitable awards in the form of rings, lapel pins, tie clips, etc., made by the Council of Delegates shall be awarded to the candidates elected. These awards shall be presented with fitting ceremony at the site of the Annual State Tournament.
2. On case of posthumous awards, the award shall be made to the nearest of kin of the deceased and every effort should be made to include those accepting the award in the ceremonies.
3. A suitable plaque large enough to accommodate 20 names-or to which additional plates can be added, shall be secured and names of all successful candidates shall be inscribed thereon as elected.
4. This plaque must be on display each year at the establishment holding the Annual State Tournament or at any other place or places during the year as may seem appropriate to the Board of Directors.
5. The Council of Delegates at their discretion may choose instead of the plaque to secure photographs of uniform size of all candidates elected to the Hall of Fame. These photographs to be encased in a suitable frame or rack and these pictures to be displayed in the manner above.

#### **ARTICLE IX – EXPENSE**

The expense of operating this Hall of Fame shall be borne by the Alaska State USBC Bowling Association.

#### **SECTION 4 – ALL STAR TEAM SELECTION CRITERIA**



**Alaska State USBC Bowling Association  
ALL STAR TEAM BOWLER OF THE YEAR  
CRITERIA GUIDELINES POINTS**

**US OPEN, 700 CLUB, FAIRBANKS OPEN, NUGGET OPEN, JEWEL LAKE CLASSIC,  
ALASKA LANES CLASSIC, CENTER BOWL CLASSIC TRIOS & FAIRBANKS 700 CLASSIC**

1ST	10 POINTS
2ND	8 POINTS
3RD	6 POINTS
4TH	4 POINTS
5TH	2 POINTS

**TEAM USA**

<b><u>MAKE TEAM USA</u></b>	15 POINTS
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<b><u>STATE FINALS</u></b> 1ST	10 POINTS
2ND	8 POINTS
3RD	6 POINTS
4TH	4 POINTS
5TH	2 POINTS

**STATE ALL EVENTS**

1ST	20 POINTS
2ND	16 POINTS
3RD	12 POINTS
4TH	8 POINTS
5TH	4 POINTS

**STATE SINGLES**

1ST	10 POINTS
2ND	8 POINTS
3RD	6 POINTS
4TH	4 POINTS
5TH	2 POINTS

**STATE DOUBLES**

1ST	5 POINTS
2ND	4 POINTS
3RD	3 POINTS
4TH	2 POINTS
5TH	1 POINT

**Alaska State USBC Bowling Association  
ALL STAR TEAM BOWLER OF THE YEAR  
CRITERIA GUIDELINES POINTS**

**CITY ALL EVENTS**

1ST	10 POINTS
2ND	8 POINTS
3RD	6 POINTS
4TH	4 POINTS
5TH	2 POINTS

**CITY SINGLES**

1ST	5 POINTS
2ND	4 POINTS
3RD	3 POINTS
4TH	2 POINTS
5TH	1 POINT

**CITY DOUBLES**

1ST	2.5 POINTS
2ND	2 POINTS
3RD	1.5 POINTS
4TH	1 POINT
5TH	.5 POINT

**TOP TWO (2) FINISHES IN ANY SCRATCH SINGLES TOURNAMENT  
(Excluding the US OPEN, 700 CLUB, FAIRBANKS OPEN, NUGGET OPEN, JEWEL LAKE CLASSIC,  
ALASKA LANES CLASSIC, CENTER BOWL CLASSIC TRIOS, & FAIRBANKS 700 CLASSIC)**

1ST	10 POINTS
2ND	8 POINTS
3RD	6 POINTS
4TH	4 POINTS
5TH	2 POINTS

**HIGH AVERAGE IN ASSOCIATION - (minimum of 60 games)**

1ST	10 POINTS
2ND	8 POINTS
3RD	6 POINTS
4TH	4 POINTS
5TH	2 POINTS

**Each Association**

800 Series	8 POINTS
HIGH SERIES	6 POINTS
HIGH GAME	3 POINTS

**Alaska State USBC Bowling Association  
ALL STAR TEAM BOWLER OF THE YEAR  
CRITERIA GUIDELINES POINTS**

ALL TOURNAMENTS MUST BE SANCTIONED BY USBC

EACH ASSOCIATION IS TO JUDGE THEIR OWN BOWLERS ON CONDUCT AND RECOMMEND TO THE STATE ASSOCIATION SELECTION COMMITTEE FOR FINAL DETERMINATION.

IT IS BASED ON CONDUCT ON THE LANES WHILE BOWLING

THE POINTS AWARDED WILL BE FROM ONE (1) TO FIVE (5)

1 BEING A DEVIL TYPE BOWLER

5 BEING A GOD TYPE BOWLER

Last revision April 01, 2005 in Ketchikan -

added Fairbanks 700 Classic