

Section V-2 Duties

The president is the executive officer and shall preside at all meetings of the PIMD and will be an ex-officio member of all committees except the nominating committee. The president will be responsible for seeing that all orders of the board is put into effect and that the duties of officers and committees are properly performed. The president can only vote to break a tie.

The vice-president shall assume and perform the duties of the president in the absence or disability of the president and shall also function as parliamentarian and as a member of the budget committee.

The secretary shall keep all records of the PIMD, including the minutes of meetings, and shall conduct correspondence. The secretary shall send notice of all meetings and other matters pertaining to the PIMD to the member clubs and/or individuals concerned.

The treasurer will serve without bond. The treasurer shall receive the annual dues and the rosters of the home club members and forward to the treasurer of Bowls USA the rosters and the annual national dues for each Bowls USA member. The treasurer shall collect entry fees of all tournaments and revenues from other sources and deposit them in the PIMD account(s). The treasurer shall pay all budgeted expenses upon written request with supporting documentation. Unbudgeted expenses may be paid after supporting documentation has been provided and with approval by the majority of the executive committee. Unbudgeted expenses of more than five hundred dollars (\$500.00) must be approved by a majority of the board. Reimbursements may be submitted by USPS or email to the treasurer, outside of an assigned meeting of the board, for previously budgeted items and shall be paid in a prompt manner.

At the first meeting of the year, a budget will be submitted for the current year and adopted by the board. A statement of receipts and expenditures for each quarter will be prepared for each meeting of the board. Officers, the tournament chairperson, the publicity chairperson, the two councilors and trustees of special funds shall be reimbursed for expenses incurred for photocopying, postage, telephone calls, meals and reasonable supplies provided that systematic records, including dates, items and amounts, accompanied by supporting documents are submitted to the treasurer. The two Bowls USA Councilors shall be reimbursed for travel and/or lodging expenses incurred while representing PIMD at the Bowls USA annual council meeting in an amount previously budgeted and determined by the board.

Article VI BOARD

Section VI-1 Board

There shall be a board consisting of the officers, the immediate past president, the two councilors representing the PIMD on the Bowls USA Council, and two representatives, preferably one female and one male, from member clubs.

Section VI-2 Representatives

Each member club shall have two representatives on the board. Each representative will have the following number of votes based on their dues paying membership size:

Clubs with up to 50 home club members – 1 vote

Clubs with from 51 to 100 home club members – 2 votes Clubs with from 101 to 150 home club members – 3 votes Clubs with over 150 home club members – 4 votes

The number of home club bowling members shall be determined each year in accordance with