



United States Women's  
Curling Association

# **BYLAWS**

**As of September 14, 2025**

Previous Revision: March 11, 2024

**BYLAWS OF THE  
UNITED STATES WOMEN'S CURLING ASSOCIATION  
(AN ILLINOIS NOT FOR PROFIT CORPORATION)**

(An organization affiliated with USA Curling)



### **Article I – Name**

The name of this association shall be the United States Women's Curling Association, hereafter referred to as the USWCA.

### **Article II – Incorporation**

For the purposes of incorporation, the officers shall constitute the Board of Directors of the Corporation.

### **Article III – Purpose**

#### **Section 1.**

The USWCA has been formed to promote and conserve the best interests of the game of curling for women and youth throughout the United States. It exists to cultivate friendly relations among its member clubs and curlers, promote international friendships, preserve the traditions and literature of the game, and sponsor bonspiels and events.

#### **Section 2.**

The USWCA will be limited to charitable and educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

### **Article IV – Membership**

#### **Section 1.**

The USWCA shall be composed of member clubs and their dues paying members, members-at-large and associate members.

#### **Section 2. Membership**

- (a) Membership shall be open to any regularly organized curling club in the United States that manages its own affairs through officers and/or committees and operates continuously at one ice rink (although it need not control the rink where it operates).
  - (1) Member clubs are entitled to all privileges of the USWCA as outlined in the Membership Committee guidelines and individual event rules and procedures.
  - (2) Curlers who identify as women who are included in the member club's payment of the annual per capita dues are entitled to all privileges of the USWCA as outlined in the Membership Committee guidelines and individual event rules and procedures.
- (b) Membership shall be open to those who identify as women who shall be referred to as members-at-large.
  - (1) A member-at-large shall be a former member of the USWCA who has no local USWCA club to join or who has retired from curling.
  - (2) Members-at-large are entitled to limited privileges as outlined in the



Membership Committee guidelines.

- (c) Membership shall be open to those who identify as men who shall be referred to as associate members.
  - (1) Associate members shall be members in good standing of a member club and included in the club's payment of annual per capita dues.
  - (2) Associate members are entitled to limited privileges as outlined in the Membership Committee guidelines.
- (d) Acceptance of membership in the USWCA shall bind all member clubs, individual club members, members-at-large and associate members to uphold all provisions of the Bylaws and to accept and enforce all Rules and Regulations and decisions of the Board of Directors acting within its jurisdiction.
- (e) Any current member club or new applicant club which cannot fulfill the requirements in Section 2. (a), but wishes to retain or gain membership in the USWCA may:
  - (1) Apply for an inactive membership upon payment of club dues. Such a club has no voting or participation privileges; or
  - (2) Apply for an active membership upon payment of annual dues (see Section 4. Dues). Such a club shall have full voting privileges, and its member participation privileges are as outlined by the individual Events and Tours rules and procedures.
- (f) Any member club, individual club member, member-at-large or associate member failing to uphold the standards or purposes of these Bylaws may be suspended by a two-thirds (2/3) vote of all voting members of the Board of Directors, provided due notice of the charge against them was given and an opportunity to be heard in their own defense was provided.
  - (1) Any suspended member shall be eligible for re-instatement after a two-year waiting period from the date of suspension and shall upon application fulfill all the requirements of a new member applicant.
  - (2) The suspended member shall be liable for any delinquent dues accumulated prior to the date of suspension and may not be re-instated until these are paid.
- (g) Any member club wishing to resign from the USWCA shall submit the resignation in writing to the Membership Chair who shall present it to the Executive Council. Any member club that resigns from the USWCA shall be eligible for reinstatement upon completion of an application and fulfillment of all requirements of a new member club applicant.
- (h) Any member club forfeiting membership because of delinquency of dues shall be eligible for reinstatement upon completion of an application and payment of a reinstatement fee. This application shall be subject to approval by the Membership Committee. The annual reinstatement fee for clubs shall be fixed by a two-thirds (2/3) vote of the Board of Directors.



- (i) Membership shall be automatically continuous unless interrupted by written resignation, forfeiture due to delinquency, or suspension.

### **Section 3. Application**

A club shall submit its USWCA application to the Membership Committee in line with the requirements outlined in the Membership Committee guidelines. The Membership Committee, after consultation with the President, shall be empowered to grant membership to qualified member clubs, members-at-large, and associate members.

### **Section 4. Dues**

- (a) The annual dues for membership, consisting of club and per capita dues, shall be fixed by a two-thirds (2/3) vote of the Board of Directors.
- (b) A new member club shall submit the annual dues at the time of application.
- (c) Per capita dues for a new member joining a club in good standing may be submitted in line with the Membership Committee guidelines.

### **Section 5. Delinquency**

- (a) A member club shall be deemed delinquent when payment of its dues has not been received by the USWCA by the established due date.
- (b) Any member club in delinquent status shall be denied representation at any meeting of the USWCA and its members shall be ineligible to enter any USWCA sponsored events.
- (c) Any delinquent member club failing to pay outstanding dues before the end of the fiscal year will be considered in forfeit status.

## **Article V – Region Representation Model**

The USWCA shall operate under a region representation model.

- (a) The USWCA shall organize member clubs into regions to ensure equal representation in the operation of the USWCA.
- (b) The election of USWCA officers, the appointment of Standing Committee members, and participation in USWCA-sponsored events are determined by regional representation, as outlined in the relevant procedure manuals.
- (c) The regional distribution of clubs shall be reviewed annually at the Fall Meeting and revised as necessary, in accordance with the membership procedure manual.



## **Article VI – Officers**

### **Section 1. Officers**

- (a) The Officers of the USWCA shall be the President, First Vice-President, Second Vice-President, Secretary, Treasurer and Comptroller.
- (b) All terms of office shall coincide with the fiscal year.
  - (1) President, First Vice-President, Second Vice-President and Secretary shall each serve one-year terms.
  - (2) Treasurer shall serve a two-year term and shall not serve more than two consecutive terms.
  - (3) Comptroller shall serve a two-year term and shall not serve more than two consecutive terms.
- (c) All officers shall be citizens of the United States of America.

### **Section 2. President**

- (a) The President shall be the principal executive officer of the USWCA and shall supervise all its business and affairs.
- (b) She shall be an ex-officio member of all committees except any committee that specifically states otherwise in their committee procedure manual.
- (c) She shall be responsible for overseeing governance, communications, bylaws, rules and administration-related committees.
- (d) She shall be responsible for executing the activities outlined in the President job description.

### **Section 3. First Vice-President**

- (a) She shall be responsible for overseeing membership and representative-related committees and shall be responsible for the education and training of club representatives.
- (b) She shall be responsible for executing the activities outlined in the First Vice-President job description.
- (c) She shall report to the President.
- (d) She shall perform the duties of the President in her temporary absence or inability to serve and so acting shall have all the rights and powers of the President.
- (e) She shall be the President Designate.

### **Section 4. Second Vice-President**

- (a) She shall be responsible for overseeing the bonspiel, tour, and event-related committees.
- (b) She shall be responsible for executing the activities outlined in the Second Vice-



President job description.

- (c) She shall report to the President.
- (d) She shall perform the duties of the First Vice-President in her temporary absence or inability to serve and so acting shall have all the rights and powers of the First Vice President.
- (e) She shall be the First Vice-President Designate.

#### **Section 4. Secretary**

- (a) She shall keep a record of the affairs of the USWCA and full and correct minutes of the Executive Council and Board of Directors' meetings.
- (b) She shall be responsible for executing the activities outlined in the Secretary job description.
- (c) She shall serve on communications-related committees.
- (d) She shall report to the President.

#### **Section 5. Treasurer**

- (a) She shall be responsible for the financial oversight of the USWCA.
- (b) She shall give bond by a responsible surety company for faithful discharge of her duties in such sum as may be required by the Board of Directors.
- (c) She shall be responsible for executing the activities outlined in the Treasurer job description.
- (d) She shall file a Certificate of Condition with the Illinois Board of Incorporation annually.
- (e) She shall be responsible for overseeing the finance-related committees.
- (f) If the Treasurer is temporarily unable to perform her duties, the President shall name a previous USWCA Treasurer or Comptroller to assume the Treasurer's duties as needed.
- (g) She shall report to the President.

#### **Section 6. Comptroller**

- (a) She shall keep the accounts of the USWCA and render a statement of accounts at each meeting of the Board of Directors.
- (b) She shall give bond by a responsible surety company for faithful discharge of her duties in such sum as may be required by the Board of Directors.
- (c) She shall be responsible for executing the activities outlined in the Comptroller job description.
- (d) If the Comptroller is temporarily unable to perform her duties, the President shall name a previous USWCA Treasurer or Comptroller to assume the Comptroller's duties as needed.
- (e) She shall report to the Treasurer.



## **Article VII - Executive Council**

### **Section 1. Executive Council**

The Executive Council shall be comprised of the six elected officers (President, First Vice-President, Second Vice-President, Secretary, Treasurer and Comptroller) and the Chairs of Standing Committees.

### **Section 2. Powers and Duties**

- (a) The Executive Council shall constitute the administrative body of the Board of Directors and shall execute the business of the Board at any time that the Board is not in session.
- (b) The Executive Council shall act as the Selection Committee of no more than three nominees for the position of USWCA/USA Curling Liaison.
- (c) Decisions and actions of the Executive Council shall be reviewed by the Board of Directors.

## **Article VIII - Board of Directors**

### **Section 1. Board of Directors**

- (a) The Board of Directors shall consist of the following:
  - (1) Six elected officers (see Article V – Officers)
  - (2) Standing Committee Chairs
    - i. Standing Committees shall be responsible for executing tasks that are essential to the continued functioning of the USWCA.
    - ii. The creation or dissolution of Standing Committees shall follow the required governance processes including Board of Directors approval.
    - iii. Each Standing Committee Chair shall be responsible for executing the activities outlined in her job description.
  - (3) One Representative of each member club
    - iv. A Representative to the Board of Directors shall be appointed or elected by each member club to serve as the liaison between her member club and the USWCA.
    - v. Each Representative shall be responsible for executing the activities outlined in the Representative job description.

### **Section 2. Powers and Duties**

- (a) The Board of Directors shall control and manage the affairs, property, and policies of the USWCA subject to provisions of the Bylaws.
- (b) The Board of Directors may delegate its powers or duties to a committee composed of one or more of its own members.
- (c) The Board of Directors may fill any vacancy caused by the unexpired term of office of





the President, First Vice-President, Second-Vice President, Treasurer, Comptroller or the USWCA/USA Curling Liaison. If such an appointment must be made before a duly convened meeting of the Board of Directors can be held, the Executive Council is empowered to act under Article VI - Executive Council, Section 2, Powers and Duties (a).

### **Article IX - Operational Limitations**

Notwithstanding any other provisions of these Articles, the USWCA shall carry on no activities that are not permitted:

- (a) by an association exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law); or
- (b) by an association, contribution to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

#### **Section 1. Legislative or Political Activities**

No substantial part of the activities of the USWCA shall be the carrying on of propaganda or otherwise attempting to influence legislation and the USWCA shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

#### **Section 2. Inurement of Income**

No dividend shall be paid and no part of the income of the USWCA shall be distributed to its members, directors or officers. The USWCA may, however, pay compensation in a reasonable amount to members, directors or officers for services rendered and may confer benefits upon members in conformity with its purposes.

#### **Section 3. Dissolution Clause**

Upon the dissolution of the USWCA, the Board of Directors shall, after paying or making provisions for payment of all of the liabilities of the USWCA, dispose of all the assets of the USWCA exclusively for the purposes of the USWCA in such manner, or to such organization or organizations organized and operated exclusively for charitable, education, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any of such assets not so disposed of shall be disposed of by the Circuit Court of the county in which the principal office of the USWCA is then located, exclusively for such purposes or to such organization or organizations as said court shall determine which are organized and operated exclusively for such purposes.





## **Article X – Indemnification**

### **Section 1. Indemnification Generally**

The USWCA hereby declares that any person who serves at its request as an officer, employee, member of the Executive Council, member or agent of the Board of Directors, Chair or member of any committee of the USWCA or as an elected or appointed official of the USWCA in any capacity shall be deemed its agent for the purposes of this Article and shall be indemnified by or on behalf of the USWCA against expenses (including attorney's fees), judgments, fines and amounts paid in settlement actually and reasonable incurred by such person who was or is a party or threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the USWCA) by reason of such service, provided such person acted in good faith and in a manner he or she reasonably believed to be in and not opposed to the best interest of the USWCA and with respect to any criminal action or proceeding had no reasonable cause to believe his or her conduct was unlawful.

### **Section 2. Determination by Court in Criminal Action**

No indemnification shall be made in respect of any criminal action or proceeding as to which a person covered by Section 1 of this Article shall have been adjudged to be guilty, unless and only to the extent that the court in which such action or proceeding was brought shall determine upon application that, despite the adjudication of guilt, in view of all the circumstances of the case, such person is entitled to indemnity for such expenses or fines which the court shall deem proper.

### **Section 3. Determination by Court in Civil Action**

No indemnification shall be made in respect of any claims, issue or matter as to which a person covered by Section 1 of this Article shall have been adjudged to be liable for negligence or misconduct in the performance of her duty to the USWCA, unless and only to the extent that the court in which such action or suit was brought shall determine upon application that, despite the adjudication of liability, but in view of all the circumstances of the case, such person is fairly and reasonably entitled to indemnity for such expenses which the court shall deem proper.

### **Section 4. Survival of Indemnification**

The indemnification provided under Section 1 of this Article shall continue as to a person who has ceased to serve in the capacity designated with respect to actions in her official capacity while serving as such and shall inure to the benefit of her heirs, executors and administrators.



## **Article XI – Meetings**

### **Section 1. Board Meetings**

There shall be a minimum of two Board of Directors meetings each year at a specific time designated by the President and attendees will have the option to attend in person or electronically.

- (a) A Fall Meeting shall be held each year in September.
- (b) A Winter Meeting shall be held each year between February and March.

### **Section 2. Special Meetings**

- (a) Special meetings of the USWCA may be called by the President or by a quorum of the Board of Directors, or upon written request of 20 or more of the member clubs with a minimum of 4 clubs from each region making the request. All such meetings shall be duly constituted.
- (b) The Board of Directors shall meet at the call of the President, or by quorum of the Board of Directors, or upon written request of 20 or more of the member clubs with a minimum of 4 clubs from each region making the request. All such meetings shall be duly constituted.
- (c) The Executive Council shall meet at the call of the President. All such meetings shall be duly constituted.

### **Section 3. Notice of Meetings**

At least thirty (30) day notice of the time and place of any USWCA or Board of Directors meeting shall be via mail or electronic communications to each member of the Board of Directors. The notice of a Special Meeting shall also state the object thereof and no other business shall be transacted.

### **Section 4. Proxies**

Proxies may be voted at all meetings of the Board of Directors. Proxies should be directed to a voting member of the Board of Directors, and the Club Representative must register the proxy with the USWCA Secretary at least 48 hours prior to any duly called meeting.

### **Section 5. Quorum**

Two-thirds (2/3) of the voting members of the Board of Directors shall constitute a quorum at any meeting. Proxies may be counted towards the two-thirds (2/3) provided a minimum of twenty-five percent (25%) of the voting members are present.

## **Article XII - Fiscal Year**

The fiscal year shall be from May 1 to April 30.



### **Article XIII – Amendments**

These Bylaws may be amended and/or revised at the Fall or Winter Meeting of the Board of Directors by a two-thirds (2/3) vote of all member clubs provided written notice of the proposed amendment(s) or revision(s) shall have been communicated to all member clubs at least thirty (30) days prior to the meeting.

### **Article XIV - Parliamentary Authority**

The rules contained in Robert's Rules of Order, newly revised, shall govern the USWCA.

There shall be a Parliamentarian who is well versed in Robert's Rules of Order and responsible for the implementation of Robert's Rules of Order for the USWCA. Due to the nature of her position, the Parliamentarian shall hold no voting privileges at any USWCA meetings. She shall be responsible for executing the activities outlined in the Parliamentarian job description.

### **Article XV - Powers and Prerogatives**

The USWCA shall receive all its prerogatives and powers from its member clubs. It shall be the supreme authority to decide all questions among the member clubs and make rules for the government of all curling games through the Rules and Regulations governing the USWCA sponsored events.