

SUBJECT: HALL OF FAME
Southeast Division of Bowls USA
Policies and Procedures, February 26, 2021, ed. Oct 25,2021

The following are the procedures for the annual nomination, election, and induction into the Southeast Division Hall of Fame (HOF). It honors SED members for their outstanding bowling achievements primarily at the division, national and international level and their off-the-green contributions to the SED that help create a foundation for successful bowlers and clubs and advance the sport of lawn bowls.

Recognition is for achievements and contributions during the time the bowler is/was a member of the SED. The HOF is open to bowlers who are active, retired or deceased. US citizenship is not required. This recognition does not duplicate recognition by the Bowls USA Hall of Fame.

Procedures and Timeline

1. Club

- a. The process for this prestigious honor begins with the club, which identifies strong candidates according to the HOF "Guidelines" made available to clubs.
- b. A club can nominate up to two candidates each year, plus any posthumous nominees.
- c. The club informs the HOF Committee chair of the names of its candidates who receive an on-line Candidate Form from the committee to fill out and submit beginning Nov. 1 and not later than Dec. 10. The club in turn receives a copy of the completed form for its record.
- d. The club engages in a thorough review to confirm the candidate's information according to the submitted form. Each club will devise its own review mechanism, e.g. an ad hoc committee, but it should include an action by the club that formally nominates a candidate for the HOF. Note: A nomination is not an election but an important step in the process. (The SED Executive Board is the body which votes to induct members.)
- e. [This next step is done using an on-line form sent to the clubs.] For each nominated member, the club will write a Letter of Recommendation not later than Jan. 10, attesting to the member's character and sportsmanship, on-and-off the green. The letter should include the action of the club to nominate.
- f. Changes/Updates to the nominee's application must be made to the HOF Committee by Feb. 15 after review by the club.

g. Following the Executive Board meeting (Section 3 below) to select inductees to the HOF, the Club President informs its nominees of the results of the vote after receiving notice from the SED Secretary.

h. Club displays a Hall of Fame plaque (provided by the SED) honoring its inductees.

2. Hall of Fame Committee

a. Committee chair acknowledges receipt of all forms to club presidents by Jan. 15.

b. Committee reviews and evaluates all applications, confirms qualifications, and prepares explanatory comments on applications as needed for the Executive Board.

c. Committee chair forwards all documentation for nominees and clubs to the SED Secretary and President by Jan. 30.

3. Division

a. Secretary includes HOF on agenda of a Special Meeting of the Board, held after Feb. 15 and prior to the SED Open, and provides all HOF documentation to the Executive Board at least one week in advance.

b. SED Executive Board votes by written ballot. Modifications may be made for electronic voting. Election of inductees is decided by a majority vote of members present. Board ensures equitable treatment for both men and women.

c. Secretary informs club presidents of the results within one week of the meeting.

d. HOF Committee chair sends a congratulatory letter to new inductees within two weeks of the meeting. A PDF Hall of Fame certificate is attached.

e. HOF Committee chair prepares plaques and pins for inductees. An additional plaque is presented to the club for display.

4. Induction ceremony and presentation of awards to take place at the SED Open in March.

5. General considerations and conditions

a. The SED Executive Board reserves the right to nominate candidates, respecting the same candidate and nomination process as clubs.

b. A nominee not approved will be considered for induction for one additional year without need to resubmit the candidate form.

c. The SED may induct up to four nominees in a year, plus any posthumous recognition.