

# THE RULES OF THE CONNACHT BRANCH BADMINTON IRELAND

## 1. THE BRANCH.

- 1.1 The Branch shall be called The Connacht Branch of Badminton Ireland.
- 1.2 It shall have for its objective, the advancement, promotion and management of Badminton within the area of the Branch as played under the laws of the International Badminton Federation and the rules of Badminton Ireland.
- 1.3 The Branch shall consist of County Associations and affiliated Badminton Clubs who are affiliated within the five Connacht Counties.
- 1.4 The government and management of the Branch shall be exercised through the Executive Committee.

## 2. EXECUTIVE COMMITTEE.

- 2.1 The Executive Committee shall be elected at the Annual General Meeting of Affiliated Clubs.
- 2.2 The Executive Committee shall consist of:
  - (1) President.
  - (2) Vice President.
  - (3) Secretary.
  - (4) Treasurer.
  - (5) Coaching Sub Committee Chairperson
  - (6) Juvenile Sub Committee Chairperson
  - (7) Masters Sub Committee Chairperson
  - (8) Grading Sub Committee Chairperson
  - (9) Events Sub Committee Chairperson
  - (10) Schools Sub Committee Chairperson
  - (11) Child Protection Officer
  - (12) One Representative to Badminton Ireland (Director)
  - (13) P.R.O.
- 2.3 In the event of an election for an executive position, every member of the Executive Committee and all affiliated clubs within the Branch have the right to one vote. A person may be nominated for more than one position but can only hold one position at any time. Where possible the nominee should be in attendance at the A.G.M. but in exceptional circumstances, and with the Presidents approval, a person may be elected even though they are not in a position to attend.
- 2.4 To be eligible to be considered as a candidate for election to the Executive Committee, a

person shall be: -

1. Any person affiliated to the Branch.
2. Proposed and seconded by persons who are members of a club or clubs affiliated to the Branch, both of who must sign a proposal form. Forms will be distributed to the County Delegates and all completed forms will be returned to the Honorary Secretary one week before the AGM is scheduled.
3. Sign the proposal form indicating their willingness to act on the Executive.

- 2.5 An outgoing member of the Executive Committee may be re-elected at the Annual General Meeting by being verbally proposed and seconded, they must however, indicate or have indicated -to the Secretary- verbally or in writing their willingness to act on the Executive.
- 2.6 Each member of the Executive Committee shall hold office from the conclusion of the annual general meeting at which they were elected, until the conclusion of the next annual general meeting or unless removed from office by the Executive Committee or until their resignation has been accepted by the Executive Committee. Where possible there should be representation from two people from each County on the Executive Committee, noting that this may not always be possible
- 2.7 The President, Secretary, BI Director, Coaching Chairperson, Events Chairperson, and Schools Chairperson will be elected for a two year period on even years and the Vice President, Treasurer, Childrens Officer, Juvenile Chairperson, Grading Chairperson, and Masters Chairperson will be elected for a two year period every odd year.
- 2.8 Every member of the Executive Committee, save the BI Director and the Child Protection Officer shall serve for a two year period and shall not serve for more than two consecutive terms. The BI Director can serve for three consecutive terms. The Child Protection Officer may also serve for three consecutive terms.
- 2.9 A member of the Executive Committee who wishes to resign must tender their resignation in writing to the Secretary.
- 2.10 The Executive Committee may co-opt any member of the Branch to fill a vacancy on the committee, and the member so co-opted will act in the position until the next Annual General Meeting.
- 2.11 County Association Representatives to each sub committee shall be elected at each association's annual general meeting and shall remain representatives until replaced by their Association.
- 2.12 The County Association's shall inform the Branch Secretary in writing of the names, addresses and/or email, of their representatives when appointed.
- 2.13 On all voting matters each member of the Executive Committee shall have one (1) vote. In the event of a tied vote then the President shall exercise a casting vote.
- 2.14 The President shall preside over all meetings of the Committee and shall attend Branch competitions and B.I. events held within the Branch area. In the president's absence, the vice-president will perform the functions and in the absence of both officials, the Executive Committee may delegate such duties to another member of the committee.
- 2.15 The Secretary shall keep minutes of all proceedings of Committee and General meetings,

prepare a report of the Committee's activities over the season for the annual general meeting and issue all communications as directed by the rules and the Committee including the issue of notice of meetings to all authorised persons.

- 2.16 It shall be the duty of the Treasurer to lodge all monies received to the credit of the Branch with its Bankers for the time being. Cheques drawn on the account of the Branch must be signed by any two of three persons duly authorised by the Executive Committee. Amounts in excess of 100 euro may not be sanctioned without prior minuted approval of the Executive Council.
- 2.17 The Treasurer shall prepare and present at the annual general meeting the following:
- (1) An Income and Expenditure account for the current year.
  - (2) A Balance Sheet showing the position at the end of the financial year.
  - (3) A statement of projected Income and Expenditure for the forthcoming year.
- 2.18 The Executive Committee shall meet as often as becomes necessary during the season to carry out the running of the affairs of the Branch.
- 2.19 The Secretary shall give seven clear days notice of each meeting of the Executive Committee and shall notify each member of the Committee via email with an enclosed agenda.
- 2.20 It is the intention of the Branch Executive that each sub committee should consist of a Chairperson who is appointed at the A.G.M. and four other members, preferably from each of the other four counties, although this may not always be possible. The members of the sub committee are appointed/nominated by their respective County Associations. If a County Association fails to appoint a representative, the Branch Executive may choose to fill that position.
- 2.21 All Connacht Badminton Clubs must adopt and implement Badminton Ireland Child Protection Guidelines (or any National Sports Governing Body Child Protection Guidelines)

#### COACHING SUB COMMITTEE

- 3.1 It is the responsibility of the Coaching Sub Committee Chairperson and his/her Committee to liaise with Badminton Ireland in the creation of a coaching calendar for the season. This will consist of a program aimed at improving coaching standards, coach numbers and the advancement of badminton standard throughout the province for all age groups.
- 3.2 The Coaching Sub Committee shall serve from the beginning of each season and shall serve until the next committee is formed.
- 3.3 The Coaching Sub Committee shall comprise of:
- (1) The Coaching Sub Committee Chairperson.
  - (2) 1 Representative from each affiliated County Association.

In the event that the appointed Chairperson is not the person nominated from within his/her County Association, the person nominated from within the County Association may attend and participate in any activities related to the Connacht Branch Sub Committee but in the

event of a vote being required, each county will retain only one vote.

- 3.4 The Chairperson shall call all meetings and chair them.
- 3.5 The Committee shall keep minutes of all proceedings of the meetings, prepare a report of the activities over the season for the annual general meeting and issue all communications as directed by the rules and the committee including the issue of notice of meetings to all authorised persons.

#### 4 EVENTS SUB COMMITTEE

- 4.1 It is the responsibility of the Events Sub Committee Chairperson and his/her Committee to determine the association calendar once the National calendar has been released. This will consist of a programme that will be compiled giving details of tournaments both open and close, Inter-provincial dates, International dates etc. and circulated to all members of the Committee and County Association Secretaries. Tournaments and matches under the auspices of the Branch are closed dates and no other play may be scheduled on these dates, save with the consent of the Executive Committee.
- 4.2 The Events Sub Committee shall serve from the beginning of each season and shall serve until the next committee is formed.
- 4.3 The Events Sub Committee shall comprise of:
  - (1) The Events Sub Committee Chairperson.
  - (2) 1 Representative from each affiliated County Association.

In the event that the appointed Chairperson is not the person nominated from within his/her County Association, the person nominated from within the County Association may attend and participate in any activities related to the Connacht Branch Sub Committee but in the event of a vote being required, each county will retain only one vote.

- 4.4 The Chairperson shall call all meetings and chair them.
- 4.5 The Committee shall keep minutes of all proceedings of the meetings, prepare a report of the activities over the season for the annual general meeting and issue all communications as directed by the rules and the committee including the issue of notice of meetings to all authorised persons.
- 4.6 The Events Committee shall work with Badminton Ireland to host National events in the province and also work with the County Associations in the management of all Connacht tournaments.

#### 5 JUVENILE AFFAIRS SUBCOMMITTEE

- 5.1 A Juvenile Affairs Committee that will be a sub-committee of the Executive Committee shall be formed at the beginning of each season and shall serve until the next committee is formed.
- 5.2 The Juvenile Affairs Committee shall comprise of:
  - (1) The Juvenile affairs Chairperson.

- (2) 1 Representative from each affiliated County Association.

In the event that the appointed Chairperson is not the person nominated from within his/her County Association, the person nominated from within the County Association may attend and participate in any activities related to the Connacht Branch Sub Committee but in the event of a vote being required, each county will retain only one vote.

- 5.3 The Chairperson shall call all meetings and chair them.
- 5.4 The Juvenile Affairs Chairperson shall keep minutes of all proceedings of the committee meetings, prepare a report of the juvenile affairs activities over the season for the annual general meeting and issue all communications as directed by the rules and the committee including the issue of notice of meetings to all authorised persons.
- 5.5 The Juvenile Affairs Committee shall organise, run and manage all juvenile badminton events within the Branch including squad training sessions and Connacht Juvenile Championships.
- 5.6 The Juvenile Affairs Committee will manage and organise the preparation of Interprovincial teams and the entry of a team in an Interprovincial Championships.
- 5.7 The Juvenile affairs committee shall prepare a program of juvenile events in the branch, which will be distributed to all clubs known to have juvenile members.

## 6 MASTRS SUBCOMMITTEE

- 6.1 A Masters Committee that will be a sub-committee of the Executive Committee shall be formed at the beginning of each season and shall serve until the next committee is formed.
- 6.2 The Masters Committee shall comprise of:
  - (1) The Masters Chairperson.
  - (2) 1 Representative from each affiliated County Association.

In the event that the appointed Chairperson is not the person nominated from within his/her County Association, the person nominated from within the County Association may attend and participate in any activities related to the Connacht Branch Sub Committee but in the event of a vote being required, each county will retain only one vote.

- 6.3 The Chairperson shall call all meetings and chair them.
- 6.4 The Masters Chairperson shall keep minutes of all proceedings of the committee meetings, prepare a report of the Masters activities over the season for the annual general meeting and issue all communications as directed by the rules and the committee including the issue of notice of meetings to all authorised persons.
- 6.5 The Masters Committee shall organise, run and manage all Masters badminton events within the Branch including squad training sessions and a Connacht Masters Championships.
- 6.6 The Masters Committee will manage and organise the preparation and entry of Interprovincial teams in an Interprovincial Championships.

- 6.7 All aspects of Connacht Masters Events shall be co-ordinated and managed by the Masters Sub Committee Chairperson and his/her committee. County Associations may apply each year to host the Connacht Masters Competition.
- 6.8 Masters include all age groups from age 40 for Men and 35 for Ladies, going up 5 years for each age group.
- 6.9 The organising County Association shall furnish results and full accounts to the Branch following the Championships.
- 6.10 Only members who are affiliated to the Branch at the time of the Masters Competition are eligible to enter.

## 7 GRADING SUBCOMMITTEE

- 7.1 A Grading Committee that will be a sub-committee of the Executive Committee shall be formed at the beginning of each season and shall serve until the next committee is formed.
- 7.2 The Grading Committee shall comprise of:
- (1) The Grading Chairperson.
  - (2) 1 Representative from each affiliated County Association.

In the event that the appointed Chairperson is not the person nominated from within his/her County Association, the person nominated from within the County Association may attend and participate in any activities related to the Connacht Branch Sub Committee but in the event of a vote being required, each county will retain only one vote.

- 7.3 The Chairperson shall call all meetings and chair them.
- 7.4 The Grading Chairperson shall keep minutes of all proceedings of the committee meetings, prepare a report of the Grading activities over the season for the annual general meeting and issue all communications as directed by the rules and the committee including the issue of notice of meetings to all authorised persons.
- 7.5 The Grading Committee shall liaise with Badminton Ireland to ensure all players in Connacht are graded appropriately for Connacht events and that they have input into the National grading system.

## 8 SCHOOLS SUBCOMMITTEE

- 8.1 A Schools SubCommittee that will be a sub-committee of the Executive Committee shall be formed at the beginning of each season and shall serve until the next committee is formed.
- 8.2 The Schools SubCommittee shall comprise of:
- (1) The Schools Chairperson.
  - (2) 1 Representative from each affiliated County Association.

In the event that the appointed Chairperson is not the person nominated from within his/her

County Association, the person nominated from within the County Association may attend and participate in any activities related to the Connacht Branch Sub Committee but in the event of a vote being required, each county will retain only one vote.

- 8.3 The Chairperson shall call all meetings and chair them.
- 8.4 The Schools Chairperson shall keep minutes of all proceedings of the committee meetings, prepare a report of the juvenile affairs activities over the season for the annual general meeting and issue all communications as directed by the rules and the committee including the issue of notice of meetings to all authorised persons.
- 8.5 The Schools Committee shall organise, run and manage all school badminton events within the Branch including Connacht Championships.
- 8.6 The Schools Committee will manage and organise the preparation of school teams in All Ireland tournaments.

## 9. ANNUAL GENERAL MEETING.

9.1 The Annual General Meeting shall normally be held before the 31st. May but not later than the 15th August each year. 14 days notice specifying date, time and venue will be sent by post/email to the Secretary of each affiliated club.

9.2 The agenda for the AGM will be:

1. Apologies.
2. Roll call of the meeting.
3. Minutes of the previous AGM and matters arising.
4. President's Report.
5. Secretary's Report.
6. Treasurer's Report, Balance Sheet and Affiliation Fees for the season.
7. Coaching Chairpersons Report.
8. Juvenile Affairs Chairpersons Report.
9. Events Chairpersons Report
10. Grading Chairpersons Report
11. Schools Chairpersons report
12. Masters Chairpersons report
13. BI Director Report.
14. Election of Officers.
15. Any motions previously submitted to Branch Secretary.
16. Any other business notified to Branch Secretary before the start of the meeting.

Note the AGM should be organised in May of each year to facilitate a prompt review of the previous season and to facilitate appropriate time for preparation for the coming season.

- 9.3 For motions to be considered, they must be sent in writing to reach the Branch Secretary three weeks before the appointed A.G.M. date.
- 9.4 All motions for discussion at the A.G.M. must be proposed and seconded by two affiliated members.

- 9.5 A quorum shall consist of a minimum of six of the Executive Committee and at least four representatives of clubs. At least 2/3 of affiliated Counties must have club representatives present.
- 9.6 One person only from each club in attendance plus the Executive Committee will be entitled to vote at the annual general meeting.
- 9.7 A change of rule may only be effected when 2/3 of those present and entitled to vote are in favour of such a change.

## 10. CONNACHT LEAGUES (Events Sub Committee, Grading Sub Committee)

- 10.1 Each County Association will forward a club team who has participated in a league to represent their County in the Branch finals of Connacht grades/divisions Premier, 2/A, 3/B, 4/C, etc, or more if played.
- 10.2 Should a County Association team fail to appear or give less than 1 weeks notice of their intention not to play, then that Club will not be permitted to enter a team in that division the following year. The Club may also be fined.
- 10.3 Only members who are registered with Badminton Ireland and Connacht Branch by January 15th may play in the Connacht League Finals.
- 10.4 The Connacht Branch will specify the make of shuttle for each Grade.
- 10.5 The Connacht League Finals shall each be played in centralised venues. The Connacht Branch shall pay the cost of the hall hire.
- 10.6 A team may consist of six, seven or eight players comprising 3/4 Men and 3/4 Women.

1. A match to consist of the following seven games:

- (1) Men's Singles.
- (2) Ladies Singles.
- (3) Men's Doubles.
- (4) Ladies Doubles.
- (5) 1st. Mixed Doubles.
- (6) 2nd. Mixed Doubles.
- (7) 3rd. Mixed Doubles.

### Conditions

- (a) No player shall play more than one event in each category.
- (b) No player shall play more than two games.
- (c) One point shall be awarded for each match won.

In Divisions with two teams participating a straight Final shall be played between the two teams. In Divisions with three teams participating the finals will be on a round-robin basis with each team playing all other teams and with the result decided by:

- 1. The winner is the team with the greatest total number of matches won (seven matches at stake in each tie)
- 2. If two teams finish equal in matches won, the winner is the winner of the previous tie



between them.

3. If three or more teams finish equal in matches won, the winner is the team with the greatest total of ties won.
4. If two teams are still equal then rule 2. applies.
5. If after rule 3 three or more teams are still equal then the winner is the team with the greatest total of games won.
6. If two teams are still equal then rule 2. applies.
7. If after rule 5 three or more teams are still equal then the winner is the team with the greatest total of points won.
8. If two teams are still equal then rule 2. applies.

In divisions with four teams participating the final shall be played between the winners of two semi-finals drawn by lot.

In divisions with less than four teams participating only winners medals will be awarded.

- 10.7 The date and venue of the Connacht League Finals shall be decided and conveyed in writing to the County Secretaries before the end of January of each year.

## 11 CONNACHT CLOSE CHAMPIONSHIPS (Events and Grading Committee)

- 11.1 The Connacht Close Championships may be ran by each County Association -on a rotation basis- for and on behalf of the Branch.
- 11.2 All profits or losses shall be borne by the organising County Association.
- 11.3 The Connacht Branch President shall be invited and shall be required to present the awards at the conclusion of the competition.
- 11.4 The organising County Association shall furnish results and full accounts to the Branch following the Championships.
- 11.5 Only members who are affiliated to Badminton Ireland and the Connacht Branch are eligible to enter.
- 11.6 Where possible the Grades shall be played at different venues around the province.

## 12. GENERAL.

- 12.1 Each County Association shall furnish to the Branch Secretary the following details by September 30th.
  - (1) The names and email of the relevant County Delegate to each Sub Committee.
- 12.2 Members shall not be deemed to be affiliated until such time as their affiliation fees have been paid to Badminton Ireland. There shall be no exceptions to this rule.
- 12.3 On receipt of a complaint from an affiliated club or a County Association , or licensed organisation, that an affiliated member has neglected or refused to pay any monies due, either as subscription or entry fees for a tournament or otherwise due, and on receipt of satisfactory evidence that such sum is due and has been demanded, the Executive Committee shall have the power to call upon such defaulting member for an explanation.

Failing the receipt of a satisfactory explanation or the receipt of monies due within a reasonable time the Executive Committee shall have the power to suspend such person from being a member of an affiliated club and to notify all clubs affiliated to the Branch (either directly or through a County Association) by circular sent by post to the Secretary of such affiliated clubs of the suspension of the member. No affiliated club shall allow a suspended person to become a member while they remain suspended.

- 12.4 A copy of these rules shall be available on the Connacht Branch Website and all Clubs shall be bound thereby.
- 12.5 All disputes or enquiries arising in reference to the interpretation or observance of the Rules of the Branch or otherwise in relation to the game of badminton or any other matter arising thereof within the area of the Branch, shall be referred to the Executive Committee for decision.
- 12.6 The Executive Committee shall have the power to suspend any person affiliated to the Connacht Branch who by their conduct is found to have brought the game into dispute. Any person who is suspended shall not be eligible to play in any competition organised by the Branch during the period of suspension.
- 12.7 The Executive Committee shall have the power to forbid the playing of matches on such dates as it may from time to time determine.
- 12.8 The Executive Committee, members of sub-committees of the Branch and all persons duly authorised to act on behalf of the Executive Committee, members of sub-committees of the Branch shall be indemnified to the extent of the assets and property of the Branch against all and any liabilities, expenses, actions, claims, costs, damages and demands incurred or occasioned in good faith by them or any of them in pursuance of their authorised activities on behalf of the Branch.
- 12.9 No person who has a financial interest in the operation of the Branch to an amount in excess of €1000 per annum shall be eligible to serve on the Executive Committee or on any committee appointed by the Branch.
- 12.10 Each County Association shall:
- (1) Organise their own leagues with their own rules.
  - (2) Forward a team to represent their County in the appropriate Connacht Leagues Finals.
  - (3) Have their leagues completed at least one week before the Connacht finals each year and notify the Branch Secretary in writing of the final results, by forwarding copies of the result sheets.
  - (4) Organise and run tournaments at all levels both open and closed where possible.
- 12.11 In County League Competitions, where possible, teams may play only in the County of their geographical situation, unless otherwise authorised by the Executive Committee. With written permission of the Connacht Executive, clubs from different counties may group together and form a league in that fashion to help with participation and competition.
- 12.12 A club whose hall wherein the club normally plays is situated in a county not having a County Association may affiliate directly to the Connacht Branch and shall pay such

affiliation fee as the Executive Committee may from time to time decide.

12.13 The Connacht Branch portion of the Badminton Ireland Affiliation Fee payable by each affiliated player shall be decided at the A.G.M..

13. DRESS CODE AND ADVERTISING.

13.1 The B.I. regulations on Clothing and Advertising shall apply to all Connacht Branch events.