



The Galway County Badminton Association Constitution

1. The Association shall be called the Galway County Badminton Association (GCBA) of Badminton Ireland.
2. It shall have for its objective, the advancement and control of badminton in the Association, as played under the laws of the IBF and the rules of Badminton Ireland.
3. The Association shall consist of affiliated clubs situated within the county of Galway, and individuals who are affiliated shall be deemed members of Badminton Ireland.
4. The government/management of the Association shall be exercised through the Executive Committee. The Committee shall be elected at the AGM of affiliated clubs.
5. The Executive Committee shall consist of:
 - a. The Chairperson
 - b. The Vice-Chairperson
 - c. The Honorary Secretary
 - d. The Honorary Treasurer
 - e. The League Secretary
 - f. The Junior Co-ordinator
 - g. The PRO
 - h. The County Team Manager
 - i. Two Connacht Delegates
 - j. Two Ordinary Committee Members
6. All non-Executive Ordinary Committee Members are encouraged and entitled to attend all General meetings and may voice their opinions but are not entitled to vote at ordinary meetings.
7. The Hon. Secretary shall keep minutes of all procedures from Committee meetings.
8. The Hon. Treasurer shall keep a record of all financial affairs of the Association and have a Balance Sheet showing audited accounts of the Association for the AGM.
9. Officers may serve in an Executive position i.e. Chairperson, Vice-Chairperson, Hon. Secretary, Hon. Treasurer and League Secretary, for 3 consecutive years, only.





10. Should any elected officer resign from the committee during the year, all clubs should be notified and nominations for a replacement invited. Should there be more than one candidate the secretary shall call an EGM at which the new officer shall be elected.
11. Elected officers may only hold one position on the county board to ensure efficiency, transparency and to act for the general good of the board and the aims set out in the constitution.
12. All officers and members of the elected county committee will act as servants and custodians of its constitution. No individual officer has the power to bend or break any of its rules. The executive committee as a whole may exercise their discretion.
13. All elected officers are required to attend a minimum of 70% of Executive meetings in any given year or they lose their vote at the AGM.
14. The Executive Committee shall have the power to co-opt an officer onto the Committee if the need arises, and also to form sub-committees, if this becomes necessary.
15. The executive committee shall in addition act as a grading committee. Applications for re-grading of players must be received by the secretary one week prior to the main registration meeting. The committee will meet prior to this meeting and review the player's previous performances from the previous league sheets/county championship results and will have a report available at the meeting stating which players are to be re-graded.
16. In the event of a player's re-grading request being refused, the committee may decide to allow the player to play with a lower divisional league team subject to a handicap and/or any other restrictions, at the discretion of the committee. The player would remain graded at the higher or original grade for the County Championships. The handicapped player must be indicated on the league scoresheet.
17. The Executive Committee shall meet as often as becomes necessary during the season to carry out the running of the affairs of the Association.
18. **AFFILIATION OF CLUBS:** All clubs in the Galway County Badminton Association competing in any competition, playing against an affiliated club or availing of coaching organised by either the GCBA, The Connacht Branch or Badminton Ireland, must be affiliated members of the GCBA, having paid the appropriate fee.
19. All affiliated clubs as a condition agree to abide by the county constitution and rules that govern the Galway County Badminton Association.





20. TOURNAMENTS: All Inter-Club Tournaments must have the prior permission of the GCBA and only affiliated clubs will be permitted to compete.
21. Clubs shall register their members with Badminton Ireland independently of the GCBA and shall provide a photocopy of the registration form to the League Secretary.
22. The affiliation fees for each club shall be determined at the AGM and must be paid at the appropriate meeting of the Executive Committee. The club registration fee & any competition fees shall be paid at the appropriate meeting of the Executive Committee.
23. The registration fee for teams in the County League shall apply to all divisions.
24. Players must be registered with one club only – that with which he/she is playing league badminton. Transfers from one club to another within the playing year can only take place with the permission of the GCBA.
25. No players are allowed to compete in the County League or County Championships unless they have been registered to Badminton Ireland. Each team player must be registered prior to the first league match in which they compete. All competitors in the County Championships must be registered before the relevant County Championship date.
 - a. Each club is responsible for ensuring that all players are correctly graded.
 - b. No player can play in any competition run by the GCBA unless their name appears on the official Badminton Ireland & county player register.
 - c. Any team who plays an un-registered player or an incorrectly registered player will have the total points won by that player taken from them and awarded to the opposing team. No exceptions will be made to this rule.
 - d. Only registered players may play at county level.
 - e. Player registration under Badminton Ireland guidelines must be complete before January 1st in a given calendar year. If players are not registered with BI then they will not be eligible to play in Connacht or BI competitions.
26. The GCBA shall run Leagues for Divisions 1, 2, 3, 4, 5 & 6.
27. Any person who has played League Badminton in any other County, or has represented his/her Province (other than Connacht) at any level must apply through his/her club for permission to play in the Galway County League and Galway County Championships and must furnish all relevant details of his/her playing career to date.
28. ANNUAL GENERAL MEETING:





- a. The AGM shall be held before 30th September each year. 21 days notice specifying the date, time and venue will be sent by email to the Secretary of each affiliated club.
 - b. Any motions for the Agenda of the AGM must reach the County Hon. Secretary 14 days before the AGM.
 - c. Motions for the County AGM will be circulated to Club Secretaries at least 7 days before the AGM.
 - d. The Agenda for the AGM will be as follows:
 - i. Apologies
 - ii. Roll Call of the Meeting
 - iii. Minutes of previous AGM and matters arising
 - iv. Chairpersons Report
 - v. Hon. Secretaries Report
 - vi. Hon. Treasurer's Report and Balance Sheet and setting of Affiliation Fees for the coming year
 - vii. Report of Sub-Committee
 - viii. Election of Officers and Committee
 - ix. Election of County Team Manager
 - x. Election of Delegates to the Connacht Branch
 - xi. Any Motions previously submitted to the Hon. Secretary
 - xii. AOB
29. VOTING: Each affiliated club in attendance shall have 1 vote per club and 1 vote for each League Team. Each outgoing Committee Member will be entitled to 1 vote.
30. The voting procedure for the County board is that each member shall have 1 vote, which will be done by private ballot & members from the clubs which brought a matter to the county board be excused until voting has taken place.
31. A quorum at an AGM or EGM shall consist of 50% of the affiliated clubs.
32. An Extraordinary General Meeting may be held at any time, upon the authority of the Executive Committee or upon a request signed by a third of the affiliated clubs in the Association. Only matters which appear on the agenda previously circulated to clubs will be discussed at the meeting. All affiliated clubs must be given 10 days notice of such a meeting.
33. The Secretary of each affiliated club, or person authorized to receive notices shall send their name, email address and phone number to the Hon. Secretary of the Association before October 1st each year.
34. The quorum for an executive committee meeting shall be six committee members.
35. The format for Committee Meetings for the Galway County Badminton Association shall be:





- a. Minutes of the previous meeting
 - b. Matters arising
 - c. Correspondence
 - d. Treasurers Report
 - e. Sub-Committee's Reports, i.e. County Teams, Juniors
 - f. AOB
36. The GCBA will inform each club Secretary in writing (when and where possible) of all decisions taken by the GCBA pertaining to their club. Under no circumstances will verbal communications between members of the Association and Club Secretaries be taken into consideration or tolerated. In the event that a Club has to be notified by phone a letter/email will immediately follow.
37. The GCBA will decide at the beginning of the second half of the season the dates of all County League play-offs, semi-finals and finals. These dates will be strictly adhered to and will not be departed from under any circumstances.





Rules for Leagues and Championships

1. For divisions 1, 2, 3, 4 & 5, League Teams will comprise 3 or 4 men and 3 or 4 ladies but all matches will consist of seven games.
2. There shall be a Division 6 Beginners League which is strictly for beginners. A beginner is defined as someone who has never before played badminton. At the end of each season the committee will review the division and decide which teams and players can no longer be classed as beginners. The committee may decide to upgrade the team to division 5, or else handicap individual players to allow the team to remain in the division. No person may be re-graded down to this division. Teams are to be told that they will not be going forward to a Connacht Final.
3. Where a player fails to attend a match, and has been named on the team sheet, the Mixed Doubles will be played in order of strength – i.e. Third Mixed is the first Mixed Doubles game to be conceded.
4. A player on a league team may, in any given league fixture, play one or two games. This may consist of the singles and doubles, the singles and a mixed, or the doubles and a mixed. No player can play in two mixed games, except in division 6.
5. Feather Shuttles will be used for Div 1, 2, 3, 4, & 5. Plastic shuttles will be used for Div 6.
6. Each winning mixed league team will be presented with a perpetual cup, which will have to be signed for by the captain. If misplaced/lost it is the responsibility of the relevant winning club to replace the perpetual trophy/cup.
7. All matches must be played on or before the date indicated for the various rounds of the different Leagues. Results sheets or letters claiming points must be posted or faxed to reach the League Secretary not later than five days after the match date. The result sheet must be properly filled in, i.e. Division must be clearly marked on the sheet and team A or B where necessary, also name of club, venue and games counted. Points for each game won, i.e. 5 - 2 or 7 - 0 or 3 - 4 etc. must be stated.
8. Sheets must be signed by a member of each team and be sent in by both teams and must be signed and dated by the actual sender.
9. The normal order of play for divisions 1 to 5 shall be as follows:
 - i. Mens Singles
 - ii. Ladies Singles
 - iii. Mens Doubles





- iv. Ladies Doubles
 - v. 1st Mixed
 - vi. 2nd Mixed
 - vii. 3rd Mixed
10. In exceptional circumstances i.e. adverse weather conditions, car breakdown, late working hours of a player for the visiting team, the match may depart from the normal order of play within the first four games. Completed team sheets must, however, be exchanged before commencement of any game.
 11. All matches shall commence at a mutually agreed time between both captains. Should one team fail to put the relevant players on court at this time for the start of the match, the other team may claim the first game - Mens Singles. Games may be claimed (in order of play) for each half-hour thereafter that players fail to appear on court. Clubs are asked to apply this rule strictly.
 12. Total points will be added up and the highest scoring teams will play in the semi-finals and finals. Semi-finals will only occur where the division is sectioned (e.g. East/West), in which case the top two teams from each section will cross-play in the semi-finals. Where teams have equal points the number of sets will be counted and if still equal all scores between the two teams will be counted. All semi-finals, finals etc. shall be determined by the GCBA.
 13. All matches, scoring etc. shall be played in accordance with the rules and laws of Badminton Ireland. The GCBA reserves the right to appoint a person in charge of a match.
 14. The captain of each team must present the composition of his/her team to the opposing team captain in writing before play begins. The names of each player must be filled out in full. No change in teams or order shall subsequently be allowed in that match.
 15. All objections, in writing, must reach the County Secretary within 5 days of the match date. The Committee of the GCBA will enquire into any objection.
 - a. If an objection comes before the Committee, a representative of both clubs shall be present at a County Meeting when a decision is made on the objection.
 16. Coaching is permitted between sets. 90 seconds between 1st and 2nd sets and 5 minutes between 2nd and 3rd sets.
 17. All monies paid to the GCBA must be made by club cheque only. Under no circumstances will cash be accepted. The GCBA will not be responsible or will accept no liability for cash sent through the post.





18. Any person who has played for his/her Province at U-15 or U-17 level will not be eligible to play in Division 5 or 6 of the County League or County Championships. Juniors playing in the U-15 and U17 League and County Championships can only take part in Division 4 and upward in Senior County League or County Championships, unless they receive specific permission from the County Committee. All players U18 play at Division 4 or higher, unless approved by the Grading Committee.
19. If a team cancels an agreed fixture, notice of at least 48 hours must be given to the captain of the team involved and also the League Secretary. Subs should be available to step in for the absence of a player. If less than 48 hours notice is given, the cancellation must be approved by the League Secretary. Cancellations at short notice may be subject to a points penalty if an insufficient reason for cancellation is given.
20. The home team gives two dates for a match. If neither date is agreeable the League Secretary sets a date and venue for the match to be played.
21. All perpetual League Cups and trophies must be handed back to the County Association by 31st January each year.
22. If a team has failed to fulfill all their fixtures by the end of the season, all that teams matches will be deemed to be null & void.
23. The Committee of the GCBA reserves the right to interpret the rules.
24. Clothing: Proper badminton attire to be worn at all County fixtures.
25. At the end of the year the winning team in each league division is promoted upwards, to the next division for the following year.
26. There can be NO substitution of players from one team to another team of the same club in the same division.
27. When a player is re-graded for a particular division they can play in that division for both League & County Championships.
28. The player(s) that win a division in a particular County Championship event may not take part in that division or a lower division in the same County Championship event in the following year. This stipulation shall apply to the player for a minimum period of 5 years if necessary, and does not apply to Division 1 players.
29. When a team wins a County Final any player who played even one game throughout the season must go up to the higher division. The player(s) may apply to the County Board for re-grading if necessary at the start of the following season.





30. A player can play in two Divisions on Mixed League Final Day.
31. The committee will publish a fixture list at the start of the league season. It will specify one or more dates by which teams must play their league fixtures. As the deadline(s) are reached, then for each unplayed game there will be a one point league deduction. The game must still be completed before the end of the season.
32. A knockout quarter final structure shall be operated in all County Championship Competitions. A minimum of 16 participants in Singles and/or 32 participants (i.e. 16 pairs) in Doubles are required in order for quarter finals to be part of the competitive structure on a particular night.
33. At the end of the season the committee will examine the possibility of running a Shield Final in divisions that are split East/West or, otherwise, those divisions with a large number of teams, in order to provide extra competition for lower placed teams in the division.

Glossary of Terms:

AGM	Annual General Meeting
AOB	Any Other Business
BI	Badminton Ireland
EGM	Extraordinary General Meeting
GCBA	Galway County Badminton Association
IBF	International Badminton Federation
PRO	Public Relations Officer

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