



The Galway County Badminton Association Constitution

2023 - 2024

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 clubs who are affiliated, must be affiliated 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 maximum of 15 persons, which 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. Development Officer
 - j. Ordinary Committee Members
6. All Club Reps are encouraged and entitled to attend all General meetings and may voice their opinions.
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 detailed 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, or if any committee member is absent for 2 consecutive meetings without input or reasonable excuse, the committee should have the power to co-opt a new committee member.





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. Any committee member that challenges the GCBA Constitution through an appeal with Connacht Badminton or Badminton Ireland, shall first inform all fellow GCBA committee members by email of their intentions and then temporarily step down from all committees (except their own club) while the appeal is in process. The executive committee as a whole may exercise their discretion.
13. The executive committee shall in addition act as a grading committee in accordance with the guidelines set out by Badminton Ireland and Connacht Badminton Branch.
14. The grading committee may regrade a player to a lower grade league team subject to a handicap and/or any other restrictions, at the discretion of the committee. Handicapped players must play at the higher grade for County Championships. The handicapped player must be indicated on the league score sheet. If handicaps are not implemented correctly by the players points will be deducted from the overall score. Clubs are responsible initially for the correct grading of their players. All regrade decisions will be made public via our website.
15. Any player, or any Club on behalf of a player, making a re-grading submission to Badminton Ireland must inform the GCBA Committee by email and submit a copy of their appeal.
16. The Executive Committee shall meet as often as becomes necessary during the season to carry out the running of the affairs of the Association.
17. All affiliated clubs as a condition agree to abide by the county constitution and rules that govern the Galway County Badminton Association.
18. **TOURNAMENTS:** All Inter-Club Tournaments must have the prior permission of the GCBA and only affiliated clubs will be permitted to compete.
19. Clubs must register their members with Badminton Ireland independently of the GCBA and must provide a photocopy of the registration form and BI numbers of players to the League Secretary.
20. The affiliation fees for each club shall be determined at the AGM and must be paid at the appropriate meeting. The club registration fee & any competition fees shall be paid at the appropriate time.





21. The registration fee for teams in the County League shall apply to all grades.
22. Players may register with more than one club, but can only play league badminton with one club during any given season.
23.
 - a) No players are allowed to compete in the County League, County Championships or any other competition organised by GCBA, Connacht Branch or BI or avail of coaching unless they have been registered to Badminton Ireland and Galway County Badminton Association. Each team player must be registered prior to the first league match in which they compete.
 - b) 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. In addition, the offending Team will have 2 further points deducted from their total.
 - c) Clubs and players need to ensure that they comply with BI regulations in regards to participating in Connacht and BI competitions.
24. The GCBA shall run Leagues for Grades C, D, E, F, G and H.
25. Any player registering with Galway County Badminton for the first time, must complete a "New Player Registration Form" prior to being given a grade and playing in any Galway County Badminton events. Failure to provide correct information will result in penalties as stated in Rule 22b.
26. 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. Any Motions previously submitted to the Hon. Secretary
 - x. AOB





27. VOTING: Each affiliated club shall have two votes. To exercise these votes, the Club must have two delegates in attendance at the AGM. If no delegate in attendance no vote. If one delegate in attendance one vote. Each outgoing committee member shall be entitled to 1 vote. Members must attend at least 60% of Executive meetings during the year or they will lose their vote.
28. The voting procedure for the Executive 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.
29. A quorum at an AGM or EGM shall consist of 50% of the affiliated clubs.
30. 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.
31. The Club Rep 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 15th each year.
32. The quorum for an executive committee meeting shall be 50% of the committee members.
33. 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
34. The GCBA will inform each club Rep 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.
35. The GCBA will decide at the beginning 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.





36. A subcommittee of the GCBA should be established to manage the Juvenile activities within the County and that this subcommittee shall nominate a person at their AGM each year to serve as the Juvenile Co-Ordinator on the Executive Committee of the GCBA.
37. All Galway Badminton Clubs must follow Badminton Ireland Child Protection Guidelines (Or any National Sports Governing Body Child Protection Guidelines).
38. That the GCBA form a sub-committee of at least 5 persons, with the County Team Manager as Chairperson, to manage the Galway County Teams, organize training and select and manage all teams at all Inter County Competitions. That the Galway County Team Manager, where possible, is not a playing member of any County Team. Individual managers, where possible, should not be a player manager and should manage a Team below their own Grade.





RULES FOR LEAGUES AND CHAMPIONSHIPS

1. a) The GCBA Leagues will be run at Grades C, D, E, F, G & H, and will comprise 3 or 4 men and 3 or 4 ladies but all matches will consist of seven games.
b) The GCBA County Championships will be run at Grades Premier, D, E, F, G & H.
2. Beginners to badminton are graded H.
3. Where a player fails to attend a match, and has been named on the team sheet, his/her games must 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.
5. Feather Shuttles will be used for Grades C, D, E, F, G and H.
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. All perpetual League Cups and trophies must be handed back to the County Association by 31st January each year.
7. a) All matches must be played on or before the date indicated for the various rounds of the different Leagues. All matches shall commence at a mutually agreed time between both captains. Results sheets or letters claiming points must be posted or emailed to reach the League Secretary not later than five days after the match date. The result sheet must be properly filled in, i.e. Grade 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.
b) 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.
c) The committee will publish a fixture list at the start of the league season and whether the game is home or away. It will specify one or more dates by which teams must play their league fixtures. As the deadline(s) are reached, then for each un played game there will be a one point league deduction. The game must still be completed before the end of the season.





d) When a Club enters a Team into the GCBA Leagues, they must provide the following information:-

- a) A contact email address for each team.
- b) A contact name and phone number for each team.
- c) Home venue name and days available to play matches.

It is the responsibility of the Home Team to contact the Away Team and offer 2 dates for their proposed fixture. ALL Correspondence between each Team Contact must be by email and the League Secretary must be copied in. In the event of a difficulty in arranging a fixture, the League Secretary may intervene as per the GCBA Rules.

e) No Team shall have the right to delay League fixtures while they are awaiting an appeal of one or more of their players.

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.

a) The normal order of play for Grades C to H shall be as follows:

- i. Men's Singles
- ii. Ladies Singles
- iii. Men's Doubles
- iv. Ladies Doubles
- v. 1st Mixed
- vi. 2nd Mixed
- vii. 3rd Mixed

b) A Team must declare before the fixture starts, that they are giving a walkover or walkovers and the Team receiving the walkover/s can amend their Team sheet if they so wish.

10.

a) 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. Completed team sheets must, however, be exchanged before commencement of any game. This does not apply to Quarter Finals, Semi Finals or Finals.

b) For all County Quarter Finals, Semi Finals and Finals, all teams must be at the venue at the appointed time. If the players are not there within 20 minutes as the matches are called, matches will commence in order of play and teams will have to concede games if players are not available.





11. A bonus point will be awarded to a team who wins the overall match on any match night. 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 grade 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 end up on equal points, the games between the teams (when they played each other) will be looked at and the scores from these matches added up and whichever team has the most games will go through. If still equal the number of sets from the matches when they played each other will be counted and if still on equal points, the number of points from the results when they played each other will be counted.

All Semi Finals, Finals etc. shall be determined by the GCBA. Where a Grade is sectioned, there will be Shield Final between the third and third placed teams in each section. For the Shield to take place there must be a minimum of 5 teams in each section at the end of February of the current season.
12. 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.
13. 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 including their BI numbers. No change in teams or order shall subsequently be allowed in that match.
14. 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 teams shall be present at a County Meeting when a decision is made on the objection.
15. Coaching is only permitted as per badminton Ireland guidelines.
16. All monies paid to the GCBA and its sub committees must be made by cheque/bank draft/postal order or online payment 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. Clubs are required to submit payment at the beginning of the year for registering players, teams and club. All other monies i.e. Subsequent registrations, County Championships etc... will be collected after all the County Championships have been completed and an account will be sent by the Treasurer to each club at this stage. Failure by a Club to pay their outstanding fees will result in disqualification in any subsequent competitions and loss of vote at AGM.





17. Any person U18 wishing to play in the County League or County Championships must seek permission from the Senior County Committee and permission will not be withheld unreasonably. To play in the Galway County Badminton Leagues all juveniles must be 16 or over as of 31 December in the League Season. (For 2018/19 season only players born in 2002 or before are eligible to play in the Leagues).
 - a) All Juveniles selected for National Team Panel and wishing to play in County Leagues and Championships must play in Grade E or higher grades.
(This is subject to review on a case by case basis)
 - b) All Juveniles selected for Connacht Team Panel and wishing to play in County Leagues and Championships, must play in Grade F or higher grades.
(This is subject to review on a case by case basis)
18. 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 point's penalty if an insufficient reason for cancellation is given.
19. If a team has failed to fulfill all their fixtures by the date set out by the League Secretary all that teams matches will be deemed null & void and the Club will be subject to a fine of €100. To fulfill a fixture you must be able to play a minimum of 4 of the 7 matches. The fine is increased to €250 if a club fails to fulfill all their fixtures 2 seasons in a row.
20. Clothing: Proper badminton attire to be worn at all County fixtures.
21. At the end of the year the winning team in each league grade is promoted upwards, to the next grade for the following year, subject to individualized grading. The two finalists in Grade H get promoted to Grade G.
22. There can be NO substitution of players from one team to another team of the same club in the same grade.
23. When a player is re-graded for a particular grade they can play in that grade for both League & County Championships. Anyone on a handicap can play Championship in that grade. A club may, with the permission of the Executive Committee, use a player of a higher grade under handicap in the League but only if they absolutely cannot field a team for a particular grade. If a new player within that grade becomes available/is registered to the Club and County, they may not use the higher graded player for any future games. No higher graded player may be used in any Quarter Final, Semi Final or Final.





24. The player(s) that win a grade in a particular County Championship event may not take part in that grade or a lower grade in the same County Championship event in the following 1 season.
25. A player can play in two Grades on Mixed League Final Day.
26. No player can play in the league final, quarter final, semi final or shield final of a grade without having played a minimum of once in league matches for that grade during the year. Subs from a lower grade are exempt from this rule, or where there is a straight final.
27. A minimum of 4 participants is needed for a County Championship competition to be run and if there are 17 participants and/or 17 pairs, a quarter finals will be played.
28. The GCBA Committee's interpretation of the rules is final.

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

