



# SOUTHERN GAUTENG BADMINTON ASSOCIATION

*Affiliated to Badminton South Africa*

## CONSTITUTION

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#### **NAME**

##### **Clause 1**

The Association shall be called the "Southern Gauteng Badminton Association", hereafter referred to as the Association.

#### **JURISDICTION**

##### **Clause 2**

The Association shall consist of and have jurisdiction over all affiliated Badminton Clubs within its specified geographical area of control as defined by Badminton South Africa. These geographic areas may be amended only by Badminton South Africa at an Annual General Meeting. The area covered is copied below for reference only.

From a point south of Olifantsfontein (excluding Olifantsfontein) and following the Pretoria-Germiston railway line to a point south of Elandsfontein and then skirting the Germiston suburbs of Sunnyridge, Solheim, Fisher's Hill and Primrose in the north, and thence skirting Primrose and Germiston in the west and Victoria Lake in the east, and the Germiston suburbs of Klippoortjie and Lambton in the west and thereafter following the Germiston-Vereeniging railway line to the borders of Vaal in the south and Western Transvaal in the west.

The headquarters of the Association shall be situated in Johannesburg.

Current clubs that fall under the Associations are recorded in the Addendum.

## **OBJECTS**

### **Clause 3**

- a) To promote, encourage, advance and generally assist and protect the interests of the game of Badminton
- b) To govern and make rules and by-laws for the control of the game of Badminton as defined by Badminton South Africa
- c) To formulate, control, add to or amend the conditions under which any competition shall be conducted
- d) To administer, grant subsidies out of and invest the funds of the Association for purposes calculated to promote the interests and attain the objects of the Association
- e) To borrow and raise money for the purposes of advancing the interests of the Association and to pledge as security for the repayment of such monies all or any property or assets of the Association
- f) To purchase, lease or acquire any moveable or immovable property or any interest in such property and if necessary or desirable to dispose thereof

## **MEMBERSHIP**

### **Clause 4**

Membership of the Association shall be confined to the following:

- a) Badminton Clubs which are affiliated to the Association
- b) All Officers of the Association for the time elected
- c) Individual Members for one year at a time are allowed with express permission from the Committee. The request must be in writing, with supporting circumstances and delivered to the Honorary Secretary. The Committee shall have the sole right to allow or refuse such an application. Individual Members are allowed to represent the Association.
- d) Life Members – Life Membership may be conferred on any person recommended by any Club to the Association's Committee and whose nomination for Life Membership has been confirmed by the Association Committee and approved at the Annual General Meeting by at least two thirds (2/3) of those present and entitled to vote

## **AFFILIATION**

### **Clause 5**

- a) The Association shall be affiliated to, and adopt the laws, rules and regulations of Badminton South Africa
- b) Applications for affiliation to the Association by Clubs must be made in writing to the Honorary Secretary of the Association and shall be accompanied by a copy of their Constitution, Rules and By-Laws, which shall be subjected to the approval of the Association Committee

- c) The granting of such application shall be at the discretion of the Association Committee with the right to appeal to an Arbitration Committee consisting of one (1) person nominated by each of the following:
- Badminton South Africa,
  - The Appellant, and
  - The Southern Gauteng Badminton Association,
- provided that not more than one (1) member of the Southern Gauteng Badminton Association Committee shall be a member of such Arbitration Committee
- d) An application for affiliation by Clubs must be accompanied by the requisite fee which shall be returned if the application is refused

## **FINANCE**

### **Clause 6**

#### **Affiliation**

Club affiliation fees shall be determined at the Annual General Meeting and shall be paid to the Association by the end of May each year or prior to commencement of the Major League, whichever is the later. Failure to comply with the above could preclude any club from participating in the League and any scheduled games could be disbanded, whether played or not.

#### **Registration**

A registration fee for members shall be determined at the Annual General Meeting and shall be paid to the Association by the end of May each year.

Registration in respect of members joining for part of a year will be *pro-rata*. Members who participate in five or more Major League matches will be liable for the full year's fees. Members who play in two or more Doubles League matches and do not play any Major League matches will be liable for half the annual fee. The onus is on the Clubs to calculate their fees and ensure that payment is made timeously. The Honorary League Secretary will also assist the Honorary Treasurer in determining fees for members. By 30 April each year, all members must advise the Honorary League Secretary of their availability to represent the Association at various National tournaments. The Honorary League Secretary will circulate to all clubs the required form for completion by all members to advise the Association of the players' availability to represent the Association. The form will also be made available online.

#### **League Fees**

League fees, which must accompany each entry form, shall be determined at the Annual General Meeting and shall be paid to the Association before the commencement of that league. Failing which, any Club could be precluded from the league and any scheduled games will be disbanded whether played or not.

#### **Special Levy**

This could be any special levy which may be imposed by the Association Committee to be paid to the Association within sixty (60) days of imposition of such levy.

#### **Cessation of Member**

Any club whose fees are unpaid by 31 July shall cease to be a member of the Association, unless the Association Committee otherwise determine.

In such instances, the club will be regarded as not being in good standing and all voting powers will be withdrawn. In addition to which, they will not qualify for certificates. The members of the club will not be considered for representation of the Association at any National tournament.

In the event that any club experiences difficulties in paying their required fees, due to any reasons, a letter must be sent before 31 July to the Honorary Treasurer motivating their reasons for continued participation. The Association Committee will make the decision on continued participation and payment terms.

No waiver or exception to the above will be entertained in respect of part fees paid regardless of whether Affiliations fees have been paid. For purposes of the above, fees will be deemed to incorporate past due accounts, affiliations, league entries and registrations. Where the Association Committee has granted an extension, the Club must, for auditing purposes, sign an acknowledgment of debt.

Individual membership expires every year on the 31 December.

### **Audit**

The accounts and vouchers of the Honorary Treasurer shall be examined by the Auditor as at 31 October each year, together with the accounts and vouchers of all the Sub-Committees.

The consolidated Financial Statements shall be examined and certified by the Auditor as being a true and fair statement of the affairs of the Association as at 31 October each year to be presented at the Annual General Meeting.

### **Cheques**

For a cheque issued by the Association to be considered legal tender it must be signed by 2 (two) authorised signatories. The 2 (two) authorised signatories are to be any 2 (two) out of 4 (four) authorised signatories. The 4 (four) authorised signatories shall be selected by the Association Committee and registered at the bank.

Preferably they should be:

- a) The President
- b) The Honorary Treasurer
- c) The Honorary Secretary
- d) Another executive member

### **Defaulting Members**

Clubs must notify the Committee of any members who have failed to fulfil their financial obligations to their club by 30 September of each year.

No such person, nor any person BSA may advise, having similarly failed to fulfil his/her financial obligation to his/her Club in any other Province shall be eligible for membership of any Club affiliated to the Association or the Association Committee or Committees.

## **DISSOLUTION**

### **Clause 7**

The Association shall not be dissolved except at a General Meeting specially convened for the purpose, where a resolution to dissolve is supported by four-fifths of the persons present and eligible to vote. A quorum at such a meeting shall be delegates from 75% of affiliated Clubs.

If, upon dissolution of the Association, there remain any assets whatsoever after the satisfaction of all the Association's debts and liabilities, such assets shall not be paid or distributed among member Clubs. Instead the General Meeting at which dissolution is decided shall specify an existing body as Trustee, or shall elect a group of three persons to act jointly as Trustee, to administer the assets. If, in the five years following dissolution an Association is formed, which to the satisfaction of the Trustee will promote and administer the game of Badminton within Southern Gauteng, the Trustee shall hand over the assets to the Association. Should no such Association be formed in that period, the Trustee shall at the end of the five year period hand over the assets to the Association they consider best promoting and administering the game of Badminton on a national basis.

## **ASSOCIATION COMMITTEE**

### **Clause 8**

The Association Committee of the Association shall consist of the following seven (7) portfolios (at least one member will be a person of colour):

- President
- Vice President
- Honorary Secretary

- Honorary Treasurer
- Honorary League Secretary
- Development Officer
- Players Representative

Honoraria may be paid to the Honorary Secretary, Honorary Treasurer and Honorary League Secretary at a rate to be determined by members at the Annual General Meeting.

## **COMMITTEE**

### **Clause 9**

Except where otherwise provided in this Constitution, the entire management of the Association shall be vested in a Committee consisting of:

- a) The Association Committee as detailed in Clause 7

Nominations for the positions together with letters of acceptance are to be in the hands of the Honorary Secretary at least fourteen (14) days before the Annual General Meeting. The Honorary Secretary shall circulate the nominations to all clubs at least seven (7) days before the Annual General Meeting. If at the Annual General Meeting the positions have not been filled, then nominations may be made from the floor to fill the vacancies. The Association Committee shall remain in office for a period of two (2) years. In the event of a vacancy arising, the newly appointed member shall serve only for the remaining portion of the two (2) year period.

- b) Seven (7) elected members, other than the aforementioned Association Committee. They shall be:

1. Junior Representative
2. Schools Representative
3. Coaching Representative
4. Technical Officials Representative
5. Seniors Representative
6. Masters Representative
7. Communications Officer

Nominations for the positions together with letters of acceptance are to be in the hands of the Honorary Secretary at least fourteen (14) days before the Annual General Meeting. The Honorary Secretary shall circulate the nominations to all clubs at least seven (7) days before the Annual General Meeting. If at the Annual General Meeting the positions have not been filled, nominations may be made from the floor to fill the vacancies. The various Representatives shall remain in office for a period of two (2) years. In the event of a vacancy arising, the newly appointed member shall serve only for the remaining portion of the two (2) year period.

- c) The number of members any one Club shall be entitled to have on the Committee shall be five (5). No person shall be eligible for election unless he/she is a bona fide member of an affiliated club. A member may be elected to fill multiple roles.

- d) The quorum for a Committee Meeting shall be six (6).

In the absence of the President, the Vice President will act as President. In the absence of both, a President will be elected from those present.

Any member not attending two (2) consecutive meetings, without obtaining permission to do so, shall *ipso facto* cease to be a member of the Committee.

The Committee shall have the power to co-opt members and to fill vacancies in its number.

The Association Committee shall have the power to appoint Sub-Committees and to delegate all or any of its powers to such Sub-Committee.

The President of the Association shall be an *ex officio* member of all Committees and Sub-Committees but may accept nominations to hold position on the committees of the Association.

A minimum of nine (9) Committee Meetings plus an Annual General Meeting shall be held each year.

## **SENIOR REPRESENTATIVE**

### **Clause 10**

#### **Function**

The function of the senior representative and senior selection committee shall be to administer senior badminton within the Association as directed by the Association Committee and/or the Annual General Meeting. For the purpose of definition, a player who represents the Association in any national or invitational tournament other than at a Junior or Master level is considered a Senior player.

#### **Election of Senior Representative**

A senior representative shall be elected at the Annual General Meeting and shall hold office for a period of two (2) years.

Nominations are governed by Clause 9(b).

The duly elected representative shall then appoint a committee of four (4) additional members consisting of a Chairman or Convenor, a Secretary and a Treasurer. The names of such committee members shall be submitted to the Associations Committee for approval. No business may be transacted until the appointment of this Committee has been sanctioned.

#### **Quorum**

The quorum for a senior committee meeting shall be three (3). In the absence of the Chairman, a Chairman will be elected from those present.

Any member not attending two (2) consecutive meetings, without obtaining permission to do so, shall *ipso facto* cease to be a member of the Committee.

The Committee shall have the power to co-opt members and to fill vacancies in its number.

#### **Finance**

If the senior committee elect to open and operate a bank account separate to the Association's bank account there will need to be strict controls in place. There will need to be at least two (2) signatories on the bank account. The Association may request the senior committee to provide detail of all income and expenditure as relates to the bank account.

Any request to the Association for financial assistance will need to be accompanied by detailed financial information of the section.

#### **Minutes**

Minutes of all meetings of the senior committee shall be recorded and a copy of such minutes shall be retained for submission to the Association Committee upon request.

#### **Senior Selectors**

A selection committee of seven (7) members shall be elected at the Annual General Meeting of the Association and shall hold office until the next Annual General Meeting. The committee will select for Seniors and Masters.

Nominations for the positions together with letters of acceptance are to be in the hands of the Honorary Secretary at least fourteen (14) days before the Annual General Meeting. The Honorary Secretary shall circulate the nominations to all clubs at least seven (7) days before the Annual General Meeting. No person shall be eligible for election unless he/she is a *bona fide* member of an affiliated club. If at the Annual General Meeting the positions have not been filled, nominations may be made from the floor to fill the vacancies. In the event of a vacancy arising, the newly appointed member shall serve only for the remaining period. If at the Annual General Meeting a minimum of five (5) senior

selectors have not been nominated, those nominated automatically become elected. Nominations may then be made from the floor to fill the remaining vacancy or vacancies.

Not more than three (3) members from one club may be members of the selection committee at any one time.

### **Election of Convenor**

The selectors shall from their number elect a convenor who shall notify the Honorary Secretary of his/her election not later than 31 January following the Annual General Meeting. The convenor shall act as liaison between the selection committee, the Association Committee, Senior representative and Masters representative.

### **Duties of the Senior Selectors**

The duties of the selectors shall be to select such teams as may be required to represent the Association from time to time. The Senior committee Secretary and the Masters committee Secretary shall advise The Association Honorary Secretary, in writing and in good time, of each scheduled match. The Association Honorary Secretary shall advise the convenor of the selection committee, in writing and in good time, of each scheduled match, and it will be the duty of the convenor to call a meeting of the selectors as soon as possible thereafter. When the selection committee has arrived at a decision, the convenor shall notify the President or Honorary Secretary of the Association, in writing, of the names of the players selected. The Association shall thereafter notify the players individually.

If a coach is appointed, he or she will be entitled to debate and a vote regarding team selection.

The selection committee may recommend to the Association Committee a captain for each team selected, and the Association Committee may thereafter appoint a captain.

The appointment of a manager for the team shall be the function of the Association Committee, who may, at their discretion, appoint the captain in this capacity.

### **Local Selection Committee**

Whenever a team is selected to play a series of matches (as in a South African Inter-Provincial Tournament) at which all seven (7) selectors cannot be present, they will appoint, in advance, a local selection committee of three (3), which will decide all details of pairing, order of play, etc. A quorum for this local selection committee will be two (2) selectors.

The local selection committee may include members of the team.

### **General**

- a) The Association Committee has the power to take disciplinary action against any selector abusing the powers and privileges of the selector's position, and may remove such selector from office
- b) The Association Committee may, at its discretion, fill any vacancy, which may, from time to time, occur in the selection committee
- c) The President of the Association shall have the *ex officio* right to attend all meetings of the selection committee, and shall be entitled to a hearing and to debate. Specifically, however, he/she shall not have the right to vote if not an elected member of the committee. It is possible for the President to be elected as a selector as per Clause 8 (d) above
- d) The convenor of the selection committee shall notify the President of the Association, in good time, of the date, time and venue of each meeting of the selection committee
- e) The selection committee, Senior representative and Masters representative may, at their discretion, arrange such trials and practices as they may deem desirable and all reasonable costs incurred shall be borne by the Association, provided that the Association Committee may at any time require the senior selection committee to obtain its prior approval of any further expenditure which it proposes to incur. At the start of the season, Club Committees may submit names of players to be considered for such trials
- f) A quorum for meetings of the senior selection committee shall be four (4).

## **JUNIOR REPRESENTATIVE**

### **Clause 11**

#### **Function**

The function of the junior representative shall be to administer junior badminton within the Association as directed by the Association Committee and/or the Annual General Meeting.

#### **Election of Junior Representative**

A junior representative shall be elected at the Annual General Meeting and shall hold office for a period of two (2) years.

Nominations are governed by Clause 9(b).

The duly elected representative shall then appoint a committee of four (4) additional members consisting of a Chairman or Convenor, a Secretary and a Treasurer. The names of such committee members shall be submitted to the Associations Committee for approval. No business may be transacted until the appointment of this Committee has been sanctioned.

#### **Quorum**

The quorum for a junior committee meeting shall be three (3). In the absence of the Chairman, a Chairman will be elected from those present.

Any member not attending two (2) consecutive meetings, without obtaining permission to do so, shall *ipso facto* cease to be a member of the Committee.

The Committee shall have the power to co-opt members and to fill vacancies in its number.

#### **Finance**

If the junior committee elect to open and operate a bank account separate to the Association's bank account there will need to be strict controls in place. There will need to be at least two (2) signatories on the bank account. The Association may request the junior committee to provide detail of all income and expenditure as relates to the bank account.

Any request to the Association for financial assistance will need to be accompanied by detailed financial information of the section.

#### **Minutes**

Minutes of all meetings of the junior committee shall be recorded and a copy of such minutes shall be retained for submission to the Association Committee upon request.

#### **Election of Junior Selectors**

A junior selection committee of five (5) members shall be elected at the Annual General Meeting of the Junior Committee and shall hold office until the next Annual General Meeting.

Nominations for the positions together with letters of acceptance are to be in the hands of the Junior Committee Secretary at least fourteen (14) days before the Junior Annual General Meeting. The Junior Committee Secretary shall circulate the nominations to all members at least seven (7) days before the Junior Annual General Meeting. If at the Junior Annual General Meeting the positions have not been filled, nominations may be made from the floor to fill the vacancies. In the event of a vacancy arising, the newly appointed member shall serve only for the remaining period. If at the Junior Annual General Meeting a minimum of five (5) junior selectors have not been nominated, those nominated, automatically become elected. Nominations may then be made from the floor to fill the remaining vacancy or vacancies.



### **Election of Convenor**

The selectors shall from their number elect a convenor who shall notify the Honorary Secretary of his/her election not later than 31 January following the Annual General Meeting. The convenor shall act as liaison between the junior selection committee and the Association Committee.

### **Duties of the Junior Selectors**

The duties of the junior selectors shall be to select such teams as may be required to represent the Association from time to time. The junior committee Secretary shall advise the convenor of the junior selection committee, in writing and in good time, of each scheduled match, and it will be the duty of the convenor to call a meeting of the junior selectors as soon as possible thereafter. When the junior selection committee has arrived at a decision, the convenor shall notify the junior representative of the Association, in writing, of the names of the players selected. The junior representative of the Association shall thereafter notify the players individually.

The junior selection committee may recommend to the junior representative a captain for each team selected, and the junior committee may thereafter appoint a captain.

The appointment of a manager for the team shall be the function of the junior committee, who may, at their discretion, appoint the captain in this capacity.

### **General**

- a) The Association Committee has the power to take disciplinary action against any selector abusing the powers and privileges of the junior selector's position, and may remove the selector from office
- b) The junior committee may, at its discretion, fill any vacancy, which may, from time to time, occur in the junior selection committee
- c) The Chairman of the junior committee shall have the *ex officio* right to attend all meetings of the junior selection committee, and shall be entitled to a hearing and to debate. Specifically however, he/she shall not have the right to vote
- d) The convenor of the junior selection committee shall notify the chairman of the junior committee, in good time, of the date, time and venue of each meeting of the selection committee
- e) The junior selection committee may, at its discretion, request such trials and practices as it may deem desirable and all reasonable costs incurred shall be borne by the junior committee, provided that the junior committee may at any time require the junior selection committee to obtain its prior approval of any further expenditure which it proposes to incur
- f) A quorum for the meeting of the junior selection committee shall be three (3)

## **SCHOOLS REPRESENTATIVE**

### **Clause 12**

#### **Function**

The function of the schools representative shall be to co-ordinate all schools badminton within the Association as directed by the Association Committee and/or the Annual General Meeting.

#### **Election of Schools Representative**

A schools representative shall be elected at the Annual General Meeting and shall hold office for a period of two (2) years.

Nominations are governed by Clause 9(b).

## **General**

- a) It shall be the priority of the schools committee to encourage school children to join the Association and participate in the junior training sessions
- b) The schools committee must liaise with the junior and coaching representatives in order to provide an efficient badminton structure to schools within the Association

## **MASTERS REPRESENTATIVE Clause 13**

### **Function**

The function of the Masters representative shall be to administer Masters badminton within the Association as directed by the Association Committee and/or Annual General Meeting. For the purpose of definition, a player who turns forty (40) years old in the current year or older is deemed to be a Masters player.

### **Election of Masters Representative**

A Masters representative shall be elected at the Annual General Meeting and shall hold office for a period of two (2) years.

Nominations are governed by Clause 9(b).

The duly elected representative shall then appoint a committee of four (4) additional members consisting of a Chairman or Convenor, a Secretary and a Treasurer. The names of such committee members shall be submitted to the Associations Committee for approval. No business may be transacted until the appointment of this Committee has been sanctioned.

### **Quorum**

The quorum for a Masters committee meeting shall be three (3). In the absence of the Chairman, a Chairman will be elected from those present.

Any member not attending two (2) consecutive meetings, without obtaining permission to do so, shall *ipso facto* cease to be a member of the Committee.

The Committee shall have the power to co-opt members and to fill vacancies in its number.

### **Finance**

If the Masters committee elect to open and operate a bank account separate to the Association's bank account there will need to be strict controls in place. There will need to be at least two (2) signatories on the bank account. The Association may request the Masters committee to provide detail of all income and expenditure as relates to the bank account.

Any request to the Association for financial assistance will need to be accompanied by detailed financial information of the section.

### **Minutes**

Minutes of all meetings of the Masters committee shall be recorded and a copy of such shall be retained for submission to the Association Committee upon request.

## **COACHING REPRESENTATIVE**

### **Clause 14**

#### **Function**

The function of the coaching representative shall be to administer badminton coaching within the Association as directed by the Association Committee and/or Annual General Meeting.

#### **Election of Coaching Representative**

A coaching representative shall be elected at the Annual General Meeting and shall hold office for a period of two (2) years.

Nominations are governed by Clause 9(b).

#### **Duties of Coaching Representative**

The duties of the Coaching Representative shall be:

- a) To appoint Badminton South Africa qualified coaches to Junior Association squads
- b) To appoint Badminton South Africa qualified coaches to Senior Association squads
- c) To appoint Badminton South Africa qualified coaches to other Association squads, as required
- d) To appoint Badminton South Africa qualified coaches to Association coaching clinics
- e) To appoint Badminton South Africa qualified coaches to Association clubs on request
- f) To co-ordinate the grading of Association coaches with Badminton South Africa
- g) To maintain a Badminton South Africa coaches register, as required
- h) To arrange clinics when necessary
- i) To monitor expense claims from coaches in the discharge of their appointed tasks

## **TECHNICAL OFFICIALS REPRESENTATIVE**

### **Clause 15**

#### **Function**

The function of the technical officials representative shall be to administer badminton technical officials within the Association as directed by the Association Committee and/or Annual General Meeting.

#### **Election of Court Officials Representative**

A technical officials representative shall be elected at the Annual General Meeting and shall hold office for a period of two (2) years.

Nominations are governed by Clause 9(b).

#### **Duties of Technical Officials Representative**

The duties of the Technical Official Sub-Committee shall be:

- a) To appoint Badminton South Africa qualified technical officials to all Association squads, as requested
- b) To appoint Badminton South Africa qualified technical officials to Association court officials clinics
- c) To appoint Badminton South Africa qualified technical officials to Association Closed Tournaments, on request

- d) To co-ordinate grading of Association technical officials with Badminton South Africa and to maintain a Badminton South Africa technical officials register
- j) To arrange clinics and training of technical officials when necessary

## **COMMUNICATIONS OFFICER**

### **Clause 16**

#### **Function**

The function of the communications officer is to ensure effective and adequate communication between Badminton South Africa, the Association and the clubs. Other roles include developing a relationship with local journalists and maintenance of the Association website.

#### **Election of Communications Officer**

A communications officer shall be elected at the Annual General Meeting and shall hold office for a period of two (2) years.

Nominations are governed by Clause 9(b).

#### **Duties of the Communications Officer**

The duties of the communications officer shall be:

- a) Mandated to control and expedite communication between Badminton South Africa, the Association and clubs
- b) Ensure constitution amendments are given proper attention by clubs
- c) Ensure all relevant communication is received by the correct clubs
- d) Ensure minutes of the Annual General Meeting and committee meetings are circulated and given proper attention by clubs and individual members
- e) Maintenance of the Association website
  - a. Current list of committee members and contact details
  - b. Current list of member details
  - c. Club information
  - d. Latest and archived minutes
  - e. Current league fixtures and results
  - f. Establish relationship with local journalists to improve the image and exposure of badminton within the Association

## **MEETINGS**

### **Clause 17**

#### **Annual General Meeting**

The Annual General Meeting of the Association shall be held in Johannesburg in January or February, at the discretion of the Association Committee

Notice convening shall be posted to the Secretaries of all affiliated clubs and members of the Association Committee at least twenty eight (28) days prior to the date of such meeting

In the event of an alteration or addition to the articles of the Constitution being considered necessary, notice thereof shall be sent in writing to the Honorary Secretary at least fourteen (14) days prior to the date of the Annual General Meeting. The Honorary Secretary shall advise alteration or addition, at least seven (7) days prior to the date of such Annual General Meeting.

The Business of the Annual General Meeting shall be:

- a) To read the Notice convening the Meeting
- b) To read and confirm the Minutes of the previous Annual General Meeting

- c) To receive the President's report
- d) Presentation of the Honorary Treasurer's report, the Association's accounts and the audit report thereon
- e) To determine fees for the ensuing year for member and clubs and also the relevant league fees
- f) To approve honoraria
- g) Presentation of League certificates and the Honorary League Secretary's report
- h) Present reports of the Association Committee members
  - Development Officer's report
  - Players Representative's report
  - Junior Representative's report
  - Schools Representative's report
  - Coaching Representative's report
  - Technical Officials Representative's report
  - Seniors Representative's report
  - Masters Representative's report
  - Communications Officer's report
- i) To consider notices of motion of which due notice has been given
- j) To elect six (6) members of the Association Committee as set out in Clause 9(a)
- k) To elect seven (7) Representatives of the Committee as set out in Clause 9(b)
- l) To elect a Selection Committee as set out in Clause 10
- m) To elect an Auditor
- n) To transact any competent business

### **Special General Meeting**

The Association Committee may, whenever it thinks fit, and upon request made in writing, by not less than one third (1/3) of all affiliated clubs, convene a Special Meeting of Members.

Any such request shall be lodged with the Honorary Secretary. The Meeting must be convened for the purpose specified and for these purposes only, and must be held within one (1) month of such lodgement. Notices of all Special General Meetings shall be given to Secretaries of the affiliated clubs and members of the Association Committee, at least two (2) weeks prior to such Meeting. All business to be transacted must be clearly set forth in such notice.

### **Quorum**

The quorum for the Annual General Meeting or any Special General Meeting shall not be less one third (1/3) of its affiliated clubs.

Should the number of members 30 minutes after the advertised time of the meeting be insufficient to form a quorum, the meeting shall stand adjourned for seven (7) days. If at such adjourned meeting the necessary quorum not be present, the members present shall act and transact business as though they formed a quorum.

In the case of a Special General Meeting, the Meeting shall be cancelled if no quorum is present 30 minutes after the advertised time of the meeting.

### **Voting**

All questions arising at an Annual General Meeting shall be decided by a majority of votes, excepting amendments to the Constitution and at a Special General Meeting when the majority must be not less than two thirds (2/3) of the members present and entitled to vote.

The election of members of the Association Committee shall be by ballot. Voting on all other matters shall be by show of hands unless a ballot is ordered by the President of the Meeting. In the event of an equality of votes, the President shall be entitled to a casting vote only.

Each club affiliated to the Association and in good standing shall have the right to nominate two (2) delegates who shall have one (1) vote each for the purpose of voting at a General or Special meeting.

Life members have a right to vote at all General and Special meetings.

Unless he/she is delegated, no member of the Association Committee shall be entitled to vote at a General Meeting.

No person may act as a delegate for more than one club, and no person other than a registered member of a club may be appointed as a delegate of a club at an Annual or Special meeting.

The accidental omission to give notice of any meeting to any of the Secretaries, or the non-receipt of such notice, shall not invalidate any resolution passed by any such meeting.

## **COLOURS**

### **Clause 18**

The colours of the Association shall be a plain maroon blazer with an Association badge on the left breast pocket. The badge design shall be as follows:

Gules, a badminton shuttlecock argent, surmounted by a lion, couchant, argent, a laurel wreath, consisting of two (2) branches co-joined at the base, likewise argent encircling the whole of the dexter and sinister sides. As per badge on cover page of this Constitution.

On a scroll below, gules, outlined argent, in letter argent:

#### **SOUTHERN GAUTENG BADMINTON ASSOCIATION**

- In the case of Seniors there will be no wording attached
- In the case of Juniors will have the word "Junior" and year of award included
- In the case of Veterans will have the word "Veteran" and year of award included
- In the case of Masters will have the word "Master" and year of award included
- In the case of Grand Masters will have the words "Grand Master" and year of award included
- In the case of Silver Eagles will have the words "Silver Eagles" and year of award included
- In the case of Golden Eagles will have the words "Golden Eagles" and year of award included

Tracksuits do not constitute colours.

Colours shall be awarded to an A-Team player who has fulfilled at least one (1) of the following conditions:

- **Seniors**

- a) Has been selected and has represented the Association against an overseas touring side
- b) Has been selected and has represented the Association in a Senior National Inter-Provincial Tournament in three (3) fully representative matches

- **Juniors**

Has been selected and has represented the Association in the National Junior Inter-Provincial Tournament (Kerr-Cup / Under 19).

- **Veterans / Masters / Grand Masters / Silver Eagles / Golden Eagles**

- a) Has been selected and has represented the Association against an overseas touring side

- b) Has been selected and has represented the Association at a Veteran / Master / Grand Master / Silver Eagle / Golden Eagle National Inter-Provincial Tournament in three (3) fully representative matches

## **GENERAL**

### **Clause 19**

All affiliated clubs shall forward to the Honorary Secretary of the Association the names and contact details of all its officials and also the address of the venue for league matches, within fourteen (14) days of the Annual General Meeting of such clubs.

All affiliated clubs shall forward to the Honorary Secretary of the Association, on or before 30 April each year, a return showing the full name and contact details of all its members. Any person joining a club after this date must be registered within fifteen (15) days of such acceptance by the club. Such registration must be accompanied by the requisite fee.

## **AMENDMENTS TO THE CONSTITUTION**

### **Clause 20**

Any amendments made to the Constitution come into effect immediately. The following rules govern amendments to the Constitution:

#### **a) Amendment**

The Constitution or Rules Governing Competitions shall not be amended (or added to) except at the Annual General Meeting or a Special General Meeting. Any motion that embodies such alterations, or one having the like effect, must receive a majority vote in favour, to be adopted.

#### **b) Submission of Proposals**

Notice of proposed amendments to the Constitution or Rules Governing Competitions must be made in writing and be in the hand of the Honorary Secretary on or before 31<sup>st</sup> October (or four weeks before the date set for the Annual General Meeting, whichever is later) each year in respect of the Annual General Meeting, or one month before the date requested for a Special General Meeting, unless proposed by the Executive.

#### **c) Notice**

The Honorary Secretary shall advise each affiliated Club of any proposed amendment at least 14 days before the date of the General Meeting at which it is to be considered.

## **DEVELOPMENT PROGRAMME**

### **Clause 21**

Except where otherwise catered for in this constitution, this clause shall include for:

- a) Promotion of badminton into underdeveloped areas
- b) Growth of badminton into new areas
- c) Marketing of badminton by way of Juniors, Coaching and Schools Committees in an attempt to increase numbers
- d) Assistance, in conjunction with the Badminton South Africa Development officer, in providing court facilities to establish new clubs
- e) Actively pursuing the interests of badminton by liaising with government, quasi government, municipal and own affairs organisations
- f) Energetically providing representation in sports days, fetes, jamborees, etc.

The Constitution has been updated on 24 January 2014 and replaces all previous copies thereof.

## **ADDENDUM**

Clubs affiliated to the province are listed below

1. Alberton Badminton Club – Johan van der Merwe Hall, 2nd Avenue, Alberton
2. Berario Badminton Club – Berario Recreation Centre, corner Dolores and King Streets, Berario
3. Highway Gardens Badminton Club – Highway Garden Hall, Partridge Avenue Highway Gardens
4. Impala Badminton Club – Witpoortjie Hall, corner South and Vermooten Street, Princess, Krugersdorp
5. Randburg Badminton Club – Blairgowrie Community Centre, Park Lane, Blairgowrie
6. Wanderers Badminton Club – Wanderers Club, North Street, Illovo
7. Westonaria Badminton Club – Westonaria Sports Hall, Botha Street, Westonaria
8. University of the Witwatersrand Badminton Club – Old Mutual Sports Hall, East Campus, Braamfontein