

Tasmanian Badminton Association Inc. Constitution

(Established in February 1993; and as amended 14/8/94, 6/6/10 & 27/11)



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1. NAME

The Association shall be called the "Tasmanian Badminton Association Incorporated" (hereinafter referred to as the TBA).

2. OBJECTS

The objects of the TBA shall be:-

- (a) To promote, advance, control and supervise the game of Badminton in Tasmania;
- (b) To ensure the adoption of uniform rules for Badminton in Tasmania, and to decide all doubtful and disputed questions in connection therewith;
- (c) To arrange, manage and authorise tournaments, interstate and intrastate matches and all things relative thereto;
- (d) To sanction and regulate dates of the holding of all Open and Association Tournaments in Tasmania;
- (e) To affiliate with the Australian Badminton Association and arrange for representation on that body.

3. MEMBERSHIP

- (1) The TBA shall consist of the following bodies, formed for the purpose of playing badminton, which affiliate with it and conform to the requirements of its constitution.
 - Northern Tasmanian Badminton Association
 - Southern Tasmanian Badminton Association
 - North Western Badminton Association
- (2) Each body shall on affiliation, lodge with the Secretary of the TBA a copy of its constitution and a list of its Office Bearers. (And shall advise any alterations immediately they occur.)

4. COLOURS

The colours of the TBA shall be Rose, Primrose and Myrtle.

5. BOUNDARIES

The boundaries of the Branch Associations affiliated as at present shall be:-

(a) Northern Tasmanian Badminton Association

The Northern District shall be the Northern and North Eastern part of Tasmania, bounded on the West by an imaginary line drawn from Port Sorell to Lake St Clair, and on the South by an imaginary line drawn from Lake St Clair to the mouth of the Meredith River.

(b) Southern Tasmanian Badminton Association

The Southern District shall be the Southern part of Tasmania, bounded on the North by an imaginary line drawn from Macquarie Harbour on the West to the Southern tip of Lake St Clair, and thence to the Meredith River on the East.

(c) North Western Badminton Association

The North Western District shall be on the North Western part of Tasmania bounded on the East by an imaginary line from port Sorell to Lake St Clair, and on the South by an imaginary line drawn from Lake St Clair to the mouth of Macquarie Harbour.

6. OFFICE BEARERS

- (1) The Office Bearers of the TBA shall consist of a President, two Vice Presidents, Honorary Secretary, Honorary Treasurer who may be the same person as the Secretary, Assistant Secretary/Treasurer (if required), an Honorary Auditor, and a Patron may be elected and will hold office for twelve months but will not have any voting power.
- (2) The office of President will be the nominee of the Branch Association whose turn it is to conduct the Tasmanian Championships during that year. The Vice Presidencies will be assumed by the Presidents of the other two Branch Associations.
- (3)
 - (a) Nominations for the positions of Secretary, Treasurer and Assistant Secretary/Treasurer (if required) must be received 28 (twenty eight) days prior to the date of the Annual General Meeting.
 - (b) Nominations must be circularised to the Branch Associations 21 (twenty one) days prior to the Annual General Meeting.
 - (c) The Secretary shall hold office from the date one month after the Annual General Meeting at which he/she is elected and until one month after his/her successor has been elected at the next succeeding Annual General Meeting.
- (4) The Auditor shall be elected at each Annual General Meeting and shall hold office until the following Annual General Meeting.

7. LIFE MEMBERS

- (1) The TBA shall have power by a unanimous vote at an Annual General Meeting to appoint any person a Life Member providing a recommendation nominating such person is received from a Branch Association not less than 28 (twenty eight) days prior to the date of the Annual General Meeting.
- (2) Life Members shall receive a distinctive badge and have free entry into any function held under the auspices of the TBA, and at meetings the same privileges as delegates but without a vote.
- (3) Not more than two life members shall be elected in any one year.

8. COUNCIL

- (1) The general management of the TBA shall be vested in a Council consisting of the President and two (2) delegates from each affiliated Branch Association.
- (2) The Council shall have the power to make Bylaws and Regulations, authorise expenditure, appoint committees, and in all things conduct and superintend the business of the TBA.

9. HONORARY SECRETARY & TREASURER

(a) The Honorary Secretary shall:

- (i) keep Minutes of all business transacted at meetings of the TBA, conduct all correspondence, read and table all communications etc., and in general perform all functions appertaining to his/her office; and
- (ii) be the executive agent of all committees; and
- (iii) at the end of each year, he/she shall prepare a report of the year's activities, to be read at the following Annual General Meeting.

(The TBA shall have power to grant the Hon. Secretary an honorarium if it thinks fit.)

(b) The Honorary Treasurer shall:

- (i) receive all monies and pay same into a bank or similar approved institution appointed by the TBA, to an account styled the "Tasmanian Badminton Association" and shall pay all accounts when passed by the Council; and
- (ii) keep a record of all receipts, expenditure, assets, and liabilities, and shall submit reports if required, at all meetings of the Council.
- (iii) At the end of each year he/she shall prepare a Balance Sheet which will be audited, submitted and read at the Annual General Meeting.

(The TBA shall have power to grant the Hon. Treasurer an honorarium if it thinks fit.)

10. MEETINGS**(a) AGM**

- (i) The Annual General Meeting of the TBA shall be held on the first Sunday in December of each year. Those entitled to be present shall be:-
 1. The Office Bearers of the previous season
 2. Two delegates appointed by each Branch Association
 3. The Hon. Secretary of each Branch Association with the understanding that no Branch Association may at any time exercise more than two votes.
- (ii) Notice of every such meeting shall be sent by the TBA Secretary to each of the Office Bearers and delegates, and to the Secretary of each Branch Association at least 21 (twenty one) clear days before the date fixed for the meeting.
- (iii) Such notice shall contain or be accompanied by:-
 1. Notice that all officers for the ensuing year are to be elected
 2. Notice that the Annual Report and Statement of Accounts will be presented
 3. Notice of any motion to rescind, alter, or add to any of these Rules
 4. Notice as far as possible of any other business to be transacted

(b) Business

The Business of every such meeting shall be:-

- (i) to deal with the Minutes of the previous Annual General Meeting and any intermediate Special General Meeting
- (ii) to receive the Annual Report
- (iii) to receive the Annual Statement of Accounts
- (iv) to elect Office Bearers and Life Members
- (v) to elect an Honorary Auditor
- (vi) to determine the affiliation fees, and capitation fees for the ensuing year
- (vii) to consider any motion, of which notice in writing has been lodged with the Hon. Secretary at least 28 (twenty eight) clear days before the date fixed for the meeting, and of which the Secretary has given at least 21 (twenty one) clear days notice to all those entitled to receive note of the meeting

- (viii) any business not given in the form of a detailed notice of motion must be referred back to the Branch Associations for ratification

(c) Special General Meetings

- (i) Special General Meetings of the TBA shall be called by the Secretary at the direction of the President or Council or on receipt of a written request, signed by representatives of at least two Branch Associations, stating the motions which are to be brought before the meeting. At every such meeting each Branch Association will be entitled to the same representation as at an Annual General Meeting.
- (ii) Notice of every such meeting shall be sent to each of the Office Bearers and to the Secretary of each of the Branch Associations, at least 14 (fourteen) clear days before the date fixed for the meeting. The notice shall state the specific matters to be dealt with.
- (iii) The business of the meeting shall be limited to the matters specified in the notice convening the meeting.

(d) Council Meeting

The Council as constituted in Clause 8 shall meet as and when considered necessary by the President and Secretary. Twenty-one (21) clear days notice of all such meetings shall be given to each member of the Council.

(e) Chairman

- (i) The President shall occupy the chair at all meetings at which he/she is present.
- (ii) In his/her absence the meeting shall elect a chairman from the Vice Presidents in attendance, and in the absence of both the President and all Vice Presidents, the meeting shall elect a chairman from among their number.

(f) Voting

- (1) The method of voting shall be by the show of hands, but with the understanding that any delegate may at any time demand a secret ballot. Those members entitled to vote shall be **only** the delegates appointed by the Branch Associations. Any question resulting in an equal vote, shall be resolved in the negative.
- (2) If only one representative of an affiliated Branch Association is present he shall have two votes, but a proxy may be appointed to replace the absent delegate providing written authority is presented from the absent delegate or an officer of the Association concerned. Or if neither is present then a proxy with an authority in writing signed by one of the delegates or by any other officer of the Association concerned shall be allowed two votes. It being the intention of this clause, that an affiliated Branch Association shall wherever possible, be allowed to exercise its full voting power.

(g) Quorum

- (i) At all meetings, a majority of those entitled to be present shall form a quorum.
- (ii) If a quorum be not present within thirty minutes of the appointed time, the meeting shall be postponed to such time and place as those present shall decide, and due notice of the postponement shall be given all those entitled to receive notice of the meeting as originally called.

(h) Adjournment

Any meeting may be adjourned at the discretion of the Chairman, to a time and place appointed. Notice of such adjournment shall be given to all those who were entitled to receive notice of the adjourned meeting.

(i) Minutes

Copies of the Minutes of all meetings shall be forwarded in due course to Secretaries of all Branch Associations.

11. FINANCE**(a) Affiliation fees**

Affiliation fees for the ensuing year shall be paid by the 31st March.

(b) Liability

Any loss incurred by the TBA in carrying out its objects, shall be borne equally by the affiliated Branch Associations.

(c) Financial year

The Financial Year of the TBA shall commence on 1st November.

(d) Accounts

The Honorary Treasurer shall keep proper accounts and books showing the financial dealings of the TBA and shall at each Annual General Meeting present his/her Statement of Accounts for the past year, duly audited by the Auditor appointed at the previous Annual General Meeting. Such accounts and books shall at all times be open to the inspection of the President and Auditor.

(e) Cheques

All accounts of the TBA shall be paid by cheque, and all cheques drawn on the funds of the TBA shall be signed by the Hon. Secretary and counter-signed by either the President or one other member appointed by the Council.

(f) Travelling expenses

Travelling expenses as determined by the Council shall be paid to each Association whose delegates are required to travel to any meeting of the TBA.

12. BLAZERS

Blazers in the TBA colours shall be awarded annually to players who represent the TBA in interstate contests. The design, award and authorisation of blazers shall be in the hands of the Council, but the entire cost of their purchase must be borne by the individual players.

13. WITHDRAWALS

Any Association retiring from the TBA, or being disqualified, shall not have any claim upon monies, property, credits or other assets of the TBA, and upon retirement or disqualification all interest in such monies, property, credits etc shall wholly cease.

14. GENERAL

(1) No affiliated club or Association shall hold an Open Tournament or Competition without first submitting the proposed programme to, and obtaining the permission of, the TBA.

- (2) Each Association in the TBA shall manage its own Association Competitions (subject to the previous clause) and shall have the right to refer any questions to the TBA for its decision.
- (3) Open Tournaments conducted by the TBA in conjunction with a Branch Association, or Open Tournaments conducted by a Branch Association shall only be open to players registered with the International Badminton Federation.

15. TRANSFERS AND DISQUALIFICATIONS

- (1) A registered member of the TBA must obtain a clearance from the TBA before registering with another State Association.
- (2) The TBA Secretary shall be advised by Branch Associations of any member who is under suspension or disqualification. Such member shall not be allowed to play or umpire with any club affiliated with any Branch Association, or take part in any match or competition played under the auspices of the TBA until such suspensions or disqualifications have expired or been removed.
- (3) A clearance will not be granted to any player under suspension or disqualification until the requirements of such have been fulfilled or removed.

16. ALTERATION OF CONSTITUTION

- (a) The Constitution of the TBA shall only be altered or amended by the affirmative vote of a three-fourths majority at an Annual General Meeting or a Special General Meeting called for that purpose.
- (b) Notice of Motion of the proposed alteration or amendment shall be lodged with the Secretary at least 28 (twenty eight) clear days before the date of the meeting, and the Secretary shall in all cases forward a copy of the proposed alteration or amendment to each of the Office Bearers and to the Secretary of each of the affiliated bodies at least 21 (twenty one) clear days before the date fixed for the meeting.

Amendments:

14/8/94: to alter AGM date to 1st Sunday in December

6/6/10: to include additional role of Assistant Secretary/Treasurer if required

?/?/11: editorial changes only (re-formatting & re-numbering), addition of Table of Contents

Notes:

This update has been compiled by Michelle Richardson (Secretary/Treasurer from 5/10/10) and includes a Table of Contents and additional numbering to allow for both ease of reading and greater accuracy in identification of specific parts of the Constitution, with no change to the meaning. It is intended that this copy of the Constitution be put to the vote during 2011, to approve these editorial changes.