



RULES

FOR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION Inc.

1. DUTIES OF MANAGEMENT COMMITTEE:

1.1 The President shall:

- a) Preside as Chairperson over all meetings of the Association.
- b) Ensure that the minutes of each meeting are correct and uniform.
- c) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

The Chairperson shall:

- 1) Make sure that a quorum is present.
- 2) Conduct the meeting in accordance with the Constitution and make sure that proper notice has been given.
- 3) In addressing the meeting, be impartial and brief in remarks.
- 4) Preserve order, and for that purpose censure or have removed any person who is speaking. The meeting may be adjourned for this purpose.
- 5) Give all members a reasonable opportunity of speaking but ensure that no member speaks for an undue length of time or unnecessarily repeats points that have already been put before the meeting.
- 6) Terminate any discussion, which is not at the time, relevant to the business before the meeting.

1.2 The Vice-President shall:

- a) Assist the other officers as required, and should the President be temporarily unable from any cause to fulfil all or any of the duties, the Management Committee shall appoint the Vice-President to act on behalf of the President for the Association.
- b) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

1.3 The Secretary shall:

- a) Attend all Management Committee meetings and carry out all directions given at any such meetings.
- b) Attend to all the clerical work of the Association, assisted by such persons as the Management Committee may appoint.
- c) Keep a written record of the Constitution of the Association, and decisions, alterations or amendments thereto, including the date on which they come into force, and advise members of additions and alterations thereto as required by the Constitution.
- d) Keep in proper files all Association records and reports of sub-committees, officers, delegates and officials.
- e) Keep the books containing the minutes or records of proceedings of all meetings of the Association and or its committees, and produce them as required.
- f) Obtain a directive from the Management Committee before disposing of any Association property or records.
- g) Place before the Management Committee all applications for Affiliation and Associated membership at the next Management Committee meeting held after the receipt of same.

- h) Keep a "Record of Members Suspended" with date of suspension and reason thereof.

- i) Keep a register of Colours and Uniforms of all Affiliated Clubs.
- j) Carry out all such other duties as may be required under the Constitution.
- k) Keep a record of those present at all meetings and the Club they are representing. Record the voting powers of those present.
- l) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

1.4 The Treasurer shall:

- a) Be responsible, assisted by such persons as the Management Committee may appoint, for the receipt of all Monies due to the Association. Monies will be deposited without undue delay to the credit of the Associations appropriate account, at the bank delegated as the Association bank.
- b) Be responsible, directly or indirectly, for the issuing of official numbered receipts for all monies received.
- c) Pay in such manner as may be approved by the Management Committee all accounts and approved sums claimed against the Association. All cheques shall be signed by a least two officers of the Association.
- d) Obtain adequate receipts or vouchers for all payments.
- e) Keep proper books and accounts, and submit to each ordinary meeting of the Management Committee, a comprehensive written report of the duties performed since the date of the last report, which shall contain:
 - 1. Particulars of receipts and expenditure
 - 2. The amount owing by the Association together with the accounts thereto.
 - 3. A list of Clubs that have not met their obligations to the Association, and of the amounts owing to the Association.
 - 4. The amount of funds available, substantiated by presentation of current bank statements or passbooks and items, or an estimate of amount, of annually recurring expenditure, not yet paid, for which funds will be required.
- f) Make no substantial alterations in the methods of dealing with receipts and expenditure, or in the form of account books and printed stationary without first obtaining a directive from the Management Committee. The Management Committee shall, if it thinks fit, direct that the Treasurer and another officer of the Association obtain the opinion of the Auditor regarding the proposed alteration.
- g) Keep a record of the property and assets of the Association, and the name and address of the persons having custody of such property from time to time, and submit the report (being the Associations only form of balance sheet) to the Auditor at the end of the financial year.
- h) Close and balance the books of the Association, and present them for audit prior to the Annual General Meeting.
- i) Prepare an annual statement of receipts and expenditure, and such other forms of account as may be required, and submit same, duly audited, to the Annual General Meeting. The audited original copy of such accounts shall be fixed in the minute book next to the minutes of the Annual General Meeting at which they were read.
- j) Be entitled to attend, ex-officio, and receive a copy of the meetings of any sub-committee, which may be dealing with matters involving the expenditure of Association funds.

- k) Attend to the insurance of the Association property and members, and give adequate notice to the Management Committee of the dates upon which the renewal of the current policies may be required.
- l) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

1.5 The Umpire's Co-ordinator:

- a) Carry out other such duties as defined in Appendix D.
- b) Report monthly to Management Committee.
- c) Arrange all finals Umpires.

Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

a. Junior Development Officer:

To develop and educate all club coaches to enable them to co-ordinate their club practises with proficiency.

- 2. Educate coaches on the parts of the court.
- 3. Develop skills and drills for left and right hand.
- 4. Discuss defence – what it is and who is responsible for players.
- 5. Communicate and encourage.
- f) The Junior Development Officer will be G.S.A.B.A. Association team's Coaches co-ordinator.
- g) Report monthly to Management Committee.

PLAN:

- 2. Communicate with all clubs informing them of the role of the Development Officer and the objective.
- 3. Establish a Coaches Committee comprising one coach from each club.
- 4. To develop coaches from all clubs.
- 5. To explain on court drills to club coaches to allow them to establish solid training sessions.
- 6. To conduct clinics incorporating all clubs.
- 7. Encourage all clubs to become involved and participate in clinics.
- 8. Set up development groups for the "elite" children who will represent G.S.A.B.A. in Association teams. Fee: \$1.00 per training.
- 9. To offer all coaches within the Association Level O and Level 1 Courses.
- 10. Set up a Library cupboard in Canteen. Look to subscribe to the Australian Coaches Magazine.
- j) The Development Officer will work for the Association to educate coaches and not run clinics for individual Clubs.

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2. REGISTRAR:

- a) To be appointed annually at the first Management Committee Meeting after each Annual General Meeting.

- b) Be responsible for keeping a record of all registered playing members.
- c) Ensure that all members play within their age groups.
- d) Collate the scores weekly, and keep a record of the premiership tables.
- e) Arrange printing of the premiership tables throughout the season.
- f) Notify Clubs concerned, of any discrepancies in the score sheets and registrations, and notify the Management Committee at their next meeting.
- g) Automatically deduct the appropriate penalty for discrepancies as set out in the By-laws.
- h) May appoint, with the approval of the Management Committee, an assistant.
- i) Advise the management Committee at the end of the minor round of the teams eligible for the finals.
- j) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

3. SUB COMMITTEES:

- a) Sub Committees of the Association shall have a maximum of twelve (12) members.
- b) Sub Committees of the Association shall have an Executive Committee of a President, Vice President, Secretary and Treasurer.
- a) The number of people present to constitute a quorum at all meetings of any sub-committee shall be a simple majority.
- b) Each Sub Committee must elect a President, or the Secretary may be appointed a proxy, with the power to vote, to attend a sub-committee meeting. Notice of appointing a proxy shall be in writing and handed to the Chairperson before the meeting.
- c) The Convenor of each sub-committee shall be a member of such sub-committee and shall be appointed by the Management Committee.
- d) Persons appointed to sub-committees need not be members of the Management Committee and shall hold office until the first meeting of the Management Committee after the Annual General Meeting, providing that any member of any sub-committee who fails to give proper attention to the duties of any sub-committee may be removed from office by the Management Committee.
- e) Every sub-committee shall record minutes from meetings and present a copy of the minutes at the next GSABA Management Committee Meeting held.
- f) A sub-committee shall have the authority to decide matters under its control without prior reference to the Management committee, and the approval of the Management Committee shall be deemed to have been given to the acts of such sub-committees unless the Management Committee promptly advises the Convenor otherwise.
- 4.
- g) A sub-committee shall not incur any expenditure without the approval of the Management Committee.

- h) Any complaint that may be entered against the actions or decisions of a sub-committee shall only be made by the Secretary of an Affiliated Club unless herein provided, and shall be forwarded in writing to the Secretary within seven days of the date of such actions or decisions. The action of the members of the sub-committee concerned shall be determined by the Management Committee, and the Management

Committee may impose a fine as set in the By-laws against any Club lodging a complaint without substantial and satisfactory evidence to support its claims.

- i) Carry out such duties as the Management Committee may direct.
- j) Recognise at any time that there is failure to carry out the duties to the satisfaction of the Management Committee; the position may be terminated by the Management Committee of the Association.

4. AFFILIATION OF CLUBS:

Every Club applying for affiliation shall:

- a) Make application for affiliation each year on the prescribed form, by the due date. That being prior to the commencement of the Winter Season each year.
- b) Forward with the application, the affiliation fee (as fixed by the By-laws) and a list of its bona fide members.
 - 1. Furthermore, each Club shall, prior to each season, by the prescribed date and with the prescribed fee as fixed by the Management Committee nominate teams in both the Senior and Junior Competitions. Clubs must nominate a minimum of - 1 "A" Grade Men's, 1 "A" Grade Women's and 1 Boys and 1 Girls teams in each of the U/12, U/14, U/16 Junior competition. Failure in this regard may lead to termination of Affiliation.
 - 2. Management Committee reserve the right to scrutinize all Club nominated team listings and new players throughout the season. In senior grades lower than A grade, if a Club nominates a team or plays a player whose perceived level of strength is above the other Club nominated teams in that grade, then Management Committee will negotiate with the club to re grade the team or player concerned.
- c) Give particulars of its proposed uniform and colours, which shall be registered subject to the approval of the Management Committee.
- d) All Clubs shall abide by the directions of the Management Committee in regard to the adoption and enforcement of proper regulations to control the Clubs affairs which shall be in the hands of a Committee consisting of President, Secretary and at least one other member, properly appointed or elected by the members of the Club.
- e) The Association Secretary shall immediately notify any Clubs that do not comply with the regulations regarding affiliation, that their affiliation cannot be considered unless the form is correct, or the prescribed fees are paid, as the case may be.
- f) Every Club, the affiliation of which is approved, shall hereon:
 - 1. Be deemed to be affiliated and bound by the Constitution.
 - 2. Register all playing members as prescribed by the Rules and By-law.
 - 3. Become liable for such subscriptions, fees and levies as may be fixed by the By-laws.
 - 4. Notify the Association Secretary within seven days of any change to the particulars given on its application form.

- 5. Send to Management Committee and Club Delegate meetings, two (2) Representatives. Any Club not properly represented shall be fined as set out in the By-laws. The Representatives need not be a member of any of the teams, which are registered.

6. Send to all Association organised clinics, a minimum of three (3) representatives from each Club, a fine, as set out in the By-laws will be imposed for non-attendance.
- g) Appointments of Club members to committees, or to other duties shall be at the Management Committees discretion.
- h) Any affiliated Club, which desires to withdraw from the Association, shall remain liable for all subscriptions, levies and/or fines incurred up to the time of lodging its application to withdraw.
- i) The members of any Club, which withdraws, disbands or otherwise ceases to be affiliated, shall not play for any other Club unless all amounts owing to the Association by their former Club have been paid.
- j) Any playing member of a Club team, which withdraws or disbands, may not play a lower grade, during the season the team has disbanded or withdrawn, without the approval of the Management Committee.

5. PENALTY FOR LATE WITHDRAWAL OF TEAMS:

After the program has been completed any Club withdrawing a team shall incur a fine as set in the By-laws.

6. REGISTRATION:

- a) All players shall be registered with the Great Southern Amateur Basketball Association.
- b) The Secretary of each club shall, prior to the FIRST match of each season, lodge team listings with the Secretary all applications for registration of the Club members, in proposed teams, and ages where age limits apply, together with the prescribed registration fees as per the By-laws.
- c) All subsequent registrations are to be made on the prescribed form and lodged together with the prescribed fee with the Registrar PRIOR to the player's first match. NOTE: Lodgement of forms and fees at the Stadium Canteen, prior to players first match will also be accepted.
- d) The Management Committee may direct that no premiership points be allocated to a Club or team, while any fees or fines remain unpaid, unless such Club has applied for, and been granted, an extension of time to pay.
- e) After a senior player has played 5 games in a higher grade, they are not eligible to play in a lower grade for the remainder of the season.
- f) A player may play in finals matches in a higher grade with out having previously played in that grade, providing normal qualification periods (as per By-laws), are met.
- g) No player shall play for more than one affiliated Club without first obtaining a clearance from their existing Club.
- h) Any player who has been denied a clearance, may, protest the decision, in writing in the following manner. If the protest is against the Club the protest is made to the Management Committee, if it is against the Management Committee it is to be made to the SA Country Basketball Council, all protests are to be lodged within fourteen days of notification.

7. COMPLAINTS:

- a) Any complaint lodged, must be in writing from the Club to the Association Secretary, accompanied by the complaints fee, which shall be refunded if the complaint is proved to be justified.

- b) A complaint related to an Association controlled match, shall be lodged no latter than 6 pm. on the day following the game referred to in the complaint.
- c) The Association Secretary on receiving the complaint shall contact the Management Committee who shall decide if the complaint is valid.
- d) If the complaint is valid then the Management Committee will deal with it within seven days.
- e) Any Club, team or person upon whom a decision has been made, shall if not satisfied with the decision of the Management Committee, have the right to appeal against such decision to S.A. Country Basketball Council Inc.

8. CONSTITUTION, RULES, BY-LAWS, UMPIRE'S SUB COMMITTEE, ADMINISTRATION OF ASSOCIATION TEAMS AND S.A. COUNTRY BASKETBALL DISCIPLINARY TRIBUNAL:

- a) The Management Committee has the power to rule over any matter not specifically covered in the Constitution, Rules, By-laws; Umpire's sub Committee, Administration of Association Teams and S.A. Country Basketball Disciplinary Tribunal.
- b) Each affiliated Club shall be entitled to a copy of the Constitution and all Appendices of the Association.
- c) Each affiliated Club Secretary shall be sent copies of any alterations made to the above documents, before the start of each season.