

## **Regulations of the Midwest Division GAA**

As approved by the Midwest Division 2017 AGM

### **1. Territory**

a. The territory of the Midwest shall include the cities and surrounding areas of

Albany, NY; Akron, OH; Buffalo, NY; Cleveland, OH; Detroit, MI; Pittsburgh, PA; Rochester, NY; and Syracuse, NY, Cincinnati OH, Columbus OH, Kalamazoo MI.

### **2. Control**

a. The Divisional Board shall be responsible for the organisation, control, discipline and management of Hurling, Football, Ladies' Football and Camogie within the Division. It shall conduct its business in accordance with the Current Official Guide, the USGAA Bylaws and Regulations, and any other Regulations drawn up by the Divisional Board and approved by the N.A.C.B. and Central Council. No Regulation shall be contrary to any Rule in the Official Guide other than where deviation has been granted to the USGAA by Central Council.

### **3. Officers**

a. At the Annual General Meeting of the Midwest Division the following officers shall be elected each year by the delegates of the registered clubs of the division: chairman, vice chairman, secretary, treasurer, registrar, public relations officer, and youth officer.

b. As per OG 3.19(I) A member who has served five years in any specific Officership shall be ineligible to hold that Officership for the ensuing five years. If a member is elected to an Officer position 'in term' twenty-six weeks or less before the next Convention, that time served shall not be considered as part of the five years' period.

c. An officer absent, without just cause, from three consecutive meetings shall automatically become disqualified from membership of the Committee for that year.

d. The quorum for all meetings of Committees or Councils of the Association shall be one-quarter and not fewer than three of the members entitled to attend, unless these Rules or Bye-Laws provide otherwise.

e. Officers shall understand their roles and responsibilities as outlined by the GAA.

f. The Public Relations Officer shall establish a divisional PR committee made up of the PRO's from each club within the division.

g. The Midwest Treasurer must submit "Form 990" before April 30<sup>th</sup> of each year in order to keep the division's 501c3 non-for-profit status active.

#### **4. Annual General Meeting**

- a. The Annual General Meeting (AGM) shall be held each calendar year prior to December 31<sup>st</sup>.
- b. The divisional secretary shall send out notice of the AGM (date, location, and time) to all clubs four (4) weeks prior to the date of the AGM, along with all nominating and motion forms.
- c. Motions and nominations shall be submitted on the proper forms to the divisional secretary either by Post, e-mail, or fax and must be received two (2) weeks prior to the AGM.
- d. The divisional secretary will send out to each club the nominations and motions received from the clubs for the AGM one (1) week prior to the AGM.
- e. The following rules from the USGAA bylaws regarding the voting rights of the clubs shall be adhered to:
  - 1. The club delegates entitled to attend and vote are: Two delegates from each registered club
- f. Voting for officers shall be by secret ballot. Voting for all other matters shall be by show of hands, unless a vote by ballot is requested.
- g. All voting shall be decided by simple majority of the members present, entitled to vote and voting, unless the vote is for amending an existing divisional regulation; this shall need the consent of two thirds of the members present, entitled to vote and voting.

#### **5. Committees**

- a. The Divisional Board shall appoint a Competitions Control Committee consisting of One Representative from Each City within Midwest Territory as outlined in 1 above, who shall be responsible for the organisation of all games under the jurisdiction of the Divisional Board and dealing with all matters arising from such games other than those functions reserved to the Divisional Hearings Committee. It shall investigate and process matters relating to the Enforcement of Rules including hearing Objections and Counter- Objections. The names of the members of the Divisional CCC shall be submitted annually to the USGAA for approval. No member may vote on matters pertaining to their own club. The Divisional Board will designate a Chair and secretary from the members selected.
- b. In the organizing of its games and dealing with any matter arising, the Divisional Board's CCC will have the same Disciplinary powers as the County Committee. Hearings and Appeals arising from decisions of a Divisional CCC or against Divisional Board decisions will be heard by the USGAA Hearings or Appeals Committee or USGAA Management Committee, as appropriate, whose decision in all matters under its control shall be final. There shall be no appeal in any circumstances to Central Council.

## **6. Divisional Championship**

- a. At the AGM the delegates and the divisional officers shall determine the structure of the Championship for football, hurling, ladies' football, and camogie.
- b. A schedule for all competitions will be proposed by the divisional board and communicated to all clubs by February 28th each year, with a final schedule to be drafted and distributed by March 15th each year.
- c. The Home Team for each Fixture shall notify the Divisional Secretary, The CCC secretary and the Opposition club Secretary of the Time & Venue no later than seven days prior to the scheduled fixture.

1- The Home Team for each Fixture shall notify the Divisional Secretary, The CCC secretary and the Opposition club Secretary of the proposed match Referee no later than three days prior to the scheduled fixture.

(penalty for failure to comply with 6c and/or 6c.1 will be a fine of **\$50** payable to the Midwest division within 30 days.)

- d. The time, location, and date of a scheduled championship match shall not be changed without obtaining permission from the CCC.
- e. The Visiting team shall notify the Division, CCC and Home team of any objection to the proposed referee no later than two days prior to the scheduled fixture, In the event that the Home team cannot provide a Referee that is agreeable to the visiting team, the CCC Secretary will, after consulting with the Divisional Referee coordinator, appoint a referee for the game.
- f. In the event that an appointed or agreed upon referee, cannot or does not arrive to officiate the scheduled fixture on the day of the game, both teams may agree upon a substitute referee, either team may not subsequently appeal the outcome of the game based on referee qualification, following such an agreement. Should the teams be unable to agree on a substitute referee, the CCC should be immediately notified and the fixture shall be rescheduled.

### **g. Competition**

The Midwest competition structure will be discussed at the AGM each year and discussion points will be disseminated to all clubs as part of the AGM minutes. The structure will be finalized by the Divisional Board post-AGM.

**(see attached Midwest 2017 Competition regulations)**

### **h. Tie-breaker**

i. In the event of a tie in the divisional standings between two teams at the end of the championship, the following procedures shall be used to break the tie:

1. The total number of points scored by each team in both games played against each other will be calculated and the highest scoring team will progress. Exception: if either team in the two team tie situation forfeited either of their head to head games, the other team will automatically win the tie breaker regardless of scoring difference. *(If Applicable)*
2. In the event that the tie cannot be broken by 1 above a playoff game at a neutral venue will be proposed to both teams by the CCC to settle the tie. *(If Applicable)*
3. In the event that one or both teams will not agree to a playoff game at a neutral venue, the tie shall be broken by a Coin Toss, which will be conducted by the Chairman of the CCC.

j. In the event of a tie in divisional standings between three teams, the following procedures shall be used to break the tie:

1. Each teams total score, Subtracting the total scores against from the total scores for in head to head competition against each of the other two teams will be calculated, the totals will be compared for each head to head series and a winner of each head to head series will be determined based on these scoring differences, if one team of the three loses in both of its head to head series matchups, that team will be eliminated and the other two teams will move on to the two way tie process outlined in H above. If the three way tie cannot be broken move on to 2 below. *(If Applicable)*
2. The total aggregate score for each team in all games played against the two other teams involved in the tie will be calculated and compared to determine a winner. *(If Applicable)*
3. The total number of points scored in all games by all three teams will be compared.
4. A series of playoff games will be offered at a neutral venue.
5. Should all teams not agree to playoff games at a neutral venue the final determination would be made via random drawing (each team name placed in a hat and the CCC chairman would pull one team) Exception: in relation to 1 above, any team in the three way tie who forfeited any of their head to head fixtures would be automatically eliminated and the CCC will use H above to break the remaining tie

k. The winners of each competition shall be presented with a perpetual cup and a set of medals from the division.

l. The perpetual cup from each competition shall be returned to the divisional secretary no later than July 1 of the following year's Championship. Failure to return the cup shall result in a fine of \$200 payable to the division.

m. The club champions in possession of the divisional cup shall be financially responsible for any damage, mishaps, theft, or loss of the cup.

## **7. Registration**

a. All clubs will register their members using the GAA online registration system.

b. A printed signed copy of the club registration form and registration fees for the Midwest and USGAA shall be sent to the divisional registrar and received by him/her on or before April 30th of each year.

c. The affiliation fee for the Midwest shall be \$150 each year.

d. A player wishing to transfer from his/her current club to another club within the division must fill out a club-to-club transfer form and send it to the divisional registrar for approval.

e.

1. 1. All clubs must maintain a minimum of one fully certified referee as a requirement of competing in the championship.
2. The referee must be available to officiate home games
3. Division Referee Coordinator will arrange Referee Training and or recertification annually prior to registration deadline in order to ensure clubs remain complaint.

## **8. Miscellaneous**

a. The division shall, when financially possible, send the divisional chairman (or his designee if he cannot attend) to the USGAA Pre-Playoff meeting and USGAA Convention each year. The chairman will be reimbursed for his travel (flight, train, bus ticket or gas & tolls if driving) and two nights hotel.

b. Referees who travel to another city within the division to officiate a championship match shall be reimbursed for travel expenses (gas & tolls) by the two clubs competing in the match.

c. The division will pay referee expenses for all divisional finals

d. Immediately following any game (friendly or competitive) match, the referee must submit the final score of the match to the divisional secretary and PRO by either phone, text, or email.

e. The match referee must submit his report to the divisional secretary, PRO, and the secretary of the divisional CCC within 48 hours of the conclusion of the match using the official Midwest referee form. Non-competitive games only require a referee report. Failure to comply will result in a **\$50** fine levied on the home club, payable to the Midwest division within 30 days. (This regulation does not apply to inter division or inter county matches)

f. Officer Roles (note: these are meant simply as a guideline to assist officers in fulfilling their roles and responsibilities)

i. The Chairman as well as chairing the Executive Committee and other meetings, has prime responsibility for ensuring that the division is a well-organized, well managed and an active unit. The Chairman should be dedicated to the job, have good communication skills, have the ability to delegate key tasks and above all, be a person of integrity. Main Duties: The main duties of the Chairman are summarized as follows: • Provide leadership and management • Hold meetings • Uphold the bylaws/regulations of the division, county, and Official Guide • Plan ahead for the division • Uphold the mission, vision and values of the GAA.

ii. The Vice Chairman will preside as chairperson of meetings in the event the chairman is unable to attend. The vice chairman will play a support role to the chairman.

iii. The Secretary is the chief administrator. The duties are many and varied and call for a high degree of dedication. The Secretary has more to do with the practical running of the division than any other officer. He/she should be a good organizer, be methodical, and above all be reliable. The duties dovetail with those of the Chairman and it is essential that both officers work as a team of which the Secretary will very often be the more active person. Main Duties: Communication: - With clubs and officers, with the county Secretary and County Committee Meetings - Preparation for and follow up on assigned tasks Accurate recording of meeting minutes Administration: - Correspondence and keeping records - Divisional Planning - Assisting in developing a divisional development plan

iv. The Treasurer has responsibility for the safekeeping of the funds of the division. He/she is responsible for recording all income and expenditure and for reporting on the financial position of the division to the Executive Committee on an on-going basis. It is important to note that the Treasurer does not have to be an accountant to perform this role. However, he/she must have the ability to record all financial transactions, control expenditure in the division, plan and assist in fundraising and provide regular reports to the Executive. The Treasurer must not commit the division to any expenditure for which prior approval has not been given and should also be in a position to give ample warning to the division should funds be dwindling. The main duties: Management of divisional accounts, Keeping records Preparation of financial statements Preparing a financial budget, Fundraising and Sponsorship

v. Registrar: Registration is now facilitated on the on-line GAA Player and Member registration system, which is the only acceptable method of registering players and members with the GAA. Each Registrar is provided with a password to this system and therefore the Registrar needs access to broadband internet and have reasonable PC skills.

vi. PRO: Communications is one of the most important activities in the Association. The success of all units depends to some degree on the national and local image of the Association. There is always a need for a proper flow of information in the division. The main function of the PRO is to communicate with the general public on behalf of the division, presenting a positive image of the division and Cumann Lúthchleas Gael in the local community and beyond.

Remember:

1. Public Relations is the practice of managing the flow of information between the division and the public.

2. The biggest mistake that a PRO can make is to assume that people know what is going on.

vii. The Youth Officer should help each club within the division to develop a properly run youth program and organize training courses for coaches, mentors, and volunteers. Ensure, in as far as possible, that all Players, Coaches/Team mentors, Parents/Guardians, Officials and spectators adhere to the GAA Code of Best Practice for Youth Sport.

g. A fine of \$200 will be assessed on any club who fails to attend the Midwest AGM.