

## **BRITISH DARTS ORGANISATION LIMITED MEETINGS**

The management and control of the British Darts Organisation Ltd., shall be exercised through the auspices of regular Meetings, at venues, and at times to be determined by the Board of Directors.

The BDO Chairman shall notify all BDO Directors of Board Meetings, unless laid down in the Minutes of a previous Board Meeting.

The General Secretary shall notify all BDO Members of all BDO Full Council, and Annual General Meetings, through the principal contacts listed in the BDO Directory.

BDO Meetings shall be held on dates free of involvement in any BDO darts event.

The types of Meetings to be called, and a general synopsis of the business to be discussed in them shall be as follows ;

- (a) Board - BDO Directors only.
- (b) Full Council - BDO Directors, plus BDO Member County Councillors.
- (c) International - BDO Directors, plus International Representatives.
- (d) Annual General - BDO Directors, plus BDO Member County Councillors, plus International Representatives.

(a) **Board Meetings**

These shall be held at frequent intervals during the year and shall normally precede a Full Council Meeting, but may also be called independently of such Meetings, at the discretion of the Board of Directors.

**Business to be discussed shall include the following ;**

- 1. Management of all BDO affairs.
- 2. Control of Finance and Marketing.
- 3. Organisation and Control of all BDO darts events.
- 4. Discussion on negotiated terms of Sponsorship, and consequent implementation.
- 5. Planning of Overseas Tours, and internal tours for visiting darts bodies.
- 6. Organisation and Management of the British Inter-County Championships.
- 7. Formulation of policies to be applied throughout the BDO for the continuing standardisation, and improvement, through promotion, of the Sport of Darts.
- 8. Discussion on the amendment, addition, and revision of the BDO Playing Rules, and other regulations relevant to all BDO darts events.

(b) **Full Council Meetings**

These shall be held at frequent intervals during the Playing Season.

**Business to be discussed shall include the following ;**

- 1. Involvement in the British Inter-County Championships.
- 2. Member Counties involvement in the organisation, and promotion of darts events, at County, and, or Regional levels.
- 3. Relaying information, and documentation, relevant to BDO policies.
- 4. Standardisation, and improvement, through promotion, of the Sport of Darts.
- 5. Hearing, and consideration for acceptance of Applications to join the BDO.
- 6. Consideration and Approval of Recommendations made by the Board of Directors.
- 7. Introduction and Implementation of Sponsorship of BDO darts events.

(c) **International Meetings**

In order to discuss International affairs the Board of Directors shall be supplemented by representatives of the 'Home' International Members.

These representatives shall be called 'International Representatives' and shall be invited, by the BDO Chairman, to attend an International Meeting in order to discuss darts affairs relative to their Country Darts Body. Particular matters being discussed are the Nations Cup ; the British International Championships; involvement in the Europe Cup ; World Cup ; and other World, or International darts events ; and involvement in the World Darts Federation.

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## **MEETINGS** Continued .....

### **(d) Annual General Meetings**

Annual General Meetings shall be held in TWO parts ; the first part being in late August of each year, and the second part being in November of the same year, followed by a Full Council Meeting.

Business to be discussed in the first part shall include the following ;

1. To receive the Chairman's report.
2. To receive the General Secretary's report.
3. To receive a combined Group Director's report, if necessary.
4. To receive International reports from 'Home' International Members.
5. To elect Functional Directors.
6. To debate and vote on items put forward through the Board of Directors for inclusion on the Agenda of the Meeting that directly affect the British Inter-County Championship Playing Rules and Format.

Business to be discussed in the second part shall include the following ;

1. To receive the Accounts Director's report on the consolidated Accounts of the British Darts Organisation Limited, and its subsidiaries.
  2. To accept the audited Financial Statement of the consolidated Accounts.
  3. To appoint Auditors for the ensuing Financial Year.
- The second part of the Annual General Meeting shall be concluded before proceeding with the Full Council Meeting.

### **MEETING PROCEDURES**

The following procedures shall be adopted at all BDO Meetings

1. The BDO Chairman's ruling shall take precedence on all matters and shall be final always providing that such ruling lies within the framework of the BDO Rules and Regulations laid down in the BDO Authorised Handbooks.
2. A Member County Councillor desiring to address a BDO Meeting shall indicate, by raising his Voting Card, that he wishes to speak, and shall await the Chairman's permission to speak.
3. At a request from the Chairman, a speaker shall refrain from speaking, and shall resume his seat.
4. The BDO Directors shall have the right to introduce items on to the Meeting Agenda at any time, including during the Meeting.
5. Any Proposals or Amendments can only be put forward by a Full Member County, and must be seconded by another Full Member, before any debate, or voting can take place on such Proposals, or Amendments.

Such Proposals or Amendments must be submitted on County letter-heading, countersigned by TWO County Executive Officers and accompanied by an extract from the Minutes of the relative meeting in which the Member County resolved to put forward a Proposal or Amendment.

6. The Board of Directors may put forward Recommendations to the floor for debate, and voting upon, but a Recommendation must be taken up as a Proposal by a Full Member County, and seconded by another Full Member County.
7. Any Proposals, or Amendments made and seconded in a Meeting can only be withdrawn by the full consent of all Member County Councillors present at that Meeting.

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## MEETING PROCEDURES Continued .....

8. Items concerning the amendment, addition, or revision of the British Inter-County Championship Playing Rules and Format must be submitted to the BDO Director responsible for BDO Playing Rules by 31st May in each Playing Season.

Each submission must be made in writing, on County headed notepaper, in the form of a Proposal by one Full Member County, and seconded in a similar manner by another Full County Member.

Such Proposals or Amendments must be submitted on County letter-heading, countersigned by TWO County Executive Officers and accompanied by an extract from the Minutes of the relative meeting in which the Member County resolved to put forward a Proposal or Amendment.

Any sheets attached to Member County proposals should also be written on County headed notepaper and duly signed to validate their authenticity.

Each item in the submission must be clearly identified with the specific BICC Rule number/Clause numbers involved, with precise instructions relating to the affect that the item, if passed, shall have on the existing BICC Rule/Clauses.

9. Any submission which does not comply with the above procedure, in any respect, shall be declared invalid, and will not be placed on the Agenda of that Meeting.  
Submissions which are in compliance with the above procedure shall be circulated to all BDO Member County Secretaries for consideration and discussion at County level prior to the BDO Annual General Meeting.
10. Other items to be raised at Full Council Meetings, or Annual General Meetings, shall be sent to the BDO Headquarters in the form of a Proposal by one Full Member County, in writing on County headed notepaper, and seconded in a similar manner by another Full Member County.  
Such items must arrive at BDO Headquarters not later than '14' days prior to the respective Meeting.  
Any item which does not comply with this procedure shall be declared invalid and shall not be placed on the Agenda of that respective Meeting.
11. The Board of Directors reserve the right to exclude any item from the Agenda of a BDO Meeting, which in their judgement will be detrimental to the operation of the British Darts Organisation Ltd., or any of its subsidiaries, always providing that such exclusion does not contravene existing Company Laws.
12. During the Roll Call of Member Counties attending a BDO Meeting, the names of the Member County Councillors present shall be recorded by the BDO Minute Secretary. Apologies for Absence will also be recorded, but such recording shall not absolve a Member County's liability to pay a Non-attendance Fine.
13. Only TWO County Councillors are allowed to represent their own Member County Darts Organisation, or Association at BDO Full Council Meetings. TWO additional County Councillors are allowed to represent their own Member County Darts Organisation, or Association at BDO Annual General Meetings.
14. No additional persons to those listed in '12' shall be allowed into a BDO Meeting without the express permission of the BDO Chairman, or unless specifically invited to a BDO Meeting for a special purpose by the Board of Directors.
15. Press shall be made welcome to BDO Meetings, their presence being acknowledged and approved by the BDO Chairman, and recorded by the BDO Minute Secretary.
16. International Representatives of 'Home' International Members shall also be eligible to attend BDO Meetings, their presence being acknowledged by the BDO Chairman, and recorded by the BDO Minute Secretary
17. Tape recorders shall **NOT** be used in any BDO Meetings

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## **BRITISH DARTS ORGANISATION LIMITED**

### **VOTING PROCEDURES**

The following Voting Procedures shall be adopted at all BDO Meetings;

1. In Full Council Meetings, and Annual General Meetings each Full Member County shall have ONE vote on any items being put to the vote.
2. Member County Councillors will be issued with a Voting Card, which depicts the County's name, and during Voting, ONE of the Members County Councillors present shall raise the Voting Card to signify the casting of ONE vote. All Voting Cards must be handed in at the end of the BDO Meeting.
3. On every Vote taken the BDO Minute Secretary shall record Votes For, Votes Against, and Abstentions from Voting in the Minutes of the Meeting.  
A Member County Councillor is entitled to request that his Vote, in whatever manner it was cast, be recorded in the Minutes of the Meeting.
4. In the event of a 'tie' on an item being put to the vote the BDO Chairman shall have the right to exercise a 'casting' Vote.
5. On certain items, such as the Election of Directors, a ballot shall be conducted, the names of all persons standing for the election being listed in alphabetical order on the ballot paper. If no new nominations have been received, and all existing Directors are standing for re-election, then a ballot for the election of Directors is not necessary, however the Meeting must be asked to signify its approval of the re-election.
6. Member County Councillors shall record their County Vote on the ballot paper, which shall not be marked in any other manner, or it shall be declared void. Appointed scrutineers shall then analyse all Votes cast, and declare to the Meeting the correct numbers of Votes recorded against each name on the ballot. The BDO Chairman shall then declare the result of the ballot.
7. Items to be brought up under 'Any Other Business' in a BDO Full Council Meeting, shall only be allowed at the discretion of the BDO Chairman. No Voting shall take place on such items, but a Notice of Motion arising out of any discussion may be made by one Full Member County, which must be seconded by another Full Member County. Such Notices of Motion shall be recorded in the Minutes and then they may be brought up in the following BDO Full Council Meeting, or Annual General Meeting whichever is appropriate.

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