



LOUISIANA COLOR GUARD AND PERCUSSION CIRCUIT.ORG

BY-LAWS

As of
September 25, 2009

ARTICLE 1. NAME

Our organization shall be known as the "Louisiana Color Guard and Percussion Circuit" and will be referred to as "THE CIRCUIT" in the following document.

ARTICLE II. OBJECTIVES

The objectives of our organization are as follows:

To assist area color guard and percussion ensembles financially and through leadership in achieving a means to provide opportunity for competition corresponding but not limited to the Winter Guard International's rules and guidelines. To provide a means to facilitate the exchange of ideas and information on subjects of common interest, namely winter guard and winter percussion.

ARTICLE III. MEMBERSHIP

Section 1. Any bona-fide Color Guard or Winter Drumline is eligible for membership.

Section 2. There shall be two classes of membership.

- a. Competitive
- b. Exhibition

ARTICLE IV. DUES/FEES

Section 1. Membership dues shall be voted on at the annual circuit meeting and posted in the Contest Policies.

ARTICLE V. COMPETITIVE CLASSIFICATIONS

The Circuit offers the same classes that Winter Guard International offers plus any classes added by the Board of Directors and listed in the Contest Policies.

ARTICLE VI. MEETINGS OF MEMBERS

Section 1. **ANNUAL MEETING.** The Executive board shall decide the annual meeting of membership of the Circuit. During the meeting the election of the executive board for the ensuing year shall take place. The executive board shall take office immediately following elections. Also, the competition season shall be discussed and approved by quorum of the membership present.

- Section 2. SPECIAL MEETINGS. Special meetings may be held at the call of the executive director or by written notice of three (3) members of the executive board. At least five (5) days notice in writing of each special meeting shall be mailed to all members of the organization at their usual place of business or residence.
- Section 3. ORDER OF BUSINESS. Order of business at the annual meeting or special meetings called shall be as follows:
- a. Meeting called to order
 - b. Reading of minutes from previous meeting
 - c. Report of Executive Director
 - d. Report of Secretary
 - e. Report of Treasurer
 - f. Reports of committees (if any)
 - g. Old Business
 - h. New Business
 - Election of Officers
 - i. Forum
 - j. Adjournment
- Section 4. QUORUM. At least five (5) members in good standing present shall constitute a quorum for the transaction of business.
- Section 5. VOTING. Each paying school/organization in good standing shall have the right and be entitled to one vote, in person, upon every proposal submitted to vote at any meeting of the organization.
- a. Band Director/Organization Director of Director's Written Proxy

ARTICLE VII. ADMINISTRATION

- Section 1. THE ADMINISTRATION OF THE CIRCUIT shall be vested in the Executive Board to be elected by the membership. The executive board shall consist of the following:
- a. EXECUTIVE DIRECTOR
 - b. SECRETARY
 - c. TREASURER
 - d. TWO (2) MEMBERS AT LARGE: 1-GUARD; AND, 1-PERCUSSION

The executive board shall be employed with the power to interpret and enforce all rules and regulations as set forth in the by-laws and shall further have the power to decide on all issues not specifically covered by the by-laws. The Executive Director will administer the decisions of the executive board. The Executive Board shall act as an appeals board for the membership on matters of a by-law nature. All appeals must be submitted to the Executive Director in writing and must be acted on by the executive board within 10 days.

- Section 2. REQUIREMENTS:
Board shall come from interested persons at least 21 years of ages prior to the date of the elections willing to fulfill the responsibilities rendered by their elected office. Officers may be a member in good standing or a non-member. No member of the executive board shall hold more than one office.

- Section 3. TERM OF OFFICE:
Each board member shall hold office for one year, elected at the annual meeting and until his/her successor is elected.
- Section 4. DUTIES OF THE BOARD:
The Executive Board shall manage the business, property and affairs of the organization. The board shall develop policies and make recommendations concerning financial matters to the general membership, and in general assume responsibility for guidance of the affairs of the organization.
- Section 5. QUORUM FOR EXECUTIVE BOARD MEETINGS:
A majority of (3) of the members of the executive board shall constitute a quorum at any meeting of the board.
- Section 6. MEETINGS:
The Executive Director shall call executive board meetings. A quorum (3) must be in attendance in order to have a meeting.
- Section 7. RENUMERATION:
The Executive Director, Contest Director, Secretary, and Treasurer of the Circuit shall each receive an annual compensation for service to this organization.
- Section 8. VACANCIES:
Vacancies in the executive board shall be filled by the designation of a successor by a majority of the executive board and such successor shall serve for the remainder of the term.
- Section 9. REMOVAL OF BOARD MEMBER OR OFFICER:
Any of the elected or appointed officers can be removed from office by two-thirds vote of the membership at any meeting.

ARTICLE VIII. OFFICERS

- Section 1. OFFICERS:
The officers of the executive board shall be the officers of the Circuit.
- Section 2. EXECUTIVE DIRECTOR:
The Executive Director shall:
- a. Preside at all meetings of the executive board and at all membership meetings.
 - b. Perform all duties usually pertaining to the office of Executive Director.
 - c. Be Chairman of the Executive Board.
- Section 3. SECRETARY:
The Secretary shall:
- a. Learn and use the current edition of the "Robert's Rules of Order"
 - b. Record the minutes of all meetings.
 - c. Read the minutes of each previous meeting to membership.
 - d. Maintain committee reports (if any).
 - e. Carry on all necessary correspondence of the Circuit.
 - f. Make report at annual meeting and special reports when requested.
 - g. Perform such other duties as may be delegated to him/her by the executive board.

- Section 4. TREASURER:
The Treasurer shall:
- a. Be custodian of all funds and securities of the organization and collect interest thereon.
 - b. Keep a record of the accounts of the Circuit.
 - c. Deposit all monies of the Circuit in the name of the Louisiana Color Guard and Percussion Circuit in a bank designated by the executive board, subject to withdrawal for authorized purposes upon the signature of the treasurer or the Executive Director.
 - d. Perform such other duties as may be delegated to him/her by the executive board.

- Section 5. MEMBERS AT LARGE:
Members at Large shall:
- a. Attend the annual meeting and any meeting called by the Executive Director.
 - b. Vote on all issues presented them as board members of the organization.
 - c. Perform duties delegated to them by the Board of Directors.
 - d. Act as a representative for the units of the circuit.

ARTICLE IX. CONTEST DIRECTOR/CHIEF JUDGE

- Section 1. CONTEST DIRECTOR:
The executive board shall appoint a contest director for all circuit contests. The Contest Director shall not have a competing unit in the contest. The Contest Director will be the circuit official in charge of the competitive aspects of the event.
The Contest Director's duties will include:
- a. Assess penalties by the penalty judge.
 - b. Preside over pre-contest meeting.
 - c. Assists with equipment inspection.
 - d. Oversee and complete control of the tabulation process.
 - e. Distribute checks to judges.
 - f. Instruct each unit as to when to take the starting line.
 - g. Instruct and direct the runners to their duties.
 - h. Assist the announcer on the P.A.
 - i. Fee for the Contest Director shall be the same as a judge for each contest.

- Section 2. CHIEF JUDGE:
The executive board will appoint a member of the Judges Association to act as the Chief Judge.
The Chief Judge will:
- a. Be a voting member of the general membership.
 - b. Be responsible for securing and training all members of the Judges Association.
 - c. Assign all judges to all Circuit events.
 - d. Oversee the organization and operation of the Judges Association.

ARTICLE X. DISPERSEMENTS

All expenditures must be approved by a majority of the current board of directors.

ARTICLE XI. RULES OF ORDER

The latest edition of "Robert's Rules of Order" shall be the parliamentary authority for all matters of procedure not specifically covered by these by-laws.

ARTICLE XII. CIRCUIT SHOWS/COMPETITION

All circuit shows and their sponsors shall abide by the published Louisiana Color Guard and Percussion Circuit contest rules approved by the membership at the annual meeting. The appointed contest director shall assume the responsibility for implementation of designated rules and guidelines.

ARTICLE XIII. AMMENDMENTS

The Board of Directors and membership may amend, revise, add to, repeal, or rescind these by-laws and/or adopt new by-laws at pleasure by a quorum (3) of the Executive Board and 2/3 vote of membership present at the annual meeting, provided that ample notice of the proposed alteration, amendment, revision, addition, repair, or rescission of the by-laws or adoption of new by-laws has been given to membership.