

PREAMBLE

We, the members of the Florida Federation of Colorguards Circuit, incorporated, do hereby declare that the following constitution represents our love and dedication to the activity known as colorguard. The concepts within our constitution are, in our belief, necessary to achieve our goal, which is to present the most creative, educational, and entertaining art form possible.

CONSTITUTION OF THE FLORIDA FEDERATION OF COLORGUARDS CIRCUIT

I. AIMS AND GOALS

Our aims and goals are to utilize our collective influence to improve the ethical standards and quality level of the colorguard program, so it will be of maximum benefit to its youthful participants, and will continue to be worthy of the general public. This will be accomplished by the following:

- A. Presenting a unified approach as necessary to insure continued improvement of the rules under which we operate and compete.
- B. Working closely with those who judge our performances, to encourage continued improvement on the general level of education and competence of the judges, so that we can obtain consistent evaluation of our programs based on the rules.
- C. Cooperating with contest sponsors and the membership of the Florida Federation of Colorguards Circuit to:
 1. Insure that the Florida Federation of Colorguards Circuit receives enough sums of money to remain solvent.
 2. Obtain facilities and conditions which meet the colorguards needs and are commensurate with the sponsor's ability to provide them.
- D. Striving to improve the quality of our performances, so that the paying public will increase its support of our programs.
- E. To conduct a Circuit contest. (hereby called the Florida Federation of Colorguards Circuit Championships)

II. MEMBERSHIP ELIGIBILITY

- A. Membership in this organization is available in the following categories; colorguards and adjudicators.
- B. Membership commences upon the payment of dues, surety bonds and/or any previous financial obligations to this organization. Before membership is complete, the applicants must also be in compliance with Winter Guard International rules and regulations. Membership will cease at the initial membership meeting for the next subsequent season.

- C. All active members of the Florida Federation Judges Association will be considered members of the Florida Federation of Colorguards Circuit upon completion of all membership requirements for the Judge's Association. As members of the Florida Federation of Colorguards Circuit, they are entitled to all of the rights and privileges thereof.
- D. The Board of Officers for this organization reserves the right to refuse and/or disqualify any person and/or organization from current or future membership whose conduct is inconsistent with the goals or philosophies of the Florida Federation of Colorguards Circuit.

III. GOVERNING BODY

- A. This organization shall be named as Florida Federation of Colorguards Circuit, Inc. (hereafter referred to as F.F.C.C.).
- B. The administration of this organization shall be fully vested in the President, who shall have a cabinet of officers. This governing body shall be known as the Board of Officers. This Board will be nominated and elected by the representatives of the general membership.
- C. The Board of Officers shall consist of the following positions:
 - 1. President
 - 2. Vice President
 - 3. Secretary
 - 4. Treasurer
 - 5. Public Relations Coordinator
 - 6. Contest Coordinator
 - 7. Chief Judge
 - 8. Central Area Representative
 - 9. Southwest Area Representative
 - 10. Northeast Area Representative
- D. Elections shall be held at an appointed general membership meeting prior to the next subsequent season. The scheduling may only be held at another time with an approving majority vote of the Board of Officers.
- E. Voting procedures shall be conducted in accordance with F.F.C.C. By-Laws.

IV. FINANCING

- A. An annual budget will be prepared by the board or it's appointee(s).
- B. The budget will be reviewed; modified, if necessary; and approved by the Board of Officers.
- C. Each member will pay a share of the organization's cost as prescribed in the By-Laws.

V. AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

- A. The Constitution maybe amended by a 67% majority vote of the total membership.
- B. The By-Laws may be amended by a majority vote of the total membership.
- C. Policy shall be set by the Board of Officers

FLORIDA FEDERATION OF COLORGUARDS CIRCUIT BY-LAWS

I. DUTIES OF THE BOARD

A. The elected officers will assume duties as follows:

1. The **President** shall supervise all of the business affairs of the Circuit. He/She shall preside at all meetings of the Circuit. He/She will have the responsibility of signing/co-signing any contracts, commitments, and/or any other paper work pertinent to the running of the Circuit. The president may delegate duties to various committees to ensure the efficient running of the circuit.
2. The **Vice-President** shall assist the President. He/She shall run any and all meetings in the absence of the President . He/She shall serve as chairperson of all committees. He/She will perform all duties incidental to the office of Vice-President including those assigned by the President.
3. The **Secretary** shall keep a roster of all of the current membership including their name, addresses, and telephone numbers. He/She will be responsible for all official correspondence. He/She shall keep the minutes of the meetings and be custodian of the Circuit's official records and correspondence. He/She will be responsible for the updating and maintenance of the Circuit's By-Laws. He/She will perform all duties incidental to the office of Secretary including those assigned to them by the President.
4. The **Treasurer** shall have charge of and be accountable for all of the Circuit's funds. He/She will be responsible for the deposit and accounting of all moneys received by the Circuit and will be responsible for the disbursement of funds as approved by the President and the Board of Officers. At all general meetings, he/she will submit for acceptance a written financial report. He/She will maintain and have available current financial ledgers for review at all general meetings. The past records may also be available by formal request. He/She and others whom he/she permits to have access to the organization's funds shall be bonded. He/She will perform all duties incidental to the office of Treasurer including those assigned to him/her by the President.
5. The **Public Relations Coordinator** shall get informational reports from Area Representatives, scores from Circuit contests, and other points of interest and send them to all pertinent periodicals and information networks. They are responsible for developing promotional items to be sold throughout the season. They may appoint other people to serve with him/her on a committee to fulfill these responsibilities. The Coordinator and any appointed committee shall report to the Board of Officers and the Board shall have approval over all projects. They will perform all duties incidental to the office of Public Relations Coordinator including those assigned to him/her by the President.
6. The **Contest Coordinator** will handle all phases of running Circuit contests in accordance with the By-Laws and policies of the F.F.C.C., including, but not limited to, scheduling and assigning a Contest Director. He/She will be responsible to the membership through the President and will be governed by the contest rules and regulations of the F.F.C.C. and W.G.I.. He/She will be responsible for the transportation and maintenance of the Circuit sound system. He/She will also transport and keep accurate inventory of all Circuit promotional sales items. If necessary he/she will act in the capacity of announcer at Circuit sanctioned events.
7. The **Chief Judge** shall be responsible for the recruitment, education and assignment of all adjudicators for F.F.C.C. sanctioned events. He/She shall also serve as President of the Florida Federation Judges Association and represent adjudicators interests at all Board meetings. He/She, in conjunction with the Board of Officers will be responsible for maintaining the By-Laws of the Judges Association. He/She will perform any duties

incidental to the office of Chief Judge including those assigned to them by the President.

8. The **Area Representatives** are responsible for the distribution of information and correspondence to their respective areas. They will also represent the interests of their areas at all Board meetings and in any possible protests. They will perform any duties incidental to the office of Area Representative including those assigned to them by the President.
9. At such time that a Board position becomes vacant for any reason, the Board of Officers shall appoint an interim member so that the office vacated can continue to function. The interim member shall only serve until the next general membership meeting when an election will be held to fill the office.

II. OPERATING PROCEDURES

- A. The Circuit will have the following meetings:
 1. Initial membership meeting - shall be held no earlier than September 1.
 2. Annual Meeting - shall be held no earlier than May 1.
- B. Other meetings will take place as deemed necessary by the voting majority. The Board of Officers will meet one or more hours prior to all general membership meetings. Other Board meetings can be held at the discretion of the President.
- C. The election of officers shall be held during the Annual Membership Meeting and they shall serve until the next subsequent Annual Membership Meeting at which they were elected. Voting shall be by secret ballot of the current membership.

III. FINANCES

- A. Each member shall share in the expenses of the organization by paying fees based on classification as determined by the Board of Officers.
- B. Prior to the initial membership meeting the Treasurer shall be responsible for the preparation of a budget for the ensuing year. The budget will be approved by the Board of Officers.
- C. The Fiscal year shall be June 1- May 31.
- D. Any surplus funds as of the Annual Meeting shall be appropriated as directed by the Board of Officers.
- E. In the event of a shortage of funds, the Board of Officers may access the surety bond account to maintain the organization's solvency.

IV. CONTESTS

- A. F.F.C.C. will contract circuit contests throughout the season. These contests will run using W. G. I. approved contest rules, F.F.C.C. operating procedures (which are determined by the Board of Officers), and F.F.J.A. and/or W.G.I. approved judges.
- B. Contest rules will be made available to the circuit members and other contest participants.

V. CHAMPIONSHIPS

- A. Location and date shall be selected by the Board of Officers.
- B. It shall be the Vice-President's responsibility to make all necessary arrangements for the show within the guidelines provided by the Board of Officers.

- C. This show is open to any member unit which satisfies all requirements set forth in F.F.C.C. policies.

VI. AMENDMENTS

- A. As a part of the proceedings for the annual meeting, amendments to the F.F.C.C. Constitution and By-Laws will be voted on and accepted by the membership.
- B. All proposed Amendment changes must be presented to the Secretary TWO WEEKS prior to the Annual Meeting. These proposals will be distributed one week prior to being voted on at the Annual Meeting.
- C. Any member of the F.F.C.C. may present a proposal to the F.F.C.C. Secretary
- D. By-Laws may be amended with a 51% majority vote of the total membership.