

GULF COAST COLOR GUARD AND PERCUSSION CIRCUIT, INC.
BY – LAWS
REVISED 8.18.2024

ARTICLE I. NAME

Our organization shall be known as the “Gulf Coast Color Guard and Percussion Circuit, Inc.” 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, percussion and winds 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. Eligibility

Any bona-fide Color Guard or Indoor Percussion is eligible for membership.

Section 2. Classifications

There shall be two classes of membership:

- a. Competitive
- b. Exhibition

ARTICLE IV. DUES

Membership dues and a deadline for the date they are due shall be voted on at the annual circuit meeting and posted in the circuit’s Membership Guidelines.

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 will be listed in the Contest Guidelines.

ARTICLE VI. MEETINGS OF MEMBERS

Section 1. Annual Meetings

The annual meeting of membership of the Circuit shall be decided by the Executive Board. The election of the Executive Board for the following 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 members of the Executive Board. At least a five-day notice will be sent to the email address on file for all members of the organization.

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. Approval of minutes from previous meeting
- c. Report of Executive Director
- d. Report of Treasurer
- e. Report of WGI Executive Officers
- f. Reports of Committees
- g. Old business
- h. New business
- i. Election of officers
- j. Forum
- k. Adjournment

Section 4. Quorum

A simple majority of the members present shall constitute a quorum for the transaction of business.

Section 5. Voting

Each paying unit 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.

ARTICLE VII. ADMINISTRATION

Section 1. Executive Board

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. Vice President
- c. Treasurer
- d. Secretary
- e. Color Guard Representative
- f. Percussion Representative

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

The Executive Board shall come from interested persons at least 21 years of age prior to the date of elections willing to fulfill the responsibilities rendered by their elected office. No member of the Executive Board shall hold more than one office. No more than two board members shall be from any one school or unit.

Section 3. Term of Office

Each Executive Board member shall hold for a term of 1 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 this organization. The Executive 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

A majority 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 must be in attendance in order to have a meeting.

Section 7. 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 8. 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. Be the chairman of the Executive Board.
- b. Preside at all meetings of the Executive Board and at all general membership meetings.
- c. Relay information from the Executive Board to the Contest Director.
- d. Find housing and maintenance for the circuit trailer.
- e. Be available for the members of the Circuit to ask questions or communicate concerns.
- f. Oversee and or participate in flight reservations for Color Guard and Percussion Judges.
- g. Vote on all matters presented to the Executive Board.

Section 3. Vice President

The Vice President shall:

- a. Assist the Executive Director.
- b. Be available for the members of the Circuit to ask questions or communicate concerns.
- c. Vote on all matters presented to the Executive Board.

Section 4. Treasurer

The Treasurer shall:

- a. Be custodian of all funds and securities of the organization.
- b. Keep a record of the accounts of the Circuit.
- c. Make financial reports for all Circuit meetings and special reports when requested.
- d. Collect and deposit all monies of the Circuit in the name of Gulf Coast Color Guard and Percussion Circuit, Inc. in a bank designated by the Executive Board.
- e. Write checks and make withdrawals for authorized purposes.
- f. Distribute invoices to the members of the Circuit.
- g. Oversee and or participate in flight reservations for Color Guard and Percussion Judges.
- h. Be available for the members of the Circuit to ask questions or communicate concerns.
- i. Vote on all matters presented to the Executive Board.

Section 5. Secretary

The Secretary shall:

- a. Record the minutes at all Circuit meetings.
- b. Keep track of all agenda items for Circuit meetings.
- c. Keep all Circuit documents updated.
- d. Maintain Circuit Contact Sheet
- e. Obtain Committee Reports
- f. Be available for the members of the Circuit to ask questions or communicate concerns.
- g. Vote on all matters presented to the Executive Board.

Section 6. Color Guard and Percussion Representative

The Color Guard and Percussion Representatives shall:

- a. Act as a representative for the units of the circuit.
- b. Be available for the members of the Circuit to ask questions or communicate concerns.
- c. Vote on all matters presented to the Executive Board.

ARTICLE IX. CONTEST DIRECTOR AND CHIEF JUDGE

Section 1. Contest Director(s)

The Executive Board shall appoint a Contest Director(s) for all circuit contests. The Contest Director will be the circuit official in charge of the competitive aspects of the event. The Contest Director must not have direct affiliation as a director, instructor or consultant with any active performing unit in the circuit.

The Contest Director's duties will include:

- a. Prepare all Circuit badges for the season.
- b. Contact the Circuit Judges for travel and hotel arrangements.
- c. Coordinate with the Contest Host regarding judges travel information, circuit policies, gym set up, etc.

- d. Provide score sheets for the Judges at all contest.
- e. Oversee the tabulation and judge's commentary via Competition Suite at all contest.
- f. Preside over pre-contest meeting.
- g. Print awards and assist with retreat at each contest.
- h. Oversee the JC Connor Memorial Scholarship
- i. Oversee and or participate in flight reservations for Color Guard and Percussion Judges

Section 2. Chief Judge

The Executive Board will appoint a member of the Gulf Coast Judges Association to act as the Chief Judge. The Chief Judge's duties will include:

- a. Be a voting member of the general membership.
- b. Be responsible for securing and training all members of the Gulf Coast Judges Association.
- c. Assign all Judges to all Circuit events.
- d. Oversee the organization and operation of the Gulf Coast Judges Association.

Section 3 - Percussion Chief Judge

The Percussion Chief Judge's duties will include:

- a. Be a voting member of the general membership.
- b. Be responsible for securing and training all Percussion Judges associated with an accredited Judges association
- c. Assign all Judges to all Circuit events.

ARTICLE X. DISBURSEMENTS

All expenditures must be approved by a majority of the current Executive Board.

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 Gulf Coast Color Guard and Percussion Circuit, Inc. Contest Guidelines approved by membership at the annual meeting.

ARTICLE XIII. AMENDMENTS

The Executive Board and membership may amend, revise, add to, repeal, or rescind these by-laws and /or adopt new by-laws at pleasure by a quorum of the Executive Board and 2/3 vote of the General Membership present at any 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 members.