

# IMPERIAL SOVEREIGN COURT OF SPOKANE

Bylaws & Operational Procedures  
Revised 2026



This Document Contains the Bylaws and Operational Procedures of the Imperial Sovereign Court of Spokane

# IMPERIAL SOVEREIGN COURT OF SPOKANE BYLAWS

## PREAMBLE

We hereby associate ourselves together through the creation of the following beliefs and objectives and ordain for its government and protection of these Bylaws. As representatives of the LGBTQIA+ community and friends of the Inland Northwest, the Monarchs of the Imperial Sovereign Court of Spokane realm believe that said titles of Emperor/Empress/Emprex of Spokane should not be allowed to become the personal property of a few individuals but should be held in trust for all the people of the area.

## ARTICLE I: NAME OF ORGANIZATION

The name of the organization shall be: THE IMPERIAL SOVEREIGN COURT OF SPOKANE AND ALL EASTERN WASHINGTON, AKA, ISCS

## ARTICLE II: DESCRIPTION OF ISCS REALM

The realm of the ISCS shall be: East of the Cascade Mountain Divide; thence east to the Idaho-Montana border; thence North to the Washington-Canadian border; thence South to the Washington-Oregon border. The included counties of Washington are: Adams, Asotin, Benton, Chelan, Columbia, Douglas, Ferry, Franklin, Garfield, Grant, Kittitas, Klickitat, Lincoln, Pend Oreille, Okanogan, Spokane, Stevens, Walla Walla, Yakima and Whitman. The included counties of Idaho are: Benewah, Bonner, Boundary, Latah, Kootenai and Shoshone, because of the geographic nearness. We do recognize that this area belongs to the jurisdiction of the Imperial Gem Court of Boise, Idaho; and we include these counties so all residents may join, run for titles and vote in our elections.

## ARTICLE III: PURPOSE OF THE ORGANIZATION

The ISCS is a non-profit charitable organization that shall acquire, hold in trust and protect, for and on behalf of the LGBTQIA+ community and friends of the ISCS realm, those certain titles, styles and trade names: Emperor and/or Empress of Spokane or the office of the Emperor and/or Empress of the ISCS and/or similar style and all rights, royalties and/or permutations incident thereto; and cause said titles, styles and/or trade names to be used in a way that will be for the common good and general welfare of the LGBTQIA+ community, friends and residents of Spokane and the Inland Northwest (all Eastern Washington and Northern Idaho as described above) and of the United States of America.

## ARTICLE IV: DESCRIPTION OF MEMBERSHIP

The number of members of this organization and their sexual orientation shall not be limited. Any adult resident of the realm (21 years or over) shall be eligible for membership. The annual dues shall be \$15.00, payable to the Treasurer. Amount of the dues is subject to change with each reign. Membership runs from Coronation to Coronation. A member in good standing also known as a "Sponsor" is current with dues, does not owe the Court money and attends Court meetings regularly. This includes attendance at all official meetings, official fundraisers and ISCS functions: and he/she must conduct themselves in a manner conducive to the goals of the Court. You must be a paid member of the current reign of the ISCS for "30' days in order to vote on any decision that need the general Court membership approval.

## ARTICLE V: MEMBERSHIP BODY OF THE ISCS

The governing body of this organization shall be known as the Board of Directors. The purpose shall be to uphold and protect the Bylaws and Operational Procedures. Declarations, decrees, proclamations, elected, perpetual and granted titles are the sole responsibility of the College of Monarchs. The Board of Directors primary responsibilities lay in the financial and legal areas of the organization as is dictated for Non-profits, Charitable organizations, under Washington State law.

### BOARD OF DIRECTORS

The Board of Directors shall consist of President, Vice president, Treasurer, Secretary, Reigning Monarchs, President of the College of Monarchs, Sergeant-at-Arms and Court Member at Large. Any member in these positions may designate an assistant or associate for specific events or the purpose of training or any other need the Board of Directors may specify. This associate or assistant does not hold a voting or signing right while in that position.

1. The Board of Directors, except the President of the College of Monarchs, shall be elected yearly at the end of the first meeting of the new reign's general Court meeting.
2. In the event of the Resignation, of a member of the Board of Directors, the Board can appoint an interim Board member to fill the vacant position for thirty (30) days, then an election can be held.
3. Each year at the first Court meeting of the reign when voting is done for the Board of Directors positions, the only people who may be nominated must meet the qualifications listed here; the only people allowed to vote are paid court sponsorship
4. No Board member may resign to seek the title of Emperor, Empress, or Emprex of the ISCS.
5. Any Board member who misses three (3) regularly scheduled Board meetings during their term of office shall be deemed, unless excused as herein set forth, a resigned member of said Board. This does not include the reigning Monarchs. In order to excuse the Board member, said Board member must contact the Board President.
6. The Board of Directors of the ISCS shall meet on one specific and set day each month prior to the Court meeting. The meeting shall be called, conducted and officiated by the President of the Board. Business shall be conducted as described in these Bylaws. All general meetings of the Board of Directors shall be open to all persons. The Board shall have the option as to the time and place of the general meetings, but must post time and place of each meeting, at least one week prior to that meeting.
7. Special closed meetings of the Board of Directors shall be called when necessary for Board disciplinary actions only. Said meetings are closed to all but the Board of Directors.
8. All meetings and voting procedures of the Board shall follow the latest edition of exception Roberts Rules of Order. All members of the Board shall have one (1) vote, with the of the President, who votes only in the event of a tie. All issues coming before the Board of Directors need only a simple majority of fifty-one (51) percent to pass.
9. The Board of Directors must approve All Budgets and Expenditures. If an emergency arises, the reigning Monarchs may contact the Board President for approval up to \$100.00.
10. ALL expenditures must be verified with receipts. All contracts entered into the Board of Directors shall be from Reign to Reign only and must be signed by the Board President. Exceptions must be approved on a case-by-case basis by the Board of Directors.
11. All meetings of the Board of Directors must have a quorum of fifty-one (51) percent of the Board members present.
12. Any member seeking any office on the Board must be a member in good standing for thirty (30) days prior to the election of the Board. All Board members are to make public a contact e-mail address and

phone number. Anyone seeking a Board position must provide criminal background check upon request. Requestor must pay expense.

13. All Board decisions must be approved in accordance with our governing Bylaws. If discrepancies arise, refer to Roberts Rule of Order.
14. The board is responsible for two (2) fundraisers per year:
  - a. One (1) Marty V Children with or affected by HIV/AIDS fund.
  - b. One (1) for the General Fund.

## SECTION I: PRESIDENT OF THE BOARD OF DIRECTORS

1. The President of the Board is responsible for coordinating and overseeing all official voting procedures.
2. This person must have served on the Board of Directors for one full year or an active College member.
3. The President of the Board shall:
  - a. Be in charge of all regular and special Board meetings. The President of the Board is responsible for notifying all Board members of said meeting by the time of posting [no less than one (1) week].
  - b. Ensure that all the other Board members fulfill their obligations.
4. If these duties are not met and completed, it will be at the discretion of the Board of Directors to relieve and replace said officer.
5. The President does not have a vote, except in the event of a tie.

## SECTION II: VICE PRESTIDENT OF THE BOARD OF DIRECTORS

The Vice President shall:

1. Preside over Board meetings and assume the responsibilities in the absence of the President.
2. Catalog all ISCS property 3 times per year: once at acceptance of position, in May, and before the October Step-Down.
3. Be responsible for the storage of said property; said property MUST be stored properly.
4. Also create a tracking procedure for all items. This will include a log for accounting; checking in/out, a detailed list of any Court items not located in storage.

If these duties are not met and completed, it will be at the discretion of the Board of Directors to relieve and replace said officer.

## SECTION III: SECRETARY OF THE BOARD OF DIRECTORS

The Secretary shall:

1. Keep a master list of all court members, elected and granted titles.
2. Provide updated lists to board members.
3. Attend all Board meetings to keep minutes and report minutes of past meetings.
4. Keep all court correspondence up to date.
5. Keep all state papers, current Bylaws and other official papers, filed in a suitable container for easy access.
6. Appoint someone to take minutes of meetings in case of inability to attend.
7. Post-election results within 72 hours from the time of crowning/ascension for all elected titles, for a minimum of one (1) week.
8. Deliver up-to-date records to the new Secretary when the new Secretary takes office.

9. If these duties are not met and completed, it will be at the discretion of the Board of Directors to relieve and replace said officer.

#### SECTION IV: TREASURER OF THE BOARD OF DIRECTORS

The Treasurer shall;

1. File a new Board member list and 501(C)3 papers with the Secretary of State by March, 1st after the election of the new Board of Directors.
2. Attend all Board and Court meetings, or be excused. Keeping an accurate treasury ledger. The Treasurer shall give a monthly and quarterly report listing all fundraisers and expenditures of the previous fiscal period.
3. Establish and maintain a bank account requiring two (2) signatures and custody thereof each year, with the Treasurer, Secretary, President, to be the authorizing signatures on said bank account. However, checks must be written by either the Secretary or Treasurer. Each check issued by the ISCS must have two (2) signatures from the above listed positions.
4. The ISCS MUST not accept any check(s) from anyone unless said check(s) is approved. Approval is to be indicated by the initials of the Board member.
5. The Treasury ledger must be divided into usable/general and unusable funds. The unusable funds are:
  - a) ISCS EDUCATIONAL GIFT FUND
  - b) THE TCA & COMMUNITY SUPPORT FUND
  - c) MARTY V, SURVIVOR'S AND FAMILY AFFECTED BY AIDS MEMORIAL FUND
  - d) HOLIDAY FOOD BASKET GIFT FUND
  - e) KENNY MEALER CANCER AWARENESS FUND
  - f) TRAVEL FUND
  - g) GIGI PIERCE TRANS EMPOWERMENT FUND
  - h) THE WINDSOR ROSE FUND

All unusable funds shall be placed in an interest bearing account.

6. At the November general Court meeting of each and every year, the Treasurer shall make public a financial statement of the previous fiscal twelve (12) months (Coronation to Coronation).
7. If the Treasurer does not give the above report during two (2) consecutive Board meetings, they will automatically be considered to have resigned their position at the end of the second meeting, at which time a new Treasurer will be elected according to the Bylaws of the ISCS. Upon resignation or expiration of the term, the Treasurer must release all Court records to include but not limited to the following:
  - a) Canceled Checks
  - b) Ledger Sheets that list all deposits and expenditures for term of office
  - c) All duplicate deposit slips
  - d) Check book(s)
  - e) All reports
  - f) Receipt Book(s)
  - g) All ISCS property in possession
  - h) All quarterly meeting financial reports
8. Net proceeds of Coronation will be divided as follows:
  - a) Ten (10) percent of the net profit of the Coronation Ball shall go to a special fund selected by the immediate past Monarchs. Each may designate up to five (5) percent.

- b) Forty (40) percent of the remaining net profit is to be divided equally into each new reigning Monarch's travel fund.
  - c) Fifty (50) percent of the remaining profit is to be deposited into the General fund.
9. Travel Fund Guidelines:
- a) Only the reigning Monarchs may draw from the travel fund account.
  - b) The reigning Monarchs must attend a minimum of one (1) out of town Coronation at their expense before they may draw from their travel fund.
  - c) The reigning Monarchs must provide receipt(s) to the Treasurer of the Board totaling the amount of money they are requesting from their respective travel funds.
  - d) The reigning Monarchs may at any time have fundraisers to replenish their respective funds.
  - e) The reigning Monarchs shall each receive the cost of one night at the host hotel to attend the annual coronation of the Seattle, Washington Court out of the General Fund.
10. It is customary for the reigning Monarchs of the ISCS to give step-down gifts at Coronations when they represent the ISCS at out-of-town functions. The ISCS will cover this cost. Said gift limits will be:
- a) \$60.00 per Monarchs stepping down
  - b) \$40.00 per ICP stepping down
    - i. Due to rising costs, these amounts will be reviewed each year by the Board of Directors at the first Board meeting of the new reign; and a Board of Directors vote will be taken at this time to either raise the amount or leave it as is.
11. All debts of the ISCS must be paid by check or debit card and **all Court expenses must be verified by receipt.**
- a. A proper accounting of all receipts shall still be required.
12. All Court dues are to be paid to the Treasurer in order to maintain a Sponsorship in good standing.
- a. Any Board member may receive monies except the Reigning Empress or Emperor.
13. Fundraising:
- a. At all ISCS fundraiser events the Treasurer will accept all moneys or they shall appoint two (2) other Court members (one must be a Board member) in good standing to collect said monies.
  - b. At all events, the total dollar amount will be read by the reigning Monarch(s) present at the fundraiser, the Monarch(s) will be given a statement with the total dollar amount received listed clearly and signed by the Treasurer or representative and the individual hosting the fundraiser.
14. The Treasurer shall maintain the control of all the funds at all times, will handle deposits in a timely manner, as it allows for accurate bookkeeping.
- a. All deposits must be made within 72 hours.
15. The bank records may be reviewed by any Sponsor. Please make your request to the Treasurer. Requestor must be given access within one (1) week of request.
16. The Treasurer shall file an income tax return with the United States Department of the Treasury, Internal Revenue Service, by the due date each year.

## **SECTION V: REIGNING EMPEROR AND EMPRESS**

The reigning Monarchs are automatic Board members at the time of crowning with all rights and privileges and responsibilities of a Board member, each carrying one (1) vote. They are also required to attend all official meetings, official fundraisers and ISCS functions.

Refer to the Title Holders section for additional requirements. In the event of there is a Duo Empress or Emperor their votes are ½ votes.

## SECTION VI: PRESIDENT OF THE COLLEGE

The President of the College is an automatic Board member when elected to this position with all rights, privileges and responsibilities of a Board member. The President of the College must be a member of the ISCS College of Monarchs. It will be the requirement of the President of the College, to attend all Bylaw meetings with a copy of the Black Books, containing all declarations from the previous reigns. If it is not possible to attend those meetings, they are to give the Black Books to the reigning Monarchs who are attending.

## SECTION VII: SERGEANT AT ARMS

The Sergeant at Arms is responsible but not limited to enforcing respect for all during the meetings and ensure a respectful meeting ensues. Sergeant at Arms will call for “Order” when necessary. They have the right to remove Sponsors or anyone not being cooperative from a meeting/event. In the event of an odd numbered Board, the College President assumes the role of the Sergeant at Arms.

## SECTION VIII: COURT MEMBER AT LARGE

The Court Member at Large shall be elected annually at the November general Court meeting. The Court Member at Large is a liaison for the ISCS and is responsible for reaching out to other LGBTQIA+ organizations and community businesses that want to support the ISCS. (ie: attend their meetings, events etc.; let them know what we are doing; report back to the Board about what they are doing and how we can assist). The Court Member at Large is the primary person responsible for managing the ISCS social media accounts.

## ARTICLE VI: CODE OF CONDUCT OF THE ISCS

The ISCS is a community-based organization dedicated to providing financial assistance to other likeminded local non-profits and businesses. Participation in the organization is subject to the observance of the organization’s rules and procedures. Any Sponsors, Title Holders, Board of Directors or College of Monarchs who violates this Code is subject to discipline, up to and including removal from the Organization.

1. All parties will abide in all respects by the ISCS Code of Ethics and all other rules and regulations of the association (including but not limited to the association’s articles of Incorporation, Bylaws and Operational Procedures) and will ensure that their membership in the association remains in good standing at all times. Furthermore, all parties will at all times obey all applicable federal, state and local laws and regulations and will provide or cause to provide the full cooperation of the association when requested to do so by those institutions, as are required by law.
2. All Sponsors, Title Holders, Board of Directors and College of Monarchs, will conduct the business affairs of the association in good faith and with honesty, integrity, due diligence and reasonable competence.
3. Except as otherwise required by law, NO Sponsors, Title Holders, Board of Directors or College of Monarchs, shall share, copy, reproduce, transmit, divulge, or otherwise disclose any confidential information related to the affairs of the association. Each member of the Board will uphold the strictest confidentiality of all meetings, applications and other deliberations and communications.
4. Sponsor’s, Title Holders, the Board of Directors and College of Monarchs, will exercise proper authority and good judgment in their dealings with other associations, members of the ISCS, and the general public in a responsible, respectful and professional manner.
5. All Sponsor’s, Title Holders, Board of Directors or College of Monarchs, will NOT misuse association property or resources and will at all times keep the association’s property secure and not allow any person not authorized to have or use such property.

6. Upon completion of term of office or termination of service, they will promptly return to the association all documents, electronic and hard files, reference materials, and any other property entrusted to them for the purpose of fulfilling their job responsibilities within seventy two (72hrs). Such return will not abrogate them from their continuing obligations of confidentiality with respect to information acquired as a consequence of their tenure.
7. All Sponsor's, Title Holders, the Board of Directors and College of Monarchs, will dedicate themselves to the leading by example, in serving the needs of the association and its members also in representing the interests and ideals of the ISCS at large.
8. All Sponsors, Title Holders, Board of Directors and College of Monarchs, when encountering potential conflicts of interest, all parties will identify the conflict as required, remove themselves from all discussions and voting on the matter.
9. All Sponsors, Title Holders, Board of Directors and College of Monarchs, will avoid placing (and avoid the appearance of placing) one's self-interests or any third-party interest above that of the association.
10. All Sponsors, Title Holders, Board of Directors and College of Monarchs are to not abuse their position by improperly using services, equipment, resources, or property for personal or third-party gain or pleasure; they shall not represent to third parties that their authority as a Sponsor, Title Holder, Board of Directors, or College of Monarchs extends any further than that which it actually extends.
11. All Sponsors, Title Holders, Board of Directors and College of Monarchs, will not engage in or facilitate any discriminatory, bullying or verbal, physical or visual harassing behavior or others in the context of activities relating to the association.
12. All Sponsors, Title Holders, Board of Directors and College of Monarchs, shall not bring any Weapons, Guns, Knives or Drugs to any community meetings, functions.
13. All past and present Titleholders must honor their title and be responsible for the dignity and public image of said title.
  - a. Conduct that causes embarrassment of, or ill will toward the ISCS, in or out of town, shall be cause for review of the situation by the reigning Board of Directors and College of Monarchs. These governing bodies can suspend and/or use the impeachment process, if necessary, to enforce these operational procedures.

## ARTICLE VII: Social Media Policy

This policy includes all forms of Social Media: Official Website, Facebook, Twitter, Instagram, YouTube or any account made under ISCS or any official printed material is the sole intellectual property of the ISCS.

Due to the issues in the past regarding social media there will be a "keeper" of social media designated by the President of the College of Monarchs. The "Keeper" will remain the Admin to All Social Media accounts on behalf of the ISCS to ensure that each reign can utilize the media platforms and have access to them.

The "Keeper" of social media must give full access to All social media accounts to the reigning Monarchs as (Moderators) within 24 hours from step-up, so they can greet their community

The Stepping-down Monarchs must hand over within 24 hours:

1. All social media related to the ISCS (not controlled by the Keeper).
2. Login information to the main email

The stepping-down Monarchs will do a "stay year" on the Facebook pages as Moderators, to help ensure a smooth transition and help out if needed. After that you will be removed by the "Keeper".

All social media interactions must remain civil. You will be held accountable for what is posted online. Interactions that harm the court in anyway may result in your dismissal from the ISCS.

# IMPERIAL SOVERIGN COURT OF SPOKANE BOOK OF TRADITIONS

## ARTICLE I: COLLEGE OF MONARCHS

The College of Monarchs shall be the Protectors, Mentors and Guardians of the Imperial Sovereign Court of Spokane and All Eastern Washington. Membership for the College of Monarchs is as follows:

1. Be elected/appointed to the position of Emperor/Empress.
2. Have served the complete term of elected/appointed position.
3. Meet the residency requirements as outlined in these Bylaws.
4. Honorary membership of the College of Monarchs may be granted by Declaration and at no point may have the right to vote or carry proxy votes.
5. In order to be perpetualized as an Honorary member of the College of Monarchs, an individual must have been actively involved in the ISCS for a period of at least three (3) years. Such involvement may include, among other things, having been a Title Holder or Board member.
6. The President and Vice President of the College shall be elected by a simple majority vote of the voting members of the College at the first College meeting following Coronation.
7. The Vice President will act only in the absence of the President, including voting on the Board of Directors. In the event of the resignation or removal of the College President, a new College President is to be elected by the College prior to the next General meeting of the ISCS
8. Proxy votes will be allowed in votes by the College of Monarchs if the following guidelines are adhered to:
  - a. All proxies shall be given for one (1) meeting only and must be renewed prior to each meeting.
  - b. All proxies must be in writing and given to the Secretary of the College, who shall be responsible for keeping said proxies safe and who shall have said proxies at any College meeting for review.
  - c. Duplicate copy must be kept by the Monarch.
  - d. No proxy may be used without a copy being physically present at a College meeting.
  - e. Each monarch may hold no more than two (2) proxy votes per meeting.
9. Meetings of the College shall be held no less than quarterly. It shall be responsibility of the College President to notify College and Board members of the date, time and location of the meetings.
10. Additional meetings may be called as deemed necessary by the College President, or Board of Directors, or other circumstances requiring such meetings.
11. The College of Monarchs shall be responsible for a quarterly review of the financial statements, as well as the budgets. The College of Monarchs can make recommendations to the Board of Directors, as well as assist the Emperor/Empress regarding budgets.
12. The College shall also be responsible for a thorough audit of any and all documents pertaining to the financial status of the ISCS at the quarterly meetings and each time a new Treasurer is elected.
13. The College of Monarchs shall have the right by two-thirds majority vote of the entire voting membership in the College of Monarchs to override the Board of Directors in the event that a rogue Board should become in power in the ISCS. This is done as a protection to provide a check and balance system.
14. The College of Monarchs shall be consulted and a vote must be taken prior to any declaration by the elected Emperor/Empress being altered or changed. This vote must be done with formal notice being sent out and must have the approval of the Monarch who wrote said declaration.

15. In the event of special meeting College members must be notified a minimum of 72 hours in advance via United States Postal Service or electronic communication (e- mail, message board).

## ARTICLE II: DECLARATIONS & PROCLAMATIONS

The College shall approve all declarations issued by the reigning Monarchs with a 51% majority vote of the College members present.

1. The original of all declarations and proclamations must be filed in “The Black Books”.
  - a. There will at all times be two copies of “The Black Books” to be in the possession of the President of the College of Monarchs and the by the Secretary of the Board of Directors.
2. College members must be present to vote on all declarations, unless attending via teleconference.
3. Appointment of ICP’s will still require approval of 51% of current voting members of the Board of Directors & College members in the realm.
4. College of Monarchs shall approve, by 51% majority of those present, all perpetual titles.

### SECTION I: DECLARATIONS

1. Declarations not approved by the College of Monarchs may not be taken to the General Membership.
2. Declarations shall be effective as of Coronation weekend of stepping down Monarchs.
3. Perpetual titles shall be in effect as of the date approved by the College of Monarchs.
4. Declarations may only be removed or altered by the College member that wrote them, or 51% vote of the College of Monarchs if the original Monarch is deceased.
5. General Members and/or the Board of Directors may request that the College make revisions or amendments needed to the Bylaws/Declarations by following the amendment procedure.
6. Declarations must be given to the Secretary of the College upon approval.
7. No future Declaration may include the addition of fundraisers, awards, or additional travel duties for any title.
8. No future Declaration may be made that name a specific individual or group of named individuals, excluding perpetual titles.
9. Any Declaration altered/removed by the College will be considered permanent.

### SECTION II: PROCLAMATIONS

May be given by the Reigning Monarchs, for their reign only and are not to be Court Law or part of these Bylaws. They may not decree or proclaim anything for their year that may be in Violation of these Bylaws or Operating Procedures. Proclamations shall be effective on the date of their presentation to the Court Sponsorship and General Public.

## ARTICLE III: ELECTED TITLES, CANDIDACY RULES & DUTIES OF TITLES

Candidate Bonds for the following titles are as follows:

Emperor/Empress/Emprex	\$150.00
Mr., Mx., Miss., Ms. Gay Spokane	\$75.00
Sultan/Sultana of the Columbia Basin	\$75.00
Mr., Mx., Ms., & Miss Wrangler	\$ 35.00
Miss & Lady Debutant, Imperial Knight & Cadet	\$ 25.00

Candidate Bonds cover the cost of Regalia (to be placed in the Regalia Fund) and are NOT refundable. They are to be collected at their respective Board of Reviews.

In order to be eligible to seek an elected title:

1. One of the requirements currently detailed in these Operating Procedures is to attend a certain number of Court meetings prior to the Review of Candidates for the titles you are seeking. The number of court meetings is detailed for each title in their specific candidacy requirements.
  - a. You must sign the court roster at each meeting to prove your eligibility.
  - b. If you are unable to attend the Court meeting as a result of acts of God, medical issues or work-related reasons, the reigning Monarchs may excuse you. Otherwise, each Court member present at the meeting must sign his/her own name on the Court roster.
  - c. An excused absence shall be treated, for all intents and purposes, the same as actual attendance at the meeting.
  - d. Missing three (3) events or meetings without being excused (which do not have to be consecutive) may result in disciplinary action as set forth elsewhere in these operating procedures.
2. They must fulfil their terms of office before they can be appointed to and/or elected to another title of the ISCS.

## SECTION I: BOARD OF REVIEWS

All candidates seeking any elected title of the ISCS must live in the realm and appear for an individual interview before the Board of Directors, College of Monarchs, and Community. Board of Reviews will be conducted by the President of the College of Monarchs.

1. The reigning Monarchs will accept letters of intent and schedule Board of Reviews for each title.
  - a. The purpose of the appearance before the Board of Reviews is to substantiate their qualifications and pay their candidate fee. The Secretary of the Board verifies attendance at the required meetings. The Treasurer accepts the candidate bonds and verifies paid membership.
  - b. Immediately following the meeting for qualifications, the open forum shall begin.
  - c. The review of candidates for Sultan/Sultana of the Columbia Basin candidates shall be held exclusively in the Tri-Cities.
2. All candidates seeking elected titles must attend the Board of Reviews.
  - a. If, due to illness or work schedule, a candidate cannot attend, they may appoint a representative with the approval of the reigning Monarchs.

## SECTION II: ALL ELECTED TITLES

1) Attendance requirements:

- a) Monarch candidates must have attended and signed the Court roster for the last six (6) consecutive Court meetings prior to their review of candidates; must reside in the realm; been a Court member in good standing from the first Court meeting of the new reign and be eligible for bond for the title they seek.
- b) Mr., Mx., Miss., Ms. Gay Spokane candidates must have attended and signed the Court roster for the last six (6) consecutive Court meetings prior to their review of candidates and must live within the realm, have been a Court member in good standing for six (6) months prior to their review of candidates for the title they seek.

- c) Sultan/Sultana candidates must be a paid Court member in good standing and must have been physically present at one court meeting prior to the filing of their letter of intent.
  - d) Miss/Lady Debutante and Imperial Knight/Cadet candidates must be a Court member and have never held and completed an official title within the ISCS.
- 2) It is the intent and purpose of every elected Titleholder to reign a full year. Should any elected Titleholder or heir apparent move out of the realm before they have completed their term as a Titleholder as described in these operational procedures, they shall forfeit their title and are required to return their crown/medallion.
    - a) Merely having a mailing address within the realm is not acceptable. You must physically reside in the realm of the ISCS, as described in Article II of the ISCS Bylaws.
  - 3) All Titleholders of the current reign must attend all Court meetings, fundraisers and functions sponsored by the ISCS unless they are excused according to the operational procedures regarding absences.
  - 4) Candidates seeking any elected title must submit in writing, to the reigning Monarchs, a letter stating their intent to run prior to Board of Reviews for each title.
  - 5) Candidates must be at least 21 years of age and be able to present proof of such with a valid form of identification (i.e., driver's license, passport, state/federal government ID card, school ID card with birth certificate).
  - 6) Potential candidates must not post or distribute campaign literature until after the Board of Reviews.
    - a) If this provision is violated, the Emperor and Empress shall hold a review to determine whether or not they will be denied candidacy for that position for that year.
  - 7) Candidates may not have a running mate, or seek together as one, any elected title.
  - 8) All elected titleholders may appoint committee heads for their functions, with the approval of the reigning Monarchs.
  - 9) The only elected titleholders allowed to grant titles are the Monarchs. Elected titleholders may not have courts of their own. Elected titles may appoint escorts at all ISCS and out of town functions, if they so wish, and these escorts may use the title of Prince or Princess Consort for said function, with the approval of the Monarchs.
  - 10) If a candidate for any title does not meet the requirements for that title, no exception can be made.

### SECTION III: MONARCH CANDIDATES

- 1) In the event there is no candidate for the position of Emperor, Empress, or Emprex, the College of Monarchs at the September College meeting shall elect a member of the College to be elevated to Regent. Such election shall be held as follows: the notice of the September College meeting shall include a statement that such election will take place. Any previously elected Monarch (with the exception of presently reigning Monarchs) who wishes to be considered for such position must appear at the meeting and is required to pay a nonrefundable bond \$150.00 to be included in the election process. The President of the College (or President of the Board in the event of the President of the College's inclusion in the election process) shall then conduct a closed ballot vote to choose the individual to be elevated to the specific title. The elected individual will be crowned at Coronation and shall assume the next successive number.
- 2) In the event a candidate for Emperor, Empress, or Emprex is not voted, the stepping- down Monarchs will not be asked to carry on another year. Instead, the previous Monarchs shall be asked, in descending order (ex: Reign 50-1), to accept the position of Emperor, Empress, or Emprex and shall assume the next successive number. Should no previous Monarch accept the title, it shall be offered to Honorary members of the College of Monarchs in ascending order (ex: 1-10).

- a) If a Monarch candidate receives a “no vote” in a community vote, that candidate will not be eligible to be elevated via the line of succession.
- 3) ICP’s are ineligible to run for Emperor or Empress the following year (ex: ICP 49 may not run as Emperor/Empress 50).

#### SECTION IV: REIGNING MONARCHS

The reigning Monarchs are joint sovereign rulers of the ISCS. The primary responsibility of the reigning Monarchs is to uphold their oath of office, represent the people and body of the ISCS, and uphold the Bylaws and Book of Traditions.

No Monarch may seek or be appointed to any title lower than Monarch without the consent of the College of Monarchs.

Monarchs must serve their term of office before applying or running for another position or title.

Any candidate seeking the position of Emperor, Empress, or Emprex of the ISCS must have held an elected title, Board of Director’s position, or Imperial Crown Prince/Princess/Princex title with in the ISCS. Said candidate must have fulfilled all requirements and obligations of the position they held. There are no exceptions.

The reigning Monarch’s requirements and responsibilities:

1. Must represent the realm at out-of-town functions as well as build good will among all people.
  - a) Travel requirement for the reigning Monarchs is to attend a minimum of five (5) out-of-town Coronations.
2. Shall serve on the Board of Directors during their reign.
3. Must set up a court membership and sponsorship in alignment with the requirements set forth according to the Bylaws and Operating Procedures of the ISCS.
4. Investitures are to be held within forty-five (45) days after Coronation.
  - a) This investitures show is the responsibility of the previously reigning Monarchs.
  - b) It is the responsibility of the Monarchs of the previous reign to introduce the newly crowned Monarchs at investitures.
  - c) The new Monarchs will utilize this event to name their new Court and establish titles for their year.
5. Must have no less than one (1) Court meeting per month, with the exception the month of Coronation.
6. Are responsible for the Court Treasury, to keep it secure and out of debt and leave a minimum of \$1,500 at the end of the reign.
  - a) To help build the Court treasury the Monarchs shall have 50% of the Coronation budget paid and/or in the treasury prior to Coronation.
7. Shall see to the crowning of their successors.
8. Must defend the dignity of elected and perpetual titles.
9. May submit declarations or proclamations for the benefit of the realm, as previously set forth in these operational procedures.
  - a) May grant perpetual titles not to exceed a total of three (3) each during their reign.
  - b) A nominee can only be approved by the majority vote of the Board/College of Monarchs that are present at the time of nomination.
  - c) Each year reigning Monarchs, at any time, have the right to name an out- of-town Monarch as their “Half” title.

- I. These titles are in name only and are for protocol purposes. This title will be considered one of the Monarch's perpetual titles, with approval by the College of Monarchs..
- d. Only the reigning Monarchs may give out perpetual titles of Imperial Enchanter, Enchantress, and Enchantrex.
  - I. These perpetual titles may only be given out at the end of the reign.
  - II. These titles have the same rank, dignity and honor of Court titles of Emperor, Empress, and Emprex Emeritus.
  - III. They will be recognized in their numerical order.
  - IV. The holder of this title does not have voting rights, but holds an honorary position in the College of Monarchs.
  - V. The requirements for these titles are set forth above in these Operational Procedures.
  - VI. These titles are owned by the College of Monarchs.
- 10. May grant awards of merit and create committees to raise money for the good of the ISCS.
- 11. Have the power and privilege to determine rules and procedures of all Court entrances.
- 12. Must enter together in all out-of-town entrances.
- 13. Must maintain respective advisory councils consisting of persons of their choosing.
  - a) The purpose of these councils is to advise and assist the reigning Monarchs.
- 14. Prior to the public announcement of the new Imperial Crown Prince/Princess/Princex:
  - a) All candidates running for Emperor/Empress/Emprex must obtain written approval of their choices for Imperial Crown Prince/Princess/Princex signed by the College of Monarchs and Board of Directors prior to Coronation.
- 15. Each year the Reigning Monarchs must raise no less than:
  - a. \$500.00 for the Monarch Memorial Scholarship fund.
  - b. \$500.00 for the holiday food basket fund.
  - e. \$500.00 for the Homeless Population (The Windsor Rose Fund) within the first 4 months of Coronation.
- 16. Regalia:
  - a. The Emperor will be entitled to a Memento of their reign. The cost of this Memento will not exceed \$300.00, and the cost of said Memento is the responsibility of the ISCS. The Emperor also gets a medallion.
  - b. The Empress is crowned with the "Washington State Crown".
  - c. The Emprex may choose whether to opt for the Washington State Crown or the medallion and Memento.
  - d. The Monarch may keep their regalia upon completion of their reign.
  - e. One memento/Crown per person, **NOT** per reign.
- 17. The reigning Monarchs may host the annual Mr./Miss Turnabout Costume Pageant in role reversal attire.

#### SECTION V: MX, Mr./Ms. & MISS GAY SPOKANE

##### Requirements and responsibilities:

1. Gay Spokane candidates must have attended and signed the Court roster for the last six (6) consecutive Court meetings prior to their review of candidates; must reside in the realm; been a Court member for a minimum of six (6) months and be eligible for bond for the title they seek.
2. These titleholders shall attend and represent the ISCS at a minimum of three (3) Out of Town Gay Pageants. The Gay Washington Pageant will be considered an out-of-town pageant.

3. They may present the Gay Pride Award at their yearly pageant to one person, organization, or couple. (See Article IX, Sec VI)
4. Mr., Mx., Ms. and Miss Gay Spokane shall be addressed as his/her/their Royal Highnesses.
5. It is the responsibility of the reigning Gay Spokane's to hold a minimum of two (2) fundraisers during their reign.
  - a) They will be responsible for raising a minimum of \$250 for the scholarship fund.
  - b) They must also hold one (1) fundraiser for the ISCS General Fund.
6. They will coordinate and host hospitality for Coronation.

## SECTION VI: SULTAN AND SULTANA OF THE COLUMBIA BASIN

Requirements and responsibilities:

1. Sultan and Sultana shall be addressed as His/Her/Their Imperial Highness.
2. These titleholders should attend and represent the ISCS at a minimum of three (3) Out of Town Gay Pageants. The Gay Washington Pageant will be considered an out-of-town pageant.
3. It is the responsibility of the reigning Sultan and Sultana to hold a minimum of two (2) fundraisers during their reign.
  - a) They will be responsible for raising a minimum of \$250 for the scholarship fund.
  - b) They must also hold one (1) fundraiser for the ISCS General Fund.

## SECTION VII: MISS/LADY DEBUTANTE & IMPERIAL/CADET KNIGHT

Requirements and responsibilities:

1. Debutante and Imperial Knight candidates must be a Court member and have never held and completed an official ISCS title.
2. These titleholders shall be responsible for recruiting, helping and advising new talent interests.
3. They must also hold two (2) fundraisers per year.
  - a) One (1) Community Support Fund.
  - b) One (1) for the General Fund.
4. All four of these titleholders shall be addressed as his/her/their Serene Highnesses.
  - a) All past Foxy Ladies shall be recognized and honored at each Debutante/Imperial Knight Pageant
5. Miss/Lady Debutante and Imperial Knight/Cadet may choose the recipient of The Eunice Mae Louise Achievement Award. (See Article IX, Sec V)

## SECTION VIII: SYMBOLS OF OFFICE & STEP-DOWN EVENTS

1. Symbols of Office:
  - a) The symbols of office for the male line that will be provided by the Court is a Medallion.
  - b) The symbol of office for the female line-that will be provided by the Court is a Crown.
  - c) The symbol of office for the nonbinary/gender neutral line that will be provided by the Court is a Crown or Medallion but not both.
  - d) Upon completion of their term of office the stepping down titleholder will retain ownership of their symbol of office.
2. Step-down Events.
  - a) Door procedure:
    - I. The Treasurer of the Board Directors is responsible for:

- A. Arranging for Door Staff prior to the event.
  - B. Supplying bank from General Fund to make change at the door.
  - C. Wrist bands or door stamp to show admission was paid.
- b) Ticked events.
- I. Coronation will have tickets.
    - A. Tickets for Coronation will be numbered, will be two parts with one side being retained at the door and will include the event name, price of admission, date and location.
- c) Non-paid admission.
- I. Stepping down titleholders, candidates, reigning Monarchs, vendors and Board approved volunteer staff, and Coronation/Pageant Chair.
3. Coronation/Pageant Chair Responsibilities:
- a) Must submit pageant budget to the Board:
    - I. Coronation: nine (9) months prior to the event.
    - II. Gay Spokane: six (6) months prior to the event.
    - III. Wrangler & Debutante/Imperial Knight/Cadet: three (3) months prior to the event.
  - b. Must oversee all applications aspects of the event including but not limited to:
    - I. Advertising and Printing:
      - Posters, Flyers, social media, Tickets, Mass Mailings, Coronation Specific Tri-Folds, Protocol Assembly.
      - Programs: The only programs that the ISCS will pay for are the Mr., Miss, and Ms. Gay Spokane Pageant and Imperial Coronation. This does not mean that the other titleholders cannot have a program; it simply means that the ISCS will not pay for it.
    - II. Set design and Assembly.
      - Must arrange set setup and teardown volunteers.
      - Must arrange for runway/set lights and spotlight(s).
      - Must provide Treasurer with work list for event with volunteer names at least four (4) weeks prior to the event. Including floor/set manager.
    - III. Communication with Vendors and Venue.
      - Must get a minimum of three (3) bids for Coronation or Pageants.
      - Must bring all contracts to the Board of Directors for review and sign off.
      - Must maintain open communication between ISCS vendors.
      - Arrange for sound equipment, personnel and Emcees.
      - Arrange for Host Facilities which can include: Host Hotel. Voting location, Event venues.
      - Coordinate with stepping down monarchs Awards and Pins.

## SECTION IX: CAMP TITLES

These are optional bar titles. All camp titles are open to anyone twenty one (21) years or older. These titleholders may, while reigning, seek other titles as well. Camp titles are not obligated to be members of the ISCS. They must, however, recognize the reigning Monarchs of the ISCS and must be responsible for their “Camp Functions” at the end of their reign.

Camp Titles are:

- Mr./Miss/Ms./Mx. Wrangler: Country/Western impersonation.
- Mr./Miss/Mx. Flash 'N Trash: Impersonation of a well known drag or other performer. May include either Camp or High drag.
- Mr./Miss/Mx. Tropicana: Tropical, Polynesian, Carribean impersonation in a "Campy" way.
- Mr./Miss/Mx. Turnabout: High drag role reversal attire & hosted by the reigning Monarchs in role reversal attire.

\*All the above titles are voted on by audience participation (ex: by applause, etc.).

#### ARTICLE IV: SUSPENSION OF ELECTED, PERPETUAL & DECREED TITLES

The Board of Directors and College of Monarchs shall suspend any elected or perpetual titleholder, past or reigning, who knowingly breaks or violates these Bylaws and Operational Procedures. A suspension must have the majority vote of the Board of Directors and College of Monarchs to be enforced. The Board and College of Monarchs may lift the suspension at any time when they feel that the suspended person has corrected the charge(s) of the suspension. A suspension may be lifted or a stay may be put in place at the discretion of the Board of Directors and College of Monarchs.

#### ARTICLE V: IMPEACHMENT OR RESIGNATION

The Impeachment process will be as follows:

**Step 1:** The reigning Monarchs will give the accused individual(s) a verbal warning in their presence, along with the President of the Board of Directors and/or the President of the Imperial College of Monarchs. If for some reason the Monarchs do not agree with each other on starting this this proceeding, the one that is in agreement must go to the President of the Board and the President of the College to begin this proceeding. If the problem continues, proceed to Step 2.

**Step 2:** The accused individual(s) will be given a written warning from the reigning Monarchs along with the President of the Board and/or the President of the College of Monarchs, and a signed, dated and witnessed copy will be given to said person(s) and a copy to the Secretary of the College. If the problem continues, proceed to Step 3.

**Step 3:** The reigning Monarchs will request a special meeting for the accused individual(s) to meet with the reigning Monarchs and the Board of Directors and the College of Monarchs (disciplinary panel). At this meeting the accused individual(s) shall present his/her/their case to the disciplinary panel. This meeting will be a closed meeting with only reigning Monarchs, the Board of Directors and the Imperial College of Monarchs present. After the disciplinary panel has heard all the evidence and the accused has/have answered all the questions, a closed ballot vote shall be taken for the impeachment or no action of the accused. If fifty-one (51%) percent of the voting members present, including proxies, vote yes for impeachment, then the impeachment shall pass. If the impeachment motion fails, the case is forever closed. If the accused is/are impeached, the impeachment begins immediately, and a copy of the impeachment will be given to the Secretary of the College to be placed in the College Secretary's file.

**Impeachment of a Reigning Monarch:** Any person who feels that a reigning Monarch should be impeached shall bring their valid case to the attention of the President of the College of Monarchs, and the above steps (Step 1 through 3) will be taken with the exclusion of the accused reigning Monarch. The accused reigning

Monarch will not be allowed to cast their vote in this matter. The President of the College of Monarchs will then contact the College of Monarchs to start the above process.

If the throne of the reigning Monarch should become vacant by impeachment, resignation, death, act of God, or incapacity, the Imperial Crown Prince/Princess/Princex shall be approached to finish the reign. If the ICP(s) cannot accept the position or the College of Monarchs and Board of Directors do not approve them, then the Board and College of Monarchs shall go by the chain of command to the past reigning Monarch to finish the reign. That Monarch shall use their own number of their previous reign, and they shall enjoy the full power of a reigning Monarch.

In order to resign any said position, either elected or perpetual, a SIGNED letter must be presented to the Board of Directors or College of Monarchs.

## ARTICLE VI: IMPERIAL CROWN PRINCE/PRINCESS/PRINCEX

The Imperial Crown Prince/Princess/Princex are perpetual titles, to be retained after the completion of service of said title.

### SECTION I: APPOINTMENT QUALIFICATIONS

Imperial Crown Prince/Princess/Princex, while an appointed title, in order to be eligible for selection, must have attended and signed the Court roster for the last three (3) consecutive Court meetings prior to Coronation; must reside in the realm; been a Court member for at least six (6) months prior to Coronation and be eligible for bond for the title they are appointed.

1. Nominations for the ICPs can only be approved Board/College of Monarchs.
  - a) During campaign the candidates for Emperor/Empress/Emprex must get the appropriate signatures from the College of Monarchs and the Board.
2. This written approval must have a simple majority (51%) of the Board and College living in the realm.
  - a. If a nominee for appointment is not approved, this nomination cannot be taken to the general Court membership for approval whatsoever.
3. The individuals chosen for any of these titles cannot be a reigning titleholder or sitting Board member of the ISCS.
4. If circumstance require it, Imperial Crown Prince/Princess/Princex may be crowned at Investitures.

### SECTION II: REQUIREMENTS & RESPONSIBILITIES

Since the ICPs may possibly succeed to the throne of Monarch, they have a need to be kept informed and shall, during their reign, have the right and privilege to sit in all meetings of the Board of Directors and College of Monarchs and any joint meetings of both bodies. This privilege does not grant them the right to a vote at any of these meetings.

1. Due to the need to encourage goodwill among fellow courts of the I.C.S travel requirement for the reigning ICPs is to attend a minimum of three (3) out of town Coronations or P&P Pageants.
2. Must represent the realm at out-of-town functions, as well as build good will among all people.
3. Are responsible for the following fundraising:
  - a. Annual Kenny Mealer Cancer Awareness Fundraiser to be held in April of each reign.
  - b. They will be responsible for raising at least \$250.00 for the Holiday Food Fund.
  - c. The ICPs shall raise a total of \$250.00 for the Community Support Fund.
  - d. General fund fundraiser raising a minimum of \$250.00

4. The reigning Imperial Crown Prince/Princess/Princex, Heirs Apparent to the Throne, may give out The Renee Rockafeller ICP Appreciation Award at Coronation. (See Article IX, Sec IV)
5. Are responsible for coordinating and hosting the annual Community Picnic.

#### STEP-UP & STEP-DOWN

1. Imperial Crown Prince/Princess/Princex Step-up at Coronation, when the new Monarchs are crowned, their first official act as the reigning Monarchs is to name their ICPs for the year while the College of Monarchs are assembled on stage.
2. The ICPs step-down will be during Coronation.
  - a. The ICP's will be allowed only two commands performances each and two joint commands performances.
  - b. Each command performance will not exceed five (5) minutes in length.
3. If there is a 10,20,30, etc. (10-year increments) year celebration of ICP they will also be permitted to perform at Coronation.
  - a) The anniversary celebrations will not exceed ten (10) minutes in length unless approved by Coronation Director and the reigning Emperor and Empress.

#### ARTICLE VII: VOTING OF ELECTED TITLES – RULES AND REGULATIONS

1. The ISCS must provide a public place for the election poll.
2. All elections shall be by closed ballot.
3. Only those candidates who have paid the required candidate fees and have met all candidate obligations will have their names placed on the official ballot. All candidates for any elected title or position in the ISCS must conform to all requirements established by these Bylaws.
4. No write-in votes will be considered or counted.
5. Voting polls are to be manned by Board of Directors and College of Monarchs.
  - a) Campaign members, significant others, or family of any candidate are to be excluded from serving on the election polls.
  - b) If two (2) persons are manning the polls, one shall be designated the Chief pollster: The Chief Pollster is responsible for maintaining general order and enforcing the Bylaws.
  - c) Each candidate shall have the option of having one representative on duty at the poll at the time of voting.
  - d) A briefing shall be held for all candidates, pollsters, candidate representatives before polls open.
6. The pollsters are to review the voting procedures and Bylaws prior to the voting.
  - a) Any candidate whose representative(s) is not present at the briefing will not be allowed to monitor the polls.
  - b) No election campaign literature, posters, flyers, etc., are allowed within fifteen (15) feet of the voting polls.
  - c) NO ONE is allowed to loiter at the polls.
7. The poll must provide a sign-in sheet for all voters to sign, in order to receive a ballot. All ballots must be initialed by a pollster on the back to be valid. This is a check and balance for the court and number of voters.
8. All voters must be 18 years of age or older and a 90-day resident of the realm of the ISCS.
9. All voting must be done on the day of the voting, in the city of Spokane or in the Tri- Cities.

10. All voters must submit, upon request of the pollster, proper identification as proof of residence. The only legal IDs that will be accepted are: Driver's license, State ID card, Passport, Government ID card or School ID card (accompanied by a certified birth certificate for proof of age).
11. The voting for the Monarch(s) must be done on the Saturday prior to Coronation weekend and must be held outside of a bar setting. The voting for all other elected titles shall be on the day before or the day of the function of said title.
12. For the election of Emperor and Empress of the ISCS realm, the ISCS must provide committee Board of Directors and College of Monarchs, with at least 4 or more persons (the balloting committee) to count the Ballots.
13. Immediately after the polls close, the balloting committee shall count the ballots. Once all ballots have been counted, all members of the balloting committee shall initial the official election results.
14. All votes shall be counted, with the exception of the President of the College's vote.
15. In the case of a tie, the President of the College will break the tie.

## ARTICLE VIII: AMENDMENTS & REVISIONS TO THE BYLAWS

The Bylaws of the ISCS may be amended, repealed or revised by the affirmative vote of the General Membership in good standing, with the exception of declarations and proclamations, by the following process:

1. The proposed amendment must be sponsored or presented to the Board of Directors and College of Monarchs in writing, by a court member, in good standing.
2. The Board and College of Monarchs will review the proposed amendments as to legality or its acceptability as a legitimate amendment.
3. The Board and College of Monarchs shall then post the proposed amendment for thirty (30) days.
4. The proposed amendment shall then come to the floor for discussion at the first Court meeting following the posting.
5. The proposed amendment is only to be discussed by the membership present and in good standing, as to its merits.
6. For a proposed amendment to pass, it must be voted "yes" by 2/3 of the membership in good standing present at said meeting.
7. If the amendment is passed, the original copy is signed by the reigning Monarchs, Board of Directors and College of Monarchs and is filed with the Court papers and added to these Bylaws.
8. If the amendment is rejected, they can be revisited by starting this procedure over.

## ARTILCE IX: AWARDS OF MERIT OF THE ISCS

The following awards are paid for by the ISCS and are to be included in each pageant budget. "Love & Support Awards" are the responsibility of those title holders stepping down should they choose to issue them.

### SECTION I: DOROTHY PRUITT HUMANITARIAN AWARD

This award must be given out during Coronation by the reigning Monarchs to a community member, couple, or organization as a lifetime achievement award.

The Monarchs shall place up to 5 names on the Coronation Ballot to be voted on by the Community when electing new Monarchs.

## SECTION II: COURT MEMBER OF THE YEAR AWARD

This may be given out during Coronation and will be determined by the reigning Monarchs.

## SECTION III: ZENITH ROCKAFELLER DIRECTORS CHOICE AWARD

Each year at Coronation the Coronation Director may be given out the “Zenith Rockefeller Directors Award”. There are no specific qualifications for this award. It is solely the discretion of the Director as to who has helped them the most during the Coronation planning and events. There can only be one Director’s award given out each year. This award can be given to one person, one organization, one bar, etc. This award will be paid for by the Imperial Sovereign Court of Spokane. The size will not exceed 8”x10”.

1. The award must contain the following verbiage:

The (year) Zenith Rockefeller Directors Choice Award Is presented to “ ” for their continued dedication and support this year. Your dedication to the ISCS has not gone unnoticed and is appreciated.

Thank you,

Given on this (day, month, year) (Directors Name)

## SECTION IV: RENEE ROCKAFELLER ICP APPRECIATION AWARD

1. This award is chosen by the reigning Imperial Crown Prince/Prince/Princex and is given to whom they feel has helped them whenever they called upon them through their reign and whom they feel is deserving of this award.
2. All ICPs must agree upon one recipient. It is not mandatory that this award be given out

## SECTION V: EUNICE MAE LOUISE ACHIEVEMENT AWARD

1. Miss/lady Debutante and Imperial Knight/Cadet shall choose the recipient of the Eunice Mae Louise Achievement Award jointly each year and present this award at the Debutante/Imperial Knight pageant.
2. This award cannot be given to the reigning Monarchs/ICPs.

## SECTION VI: GAY PRIDE AWARD

1. This will be jointly decided by the Mr., Mx., Ms. and Miss Gay Spokane.
2. The Gay Pride Award shall not be presented to the reigning Monarchs, nor the reigning ICPs.

## SECTION VII: SLIPPER AWARD

The reigning title holders may each elect to provide a time during the annual Imperial Knight/Cadet, Lady/Miss Debutante Pageant for the presentation of “Slipper” awards.

- a) No slipper shall be presented to a member of the College of Monarchs or reigning monarchs/ICP’s.

## SECTION VIII: THE MINK MARCHÉ ENTERTAINER OF THE YEAR AWARD

This individual is chosen by the reigning Monarchs and presented at Coronation.

## SECTION IX: ROSE/SURREAL MR., MX., MS. & MISS MONEY BAGS

This award is presented during Coronation by the Monarchs for the titleholders that raise the most money in a single fundraiser. Monarchs are not eligible to receive this award.

## ARTICLE X: DEDICATED ACCOUNTS / ISCS FUNDED CHARITIES

### SECTION I: MONARCH MEMORIAL SCHOLARSHIP FUND

1. Given out each year at Coronation.
2. Applications will be posted a minimum of ninety (90) days prior to Coronation and be open for a minimum of forty-five (45) days prior to Coronation.
3. Applications will be reviewed by the Board of Directors, reigning Monarchs, and College of Monarchs.
4. All scholarship monies that awarded and given out at each Coronation must be redeemed by the recipient of said scholarship award up to and no later than the end of that same academic year's summer session.
  - a) If said scholarship award is not used by the end of the year's summer session that money will stay in the scholarship account and be added to the monies to be given out the following year.
5. Recipients must show proof of enrollment to receive funds.

### SECTION II: EMERGENCY AID SERVING EVERYONE (E.A.S.E) COMMUNITY SUPPORT FUND

The Board of Directors is to vote on whether or not to disperse E.A.S.E. funds. Requests for disaster/E.A.S.E. Requests for funds shall be made through the Board Treasurer who will keep applicant information confidential.

#### Disbursement Guidelines

1. Any individual or household member may receive financial assistance only One Time Per 12-Month Period.
2. Amount of financial assistance not to exceed \$250.00
3. Current Board members and Title Holders may not benefit from this fund.
4. Any and all information concerning a request for assistance must remain confidential
5. All requests for assistance must be approved by a majority vote of all Disaster/Community Support Committee members.
6. Disaster fund can only be used for:
  - a) Medical emergencies.
  - b) Acts of God.
    - i) An event that directly and exclusively results from the occurrence of natural causes that could not have been prevented by the exercise of foresight or caution; an inevitable accident. Example; tornadoes, earthquakes, death, extraordinary high tides, violent winds and floods.
  - c) Any emergency "beyond" the control of the requester.

## Treasurer

1. The Treasurer will present any requests to the ISCS Board of Directors.
2. The Treasurer does not have a vote unless a tie occurs. The Treasurer will:
  - a) Process checks and/or vouchers for use.
  - b) Provide monthly balance statement to the Board.
  - c) Maintain, update and store all information compiled as a result of requests for assistance, ensures that all deadlines are met, or are rescheduled as needed.

## SECTION III: MARTY V CHILDREN WITH OR AFFECTED BY HIV/AIDS FUND

This is determined by the Board of Directors and given out each year by the reigning Monarchs during their step down.

## SECTION IV: LEGRANDE PIERRE, KING FATHER EMPEROR I & VI KENNY MEALER CANCER AWARENESS FUND

This is determined by the Board of Directors and given each year to a Cancer Research Organization by the Monarchs at Coronation.

## SECTION V: HOLIDAY FOOD FUNDS

These funds are to be given out to a local food pantry/organization around Thanksgiving & Christmas to be determined by the Board of Directors.

## ARTICLE XI: DECEASED MONARCH DECLARATION & USE OF “MOST”

Any deceased Monarch of the ISCS will regain the title of His/Her Most Imperial Majesty. The word Most may be used for said Monarch whether they were reigning or already stepped down upon death. The only persons that may use “Most” are the reigning Monarchs and the reigning ICPs. “Most” is also to be used in the titles of deceased members of the College of Monarchs, as is stated by Declaration to include Honorary members of the College of Monarchs.

## ARTICLE XII: THE SURREAL ROYAL TITLES

These titles carry NO AUTHORITY and are for fun only. These may be purchased during Coronation activities up to the end of protocol, and the titleholders will be allowed to walk at the Coronation Ball. All proceeds from these titles' purchases will go to the ISCS Scholarship Fund.

These titles shall consist of the finest titles' money can buy and shall include:

1. \$150 each for Czar and Czarina of George, Washington
2. \$100 each for Marquis and Marquessa of Tokio Weigh Station
3. \$200 each for Emperor and Empress of Fishtrap
4. \$50 each for Lord and Lady of Prophet's Puddle

# Oath of Office

As the Reigning Monarchs of The Imperial Sovereign Court Of Spokane & All of Eastern Washington, we now ask you to take the oath of office before the people of Spokane gathered here this day.

Do you Promise to uphold the dignity of your elected title of the LGBTQ+ community & work for the unity of all under your reign & do so in the spirit of fun, thoughtfulness & love for all?

If so State, "I Do"

By the authority vested in us as the reigning Monarchs of the ISCS, RISE, Turn & Greet your People.