

IMPERIAL SOVERIGN COURT OF SPOKANE

Bylaws & Operational Procedures

2020-2021

Empress XLIX Paradise Rose SoReal St. James & Emperor XLV Rob Surreal



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

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*The ISCS Educational Gift Fund shall be placed in an interest-bearing account.

**With the permission of HIM Empress 16 the name and purpose of this fund was changed to include Children affected by AIDS

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 Gay community and friends of the Inland Northwest, the Emperor and Empress of the Imperial Sovereign Court of Spokane realm believe that said titles of Emperor/Empress 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 Gay 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 Gay 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. Members of the Imperial College of Monarchs are automatically paid members, as enumerated in the Bylaws. College of Monarchs that choose to continue to “Sponsor” the ISCS will receive special recognition at Coronation, this includes attendance at all official meetings, official fundraisers and ISCS functions.

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 Emperor, Reigning Empress, 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 retaining 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 November 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. The Board of Directors with a majority fifty-one (51) percent vote, may overrule any financial decision
4. Each year in November when voting is done for the Board of Directors positions, the only people who may be nominated must meet the qualifications set forth in Section A-I, the only people allowed to vote are paid court sponsorship

5. No Board member may resign to seek the title of Emperor or Empress of the ISCS
6. 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 Emperor or Empress. In order to excuse the Board member, said Board member must contact the Board President.
7. 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.
8. 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.
9. All meetings and voting procedures of the Board shall follow the latest edition of **Roberts Rules of Order**. All members of the Board shall have one (1) vote, with the exception 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.
10. The Board of Directors must approve All Budgets and Expenditures. If an emergency arises, the reigning Emperor and/or Empress may contact the Board President for approval up to \$100.00. 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.
11. All meetings of the Board of Directors must have a quorum of fifty-one (51) percent of the membership present.
12. Any member seeking any office on the Board must be a sponsor in good standing for thirty (30) days prior to the election of the Board. All Board members are to make public a contact 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.

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) Make sure 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 relive 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

- 1. The Vice President shall:
 - a) Preside over Board meetings and assume the responsibilities in the absence of the President;
 - b) Catalog all ISCS property twice per year, once at Acceptance of position and in June. Second before October Step-Down.
 - c) Is responsible for the storage of said property; said property MUST be stored in a controlled facility.
 - d) 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.
- 2. If these duties are not met and completed, it will be at the discretion of the Board of Directors to relive and replace said officer.

SECTION III: SECRETARY OF THE BOARD OF DIRECTORS

- 1. The Secretary shall:
 - a) Keep a master list of all court members, elected and granted titles;
 - b) Attend protocol meetings (upon request of the Monarchs) to assist with protocol;
 - c) Provide updated lists to board members quarterly;
 - d) Attend all Board meetings to keep minutes and report minutes of past meetings;
 - e) Keep all court correspondence up to date;
 - f) Keep all state papers, current Bylaws and other official papers, filed in a suitable container for easy access;
 - g) Appoint someone to take minutes of meetings in case of inability to attend;
 - h) Post-election results within 72 hours from the time of crowning/ascension for all elected titles, for a minimum of one (1) week;
 - i) Deliver up-to-date records to the new Secretary when the new Secretary rakes office.

2. If these duties are not met and completed, it will be at the discretion of the Board of Directors to relive and replace said officer.
3. It will be the requirement of the Secretary of the Board, 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 IV: TREASUER OF THE BOARD OF DIRECTORS

1. The Treasurer shall;
 - a) 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;
 - b) 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;
 - c) 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.
2. 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. Said Board member shall be personally liable for said check(s) and all fees.
3. 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) WRANGLER V MARTY, SURVIVOR'S AND FAMILY AFFECTED BY AIDS MEMORIAL FUND**
 - d) HOLIDAY FOOD BASKET GIFT FUND
 - e) KENNY MEALER CANCER AWARENESS FUND
 - f) TRAVEL FUND (Only 2 Fundraisers)
 - g) GIGI PIERCE TRANS IMPOWERMENT FUND
 - h) THE WINDSOR ROSE FUND

*The ISCS Educational Gift Fund shall be placed in an interest-bearing account.

**With the permission of HIM Empress 16 the name and purpose of this fund was changed to include Children affected by AIDS

4. 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).
5. If the Treasurer does not give the above report during two (2) consecutive Board meetings, he/she 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 duplicate deposit slips
 - i) Checkbook
 - j) All quarterly meeting financial reports
 - k) All other Court property in his/her possession
6. 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) The remaining fifty (50) percent of the remaining profit is to be deposited into the General fund.
7. Travel Fund Guidelines
 - a) Only the reigning Emperor & Empress may draw from the travel fund account.
 - b) The reigning Emperor & Empress must attend a minimum of one (1) out of town Coronation at his/her 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 monies, they are requesting, from their respective travel funds, only 2 travel fund fundraisers per reign.
 - 1) We do this to provide a check and balance system to ensure that there is no misuse of this fund.

- d) The reigning Emperor or Empress may at any time have fundraisers to replenish their respective funds.
Fundraisers for travel fund must be approved by the Board of Directors.
The reigning Emperor and Empress, shall each receive the sum of \$250.00 to attend the annual coronation of the Seattle, Washington Court.
 - e) In the case that there are more than one (1) Reigning Empress or Emperor the \$250.00 would be split
8. 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) Empress \$60.00 per Monarchs stepping down
 - b) Emperor \$60.00 per Monarchs stepping down
 - c) Imperial Crown Princess \$40.00 per stepping down individual
 - d) Imperial Crown Prince \$40.00 per stepping down individual
 - e) 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.
 9. 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.
 10. 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
 11. 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.
 12. 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 booking.
 - a) All deposits must be made within 72 hours

13. The books may be reviewed by any Sponsor. Please make your request to the Treasurer, the books should be available within seventy-two (72hrs) and must be given access within one (1) week.
14. A Board member must approve all check(s) that are received and shall initial same. The Board member will be held liable for said check(s) and any fee incurred.
15. A special meeting will be held to close the finances of the previous reign prior to the acceptance of the treasury books by the newly elected Treasurer.
 - a) The outgoing and incoming Treasurer will work jointly to close the books
 - b) This meeting will be held prior to the December Board meeting each year
16. The Treasurer shall file an income tax return with the United States Department of the Treasury, Internal Revenue Service, by October 1st of each year.

SECTION V: REIGNING EMPEROR AND EMPRESS

The reigning Emperor & Empress 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.

- a) In the event of there is a Duo Empress or Emperor their votes are ½ votes.

SECTION VI: PRESIDENT OF THE COLLEGE/SERGANT AT ARMS

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 assumes the responsibilities of Sargant at Arms not limited to enforcing respect for all during the meetings and ensure a respectful meeting ensues. Sargant at Arms will call for “Order” when necessary. Has the right to ask Sponsors or anyone not being cooperative. The President of the College must be a member of the ISCS College of Monarchs.

SECTION VIII: COURT MEMBER AT LARGE

The Court Member at Large shall be elected yearly at the November general Court meeting. The Court Member at Large is a liaison for the ISCS and responsible for going to other LGBTQIA organizations and community business that want to support the ISCS. Attend their meetings, events etc. Let them know what we are doing. Reporting back to the Board about what they are doing and if we can help.

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 and 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 the 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, he/she 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 his/her job responsibilities within seventy-two (72hrs). Such return will not abrogate them from his/her continuing obligations of confidentiality with respect to information acquired as a consequence of his/her 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. Specifically, Board members and Title Holders shall follow these guidelines.
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. That person is Robert Surreal. Rob 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. In the event Robert Surreal decides he is done; it is up to him to choose/appoint a successor.

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

The Stepping-down E & E must hand over within 24 hours

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

The stepping-down E & E 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”

For an easy transition please understand your time is done, pass it on! We appreciate all you have done for the ISCS!

All social media interactions must remain civil. You will be held accountable for what you post online. “Vague Booking” is fine, if you leave it vague. Interactions that harm the court in anyway may result in your dismissal from the ISCS

IMPERIAL SOVERIGN COURT OF SPOKANE **OPERATIONL PROCEDURES**

ARTICLE VIII: 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.

1. Membership for the College of Monarchs is as follows:
2. Be elected/appointed to the position of Emperor/Empress.
3. Have served the complete term of elected/appointed position.
4. Meet the residency requirements as outlined in these Bylaws.
5. Honorary membership of the College of Monarchs may be granted by Declaration or Proclamation and are not voting members unless otherwise specified, as Decreed or Proclaimed, and may be either Emperor or Empress or their equivalent.
6. In order to be perpetuated as an Emperor or Empress or the equivalent, 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.
7. Monarchs from other realms who move to the realm of the ISCS and shall be considered for membership in the College of Monarchs.
8. Must be in good standing in their realm.
9. Only elected Emperors and Empresses shall have rights to vote at a College meeting. At no point may an emeritus or any other lifetime member of the College have the right to vote or carry proxy votes, with the exception of Imperial Enchantress I Samarta St. Laurant, La Donna.
10. The 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.

11. After election, the President shall appoint a Vice President who will act in the absence of the President, with the exception of voting on the Board of Directors. In the event of the resignation or removal of the President, a new President is to be elected prior to the next general Court meeting of the ISCS
12. Proxy votes will be allowed in votes by the College of Monarchs if the following guidelines are adhered to.
13. All proxies shall be given for one (1) meeting only and must be renewed prior to the meeting.
14. All proxies must be in writing and given to the Secretary of the Board of Directors, who shall be responsible for keeping said proxies safe and who shall have said proxies at any College meeting for review.
15. Duplicate copy must be kept by the Monarch
16. No proxy may be voted without a copy being physically present at a College meeting.
17. Meetings of the College shall be held no less than quarterly. It shall be responsibility of the President to notify College and Board members of the date, time and location of the meetings.
18. Additional meetings may be called as deemed necessary by the College President, or Board of Directors, or other circumstances requiring such meeting
19. 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.
20. The College shall also be responsible for a through 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.
21. A special meeting will be held to close the finances of the previous reign prior to the acceptance of the Treasury books by the newly elected Treasurer.
22. The outgoing and incoming Treasurer will work jointly to close the books.
23. His meeting will be held prior to the December Board meeting each year
24. 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.
25. 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.

26. 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 formation (e-mail, message board).

ARTICLE X: DECLARATIONS & PROCLAMATIONS

The College shall approve, to move forward to, the voting body of the current sponsorship 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.
 - b) The originals will be kept in the keeping of the Board Vice President to be archived in court storage.
2. College members may vote on declarations and proclamations via or electronic form (E-mail, message board)
3. For ratification of Imperial Crown Prince will still require approval of 51% of voting College members in the realm.
4. College of Monarchs shall approve by 51% majority all perpetual titles.

SECTION I: DECLATATIONS

1. The Reigning Monarchs, together or individually, may only make declarations of perpetual titles.
2. Declarations not approved may be taken to the membership in good standing of the ISCS to be approved by 2/3 majority of those paid sponsorship present at the meeting.
3. Declarations of perpetual titles shall be effective as of Coronation weekend of stepping down Monarchs.
4. Declarations may only be removed by the College member that wrote them, or 2/3 majority vote of the College of Monarchs, Sponsor’s or the Board may request to the College, to make revisions or changes needed.
5. Declarations must be given to the Secretary within forty-five (45) days of approval.
6. Per Declaration 2 of 6 Decreed by Empress 49 Paradise SoReal St. James & Emperor 45 Rob Surreal on the 10th day of October, 2021 There are to me no other declarations other than title Declarations.
7. Emperor 39 Lance Hardwood- No declaration may be lifted or changed. If altered, all alterations 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 XI: ELECTED TITLES, CANDIDACY RULES & DUTIES OF TITLES

Candidate fees for the following titles are as follows:

- Emperor/Empress \$100.00
- Mr./Miss/Ms. Gay Spokane \$ 50.00
- Sultan/Sultana of the Columbia Basin \$ 50.00
- Mr./Ms. Wrangler \$ 35.00
- Miss/Lady Debutant/Imperial Knight \$ 25.00

Candidate fees cover election costs and are NOT refundable and are collected at their respective review of candidates.

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) The requirement will be that you must sign the Court roster at each Court meeting to prove your eligibility of court meetings requirements has been met.
 - b) If you are unable to attend the Court meeting as a result of acts of God, medical issues or work-related reason, the reigning Empress or Secretary 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 (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: REVIEW OF CANDIDATES

All candidates seeking the elected titles of Emperor, Empress, Mr./Miss/Ms. Gay Spokane, Sultan/Sultana of the Columbia Basin, Mr./Ms. Wrangler, Miss/Lady Debutante or Imperial Knight must live in the realm and appear for an individual interview before the Board of Directors, College and Community.

1. The Reigning Monarchs must establish all cutoffs for letters of intent and review of candidates for each specific title.
 - a) The purpose of the appearance before the Board is to substantiate their qualifications and pay their candidate fee.
 - 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 election titles must attend the Review of Candidates.
 - 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) Emperor/Empress candidates must have attended and signed the Court roster for the last six (6) consecutive Court meetings prior to their review of candidates; The last 4 meeting are mandatory no excuses; must reside in the realm; been a Court member beginning with the first Court meeting of the new reign and be eligible for bond for the title they seek.
 - b) Imperial Crown Prince/ Imperial Crown Princess, 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 three (6) months prior to Coronation and be eligible for bond for the title they are appointed.
 - c) Mr./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 for six (6) months prior to their review of candidates for the title they seek.
 - d) Sultan/Sultana candidates must be a paid Court member at the time of filling of their letter of intent and must have been physically present at one court meeting prior to the filing of their letter of intent.

- e) Mr./Ms. Wrangler candidates must have attended and signed the Court roster for three (3) Court meetings prior to their review of candidates and must have been a Court member for three (3) months prior to their review of candidates for the title they seek.
 - f) Miss/Lady Debutante and Imperial Knight candidates must be a Court member and have never held and completed an official title before.
2. It is the intent and purpose of every elected Titleholder to reign a full year. The following stipulation shall be added as a duty to reigning Titleholders:
 - a) Should any elected Titleholder or their apparent move out of the realm before they have completed their term as a Titleholder as described in these operational procedures, they shall be added as a duty of reigning Titleholder:
 - I. Having a mailing address within the realm will not be acceptable. You must physically live in the realm of the ISCS as described in these operational procedures.
 - II. There will be absolutely no exceptions to this, unless it is to change; by decreeing the number of days, before the Titleholder is stripped of said title.
 3. If no one runs for any given title, the number that should have been used for that reign will be used the next time someone runs.
 - a) This will keep the numbering system we established when this title began.
 - b) 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 or Board of Directors a letter stating their intent prior to review of candidates 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, if requested to do so (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 they appeared before the review of candidates and open forum.
 - 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. Board Members and Title Holders may not promote or advertise for candidates

9. Definition of Fundraiser

- a) All fundraisers must be approved by the reigning Monarchs
 - I. Exception: Emperor and Empress, candidate fundraiser
 - b) It is the prime responsibility of the candidates, for a candidate fundraiser, to turn in all proceeds of said fundraiser prior to the opening of voting for the title.
 - c) The proceeds will be turned into the ISCS Treasurer or another Board Member designated by the Treasurer to receive the funds.
 - d) The proceeds shall be placed in the fund specified in fundraising advertisement.
 - I. Candidate fundraisers will be placed in the general fund.
 - e) If these rules are not met and fulfilled by any candidate, that candidate will no longer be considered a candidate.
 - f) Suggestions are: car wash, bake sale, raffle, white elephant auction, roller skating party, bowling party, pie throwing, etc.... Other things may be organized to raise funds.
10. All registered, voted, elected appointed royal and/or imperial titleholders must serve their term of office before applying or running for another position or title.
- a) This does not include bar/camp titles.
 - b) Members of the Board of Directors must complete their term of office prior to running for titles of Emperor or Empress.
11. All elected titleholders may appoint committee heads for their functions, with the approval of the reigning Monarchs.
12. The only elected titleholders allowed to grant titles are the Emperor and Empress. 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.

SECTION III: EMPEROR AND EMPRESS CANDIDATES

1. It is mandatory that all candidates for the position of Emperor and Empress be present at an open question and answer forum. If, due to illness or work schedule, a candidate cannot attend, they may appoint a representative with the approval of the reigning Monarchs. The reigning Monarchs shall schedule the time and place of the forum. Anyone seeking this position must be able to be bonded at his/her expense.
2. In the event there is no candidate for the position of Emperor or Empress, the College of Monarchs at the September College meeting shall elect a member of

the College to be elevated to such position. 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 \$100.00 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.

3. In the event a candidate for Emperor and/or Empress is not voted, the stepping-down Monarchs will not be asked to carry on another year. Instead, the previous Monarchs shall be asked, according to successive reign (40-1), to accept the position of Emperor and/or Empress and shall assume the next successive number. Should no previous Monarch accept the title, it shall be offered to appointed Monarchs beginning with the first continuing up to the most recently appointed Monarch. The College of Monarchs, at their discretion, may change this provision.

SECTION IV: REIGNING MONARCHS

The reigning Monarchs are joint sovereign rulers of the ISCS. The prime responsibility of the reigning Monarchs is to uphold their oath of office and represent the people and body of the ISCS.

Any candidate seeking the position of Emperor or Empress the ISCS must have held an elected title, Board of Director's position, or Imperial Crown Prince/Princess title within 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 responsibility:

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) Coronations. This must be 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 investiture show is the responsibility of the previously reigning Monarchs.
 - I. It is the responsibility of the Monarchs of the previous reign to introduce the newly crowned Monarchs at investitures.

- b) The new Monarchs will utilize this event to name their new Court and establish titles for their year.
 - c) Investitures are not a fundraising event. It is a night of fun and regalia.
5. Must appoint a committee to review the Bylaws and Operational Procedures of the ISCS each year.
 - a) Will make any amendments needed each year such as updating elected and perpetual titles.
 - I. A copy of the amendments proposed by the committee shall be posted and available to any Court member or sponsor who requests it by the date of the regularly scheduled May Court meeting of the ISCS unless otherwise stated by the Emperor and Empress.
 - II. The proposed amendments shall then come to the floor for discussion and approval at the following regularly scheduled Court meeting.
 6. Must have no less than one (1) Court meeting per month, with the exception of October, due to Coronation.
 7. Are both 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.
 8. Shall see to the crowning of their successors.
 9. Must defend the dignity of elected and perpetual titles.
 10. 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.
 - c) Each year reigning Monarchs, at any time, have the right to name an out-of-town Emperor or Empress 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.
 - d) Only the reigning Emperor and Empress may give out perpetual titles of Imperial Enchanter and Enchantress, Emperor Emeritus and Empress Emeritus of the ISCS respectively.
 - I. It may only be given out at the end of the reign.
 - II. These titles have the same rank, dignity and honor of former Court titles of Emperor and Empress 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
*Only Imperial Enchantress, 1 Samatra has College voting rights.
 - V. The requirements for these titles are set forth above in these Operational Procedures.
11. May grant awards of merit and create committees to raise money for the good of the ISCS.
 12. Have the power and privilege to determine rules and procedures of all Court entrances.
 13. Must enter together in all out-of-town entrances.
 14. 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.
 15. Prior to the public announcement of the new Imperial Crown Prince and Princess.
 - a) All candidates running for Emperor and Empress must obtain written approval of their choices for Imperial Crown Prince or Imperial Crown Princess signed by the College of Monarchs and Board of Directors prior to Coronation.
 - I. Nominations for the Imperial Crown Prince and Princess can only be approved Board/College of Monarchs.
 - II. This written approval must have a simple majority (51%) of the Board and College living in the realm.
 - b) The individuals chosen for either title cannot be a reigning titleholder or Board members of the ISCS.
 - c) If circumstance require it, Imperial Crown Prince and/or Imperial Crown Princess may be crowned at Investitures.
 16. Each and every year the Reigning Monarchs must raise no less than.
 - a) Each and every year the reigning Monarchs must raise no less than, \$750.00 for the Kevin Sent-Johnny Wilson Memorial Scholarship fund, of which,
 - I. \$250.00 is from the fundraisers of the Gay Spokane titleholders. \$500.00 for the holiday food baskets. They shall also appoint the Food Basket coordinator(s).
 - II. \$500.00 for the Homeless Population (The Windsor Rose Fund)
 17. The emperor will be entitled to an Emperor's Vest or Crown as a memento of his reign. The cost of this Memento will not exceed \$300.00, and the cost of said Memento is the responsibility of the ISCS. The Memento will be in lieu of the 150.00 check to purchase a memento of his reign. As tradition stands, the emperor gets to keep his medallion. That tradition will still be followed. This Declaration and tradition, is in effect as of Coronation 1999 and is not retroactive to past Emperors. The emperor's vests for Emperor XXIII and Emperor XXIV were

donated by Empress VII Billi Blossom. Each subsequent vest thereafter will be the responsibility of the ISCS to purchase. The reigning Emperor shall receive the Memento immediately upon stepping up. It will be the responsibility of the reigning Emperor to hold at least one (1) fundraiser during his reign to offset the cost of the Memento. As tradition stands now, the reigning Empress is crowned with a crown that is known as the “Washington Crown” or, with the approval of Empress VII, The Widow Billi Blossom, a suitable substitute for same. The other crown that has been worn by Empresses in the past will be retired and only used during crowning ceremony at each year’s Coronation. The President of the College will keep all crowning regalia in safe storage. By this Declaration, the “Washington Crown” or properly substituted crown that will be given to the newly elected Empress of Spokane is hers to keep at the end of her reign and will be her memento. This will be in lieu of the \$140.00 she would have received to purchase a memento for herself. This Article of Incorporation is in effect as of Coronation 1999 with the crowning of Empress XXVIII and is not retroactive to past Empresses. Empress VII the Widow Billi Blossom has donated the first crowns to Empress XXVII and Empress XXVIII. The ISCS thereafter shall purchase each subsequent crown. It will be the responsibility of the Reigning Empress to hold at least one (1) fundraiser to offset the cost of the crown.

18. The reigning Monarchs shall host the annual Mr./Miss Turnabout Costume Pageant in role reversal attire.
19. ISCS Emperor and Empress Crown Pins
 - a) The ISCS crown pins are the sole property and will always remain as property of the ISCS.
 - b) They are to be entrusted to each newly crowned Monarch to wear with pride and dignity during their reign.
 - I. If anything severs the reign the crown pins will be returned immediately.
 - c) They are to be relinquished at the end of each reign at Coronation during crowning ceremonies and passed to the newly crowned Monarchs within 24 hr.
 - d) It is at the discretion of the newly crowned Monarchs as to which pin each shall wear.
 - e) It is also at the discretion of the Monarchs whether they choose to wear the pin.
20. The reigning Monarchs may elect to provide a time during the annual Imperial Knight, Lady/Miss Debutante Pageant for the presentation of “Slipper” awards.
 - a) They shall encourage each College member to present a slipper to an individual who is new to the community in order to show their encouragement and promote involvement in the Court.

- b) No slipper shall be presented to a member of the College of Monarchs.
21. Awards
- a) The Dorothy Pruitt Humanitarian Award,
 - I. Chosen by the Empress or Emperor.
 - II. The person, persons, or organization receiving the most votes will receive this award at Coronation.
 - 1) There will be no campaigning for this award
 - III. This will be a yearly award.
 - IV. This award will be an honor given by the people and will in no way be controlled by the ISCS.
 - V. The winners will hold this award for life, using the year it was issued.
 - b) Court member of the Year,
 - I. This will jointly be determined by the Emperor and Empress.
 - 1) The community and the Board of Directors shall submit nominations to the Monarchs for this award.
 - c) Mr. & Miss Money Bags
 - 1. Title holders that raise the most money during the reign in 1 Fundraiser. Must be presented at coronation. E & E are excluded.

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

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) and be eligible for bond for the title they seek.
2. These titleholders should attend and represent the ISCS at all state and national pageants, if possible.
 - a) Due to the need to encourage goodwill among fellow Courts and the reigning Gay Spokane's to attended a minimum of three (3) Out of Town Gay Pageants.
 - 1) 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 or organization or couple.
 - a) This will be jointly decided by the Mr., Ms. and Miss Gay Spokane.
 - b) The Gay Pride Award shall not be presented to the reigning Emperor and/or Empress nor the reigning Imperial Crown Prince and/or Imperial Crown Princess.
4. Mr./Ms. And Miss Gay Spokane shall be addressed as his/her Imperial Highnesses.

- a) The three past Miss Inland Empire's, Alcinia, Midge and Sharon Brunner, shall be recognized and honored at each Gay Spokane Pageant.
- 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

- 1. These titleholders must hold one fundraiser during their term to raise money for the ISCS general fund in addition to seeing to their step-down pageant with the approval of the reigning Monarchs.
- 2. Sultan and Sultana shall be addressed ad His/Her/Their Imperial Highness.
- 3. The title Sultan and Sultana shall be open to all women of the community and to members of the transgender/cross dresser community.
- 4. These titleholders should attend and represent the ISCS at all state and national pageants, if possible.
 - b) Due to the need to encourage goodwill among fellow Courts and the reigning Gay Spokane's to attended a minimum of three (3) Out of Town Gay Pageants.
 - I. The Gay Washington Pageant will be considered an out-of-town pageant.
- 5. It is the responsibility of the reigning Sultan and Sultana to hold a minimum of two (2) fundraisers during their reign.
 - c) They will be responsible for raising a minimum of \$250 for the scholarship fund.
 - d) They must also hold one (1) fundraiser for the ISCS General Fund.

SECTION VII: MX, MR.,MS. WRANGLER

- 1. Wrangler candidates must have attended and signed the court roster for the last three (3) consecutive Court meetings prior to their review of candidates; must reside in the realm; been a Court member for a minimum of three (3) months and be eligible for bond for the title they seek.
- 2. The reigning Wranglers are the official color guards of the ISCS.
- 3. They must host a pageant at the end of their year. The theme being at the discretion of the reigning Wranglers and the reigning Monarchs.
- 4. They will be responsible for coordinating and hosting the annual community picnic. If the Wrangler position if unfilled a committee of the previous Wranglers will assume this role.
- 5. They must also hold two (2) fundraisers per year.

- a) One (1) Wrangler V Marty Children with or affected by AIDS fund.
- b) One (1) for the General Fund
- 6. Wrangler County Appreciation Award.
 - a) Mr. & Ms. Wrangler may give out an award to the individual who they feel has exerted the most help and dedication to them during their reign.
 - b) The award may only be given to one (1) person.
 - I. Both Wranglers must agree on the same individual.
 - II. This award must be given to a different individual each year.
 - III. Any person who receives this award may not receive it again.

SECTION VIII: CADET, MISS, LADY DEBUTANTE & IMPERIAL KNIGHT

- 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) Disaster/Community Support Fund.
 - b) One (1) for the General Fund.
- 4. All three 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 shall choose the recipient of the “*Eunice Mae Louise Achievement Award*”, each year and present this award at the Debutante/Imperial Knight pageant.

SECTION IX: SYMBOLS OF OFFICE & STEP-DOWN EVENTS

- 1. Symbols of Office.
 - a) The symbols of office for the male line, unless otherwise specified, that will be provided by the Court is a Medallion.
 - b) The symbol of office for the female line, unless otherwise specified, that will be provided by the Court is a Crown.
 - c) Upon completion of their term of office the stepping down titleholder will retain ownership of their symbol of office.
 - d) This is not retroactive to any past titleholders.
 - e) Not to exceed the amount of \$50.00

2. Step-down Events.
 - a) Door procedure
 - 1) The Treasurer of the Board Directors is responsible for.
 - I. Arranging for Door Staff prior to the event.
 - II. Supplying.
 - 1) Bank, from General Funds to make change at the door.
 - 2) Wrist bands or door stamp to show admission was paid.
 - 2) Ticked events.
 - I. All Step-Down events will have tickets.
 - II. Tickets for events.
 - Will be numbered.
 - Will be two-part with one side being retained at door.
Will include event name, Court crest, price of admission, date and location.
 - III. Non-paid admission.
 - a) Stepping down titleholders, candidates, reigning Monarchs, vendors and Board approved volunteer staff. Coronation/Pageant Chair Responsibilities.
 - b. Coronation/Pageant Chair Responsibility.
 1. Budget must be submitted to the Board prior to.
 - a. Coronation: nine (9) months prior to the event.
 - b. Gay Spokane: six (6) months prior to the event.
 - c. Wrangler. Debutante/ Imperial Knight: three (3) months prior to the event.
 2. Must oversee all applications aspects of the event including but not limited to Advertising and Printing.
 1. Posters, Flyers, social media, Tickets, Mass Mailings, Coronation Specific Tri-Folds, Protocol Assembly.
 2. 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.

3. Must provide Treasurer with work list for event with volunteer names at least four (4) weeks prior to the event. Including floor/set manager.
- b. Communication with Vendors and Venue.
 1. Must get a minimum of three (3) bids for Coronation or Pageants.
 2. Must bring all contracts to the Board of Directors for review and sign off.
 3. Must maintain open communication between ISCS vendors.
- c. Sounds and Emcees.
- d. Host Facilities.
 1. Can include: Host Hotel. Voting location, Event venues.
- e. Awards and Pins.

SECTION X: CAMP 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 Flash-N-Trash: Impersonation of a well-known drag or other performer. May include wither Camp or High drag.
- Mr./Miss Tropicana: Tropical, Polynesian, Caribbean impersonation in a “Campy” way.
- Mr./Miss Turnabout: High drag role reversal attire & hosted by the reigning Monarchs in role reversal attire.

*Audience-participation voting excludes the above titles.

ARTICLE XII: 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 XIII: IMPEACHMENT OR RESIGNATION

The Impeachment process will be as follows:

Step 1: The reigning Emperor and Empress 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 emperor and/or Empress 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 Emperor & Empress along with the President of the Board and/or the President of the Imperial College of Monarchs, and a signed, dated and witnesses copy will be given to said person(s) and a copy to the Secretary of the Board. Of the problem continues, proceed to Step 3.

Step 3: The reigning Emperor and Empress will request a special meeting for the accused individual(s) to meet with the reigning Emperor and Empress and the Board of Directors and the Imperial College of Monarchs. At this meeting the accused individual(s) shall present his/her/their case to the Emperor and Empress, Board of Directors, and Imperial College of Monarchs. This meeting will be a closed meeting with only reigning Emperor and Empress, the Board of Directors and the Imperial College of Monarchs present. After the reigning Emperor and Empress, the Board of Directors and the Imperial College of Monarchs have heard all the evidence and the accused(s) has/have answered all the questions, a closed ballot vote shall be taken for the impeachment or non-impeachment of the accused(s). if fifty-one (51%) percent of the voting members present, including proxies, vote yes for impeachment, then the impeachment shall pass. Of the impeachment is disapproved, the case id forever closed. If the accused(s) is/are impeached, the impeachment begins immediately, and a copy of the impeachment will be given to the Secretary of the Board of Directors to be placed in the Black Books.

Step 4: *Impeachment of a Reigning Monarch:* Any person who feels that the reigning Emperor and/or Empress shall be impeached should bring their valid case to the attention of the President of the Imperial College of Monarchs, and the above steps (Step 1 through 3) will be taken with the exclusion of the accused reigning Emperor and/or Empress. The accused reigning Emperor and/or Empress will not be allowed to cast his/her vote in this matter. The President of the Imperial College of Monarchs will then contact the Imperial College of Monarchs to start the above process.

Step 5: Any person with a complaint must be at any hearing. If the complaining person is not present at the hearing, the hearing will be concluded in the favor of the accused.

Step 6: If the throne of the reigning Emperor or Empress should become vacant by impeachment, resignation, death, act of God, or incapacity, the Imperial Crown Prince or Imperial Crown Princess shall be approached to finish the reign. If the Imperial Crowned Prince or Princess cannot accept their position or the Imperial 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 aligning Monarch to finish the reign. That Monarch shall use his/her 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 and will be held for thirty (30) days for a “cooling off, reconsideration period” at which time the issue will be readdressed and the potential resignee shall have a chance to withdraw their resignation or resignation will be accepted at that time.

ARTICLE XIV: APPOINTED TITLES OF THE ISCS

IMPERIAL CROWN PRINCE & PRINCESS

The Imperial Crown Prince and Princess are permeant titles, to be retained after the completion of service of said title.

SECTION I: STEP-UP & STEP-DOWN

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

SECTION II: APPOINTMENT QUALIFICATIONS

1. The reigning Monarchs shall appoint the Imperial Crown Prince and Princess, with the majority approval in writing of the Board and College of Monarchs.
 - a) If a nominee for appointment is not approved, this nomination cannot be taken to the general Court membership for approval whatsoever.
 - b) During campaign the candidates for Emperor and Empress must get the appropriate signatures from the Imperial College of Monarchs and the Board.
2. The reigning Imperial Crown Prince and Princess cannot run for another elected title of the ISCS until after the Monarch he/she is heir to has stepped down from the reign.
 - a) For example, Imperial Crown Prince cannot run for Emperor 27 of the Imperial Crown Princess 30 cannot run for Empress 31

SECTION III: DUTIES AND REQUIRMENTS

1. Since the ICPs Apparent may possibly succeed to the throne of the Emperor or Empress, 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.
 - a. This right and privilege does not grant them the right to a vote at any of these meetings.
2. Due to the need to encourage goodwill among fellow courts of the I.C.S., it is our will to set travel requirement for the reigning Imperial Crown Prince and Princess are to attend a minimum of three (3) out of town Coronations or P & P Pageants
3. Must represent the realm at out-of-town functions as well as build good will among all people.
4. Fundraising.
 - a. Annual Cancer Awareness Fundraiser that was established in the memory of *Emperor I and VI of the ISCS, Kenny Mealer*.
 - I. This fundraiser will be scheduled approximately in or around the month of April of each year.
 - b. They will be responsible for raising at least \$250.00 for the Holiday Fund.
 - c. The Imperial Crown Prince and Princess shall raise a total of \$250.00 for the Community Support Fund.
 - d. General fund fundraiser raising a minimum of \$250.00
5. The reigning Imperial Crown Prince and Princess, Heirs Apparent to the Throne, may give out the following award at their step-down:
 - a. *The Renee Rockefeller Prince and Princess Appreciation Award*. This award is chosen by the reigning Imperial crown Prince and Princess and is given to whom they feel had helped them whenever they called upon them through their reign and whom they feel is deserving of this award. It is mandatory that this award be given out, if one and only one person cannot be agreed upon by both the Imperial Crown Prince and Princess.

ARTICLE XV: VOTING OF ELECTED TITLES – RULES AND REGULATIONS

1. The ISCS must provide a place for the election poll.
2. All elections shall be by closed ballot, except for camp titles.
3. Only those candidates who have paid the required candidate fees and have met all of the 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 of the requirements for the said candidates, as enumerated by these Bylaws. NO WRITE-IN VOTES WILL BE COUNTED.

4. Voting Polls
 - a. Are to be manned by Board of Directors and College of Monarchs.
 1. Campaign members, significant others, or family of any candidate are to be excluded from serving on the election polls.
 2. If two (2) persons are manning the polls, one shall be designated the Chief pollster:
 - The Chief Pollster is responsible for maintain general order and enforcing the Bylaws.
 - b. Each candidate shall have the option of having one representative on duty at the poll at the time of voting.
 - c. A briefing shall be held for all candidates, pollsters, candidate representatives.
 1. Board of Directors to review the voting procedures and Bylaws prior to the voting.
 2. Attendance is mandatory.
 3. Any candidate whose representative(s) is not present at the briefing will not be allowed to monitor the polls.
 - d. No election campaign literature, posters, flyers, etc., are allowed within fifteen (15) feet of the voting polls.
 - e. NO ONE is allowed to loiter at the polls.
5. 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.
6. All voters must 18 years of age or older and a 90-day resident of the realm of the ISCS.
7. All voting must be done on the day of the voting, in the city of Spokane or in the Tri-Cities, as provided above for Sultan and Sultana titles.
8. 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).
9. The voting for the Emperor and Empress must be done on the Saturday prior to Coronation weekend and must be out of the bars. The voting for all other elected titles shall be on the day before or the day of the function of said title.
10. For the election of Emperor and Empress of the ISCS realm, the ISCS must provide a Certified Public Accountant Or committee of Monarchs 4 or grater to count the Ballots.

- a. The CPA will not be a member of or affiliated with the ISCS in any way.
- 11. Immediately after the polls close, the Board of Directors and College of Monarchs shall place the cast ballots and the sign-in sheets in an envelope, which is then sealed, taped shut and initialed across the tape by those present.
- 12. The President of the Board of Directors and the President of the College of Monarchs shall arrange for this envelope to be given to the selected CPA for counting the ballots and delivering the results back to the ISCS at the proper time. The President of the College of Monarchs shall be responsible for contacting the CPA to give counting instructions.
 - a. The ballots must be kept by the CPA for thirty (30) days for the purpose of a recount and then destroyed. If a recount is requested, the requester must pay a minimum CASH payment of \$100.00; the requester shall be required to pay the balance in CASH before the results of the recount are made public. *No Personal Checks Or Bank Cards Will Be Accepted In Payment.*
- 13. In the case of a tie vote in general public votes in the election, the tie will be broken using the following procedure. All votes cast by members of the College, with the exception of the College President, will be counted. Should a tie still occur, the vote of the President will break the tie.

ARTICLE XVI: AMENDMENTS TO THE BYLAWS

The Bylaws of the ISCS may be amended, repealed or added to by the affirmative vote of the membership in good standing, with the exception of declarations and proclamations, by the following process. This includes both individual Bylaw amendments and proposed amendments by the Bylaw committee appointed by the reigning Emperor and Empress.

- 1. In the following manner:
 - I. 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.
 - II. The Board and College of Monarchs will review the proposed amendments as to legality or its acceptability as a legitimate amendment.
 - III. The Board and College of Monarchs shall then post the proposed amendment for thirty (30) days.
 - IV. The proposed amendment shall then come to the floor for discussion at the first Court meeting following the posting.
 - 1. The proposed amendment, is only to be discussed by the membership present and in good standing, as to its merits.
 - V. For a proposed amendment to pass, it must be voted “yes” by 2/3 of the membership in good standing present at said meeting.
 - VI. 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.

- VII. If the amendment is rejected, they can be revisited by starting this procedure over.

ARTICLE XVII: AWARDS OF MERIT OF THE ISCS

SECTION I: DOROTHY PRUITT HUMANITARIAN AWARD

1. This award is to given out to a community member, couple, or organization concerned with or seeking to promote human welfare.
2. The recipient of this award will be determined jointly by the Emperor and Empress.
3. This will be a yearly award.
4. The winners will hold this award for life, using the year it was issued.

SECTION II: COURT MEMBER OF THE YEAR AWARD

1. This will be determined by the Empress & Emperor.

SECTION III: ZENITH ROCKAFELLER DIRECTORS CHOICE AWARD

Each year at Coronation the Coronation Director will give out a Directors award. This award will be called the “Zenith Rockafeller Directors Award”.

This award is chosen solely by the Coronation Director and may be given out by the Coronation Director at Coronation each year. 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... If there is more than one person or organization that is deserving of this award, then all names must be on one award and given to one person or one organization.

This award will be paid for by the Imperial Sovereign Court of Spokane. The size will not exceed 8” X 10”, and the price of this award will not exceed \$100.00.

The award must contain the following verbiage:

The (year) Zenith Rockafeller 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 PRINCE & PRINCESS APPRECIATION AWARD

1. This award is chosen by the reigning Imperial Crown Prince and Princess 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. It is not mandatory that this award be given out, if one and only one person cannot be agreed upon by both the Imperial Crown Prince and Princess.

SECTION V: EUNICE MAE LOUISE ACHIEVEMENT AWARD

1. Miss/lady Debutante and Imperial Knight shall choose the recipient of the *Eunice Mae Louise Achievement Award* each year and present this award at the Debutante/Imperial Knight pageant.

SECTION VI: GAY PRIDE AWARD

1. This will be jointly decided by the Mr., Ms. and Miss Gay Spokane.
2. The Gay Pride Award shall not be presented to the reigning Emperor and/or Empress nor the reigning Imperial Crown Prince and/or Princess.

SECTION VII: WRANGLER COUNTRY APPRECIATION AWARD

1. Mr. and Ms. Wrangler may give out an award to the individual who they feel has exerted the most help and dedication to them during their reign.
2. The award may only be given to one (1) person.
 - a. Both Wranglers must agree on the same individual.
 - b. This award must be given to a different individual each year.
 - c. Any person who receives this award may not receive it again.

SECTION VIII: ROSE/SURREAL MR & MISS MONEY BAGS

1. For the Titleholders that raise the most money during the reign in 1 fundraiser
- 2 Empress & Emperor are excluded

ARTICLE XVIII: DEDICATED ACCOUNTS / ISCS FUNDED CHARITIES

SECTION I: KENNY SWENT, JOHNNY WILSON MOMERIAL SCHOLORSHIP 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 have completed one quarter and proof of enrollment for the next and provide a transcript.

SECTION II: EMERGENCY AID SERVING EVERYONE (E.A.S.E)
COMMUNITY SUPPORT / TCA SHARON WILSON FUND

Community Support Committee

1. The purpose of the Community support Committee is to assist in the well-being of the individuals and/or families within the ISCS realm, as set forth in these Bylaws.
2. The Community support Committee is set up to oversee all Community support Fund activities.
3. The reigning Monarchs will appoint Community support Committee members each year in November.
 - a. The Community support Committee shall consist of five (5) voting people and one (1) non-voting, contact person, and they shall set the guidelines along with the Emperor and Empress.
 - I. Reigning titleholders or current members of the Board of Directors (with the exception of the Treasurer) are not eligible to be on this Board.
 - II. The Treasurer will be in charge of the monies for this Fund.
 - III. A sixth non-voting member will be the contact person for anyone needing assistance from the Disaster Fund.
 1. The contact person is automatically the Disaster / Community Support liaison to the Court, but is not considered a member.
 - b. The five members of the Disaster / Community support Committee shall be available for telephone polling for approval/disapproval of pending requests for aid.
 - c. The contact person shall be available to provide resource information. All members are bound by confidentiality and may not discuss any

information outside of the Disaster / Community Support Committee, and shall be replaced at any time if they violate this instruction.

- d. Any vacancies will be filled within thirty (30) days.
- e. The term of office for each E.A.S.E. trustee is one year.
 - I. Both new and old members will be contacted by the reigning Monarchs.
- f. Any Disaster / Community support Fund member disclosing confidential issues will be removed from their position.
- g. In order to maintain the confidentiality of the Disaster / Community support Committee and the benefactors of this Fund; there is no requirement to meet.
- h. A committee member seeking any ISCS Court title ** or position to the ISCS Board, *Must Resign Prior To Actively Seeking That Position*.
 - I. **elected by community, ISCS Board, College of Monarchs-excluding Camp titles.

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 \$100.00
3. Any and all information concerning a request for assistance must remain confidential
4. No request will be granted from the Disaster / Community support Committee Funds to any member of the ISCS, it being an express provision of these Bylaws that funds be given to the community at large and at no time be given to any member of the ISCS.
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.
7. Community Support Funds
 - a. In the event a request is denied under the Disaster Fund criteria the request may be forwarded to the Board of Directors for additional consideration.

Treasurer

1. The Treasurer of the Board of Directors shall collect all of the materials (i.e. the red “how to” and resource books) and distribute to the new members.
2. The Treasurer of the ISCS Board of Directors represents the Disaster / Community support Committee at all regularly scheduled ISCS Board, Court and College meetings.
3. Requests for approval can be made by telephone poll of the Disaster / Community support Committee.

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: WRANGLER V MARTY CHILDREN WITH OR AFFECTED BY AIDS FUND

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

1. Given each year to a Cancer Research Organization at Coronation.

SECTION V: HOLIDAY FOOD BASKETS

The following guidelines will govern the eligibility and disbursement of holiday food baskets.

The criteria for receiving a holiday food basket are as follows.

1. Apparent need must be stated briefly
2. One (1) basket will be given per household no matter how many family units are dwelling in one residence. If the resident of that household is unable to pick up the food basket at the time and place specified, then they must make arrangements to have it delivered to them by a member of the food basket Committee.
3. Reigning titleholders and members of the Board of Directors are allowed to apply for a food basket.
4. All information is collected to establish need for food basket and will remain confidential.

The holiday food baskets are a tradition of the ISCS. To avoid complications or misuse of this charity, the rules for such an application shall be:

1. All applications will have an ending date no more than five (5) days prior to the Holiday that the food basket is for and will not be accepted after this date. If there is sufficient funding to cover any late or missed applications, it will be at the discretion of the reigning Emperor and Empress to accept them.

2. An application not filled out completely will be denied at the discretion of the food basket Committee.
3. The size of the food basket it to be determined by the Committee.

Any excess funds raised shall be carried over to either Thanksgiving or Christmas food baskets, as appropriate to time. However, should the Disaster / Community support Committee funds be depleted, any excess food basket funds may be used for a disaster Fund request fulfillment.

ARTICLE XIX: 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 Imperial Crown Prince and Princes. “*Most*” is also to be used in the titles of deceased members of the College of Monarchs, as is stated by Declaration.

ARTICLE XX: ANY FUTURE COLUMBIA BASIN ORGANIZATION

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 Imperial Crown Prince and Princes. “*Most*” is also to be used in the titles of deceased members of the College of Monarchs, as is stated by Declaration.

ARTICLE XXI: PAST TRI-CITIES/COLUMBIA BASIN ORGAIZATIONS

A history of the organizations in the Tri-Cities/Columbia Basin area is being compiled. At such time as it is completed, same shall be added as an amendment to these Bylaws and incorporated herein. The history shall include all titles of those organizations. No change can occur to these titles without the consent of the specific authorized individuals named in said history.

ARTILCE XXII: DECLARATION OF PRINCIPLES

The universe speaks in many different languages, but only one voice. The language is not English, or German, or French, or Japanese, or Arabic. It speaks in the language of hope. It speaks in the language of trust. It speaks in the language of strength and the language of compassion, in the language of the heart and the language of the soul – but always in the same voice. It is the voice of our ancestors, speaking through us, and the voice of our inheritors, waiting to be born. It is the

small, still voice that says “We Are One”. No matter the blood, no matter the skin, no matter the world, no matter the star, “We Are One”. No matter the pain, no matter the darkness, no matter the loss, no matter the fear, “We Are One”.

Here gathered together in common cause, we agree to recognize this singular truth – that We Are One – and this singular rule that we must be kind to one another, because each voice enriches us and ennobles us and each voice lost diminishes us. We are the voice of the universe, the soul of creation, the fire that will light the way to a better future. We Are One. We Are One Family.

ARTICLE XXIII: 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 Education 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 Weight Station
3. \$200 each for Emperor and Empress of Fishtrap
4. \$50 each for Lord and Lady of Prophets Puddle

ARTILCE XXIV: PROTOCOL OF THE ISCS

(Please Note: A titleholder spreadsheet is kept by the Secretary of the Board, President of the Board and President of the College. Pageant Directors, please check with one of these individuals to determine anniversary celebrants.)

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 gay community & work for the unity of all under your reign & do so in the spirit of fun, Though fullness & 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.