

**PEP AND PAGEANTRY ARTS ASSOCIATION**  
**OF CENTRAL CALIFORNIA**  
**BY-LAWS**

*Revised 11/15/2018*

**ARTICLE I - NAME**

1. The name of this organization shall be Pep and Pageantry Arts Association of Central California.
2. The title PPAACC shall be used interchangeably with the aforementioned title.
3. PPAACC is a nonprofit youth organization run by volunteers.

**ARTICLE II - PURPOSE**

1. To provide competitive opportunities for students participating in the Pep and Pageantry Arts.
2. To provide high standards and values in competition.
3. To provide quality adjudication and rules for competition.
4. To provide education to all participants, instructors and supporters.
5. To encourage growth of the activity through leadership and support services.

**ARTICLE III - MEMBERSHIP**

1. Membership is composed of schools, clubs and other entities who have paid membership fees.
2. Memberships and voting privileges commence upon payment of membership fees and continue up to February 1st of the year following the competitive season for which fees have been paid.
3. Fees for supplemental services provided by PPAACC do not constitute membership.

**ARTICLE IV - EXECUTIVE BOARD**

1. The Executive Board shall consist of the five elected officers, who shall be the President, 1st Vice President, 2nd Vice President, Secretary and Treasurer.
2. Nomination forms will be posted on the PPAACC website prior to the annual meeting.
3. Nominations may also be made from the floor at the annual meeting in November of each year.
4. Any person who is not a staff member of a member unit must be nominated by a member.
5. Executive Board members will be elected at the annual meeting of PPAACC in November of each year by a majority of votes represented at that meeting.
6. The Executive Board may appoint other liaisons or committees as deemed necessary.
7. The term of office for all officers shall be one year commencing at the annual meeting.

## ARTICLE V - FEES

1. Amount of annual membership fees will be determined by the Executive Board of PPAACC.
2. The entry fee will be stated on the entry form.

## ARTICLE VI - DUTIES AND POWERS OF EXECUTIVE BOARD

1. The Executive Board is responsible for the management and official business of the association in accordance with current policies and for interpretation of the By-Laws.
2. The Executive Board fills vacancies, by appointment, offices vacated between elections and any unfilled offices following elections.
3. The duties of the President of PPAACC shall be: to preside over all meetings, to be the official spokesperson for PPAACC, and to oversee the financial audit of the organization.
4. The duties of the Executive Board include: arranging and coordinating judging for all PPAACC contests, preparing and posting contest schedules, taking minutes at all meetings, maintaining financial records and preparing financial reports for the membership.
5. Duties for any year may be redistributed among the Executive Board at the discretion of the elected officers for that year, provided that all duties are fulfilled.
6. All PPAACC Executive Board members must attend and perform designated duties at each PPAACC contest, unless prior arrangements have been made with the President.

## ARTICLE VII - MEETINGS

1. The Annual Meeting of PPAACC shall be held in November of each year, the time and place to be determined by the Executive Board. All members shall be notified at least 2 weeks prior to the meeting.
2. Membership meetings may be called at any time by the President or by order of the Executive Board, with a minimum of 7 days notification given to the membership.
3. Meetings of the separate activity categories of PPAACC may be called at any time by the President or by order of the Executive Board, with a minimum of 7 days notification given to members within that category.
4. Executive Board meetings shall be upon the call of the President or at the request of any two Board members.
5. A meeting of prospective contest hosts shall be held no later than October 1 of each year.
6. A quorum for the Executive Board shall be more than 1/2 of the Executive Board members.

## ARTICLE VIII - VOTING

1. Only paid members shall have the right to vote.
2. A school, club or other entity shall have one {1} vote.
3. The listed director of a member unit is considered the voting representative unless a different representative is chosen by the director and submitted in writing.
4. Proxy votes must be identified by a written statement from the member unit.
5. Items of business that pertain to a specific activity category shall only be voted on by voting representatives from that category.
6. All by-laws passed at the November "PPAACC Annual Rules Meeting" will be implemented and in place by the start of the season.

## ARTICLE IX - CONTEST HOSTS

1. Any member school, club, or entity may request to host a contest, provided an adequate facility can be provided by that member.
  - a. No more than one regular season competition may be held outside of the greater Bakersfield area. Finals must be held in the greater Bakersfield area.
  - b. All facility use fees, including custodians, are the responsibility of the host.
  - c. Questions regarding the suitability of a site will be addressed by the Executive Board with the applicant, prior to the selection of sites.
2. Dates for contests will be determined by the current Executive Board.
3. Applications for hosting a contest shall be posted no later than August 1st of each year, including contest dates.
4. The number of lottery entries a member school, club, or entity is allowed is based upon the number of consecutive years as a PPAACC member.
5. The maximum number of lottery entries a member school, club, or entity may have is equal to the number of regular season contests.
6. If a host fails to abide by the terms of the "Agreement to Host Responsibilities" form, said host may lose up to five (5) lottery entries for the following year.
7. The loss of lottery entries will be determined by the executive board, and will be communicated to said host no later than the post season meeting.
8. Prospective hosts must return a signed host application at least one week prior to the selection meeting.
9. All event hosts shall be selected by lottery at a selection meeting to be held no later than October 1st of each year.
  - a. Prospective hosts must have a representative at the selection meeting.
  - b. Prospective hosts may enter their name for any or all available dates.
  - c. Prospective hosts may only have one entry, per date, in the lottery.
  - d. If the same host is drawn for more than one date, they must select their preference so that another host may be drawn for the remaining date.
10. Members applying to host a competition must have a location secured for the date(s) they are applying for. Hosts may not change the location of their competition once the lottery has begun.
11. Members named as hosts, must return verification of availability of the site and an "Agreement to Host Responsibilities" form no later than November 1st.
12. In the event that a selected host is unable to fulfill their hosting commitment,

all members who participated in, but not selected in the original lottery will be eligible to participate in an additional drawing for the available date.

### ARTICLE X - CONTESTS

1. Contest hosts receive gate receipts (except at Finals) and concession sales.
2. Contest hosts are responsible for paying judges' fees (except at Finals).
3. Contest hosts are responsible for paying a share of the cost of awards as determined by the Executive Board (except at Finals). This may be rescinded for the year at the discretion of the Executive Board.
4. Contest hosts have the right to make decisions relating to outside vendors wishing to sell at their contest.
5. PPAACC reserves the right to Association T-shirts and Finals program sales. The Executive Board may transfer this right to the contest host.

### ARTICLE XI - STANDING RULES

1. General information pertaining to participation in PPAACC contests shall be published in the PPAACC Official Handbook, to be updated, and posted on the website yearly.
2. Specifics and rules relating to competitive divisions shall be outlined in the Classification Handbook section of the Official Handbook.
3. The PPAACC Executive Board has the responsibility for determining categories, classifications and levels to be offered during a current season, based on past season and current entries.
4. Rules for each category of competition will be printed in the PPAACC Official Handbook.
5. The responsibility for updating and posting the PPAACC Handbook lies with the PPAACC Executive Board.
6. Any rules or specifics not outlined in the PPAACC By-laws are the responsibility of the Executive Board. Suggestions or recommendations for change may be submitted by any member.
7. Each unit member, coach, director, etc. is responsible for making sure that they are adhering to the updated version of the PPAACC handbook as posted on the website each year.

### ARTICLE XII - ADOPTION OF BY-LAWS AND AMENDMENTS

1. These By-laws must be approved and may be amended by a two-thirds vote of the members present at a general meeting, provided the membership is given notification of intent to approve and/or amend the By-laws no less than ten (10) days prior to the meeting.