Bylaws of the Midwest Color Guard Circuit, Inc.

Approved 2/7/2023

ARTICLE I – OBJECT

Section 1.01 - The objective of this association is to promote color guard contests, thereby perpetuating the pageantry and effectiveness of the member units for charitable and educational purposes. The Midwest Color Guard Circuit (Circuit) is organized and operated exclusively to support or benefit organizations which engage in or support youth activities in the performing arts, which include elements of music, choreography, and theater. The Circuit may also support the growth of indoor percussion, winds, and other units as sanctioned by WinterGuard International.

ARTICLE II – MEMBERSHIP

Section 2.01 - Any bona fide color guard unit of a competitive nature is eligible for membership to the Circuit. Deadline for application shall be before the first MWCGC regular season contest to qualify for the current competitive season.

Section 2.02 - Any new unit admitted to the membership shall be granted voting privileges after their first competitive performance.

Section 2.03 - All units shall retain their voting rights for the following competitive season, provided they remain a member in good standing. To be a member in good standing, a unit must compete during the current contest season in a Midwest Color Guard Circuit contest. As of the Championship contest, those units who did not fulfill the above requirement will no longer be considered a member in good standing and will lose their voting privileges. Units whose membership lapse will be considered for future membership as a new member.

ARTICLE III – SURETY BOND

Section 3.01 - An initial one-hundred-dollar ($100.00) surety bond shall be posted prior to the acceptance of competition. This bond stays in effect year after year as long as a unit continues to compete in the Midwest Color Guard Circuit. In the event a unit discontinues existence, return of the surety bond may be requested. Any circuit member unit not having competed for one (1) full year and has not requested return of their surety bond, said surety bond will be forfeited and transferred to the working fund of the Midwest Color Guard Circuit.

ARTICLE IV – DUES

Section 4.01 - Dues, to be set at the summer meeting by the Circuit Board of Directors and agreed upon by the membership in good standing, shall be assessed to each unit.

Section 4.02 - Dues payment schedule, including late fees and other penalties, will be set at

the summer meeting by the Circuit Board of Directors and agreed upon by the membership in good standing.

Section 4.03 - Units who have paid any portion of their dues for the upcoming season and find prior to their first competition they cannot compete that season will be reimbursed all but a fifty-dollar ($50.00) service fee.

ARTICLE V – ADMINISTRATION

Section 5.01 - The administration of the Circuit shall be vested in the President who shall have six (6) additional Board of Directors elected by the membership annually.

Section 5.02 - The Board of Directors shall be President, Vice President, Secretary, Treasurer, Contest Director, Public Relations Director, and Judges Liaison.

Section 5.03 - The President may appoint a Director of Education and other positions as needed. To approve the addition of a non-voting position, a majority of the Board of Directors must vote in favor.

Section 5.04 - All officers shall be at least twenty-one (21) years of age prior to the date of their election.

Section 5.05 - Elections shall be held each year at the spring meeting of the Circuit.

Section 5.06 - All officers shall serve concurrent terms as Directors of the Midwest Color Guard Circuit, Incorporated.

Section 5.07 - In the event of a death, resignation, or incapacity in the office of President, the Vice President shall advance to the office of President. A special election shall be held within thirty (30) days to fill the office of Vice President. In the event of a death, resignation or incapacity of the Vice President, Secretary, Treasurer, Contest Director, Public Relations Director, or Judges Liaison, a special election shall be held within thirty (30) days to fill the vacated office.

Section 5.08 - The majority of all committees appointed must be non-board members.

ARTICLE VI – DUTIES OF THE BOARD OF DIRECTORS

Section 6.01 - The President shall oversee all the business and affairs of the Circuit and shall preside over all meetings of the Circuit.

Section 6.02 - The Vice President shall, in the absence of the President, perform the duties of the President. The Vice President shall be responsible for initiating and maintaining liaisons with similar and interested parties and circuits, seeking out and recruiting other possible members, and performing other duties as assigned by the President.

Section 6.03 - The Secretary shall keep the minutes of all meetings, mail or electronically mail the minutes to the membership along with any other notices, be custodian of the Circuit records, and

shall sign all records and correspondence. The Secretary shall keep a record of all members and their addresses and perform other duties as assigned by the President.

Section 6.04 - The Treasurer shall have charge of, control of, and be responsible for all funds of the Circuit. The Treasurer shall receive and give receipts for all monies due and payable to the Circuit from any source and deposit all such monies in the name of the Circuit in financial institutions selected by the Board of Directors, and perform other duties as assigned by the President.

Section 6.05 - The Contest Director shall handle all details and phases of running a contest sanctioned by the Circuit and will have complete charge of all arrangements. The Contest Director will be responsible to the Circuit membership through the President and perform other duties as assigned by the President. The Contest Director may appoint a Contest Coordinator to be approved by the Board of Directors. The Contest Coordinator will be responsible for the administration and management of all on-site aspects of running Circuit contests and shall perform all duties as may be assigned by the Contest Director. A fee per contest will be paid to the Contest Coordinator.

Section 6.06 - The Public Relations Director shall publicize the Circuit and make publicity information available to all Circuit members and, in general, perform all duties as may be assigned by the President.

Section 6.07 - The Judges Liaison shall establish contest panels and be responsible to units regarding judges' quality control. The Judges Liaison shall communicate the concerns, needs, or challenges of the Midwest Color Guard Circuit member units relative to judging to the President, and perform other duties as assigned by the President.

Section 6.08 - The Director of Education shall be responsible for all educational needs for the Circuit. The Director will administer the Circuit Educational Workshop and any additional clinics. The Director will be available for consultations and will assign additional personnel to help in these efforts.

ARTICLE VII – MEETINGS

Section 7.01 - Meetings shall be held in summer and spring, and at the direction of the President. All Board of Directors meetings shall be held directly prior to each general meeting, or at the discretion of the President.

Section 7.02 - A quorum is not necessary to conduct a vote. Those units wishing to vote must be present or appoint a proxy in writing to the President and Secretary prior to the meeting. By-law changes must be published in the minutes prior to being voted upon.

ARTICLE VIII – DELEGATES

Section 8.01 - Each member unit shall be allowed one (1) current delegate or an alternate whose name shall be registered at the time of application and acceptance. A change in the name of the registered delegate or alternate must be presented, in writing or via electronic means traceable to the delegate, to the President and Secretary prior to any regularly scheduled meeting.

B. All members of the Midwest Color Guard Circuit Board of Directors have one (1) vote whether they are unit connected or not. Should they be unit connected, they will have the additional vote for the unit as well.

C. The President shall cast a vote only in the case of a tie vote, with the exception of the election.

D. The President will appoint a Nominating/Slate Committee, whose function is to collect self-nominations for inclusion on the forthcoming Board of Directors election ballot. This will occur no later than two weeks before Championships. Self-nominations will be closed the Friday before Championships begin at 5:00 pm Central Time. The slate of candidates for the Board of Directors positions will be announced no later than the Monday following Championships.

E. For the election of officers' vote, an official ballot made with space provided for write-in candidates signed by the President with the Circuit seal affixed. These ballots shall be handed out and counted at the elections meeting by the Nominating/Slate Committee named delegate or the alternate delegate. Alternatively, the Board of Directors may choose to use an online ballot sent to Members in good standing prior to the elections meeting, and said ballots to be counted and reported to the Membership by the Nominating/Slate Committee named delegate or the alternate delegate at the elections meeting.

In the event of any unopposed nominations once the nominations are closed, in keeping with Robert's Rules of Order, the elections meeting chair can declare the nominee is elected by unanimous consent or acclamation.

ARTICLE IX – BYLAWS

A. The bylaws shall be reviewed every two years.

B. The President and Secretary shall co-chair a Bylaws Review Committee. The President shall appoint three circuit members to assist the President and Secretary in the bylaws review.

C. The President shall report on the review at the spring meeting of that year with bylaw change proposals to be voted on in the summer meeting. Proposed changes will be posted in the meeting minutes.

D. These bylaws may be amended by a majority of the members in good standing present and voting at any regular meeting of the Circuit, provided that the changes have been published in the minutes.

SUPERVISION:

All Circuit contests shall be supervised by the Midwest Color Guard Circuit, Incorporated, under the competitive rules and adjudication sheets of Winter Guard International except as noted herein.

1.0 REQUIREMENTS FOR COMPETITION IN THE MIDWEST COLOR GUARD CIRCUIT:

1.1 Paid current membership dues, fines, and posted one-hundred-dollar ($100.00) surety bond.

1.2 A unit must submit a current roster to the Midwest Color Guard Circuit and for independent units, a certificate of insurance indicating underlying limits of $1,000,000.00 minimum for General Liability prior to their first performance of the current year. Any unit not adhering to this rule may not perform.

1.3 At any contest, a member of a unit may not compete in more than one unit.

1.4 All units appearing in finals competition shall compete in preliminary competition, except for sponsoring units giving an exhibition (not in competition).

1.4.1 An application for exemption shall be made in writing to the Contest Director for consideration by the Board of Directors prior to the preliminary competition to be missed. Units receiving exemption will automatically be scheduled first in the class in the finals competition.

1.4.2 Units receiving exemption for Circuit Championship finals competition will automatically be scheduled first in the class.

1.5 The competition season shall be no longer than 14 weeks including the WGI Championships.

1.6 All members of any color guard competing in any scholastic class must be approved for participation by the principal of the sponsoring school. Each color guard unit shall submit the names of all approved participants of that school's color guard via a form provided by the Circuit.

1.7 Each unit must be prepared to show proof of age on each performing member at any MWCGC contest. Scholastic units must be prepared to show the school approved scholastic form.

2.0 CLASS SELECTION

2.1 Competitive classes for Independent and Scholastic divisions will be offered as per WinterGuard International Rules. Additional approved divisions:

2.1.1 **Cadet Class** – Consisting of all members eighth grade or under as of 12:01 AM of the date of their respective competitive class finals at Circuit Championships.

2.1.2 **Scholastic AA** – Class between SRA and SA that is judged on the A sheets. SAA is considered SA for WGI competition.

2.1.3 **Senior Class** – Color guard composed of one or more members over the age of 23 as of 12:01 AM of the date of their respective competitive class finals at the Circuit Championships.

2.2 It is required that the units compete in the same class as they would at WGI Regional and Championship contests. The Board of Directors reserves the right to add and/or subdivide classes as necessary. The Board of Directors reserves the right to subdivide classes into

competitive divisions for Circuit Championships.

2.3 A unit must declare their class at the beginning of the season and has the option of switching classes once, until March 1st and must compete in at least one contest in that new class prior to Circuit Championships.

2.4 Any unit determined to be misclassified can be reclassified by Board of Director decision.

3.0 REQUIREMENTS FOR ENTERING MIDWEST COLOR GUARD CHAMPIONSHIP SHOW / ORDER OF APPEARANCE IN CHAMPIONSHIP PRELIMS:

3.1 Circuit Championships seeding and scoring seeding methodology will be determined at the summer meeting.

3.2 All returning units, regardless of distance, must compete in a total of four (4) MWCGC regular season contests OR a minimum of two (2) MWCGC regular season contests and maximum of two (2) WGI Regionals to qualify to compete in Circuit Championships.

3.3 Units must compete in one (1) of the MWCGC regular season contests in the first two weekends. Scholastic units may request exemption from this requirement if school policies or conflicts prohibit a unit from doing so. Such a request shall be made in writing to the Contest Director for consideration by the Board of Directors. Such requests must be received by the Contest Director no later than January 1 of the contest season year.

3.4 First year units must compete in at least two (2) MWCGC regular season contests prior to Circuit Championships.

3.5 Units from other home circuits can accumulate eligibility for Circuit Championships at their own home circuit contests by earning one half credits per contest they appear in their own circuit. They still must compete in at least three (3) MWCGC regular season contests.

3.6 Extenuating circumstances regarding all exemptions must be submitted through the Contest Director for approval by the Board of Directors.

3.7 The Board of Directors will have the final decision regarding Circuit Championship eligibility of any unit unable to meet the above requirements. Petitions are to be made to the Board of Directors in writing or electronically to the Contest Director.

4.0 CONTEST ENTRY, WITHDRAWAL, AND SURETY BOND FORFEITURES

4.1 'Entries to add or remove contests after January 1 will require a one hundred ($100.00) fee per adjustment in addition to the annual membership dues. The fee for adding a new contest will go to the Midwest Color Guard Circuit and the fee for removing a contest will go to the show host. If a unit is switching shows - dropping one, but adding another - there will be one (1), one hundred ($100.00) fee split evenly between the Circuit and the dropped show host.

Any unit who withdraws from a contest fourteen (14) or less days before the contest will be subject to the penalty as determined in by law 4.2. If a unit wishes to appeal any fee, they will need to submit a letter or email from their school administrator (Scholastic Units) or from the head of the Board of Directors (Independent Units)."

4.2 Units that withdraw from a contest to which they have been accepted shall be assessed a penalty, said penalty to be set at the summer meeting by the Circuit Board of Directors and agreed upon by the membership in good standing.

5.0 RULES OF ORDER

5.1 These Rules and Regulations of the Midwest Color Guard Circuit, Incorporated, shall be known as Rules of Order as defined in Robert's Rules.

5.2 It is the standard policy that the Contest Rules and Regulations of the Midwest Color Guard Circuit be completed no later than the summer meeting. Any rule changes passed after that date would not be effective until the next contest season.

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Updated 10/14/2025