

# *KREWE OF GEMINI OF THE ARK-LA-TEX, INC.*

## *By-Laws*

In accordance with the Constitution of the Krewe of Gemini of the Ark-La-Tex, Inc., the following By-Laws shall govern the operation of the Krewe.

### **ARTICLE I – Membership**

- A.** Membership shall be comprised of the following categories:
  - 1. Full Member
  - 2. Social Member
  - 3. Honorary Member
  
- B.** A Full Member is a voting, riding member, of legal age at the time of application, and in good standing with the Krewe. Attendance at Krewe events is voluntary and encouraged, and admissions are included with up-to-date membership at the time of the event.
  
- C.** A Social Member is a voting, non-riding member, of legal age at time of application, and in good standing with the Krewe. An individual Social member will receive a deduction for being a non-rider each year from the current membership dues as established by the Board of Directors. Attendance at Krewe events is voluntary and encouraged, and admissions are included with up-to-date membership at the time of the event.
  
- D.** An Honorary Member is a non-paying dues membership annually bestowed upon those deemed worthy of the designation by the Board of Directors. The Honorary member may attend Krewe social functions by invitation but has no voting or riding privileges.
  
- E.** A Member of any of the above classifications may have their membership revoked if their behavior is deemed undesirable and certain to injure the reputation or prosperity of the Krewe. A recommendation on revocation shall be vested in the Membership Committee, with a two-thirds (2/3) vote of said committee required to revoke membership, and that recommendation shall be submitted to the Board of Directors, which shall act on said ruling of revocation. A two-thirds (2/3) vote of the Board of Directors shall be required to revoke membership.

- F. The maximum number of Krewe members, exclusive of Honorary members, shall be determined by the Board of Directors by the first board meeting of the coming year.
- G. At all meetings of the Krewe, each voting member in good standing shall have one (1) vote.
- H. Changes in a monthly membership meeting date or time must be announced in the upcoming monthly newsletter and Krewe Facebook page.
- I. The approval of membership and the categories of membership shall be vested in the Board of Directors. Recommendations for approval of said membership shall be made by the Membership Committee.

#### **ARTICLE II – Membership Requirement**

- A. To be eligible for Full and Social Membership, each prospective member shall complete and submit an Application for Membership to the Membership Committee. Applications will be marked as of the date and time of receipt and placed in line for consideration by the Membership Committee. The Membership Committee shall meet prior to the regularly scheduled Board of Directors meeting and will report recommendations for Full and Social Memberships at the Board of Directors meeting. The Board of Directors shall act on each recommendation presented by the Membership Committee at a regularly scheduled or special meeting by either accepting or rejecting the Membership Committee’s recommendation by a majority vote of the Board. The Board’s affirmation on each recommendation shall be reported to the membership of the Krewe.

#### **ARTICLE III – Dues/Assessments**

- A. Membership dues are established by a recommendation and majority vote of approval by the Board of Directors annually.
- B. Special Assessments for the operation and monetary support of the Krewe shall be assessed by the Board of Directors at any time during the Krewe year.
- C. For the purposes of dues and assessments, members are in good standing with the Krewe once their annual dues and assessments as outlined on the current application, or invoice as applicable, are paid in full.

#### **D. Membership Dues**

1. Membership dues, as established by the Board of Directors, shall be for the period of May 1 through April 30.
2. Membership dues as directed by the Board of Directors must be defined in all statements and billings.
3. Membership dues for the current year are due on or before May 1. Dues must be paid in full on or before July 1. The Krewe Treasurer will maintain records on all dues payments and will advise members of payment status as directed by the Board.

#### **E. Assessments**

1. A Special Assessment may be established by the Board of Directors at any time. The purpose for the Special Assessment will be specified, along with the amount approved, by the Board of Directors. The Assessment is not included as part of the Membership Dues but may be necessary for monetary or operational support in emergencies.
2. The Assessment may be voluntary or mandatory. Due and past due dates will be specified at the time of the approval of the Assessment.
3. Members not paying their mandatory Assessment by the past due date will have all membership privileges revoked.

#### **F. Event of Death**

1. In the event of the death of a paid Krewe of Gemini member, the Board of Directors shall have the option to prorate, refund or retain dues, assessments or throw package money.

#### **G. Payment Policy**

1. Annual membership dues are due by May 1. Membership dues not paid by July 1 will be considered past due and all membership privileges will be automatically revoked. If payment has not been received by September 1, non-paying members will be removed from the membership rolls.
2. All mandatory assessment charges, as directed by the Board of Directors, are due as specified in the definition of the Assessment. Assessment charges will be considered past due if not received by the date specified.

## ARTICLE IV – Officers

### **A. Selection of the Captain/Captain-Elect**

1. The Board is fully responsible for the approval of the Captain and Captain-Elect. The Board is also responsible in selecting a replacement in the event a Captain and/or both a Captain-Elect resigns or cannot continue in office. Anyone wanting to be Captain or Captain-Elect (both present and future) must submit before the Board an approved application. The Secretary will be responsible for maintaining all applications to the Board.
2. The Captain will review all received applications for Captain-Elect and make a recommendation to the Board for consideration and approval before July 1 of their year as Captain.
3. If the Board is unable to approve a Captain-Elect before July 1, the Executive Committee will initiate a selection committee. This committee will be made up of a minimum of six Board members including the current past Captain. The committee will solicit and review all applications, conduct interviews, and make recommendations for Captain or Captain-Elect to the Board when necessary.

**B. Board of Directors:** As established by the Constitution of the Krewe of Gemini of the Ark-La-Tex, Inc., the Board of Directors shall consist of twenty (20) voting members. The Board of Directors shall be elected and/or appointed as follows:

1. **Captain:** The Board of Directors shall confirm the new Krewe Captain (Captain-Elect) at its regularly scheduled April meeting prior to the new Krewe year, which commences on May 1. The Captain (President) of the Krewe shall be elected to serve in the following year which shall run from May 1 through April 30. The Captain shall have served on the Board of Directors prior to election as Captain. The Captain's term of office shall be for one (1) year. If elected, a Captain may serve multiple nonconsecutive terms, not to exceed two (2) terms. Nonconsecutive terms for Captains require a year of serving as past Captain in order to not serve continuously. The Captain is also responsible for conducting a Captain and new Board get-together (get to know workshop) prior to the first Board meeting for the new year. The Captain will be required, while in office, to address the status (membership, financial, etc.) of the Krewe at least twice a year (during the Fall and after the parade) at monthly Krewe membership meetings, to be determined by the Captain.

2. **Captain-Elect:** The Board of Directors shall elect the new Captain-Elect at its regularly scheduled meeting in May. The Captain-Elect (Senior Vice-President) of the Krewe shall be elected to serve in the following year, which shall run from May 1 through April 30. The Captain-Elect shall have served on the Board of Directors prior to election as Captain-Elect. The Captain-Elect's term of office shall be for one (1) year; however, the Captain-Elect may serve a multiple number of consecutive terms.
3. **Three (3) Co-Captains:** The three (3) Co-Captains (Vice-Presidents of Finance, Parade and Ball) shall be appointed by the incoming Captain and shall serve for a one (1) year term.
4. **Seven (7) Committee Chairpersons:** The seven (7) Committee Chairpersons Float Committee, Throws Committee, Royalty Committee, Party Committee, Den Committee, Membership Committee and Publicity Committee shall be appointed by the incoming Captain and shall serve for a one (1) year term; however, the Chairpersons may serve a multiple number of consecutive terms.
5. **Six (6) At-Large Board Members:** The six (6) At-Large Board Members shall be elected for three (3) year terms, to be staggered. The At-Large members of the Board of Directors must have been a member of the Krewe for at least one (1) year and shall be elected by the general membership of the Krewe in accordance with the nomination and election procedures hereinafter established. The At-Large Directors may serve multiple numbers of consecutive terms.
6. **Secretary:** The Secretary shall serve for a one (1) year term. The Secretary shall be elected by the general membership of the Krewe in accordance with nomination and election procedures hereinafter established. The Secretary's term of office shall be for one (1) year.
7. **Treasurer:** The Treasurer shall serve for a one (1) year term. The Treasurer shall be elected by the general membership of the Krewe in accordance with nomination and election procedures hereinafter established. The Treasurer's term of office shall be for one (1) year.
8. **Past Captain:** The previous year's Captain shall serve on the Board of Directors in an advisory role as an ex-officio nonvoting member. If for some reason the previous year's Captain cannot serve in this role, a previous past Captain may be selected by all past Captains to serve on the Board in this person's place.

- C. The Board of Directors shall meet monthly, or any special meeting called by the Captain of the Krewe. Any Board member missing three (3) consecutive regularly scheduled meetings of the Board, without a valid excuse, shall be dismissed from the Board. Any member who attends less than 50% of the total number of meetings of the Board during the current year shall be dismissed from the Board. The Secretary of the Krewe Board of Directors shall be notified concerning all absences. This responsibility rests with the individual Board member.
- D. Any Board member, including the Captain, may be dismissed from the Board of Directors for any behavior that is deemed undesirable and certain to injure the reputation or prosperity of the Krewe. This action requires a two-thirds (2/3) vote of the Board of Directors.
- E. Any policy or procedures not defined by the Constitution and By-Laws must have board approval.
- F. In the event a future monthly Board meeting date or time needs to be changed, it must be approved during the preceding Board meeting. Also, it is required to announce the Board meeting change in the upcoming monthly newsletter and Krewe Facebook page. The Secretary will send an email to Board members when there is less than appropriate time to notify members of a change.

**ARTICLE V: Co-Captains and Committees**

**A. Executive Committee**

- 1. The Executive Committee of the Krewe shall consist of the Captain, Captain-Elect, three (3) Co-Captains, Secretary and Treasurer.
- 2. The Executive Committee shall meet at the discretion of the Captain.

**B. Co-Captains for Finance, Ball and Parade**

- 1. The Co-Captain of each of the above-named activities shall be appointed by the Captain of the Krewe and said Co-Captains shall serve as members of the Board of Directors.
- 2. Each Co-Captain shall establish a committee which shall be responsible for the designated functions in accordance with the instructions provided to the Co-Captains by the Board of Directors.

**C. Float Committee, Throws Committee, Den Committee, Parties Committee, Royalty Committee, Membership Committee and Publicity Committee**

1. The Committee Chairpersons of each of the above-named seven (7) committees shall be appointed by the Captain of the Krewe and said Chairpersons shall serve as members of the Board of Directors.
2. Each Committee Chairperson shall establish a committee which shall be responsible for the designated functions in accordance with the instructions provided to the Chairperson by the Krewe Captain and Board of Directors.

#### **D. Membership Committee**

1. The Membership Committee shall consist of a Chairperson and four (4) Committee members to be appointed by the Membership Chairperson or Captain.
2. The Membership Committee shall accept applications and act upon those applications in accordance with the Constitution and By-Laws of the Krewe and subject to certain rules and regulations which the Board of Directors may enact.
3. The Membership Committee shall meet prior to the regularly scheduled Board of Directors meeting and will report recommendations for membership at the Board of Directors meeting.
4. The Membership Committee shall prepare an appropriate application form for membership in the Krewe. Said form will be recommended to the Board of Directors who will then accept, reject, or modify the proposed application at the March Board meeting.
5. New Member Float assignments shall be determined by the Membership Committee with the Float Lieutenants.
6. The Membership Chair will reconcile, semi-annually with the Treasurer, the Krewe memberships and adjust any discrepancies.

#### **E. Nominating Committee**

1. The Nominating Committee shall consist of five (5) people who shall be appointed by the Captain of the Krewe. Said five (5) persons shall consist of the Past Captain (Nominating Committee Chairperson) of the Krewe, two (2) members of the Board of Directors, and two (2) active members appointed from the Krewe membership at- large.
2. The current Captain shall select the Nominating Committee on or before October 1st of each year. The Captain of the Krewe shall inform the membership of the formation of the Nominating Committee at the October regular Krewe meeting.

The Nominating Committee will prepare an application to be submitted by all candidates running for office. The Nominating Committee will seek and receive nominations from the general membership using the application form deemed appropriate by the Nominating Committee. Nominations by application must be received by March 15. Any nomination can be made from the floor at a regular meeting, including the April membership meeting.

3. To be considered a candidate for the Board, the member must be in good standing with the Krewe.
4. All candidates will be required to present themselves before the membership either prior to/or during the April membership meeting.
5. Elections for the offices will be held at the regularly scheduled Krewe meeting in April of each year. Prior to the April membership meeting, the Nominating Committee will submit, in the April newsletter, all board candidates. A sample ballot will be included and the method of voting to be used for the April election will be defined.
6. Election results will be tallied immediately by the current Executive Committee, with the exclusion of the Secretary and Treasurer, and the results shall be announced to the membership during the same meeting. Elections to the offices shall be by a plurality vote.
7. In the event a Board member vacates, needs to resign or be removed from the Board, the Captain will present a candidate for replacement. The replacement will be presented at the next Board meeting for Board approval. The replacement will only fill the vacated position for the current term of the present Captain.

#### **F. Standing Committees**

1. Standing Committees are formed and established to address ongoing continuous concerns and activities of the Krewe. Membership to Committees shall be by appointment of the Captain of the Krewe and can consist of both Krewe members and any non-Krewe members whose participation would be helpful based on their knowledge and expertise. The Standing Committees of the Krewe are: Museum, Newsletter, Social Media, Website, Special Events and Meetings.

#### **G. Ad Hoc Committees**



1. From time to time, Ad Hoc Committees may be established at the discretion of a majority vote of the Board of Directors. Ad Hoc Committees are typically established for a limited time and to address a specific issue or one-time project. Membership to said Ad Hoc Committees shall be by appointment of the Captain of the Krewe and can consist of both Krewe members and any non-Krewe members whose participation would be helpful based on their knowledge and expertise.

## **ARTICLE VI – Royalty**

### **A. Royalty**

1. The Royalty, which shall reign over the Mardi Gras celebration of the Krewe, can be a King, a Queen, a Duke of Arkansas, a Duchess of Arkansas, a Duke of Louisiana, a Duchess of Louisiana, a Duke of Texas, a Duchess of Texas, Princes, and Princesses.
2. Any Krewe member wishing to be considered for Royalty must submit an application to the Royalty Chairperson at any time during the Krewe year. This also applies to a Prince or Princess.
3. The Captain, Royalty Chairperson, and Royalty Committee shall comprise the committee for the selection of Royalty.

### **B. Selection of King and Queen**

1. The King and Queen shall be selected from the individual members in accordance with the procedures approved by the Board of Directors.
2. To be considered for the royalty position of King or Queen, an individual member shall have been a member of the Krewe for a minimum of two (2) years.
3. The persons selected as King and Queen of the Krewe of Gemini shall be announced to the general membership at the Coronation Ball and shall reign until the new King and Queen are announced at the next Coronation Ball.

### **C. Selection of Dukes and Duchesses**

1. Each of the three (3) Dukes and Duchesses shall be selected from the individual members in accordance with the procedures approved by the Board of Directors.
2. To be considered for the royalty position of Duke or Duchess, an individual member shall have been a member of the Krewe for a minimum of one (1) year.

#### **D. Selection of Princes and Princesses**

1. Each Prince and Princess shall be selected in accordance with the procedures approved by the Board of Directors. While there is no age minimum, the earliest that a Prince or Princess can be selected is their freshman year in high school.

#### **E. Obligations and Duties of the Royalty**

1. The Royalty of the Krewe are considered Goodwill Ambassadors of the Krewe. All members of the Royalty are expected to conduct themselves in such a manner as to reflect well upon the Krewe and to abide by the policies for Royalty as established by the Board of Directors.
2. A member of Royalty, if presented by the Royalty Chairperson to the Board, may be removed during their reign by a majority vote of the Board of Directors for conduct unbecoming of Royalty of the Krewe.

#### **F. Royalty Assessments**

1. All members of Royalty shall be assessed a fee, payable to the Krewe of Gemini according to the position of Royalty as assessed by the Board of Directors. The Captain and Royalty Chair will present royalty fees for the court annually for Board approval.

### **ARTICLE VII – Float Property**

#### **A. Purpose**

1. Each float is the property of the Krewe, to be housed, protected, and insured by the Krewe.
2. The Board of Directors of the Krewe retains overall control of the floats, to include, but not limited to, declaring a float fit or unfit for service, as well as the right to rent, sell, mortgage, convey or otherwise dispose of a float. A majority vote of the Board of Directors will be required to take any of the above actions.

### **ARTICLE VIII – Float Lieutenants**

#### **A. Eligibility**

1. A Float Lieutenant is a very important part of the Krewe. The Float Lieutenant is the vital link for keeping riders informed of any decisions made or information passed on from the Board of Directors.

2. In order to become a Float Lieutenant for an adult float, one must be an Individual Full Member in good standing with the Krewe. However, in situations where only corporate sponsor riders are assigned a given float, a corporate sponsor representative can hold the position of Float Lieutenant upon recommendation by the Float and Finance Chairs and final approval by the Board of Directors.

## **B. Selection of Float Lieutenant**

1. A person shall be elected to the position by a majority of the float riders of their respective float. This election will be prior to May 1 of each year. After the election, the Float Chairperson will be notified so that they can present their names at the May board meeting for approval from the board.
2. A Float Lieutenant may also be appointed by the Captain and/or Float Chairperson and either confirmed or rejected by a majority vote of the Board of Directors.
3. All Float Lieutenants-Elect shall be confirmed or rejected by a majority vote of the Board of Directors.

## **C. Duties**

1. The Float Lieutenant's duties include, but are not limited to:
  - a. Maintaining float records to ensure that assigned float riders are all members in good standing.
  - b. Assisting various Committee Chairpersons in the performance of their duties.
  - c. Collecting float assessments.
  - d. Organizing workdays to help maintain the Den.
  - e. Organizing workdays to perform maintenance on the float.
  - f. Organizing the repair of the float prior to float painting for the new theme (if applicable).
  - g. Managing bead orders for the float riders.
  - h. Assisting with costume selection and purchase for the float riders.
  - i. Coordinating float riders' reservations for the Grande Bal and other events as required.
  - j. Ensuring all material and safety equipment, such as fire extinguisher(s), flashlights, fuel for generator, etc., required on parade day are all in working condition and on the float (excluding fuel).

- k. Coordinating any repairs deemed necessary to pass the City Fire Marshal's inspection prior to the parade, so the float is safe to roll on any public street or highway in accordance with the laws of the State of Louisiana and the cities of Shreveport and Bossier City.
    - l. Ensuring that only assigned float riders ride on the float on parade day.
    - m. Assisting in coordinating any activities that the float riders choose to do during the Mardi Gras season.
  2. The Float Lieutenant is responsible for ensuring all float riders strictly adhere to parade safety guidelines as set forth by the Float and Parade Chairpersons. Any misconduct by riders must be immediately addressed by the Float Lieutenant, who will take appropriate action and report any issues to the Parade Chairperson and the Captain of the Krewe for necessary disciplinary measures.
  3. The Float Lieutenant is responsible to recruit new riders for their float as well as retaining their current riders.
  4. The Float Lieutenant must establish a bank account for the purpose of handling the expenses of their assigned float. It is highly recommended not to use one's own personal account as the balance of the float account must be transferred to the new float lieutenant at the time one is elected by the float membership.

#### **D. Term of Service**

1. The term of service for a Float Lieutenant is determined by the majority vote of their respective float riders.
2. A Float Lieutenant may serve an unlimited number of consecutive terms.

#### **E. Float Assessments**

1. Each float member will be liable and responsible for paying float assessments (also known as operating fees).

#### **F. Removal Procedure**

1. If a Float Lieutenant fails to fulfill any of the duties as set forth in this By-Laws, he or she will be subject to "recall" by a majority vote of the float riders of their respective float.

2. If a Float Lieutenant behaves in a manner deemed undesirable and certain to injure the reputation or prosperity of the Krewe, they may have their membership revoked and will be governed by the procedure as detailed in the Krew of Gemini of the Ark-La-Tex, Inc.'s Constitution, Article I – Membership.

## **ARTICLE IX – Youth Ridership and Floats**

### **A. Purpose**

1. From its origin, The Krewe has been, and will remain, a family-oriented organization. Our youth are the future Kings, Queens, Captains, and members of the Krewe of Gemini. The following By-Laws are to be used to ensure that the young relatives of Krewe members have a safe and enjoyable time during the Mardi Gras season and the Krewe's Grand Parade.

### **B. Youth Ridership**

1. Youth, ages 7 through 20 at time of application, require sponsorship of a Full or Social member and an annual assessment paid in full when submitting application for membership, and/or invoice as applicable. Full members and/or Social members may only sponsor a family member. Youth will be placed on age-appropriate floats where possible.

### **C. Sponsor**

1. A "Sponsor" is defined in this document as being an active Krewe member in good standing, who is related to a youth for whom they choose to purchase a Youth ridership.

### **D. Ridership Fees**

1. Monies received from the purchase of a Youth ridership will be placed in the Krewe's treasury and will be used in part for float maintenance (repairs, rebuilding, painting, etc.).

### **E. Float Lieutenant**

#### **1. Selection of Float Lieutenant**

- a. Float Lieutenants for all youth floats will be appointed by the Parade Co-Captain and/or Float Chairperson.
- b. In order to be a Float Lieutenant of a Youth Float, you must be a current member (Full or Social) of the Krewe.

## 2. Duties

- a. A Float Lieutenant's duties include, but are not limited to:
  - i. Collecting float assessments from float riders.
  - ii. Securing sound system, if desired.
  - iii. Ensuring that only assigned float riders ride on the float on parade day.
- b. The Float Lieutenants for the Youth Float have the added responsibility to ensure that their respective floats have two (2) chaperones and one (1) security personnel (Sheriff's deputy or Police Officer) on each float for parade day. The Captain, Float Chairperson and Parade Chairperson also have the responsibility to ensure that adequate chaperones and security are secured for the youth floats.
- c. The Float Lieutenant is responsible for ensuring that all float riders strictly adhere to parade safety guidelines set forth by the Float and Parade Chairpersons. Any misconduct by riders must be promptly addressed by the Float Lieutenant, who will take appropriate action and report any issues to the Parade Chairperson and the Captain of the Krewe for necessary disciplinary action.

## F. Ridership

1. To be eligible to ride on a youth float, the individual must be related to a current member in good standing with the Krewe. This member, or "sponsor" as designated for this purpose, must have purchased a Youth ridership at the current rate. This rate will be determined annually by the Board of Directors of the Krewe.
2. The rider positions for all youth will be filled on a first-paid, first-placed basis.
3. Each youth float will not exceed the maximum number of riders of that float capacity as determined by the Captain and the Float Chairperson.
4. With the approval of the Float Lieutenant, the sponsor may substitute the assigned rider with another young relative of that sponsor.
5. If an assigned rider is unable to ride in a parade, the next individual on the waiting list may take that position.
6. A rider may ride until the time he or she reaches the age of twenty-one (21).

7. A youth rider turning 21 prior to the Ball or parade may present an application to the Board of Directors to receive Full Membership at no additional cost and ride on an adult float selected by the Captain and Float Chairperson.

#### **G. Throws**

1. Youth float riders, dependent on age must order a minimum indicated on the rider order form.

#### **H. Float Assessments**

1. Each sponsor of a float rider will be liable and responsible for paying float assessments (also known as operating fees). This amount will be determined by taking the total projected operating expenses for the year and dividing equally among the number of riders.

#### **I. Ridership Conduct**

1. All riders and chaperones must follow parade safety guidelines set forth by the Float Chairperson and the Parade Chairperson.
2. Misconduct by riders or chaperones will be addressed by the Float Lieutenant. The Float Lieutenant will take appropriate action and may report the misconduct to the Parade Chairperson and the Captain of the Krewe for any disciplinary action that may need to be taken.
3. Alcohol is **STRICTLY PROHIBITED** on all youth floats. When chaperoning a youth float, chaperones are not permitted to consume alcohol. **AT NO TIME IS ALCOHOL ALLOWED!!**

### **ARTICLE X – Amendments**

- A. Amendments to these By-Laws may be adopted by a two-thirds (2/3) vote of the members of the Board of Directors at any regular or special meetings of the Board.
- B. Immediately following the Board of Directors approval of amendments to these By-Laws, said amendments may be adopted by a two-thirds (2/3) vote of members present, at any regular or special meetings of the Krewe, provided that a written notice of the vote and a copy of the proposed amendment(s) is emailed to the last known email address of each member of the Krewe at least fourteen (14) days prior to the date of such meeting.

### **ARTICLE XI – Enabling Procedures**

- A. Any and all matters pertaining to procedure of governance within the Krewe, not covered in the Constitution of the Krewe or the accompanying By-Laws of the Krewe, shall be governed by “Robert’s Rules of Order”, current edition.

Date of Last Amendment: April 16, 2018

Proposed New Amendments approved by the Board of Directors: March 14, 2024

Proposed New Amendments approved by Krewe members: April 15, 2024

New Effective Date of By-Laws: May 1, 2024