

La Cañada Flintridge Tournament of Roses Association

STANDING RULES

1. FLOAT RIDERS

There will be no people identifiable as human beings riding on the float. Human power may be used to maneuver or cause figures of any description to have movement, but persons will not be displayed simply for the benefit of riding on the float.

2. FLOAT DESIGN

It is the continuing policy of the Board of Directors to design and enter a float in the Rose Parade that is simplistic, humorous, has aspects of surprise and/or startle, and is colorful and highly animated.

3. CO-SPONSORSHIP OF FLOAT

The following policy statement will be used in the event that there would be a cooperative effort involving one or more organizations in the development of this Association's float entry in the Rose Parade.

- A. The Association's entry shall be exclusively the entry of the Association.
- B. The Association shall have the final determination of concept, design, construction and decoration of its entry.
- C. There will be no float riders.
- D. The Association shall review and approve any publicity regarding the entry prior to release, and this approval shall not be unreasonably withheld.
- E. During decoration, access to the float site shall be at the discretion of the Association.

4. DISTRIBUTION OF BYLAWS

Each incoming Director shall receive a copy of the current bylaws, standing rules and Association safety manual. These documents will also be available to any member of the Association. (1997)

5. NOMINATING COMMITTEE

The Nominating Committee shall be composed of at least the six (6) retiring Board members. Retiring Board members will not be nominated or elected to the Board for at least one year. However, appointed Board members filling unexpired terms of two (2) years or less may be elected to serve a three (3) year term immediately following their appointed term of office.

The Nominating Committee shall prepare a list of candidates for the coming years Board vacancies. And from the new and old Board members provide a list of potential chairpersons

6. PARLIAMENTARIAN

At the beginning of each fiscal year the President will appoint a person to serve as Parliamentarian. This person may or may not be a member of the Board of Directors.

7. DUES

The Annual Dues for the various classes of memberships are as follows:

- A. MiniFloater \$10.00 (non voting member) (2007)
(ages up to 12 years)
- B. FloaTeen \$10.00 (non voting member) (2007)
(ages 13 to 18 years)
- C. Members (Floaters) \$30.00
- D. Sustainers \$60.00
- E. Patrons \$125.00 (includes 10% discount on Floatique items)
- F. Paraders \$250.00 (includes 10% discount on Floatique items) (2007)
- G. Benefactors \$375.00 (includes 10% discount on Floatique items) (2007)
- H. Rose Circle \$750.00 (includes 10% discount on Floatique items + 2 parade seats)(2007)

8. DUTIES OF VICE-PRESIDENTS AND STANDING COMMITTEE CHAIRPERSONS

The duties of the Vice-Presidents will include the functional activities outlined below. Standing Committees shall fulfill the primary functional responsibilities. Additional committees may be formed by both the Administrative Services Vice-President and the Float Development Vice-President, with concurrence of the President and the Board of Directors, to perform additional functions as necessary.

I. Vice-President, Administrative Services

- A. Membership
 - Newsletter
 - Promotion (1997)
 - Records (1997)
 - Recruitment
 - Contribution Solicitation
- B. Fund Raising
 - Special Events
 - Floatique Sales (1997)
 - Deleted (2007)
 - Dining Out (1997)
 - Telephone Tree(1997)
- C. Public Relations
 - Annual Meeting
 - Community Relations
 - Happy Hours (2007)
 - Historian
 - Major Donor Acknowledgements (Fine Job Award - FJA) (2007)
 - Media Relations
 - Photographers
 - Press Kit Preparation
 - Publicity
 - Tour Guides

II. Vice-President, Float Development

- A. Float Construction
 - Computer Operations (1996)
 - Construction Site Facilities (2007)
 - Design
 - Engineering

Fabrication
Material Procurement
Personnel - Construction/Drivers

- B. Float Decoration
 - Floral Design
 - Flower Procurement
 - Flower Preparation and Placement
 - Personnel - Decorators
- C. Site Support Services
 - Construction Site Services (2007)
 - Decoration Site Facilities/Services
 - Safety
 - Special Event Assistance

9. RESPONSIBILITIES OF SPECIAL EVENT CHAIRMEN

The chairman of each special event will be responsible for all arrangements for the event. He may call on other committees of the organization as required. A written report, including financial details, successes and problems will be submitted to the Administrative Services Vice-President

10. BOARD OF DIRECTORS INCREASE OR DECREASE

Should the Board of Directors exercise its power to increase the size of its membership, it shall do so only at the annual general membership meeting by nominating and electing additional members in increments of three, one such member serving for a one-year (1) terms, another for a two-year (2) term, and the third for a three-year (3) term. In the event a decrease in membership is authorized, Directors shall be reduced by no more than one each for a period of three years, thus permitting any Director to fulfill the term of office for which he/she was elected (1988).

11. RELEASE OF MEMBERSHIP LIST

Names and/or addresses of members of the Association or copies of the Association mailing list shall not be released to any outside person or organization. (1991)

12. HONORARY DIRECTORS

Honorary Directors shall be selected by the Board of Directors. Honorary Directors are defined as members of the community who are leaders of local civic groups, business members, or representatives of other organizations. Honorary members may be non-members of the Association; are not required to attend Board meetings, but are welcome; are non-voting Directors; and shall be selected for one year terms, with no term limit. (1996)

13. FLOAT SAFETY (1997)

In order to provide safety throughout the year, the following safety rules shall be observed:

a) During float theme selection and design attention shall be devoted to the safety of the proposed design

b) During construction of the float there shall be no demonstrations of the animation of the float, except for purposes of construction and test, until the float is judged safe to operate

c) During demonstrations and tests of the float there shall be a suitable number of appropriately attired Association members, and where appropriate, protective barriers, to keep the public safely away from the float.

14. OUTGOING PRESIDENT (1997)

A color photograph, approximately 20" x 30", of rendering or float can be made for the outgoing president.

15. EXOFFICIO COMMITTEE MEMBER (1997)

The sitting President is exofficio member of all committees.

16. CAPITALIZATION(2001)

It is the policy of the Association to capitalize individual items of equipment costing more than \$5000.00 with a useful life of more than one year. The Treasurer should handle such capitalization as a year-end adjustment. This policy is effective for equipment acquired after January 31, 2001.

17. COMMERCIAL ADVERTISING POLICY (2008)

It shall be the policy of the Association not to promote commercial advertising in any form. This includes advertising in the LCFTRA newsletter, at the construction site or the decoration site.

Giving credit to suppliers of goods or services used in the construction or decoration of the float is not considered advertising by this policy.

18. MINIMUM AGE FOR DECORATORS (2010)

The minimum age for Decorators to participate in float decoration and/or related activities during "official" Deco Week is 13 years old.

Decorators under the age of 13 years old may be allowed to participate in float decoration and/or related activities prior to the "official" start of Deco Week at the discretion of the Decoration Chair

During "official" Deco Week, Decorators who are 12 years old and are part of an organized, supervised group, where there is at least one adult group supervisor for each eight (8) participants, such as but not limited to, Girl Scout or Boy Scout troops may be allowed to participate in float decoration and/or related activities at the discretion of the Decoration Chair.