

GREAT GULF COAST REGION #10 REGIONAL STANDING RULES

Effective July 2024

SECTION I - REGIONAL MANAGEMENT TEAM

1. Eight (8) management team members shall be appointed/elected, each for a two-year term, as provided in the Standard Form Regional Bylaws, Article IV, Sections 1 and 2.

SECTION II - REGIONAL MANAGEMENT TEAM MEETINGS

- A. Three (3) meetings (initial, fall/winter, and annual) shall be held as set forth in the Standard Form Regional Bylaws, Article IV, Sections 3. Meetings can be in person, virtual or hybrid.
- B. Attendance Requirements of Management Team:
 1. Each management team member is expected to be in attendance (either in person or virtually) at each Regional Management Team meeting.
 2. Any management team member who is absent from two (2) regularly scheduled consecutive meetings, regardless of cause, shall tender their resignation from the Regional Management Team.
 3. If a management team member has prior knowledge that they will be absent from the second meeting in sequence, they are expected to advise the Team Coordinator in sufficient time so that a successor may be selected.
 4. Each potential nominee must agree to comply with the attendance requirement at the time their qualifications are submitted to the Regional Nominating Committee.
- C. A majority of the members of the Regional Management Team shall constitute a quorum.
- D. If committee members are required to attend a regularly scheduled regional management team meeting, the Team Coordinator shall give ten (10) days' notice.

SECTION III - DUTIES (See Standard Form Regional Bylaws, Article V)

- A. The duties of the Regional Management Team are set out in the SAI Policy Book and the Regional Management Team Handbook.

SECTION IV - COMMITTEES

- A. The standing chairs or committees of the region shall be the Finance Committee, the Nominating Committee (see section IV. D below), the Bylaws and Rules Chair and any others as are, or may be, prescribed by the Regional Management Team. See Standard Form Regional Bylaws, Article VII, Section 2, for eligibility, appointment, term and replacement of committee chairs and members.
- B. Special Committees (see Standard Form Regional Bylaws, Article VII, Section 2).
- C. Duties of committees/chairs are set out in the job descriptions listed in the Regional Policy Book, Section 7.
- D. Nominating Committee duties are described in the Standard Form Regional Bylaws, Article VII, Section 3, and the Regional Leader Election and Appointment Procedures, found in Chapter 11 of the Regional Management Team Handbook, revised.

SECTION V - REGIONAL MEETINGS (See Standard Form Regional Bylaws, Article III, Sections 3, 4, 5, 7)

A. Regional Meetings

Regional meetings, usually three (3) per year, shall be planned and implemented by the Education, Events, and Finance Coordinators, with approval of the Regional Management Team.

B. Convention

The annual regional convention and competition shall be planned and implemented by the Regional Steering Committee.

C. Registration

1. A registration fee shall be paid by all non-Region #10 members, including prospective members, attending regional events.
2. Non-Region #10 member registrations, single event tickets and reserved seating for shows may be sold.
3. All registrations are transferable but not refundable.

D. Chapter Leaders' Forum

1. The Chapter Leaders' Forum shall be comprised of the presidents/team coordinators from each chapter in the region and shall be the official liaison between the Regional Management Team and all chapters. Any chapter member designated by the chapter president/team coordinator may attend the forum as an alternate to the president/team coordinator.
2. The Chapter Leaders' Forum shall convene at each regional meeting, with advance notice and planning.
 - a. Additional meetings may be held at the discretion of the forum.
 - b. A majority vote of the presidents/team coordinators shall be required in calling for special meetings.
3. All meetings of the forum shall be chaired by the Membership Coordinator or their representative. (See job description)

SECTION VI - FINANCES – INCOME

A. Regional Convention & Meetings

The region will receive all proceeds from regional convention, regional meetings, regional sales and all other regional events, including any rebates negotiated, and pay all expenses as designated.

B. Annual Education Fee [Regional Policy Book, Section B]

1. An annual education fee, listed in the Region 10 Policy Book, shall be collected from each member, including youth members of Region #10, dual members with a membership in Region #10, Chapter-at-Large members and all directors, with the following exceptions:
 - a. Region 10 Hall of Fame members are exempt, beginning the year following their induction.
 - b. Region 10 50-year SAI members are exempt, beginning the year of recognition by SAI.
2. This annual education fee is payable to the Finance Coordinator within 45 days of a member's anniversary date and for each new member application as processed.
3. Any member whose annual education fee has not been paid by the prescribed due date (see Section F.1.b above) is not in good standing with the region until the annual education fee is paid.

A member not in good standing:

- a. May not vote in regional elections.
- b. Will pay a non-member fee for regional events. [Regional Policy Book, Section B, 2]
- c. May not compete in regional competition.

SECTION VII - FINANCES - EXPENSES

A. Management Team Meetings

1. Regional management team members shall be reimbursed for expenses to the meetings of the Regional Management Team as follows: [Regional Policy Book, Section D, 2, a]
 - a. Travel at the rate established by the Regional Management Team per round trip mile or lowest air fare. If two or more regional management team members travel in one car, mileage will be paid to one person.
 - a. Actual housing expense, based on no more than one-half double occupancy, not to exceed two (2) days, and a per diem expense allowance, not to exceed two (2) days, if applicable. Per diem expense allowance will be reduced when room/meal(s) are paid to facility/provider by the region. Extra meals required by travel time will be reimbursed.
2. Newly elected/appointed regional management team members shall receive the same reimbursement as current regional management team members.
3. Committee members required to attend shall receive the same travel and expense allowance as the regional management team members.

B. Regional Meetings

1. Regional management team members shall be reimbursed for expenses to attend the regional weekends as follows: [Regional Policy Book, Section D, 2, b]
 - a. Travel at the rate established by the Regional Management Team per round trip mile or lowest air fare. If two or more regional management team members travel in one car, mileage will be paid to one person.
 - b. Actual housing expense, based on no more than one-half double occupancy, not to exceed two (2) days, and a per diem expense allowance, not to exceed two (2) days.
2. Regional Education Faculty and designated Committee members, when invited to attend regional meetings or workshops to teach or otherwise serve in official capacities, shall be reimbursed based on the number of hours working/teaching/serving in official capacities during the meeting. [Regional Policy Book, Section D, 2, d]

C. Regional Convention [Regional Policy Book, Section D, 5, b]

1. The Competition Steering Committee members shall be reimbursed according to a schedule developed by the Chair of the Regional Convention and Events Coordinator and approved by the Regional Management Team.
2. The Historian shall be reimbursed for up to two (2) days for responsibilities at/and transporting regional scrapbooks to regional convention as requested/required. Reimbursement amounts are detailed in the Regional Policy Book. [Regional Policy Book, Section D, 5, e]

D. Committee Meetings

1. Committee meetings must be approved in advance by a Regional Management Team Member.

2. Committee members shall be reimbursed for travel expenses, to special meetings at the rate established by the Regional Management Team, per mile or lowest air fare. [Regional Policy Book, Section D, 3]
 3. Actual housing expense, if needed, based on no more than one-half double occupancy, not to exceed two (2) days, a per diem expense allowance, not to exceed two (2) days. [Regional Policy Book, Section D, 3]
- E. Site Inspections [Regional Policy Book, Section D, 2, c and 5, b]
1. The Events Coordinator, Contest Events Chair or their authorized appointee may inspect new regional convention or regional meeting sites, with pre-approval from the appropriate Regional Management Team and/or Steering Committee persons.
 2. Expenses for such inspections shall be reimbursed for travel at the rate established by the Regional Management Team per round trip mile or lowest air fare.
 1. Actual hotel expense, if needed, plus a per diem expense allowance, not to exceed two (2) days. Reimbursement amounts are detailed in the Regional Policy Book.
- F. Education & Membership Programs [Regional Policy Book, Section D, 4]
2. Reimbursement for chapter visits, if such visit is not covered by international.
 3. Travel at the rate established by the Regional Management Team per round trip mile or lowest air fare. If two or more members travel in one car, mileage will be paid to one person.
 4. Actual hotel expense, if needed, plus a per diem expense allowance, not to exceed two (2) days.
- G. General Expenses (see Standard Form Regional Bylaws, Article VIII)
1. Bonding of the Finance Coordinator and up to five (5) position bonds, as needed, shall be paid.
 2. All expenses involved in the business operation of the region as set forth in the annual budget and approved by the Regional Management Team shall be reimbursed. Any item that is not listed in or exceeds the budget must be approved by the Regional Management Team prior to expenditure.
 3. Expense vouchers, substantiated with appropriate receipts, must be approved by the designated coordinator before being submitted to the Finance Coordinator within 30 days of completing the event.
 - a. Expense vouchers not submitted within 30 days are considered a donation to the Region.
- H. Financial Assistance to Regional Quartet(s) Participating at International Competition.
1. Current quartet champions will receive financial assistance based on approved budgeted funds for the fiscal year in which they compete at the SAI International Convention for the year they qualify to compete at the international level.
 2. Returning quartets shall receive an amount equal to the above. Wild card quartets qualifying for an internationally sponsored competition will be provided financial assistance based on approved budgeted funds for the fiscal year in which they participate in an internationally sponsored competition.
 3. Funds shall be given to the quartet(s) no later than October 1, of the year in which they compete at the International level.
 4. A qualifying YWIH quartet, as described in the Region 10 Young Women in Harmony Guide, shall receive funding for actual participation in the Rising Star competition based on approved budgeted funds for the fiscal year in which they participate in an internationally sponsored competition.

5. Region 10 will offer one complimentary table at regional events for the Champion Quartet to raise funds to help cover costs during their championship year (beginning immediately following their win/qualification and ending prior to the next spring's convention). The Champion Quartet should inform the Events Coordinator two weeks before an event if they want a table for quartet sales.
 6. Any other quartet qualifying for International competition will be offered the same option at regional events, with the same expectation of making the request two weeks prior to an event.
- I. Financial Assistance to Chorus(es) Participating in International Competition
1. Regional chorus champions will receive financial assistance based on approved budgeted funds for the fiscal year in which they compete at the SAI International Convention of the year they qualify to compete at the international level.
 2. Funds shall be given to the championship chorus by October 1, of the year in which they compete at International.
 3. Any other chorus qualifying for an internationally sponsored competition will be provided financial assistance based on availability of funds for the year in which they compete at International.
 4. Region 10 will offer two complimentary tables at regional events for the Champion Chorus to raise funds to help cover costs during their preparation for International Competition (beginning immediately following their win/qualification and ending when they have competed at International). The Champion Chorus should inform the Events Coordinator two weeks before an event if they want tables for chorus sales.
 5. Any other chorus qualifying for an internationally sponsored competition will be offered the same option at regional events, with the same expectation of making the request two weeks prior to an event.
- J. Financial assistance may be considered for a chorus or quartet invited by Sweet Adelines International or by Great Gulf Coast Region #10 to participate in an international or regional sponsored event. The Regional Management Team will determine assistance based upon available funding.

SECTION VIII - AMENDMENTS (see Standard Form Regional Bylaws. Article XI)

These standing rules may be amended or rescinded as follows:

1. By consensus of the Regional Management Team members present at any meeting of the management team.
2. By a two-thirds (2/3) affirmative vote by mail of the Regional Management Team, with ratification at the next Regional Management Team meeting.

Revised/adopted by Great Gulf Coast Region #10 on the 1st day of August, 2024.

Signed:

Dated: 8/1/2024

A handwritten signature in cursive script that reads "Bebe Caldwell".

Bebe Caldwell
Team Coordinator

Reviewed and approved by:

Signed:

Dated: Nov. 19, 2024

A handwritten signature in cursive script that reads "Janell Mason".

Janell Mason
Corporate Secretary, Sweet Adelines International Corporation