



**UNITED COURT
OF THE
PIKES PEAK EMPIRE**



BY-LAWS



AMENDED:

2-11-2018

United Court of the Pikes Peak Empire
By-Laws
TABLE OF CONTENTS

Article I	Name, Nature, Ownership	Page 5
Section 1.01	Name	
1.02	Nature	
1.03	Ownership	
Article II	Offices, Location and Boundary	Page 5
Section 2.01	Corporate office	
2.02	Realm	
2.03	Jurisdiction	
2.04	Scope	
Article III	Purposes of the Corporation	Page 5
Section 3.01	Purpose	
3.02	Goals	
Article IV	Members	Page 6
Section 4.01	Class of Members	
4.2	Election of Members	
4.3	Voting Rights	
4.4	Termination of Membership	
4.5	Resignation	
4.6	Reinstatement	
4.7	Transfer of Membership	
4.8	Due	
Article V	Meetings of Members	Page 7
Section 5.01	Annual Meeting	
5.2	Special Meetings	
5.3	Notice of Meetings	
5.4	Informal Actions of Members	
5.5	Quorum	
5.6	Proxies and Voting by Mail	
5.7	Absentee Ballots	
Article VI	Board of Advisors	Page 8
Section 6.01	Advisors Manage Corporate Affairs	
6.2	Number, Tenure and Qualifications	
6.3	Meetings	
6.4	Telephone Polls	
6.5	Board Decisions	
6.6	Vacancies	
6.7	Removal	
6.8	Compensation	

Article VII	Powers and Duties of the Board of Advisors	Page 9
Section 7.01	Role of Advisors	
7.2	Policy Decisions	
7.3	Powers and Duties	
Article VIII	Functions of Advisors	Page 10
Article IX	The Imperial Monarchs and their Court	Page 11
Section 9.01	Imperial Monarch titles	
9.02	Selection process	
9.03	Term of Imperial Monarchs	
9.04	Purpose of the Imperial Monarchs	
9.05	Duties of the Imperial Monarchs	
9.06	State Functions	
9.07	Lines of Succession	
9.08	Monarch’s Powers, Duties, and Limitations	
9.09	Titles	
9.10	Removal of Emperor or Empress for Just Case	
9.11	Trials of Monarchs or Members of the Court	
9.12	Illness of Emperor or Empress	
Article X	Baronies	Page 15
Section 10.01	Establishment of a Barony	
Article XI	Court Finances	Page 15
Section 11.01	Contracts	
11.02	Checks, Drafts, or Orders	
11.03	Deposits	
11.04	Gifts	
11.05	Monthly Reports	
11.06	Dispersal of Court Funds at End of Reign	
11.07	Proceeds of Benefit Events	
11.08		
Article XII	Contributions	Page 16
Section 12.01	Funding	
12.2	Designated Benefactor	
12.3	Memorial Contribution(s)	
12.4	Recognition	
Article XIII	Certificates of Membership	Page 16
Section 13.01	Description	
13.02	Issuance of Certificates	
Article XIV	Books and Records	Page 16
Article XV	Fiscal Year	Page 16

Article XVI	The Corporate Seal	Page 17
Article XVII	Crowns	Page 17
Section 17.01	The State Crown	
17.2	State Regalia	
17.3	State Scepters	
Article XVIII	The Council of Regents	Page 18
Section 18.01	Purpose	
18.02	Voting Rights	
18.03	Rules and Regulations for the Council of Regents	
Article XIX	Amendment of By-Laws	Page 19
Section 19.01	Proclamations	
19.02	Quorum	
19.03	Procedure	
Article XX	Dissolution	Page 19
Article XXI	Miscellaneous	Page 19
Section 21.01	Limitation on purposes	
21.02	Interpretation of By-Laws	
21.03	Definition	
21.04	Construction	
21.05	Text to Control	
21.06	Severability	
Article XXII	Nondiscrimination/Anti-harrassment/Bullying Policy and Code of Conduct	Page 20
22.01	Nondiscrimination/Anti-harassment/ Bullying Policy and Complaint Procedure	
22.02	Non-Discrimination & Equal Opportunity	
22.03	Retaliation Is Also Prohibited	
22.04	Definitions of Harassment	
22.05	Code of Conduct	
22.06	Bullying	
22.07	Individuals and Conduct Covered	
22.08	Reporting an Incident of Harassment, Discrimination or Retaliation	
22.09	Conclusion	
Article XXIII	Effective Date	Page 23

ARTICLE I: NAME, NATURE, OWNERSHIP

SECTION 1.01 Name.

The official name of the organization shall be “The United Court of the Rising Sun Empire” D.B.A. “The United Court of the Pikes Peak Empire.” The Board of Advisors may designate other names at its discretion from time to time but, in the event that it should do so, it shall appropriately file all necessary trade name affidavits and other documents with the appropriate authorities of the State of Colorado. For purposes of these By-Laws, the Corporation shall be designated as either “Corporation” or the “Court”.

SECTION 1.02 Nature.

The Corporation is a non-profit corporation and shall be maintained as a non-profit corporation under all applicable laws and statutes of the State of Colorado and the United States, *SECTION 501(C)(3)* of the Internal Revenue code.

SECTION 1.03 Ownership.

The Corporation and all trade names and trademarks owned by the Corporation shall be considered property of the Corporation.

ARTICLE II: OFFICES, LOCATION AND BOUNDARY

SECTION 2.01 Corporate office.

The principle office of the Corporation shall be maintained in the County of El Paso, State of Colorado. The Corporation may have such other offices, either within or without the State of Colorado, as the Board of Advisors may determine from time to time, but the principal registered office shall remain in El Paso County Colorado.

SECTION 2.02 Realm.

The Corporation shall serve the geographical area known as Southern Colorado. The boundaries of which shall be all areas of Colorado south of a straight line running east-west through the Southern city limits of Castle Rock, Colorado, extending to the Utah border on the west and the Kansas border on the east. This boundary is intended to include all of Colorado south of the boundary claimed by the Imperial Court of the Rocky Mountain Empire in Denver.

SECTION 2.03 Jurisdiction.

The Corporation shall have jurisdiction only over that area covered by this Article II as set out in *SECTION 2.02* above and Article X, *SECTION 10.01, a*, below.

SECTION 2.04 Scope.

The Corporation members shall execute their duties and purposes on a worldwide basis with no boundaries to impede them, not withstanding the Jurisdictional limits set out in this Article II and X.

ARTICLE III: PURPOSES OF THE CORPORATION

SECTION 3.01 Purpose.

The purposes of this Corporation shall be to conduct charitable or public service projects to benefit legitimate charities, and in so doing to provide social and charitable activities for the benefit of the gay, lesbian, bisexual and transgender community, and to do anything necessary and proper for the accomplishment of these purposes.

SECTION 3.02 Goals.

The specific goals and purposes of the Corporation shall include, without limitation:

- A. The betterment of relations between the gay, lesbian, bisexual and transgender communities of Colorado with particular emphasis on the betterment of relations between organizations, businesses, and the community at large;
- B. To foster a tolerance and understanding of differences in lifestyle within the gay, lesbian, bisexual and transgender community and to encourage and support the efforts of our members and supporters in this endeavor;
- C. To provide and maintain social and meeting facilities for the use of the Court, its members, its affiliates, and their guests, which may include holding appropriate beverage, food, and other licenses in accordance with the laws of the State of Colorado and any local authorities of any governmental entity;
- D. To promote the good image of gays, lesbians, bisexuals and transgender persons as honorable and law-abiding citizens concerned with the welfare and safety of their community deserving of respect and cooperation from their fellow citizens and the due protection of the law;
- E. To help protect members from unlawful, illegal, or malicious harassment or arrest;
- F. To conduct activities for the express benefit and/or pleasure and entertainment of the gay, lesbian, bisexual and transgender community.

- G. To conduct activities for the good of and the education of the heterosexual community;
- H. To engage in any activity approved by the Board of Advisors which does not violate or interfere with either the laws of the state of Colorado relating to non-profit organizations or these By-Laws and to do anything which any non-profit corporation may do in the state of Colorado or elsewhere in accordance with the law.
- I. To do anything necessary or proper for the accomplishment of these purposes.

ARTICLE IV: MEMBERS

SECTION 4.01 Class of Members.

The members of the Corporation shall be one class. The qualifications for membership shall be those designated by the Board of Advisors from time to time.

- A. For purposes of defining a quorum at General Membership Meetings, members will be divided by active and inactive members. Any member without a known current address or phone number, or who has not made contact nor communication in writing, addressed to the corporation's post office box, or with an official of the Court within one (1) year prior to an annual membership meeting, or a lifetime titleholder who has not paid his/her annual membership dues will be considered as an inactive member. [Amended on 06/04/2006, General Membership Meeting.]

SECTION 4.02 Election of Members.

Any person interested in becoming a member of the Court shall submit a written and signed application on a form approved by the Board of Advisors to the member-at-large in charge of membership. Upon payment of any non-refundable membership dues, (see *SECTION 4.08* below) membership shall be automatically approved unless specifically disapproved by the Board of Advisors for just cause as defined by the Board of Advisors. Any applicant who has been disapproved for membership shall have the privilege of review by the membership at large according to such procedures as may be fixed by the Board of Advisors.

SECTION 4.03 Voting Rights.

Each member in good standing shall be entitled to one (1) vote on each matter submitted to a vote of the members.

SECTION 4.04 Termination of Membership.

The Board of Advisors by affirmative vote of a majority of all the members of the Board may suspend or expel a member for cause after an appropriate hearing and, by a majority vote of those present at any regularly constituted meeting, may terminate the membership of any member who becomes ineligible for membership, or suspend or expel any member who shall be in default of the payment of dues for the period fixed in *SECTION 4.08*.

SECTION 4.05 Resignation.

A. General Members.

Any member may resign by filing a written resignation with the Board member-at-large in charge of membership, but such resignation shall not relieve the member so resigning of the obligation to pay any dues, assessments, or other charges theretofore accrued and unpaid.

B. Board members and Monarchs.

Any individual who has resigned from a Board of Advisors position or from the position of Emperor or Empress, Prince Royal or Princess Royal, shall not be eligible to seek election nor appointment to a Board of Advisors position or to seek election to the position of Emperor or Empress or to be considered for appointment to the position of Prince Royal or Princess Royal for a period of five (5) years after the completion date of the term of office from which he or she resigned. [Board Amendment passed on 10/01/1996.]

C. Line members.

Any individual who has resigned from a line position shall not be eligible to seek election to the position of Emperor or Empress or any Board of Advisors position or to be appointed to the position of Prince Royal or Princess Royal or a Board position for a period of two (2) years after the completion date of the term of office from which he or she resigned. [Board Amendment passed on 10/01/1996.]

D. Gracious Leave from Office.

The Board may accept, grant or reject a petition from any member holding a position other than Emperor or Empress to be "Graciously Excused from a Court Position" for serious and significant personal reasons such as, but not limited to, serious personal illness, serious family illness, temporary occupational assignment to another town or state, extensive legal matters, etc. The request shall be made in writing or in person to the Board. The "graciously excused" provision, when granted by the Board, will allow the individual to be eligible to accept appointment or to be considered for election to any position with approval of the Board. In no case shall this provision be applied to personality conflict issues. Personality issues shall be resolved by the individual involved in any number of ways including dismissal from a position by a Monarch. [Amended on 02/12/2006, General Membership Meeting.] [Board Amendment passed on 10/01/1996.]

E. Records.

It shall be the duty of the Recording Secretary to make record of resignations and to pass these records to succeeding secretaries. [Board Amendment passed on 10/01/1996.]

SECTION 4.06 Reinstatement.

On written request signed by a former member filed with the Board member-at-large in charge of membership, the Board of Advisors may, by the affirmative vote of the majority of the members of the Board, reinstate such former members to membership on such terms as the Board of Advisors may deem appropriate.

SECTION 4.07 Transfer of Membership.

Membership in this Corporation is not transferable or reassigned.

SECTION 4.08 Dues.

- A. Annual Dues. The Board of Advisors shall determine from time to time the amount of annual dues payable to the Corporation by its members and shall give appropriate notice to the members.
- B. Permanent titleholders. All past Emperors, Empresses, Princes Royal, Princesses Royal, and other permanent titleholders as bestowed in accordance with *SECTION 9.09* of these By-Laws shall be lifetime members of the Court and be required to pay annual membership dues. [Amended on 06/04/2006, General Membership Meeting.]
- C. Payment of Dues. General membership dues shall be payable on the first day of the month of the anniversary of the member's original membership. All permanent lifetime titleholders, in order to remain in active member status, will be required to pay the annual membership dues of which the amount and scheduled due date are to be determined by the Board of Advisors. [Amended on 06/04/2006, General Membership Meeting.]
- D. Default and Termination of Membership. When any member is in default in the payment of dues for a period of one (1) month from the beginning of the period for which such dues became payable, his/her membership is thereupon terminated, excluding permanent lifetime titleholders, whose membership will be considered as inactive. [Amended on 06/04/2006, General Membership Meeting.]
- E. Benefits of Membership. Court membership shall entitle members to the following benefits:
 - 1. A quarterly newsletter that shall contain pertinent information, such as calendar of events and minutes.
 - 2. A copy of these By-Laws and or the Treasurers report, by request.
 - 3. Discount rates for various court functions, and rates to be approved by the Board of Advisors.
 - 4. Members will be provided with contacts to subcommittees that will have specific group activities in mind, i.e. camping, skiing, hiking, bowling, entertainment, etc. [See Proclamation by Emperor IX, Bob Steinborn.]

ARTICLE V: MEETINGS OF MEMBERS

SECTION 5.01 Annual Meeting.

An annual meeting of the members shall be held no earlier than February 1st and no later than March 15th for the purpose of electing officers of the Board of Advisors in accordance with Article VI of these By-Laws. If the election is not held on the day designated by the Board of Advisors per Notice of Meetings (Article V, Section 5.03), the Board of Advisors shall cause the election to be held at a special meeting of the members as soon thereafter as is convenient. [Amended on 02/28/2010, General Membership Meeting.]

SECTION 5.02 Special Meetings.

Special meetings of the members shall be called by the President, the Board of Advisors, or not less than fifty (50) percent of the active members having voting rights at a place designated by the Board of Advisors or, if the Board of Advisors shall refuse to act, at a place designated by the President or the fifty (50) percent of the active members having voting rights. If all (100 percent) of the active members shall meet at any time or place either with or without the state of Colorado and consent to the holding of a meeting, such meeting shall be valid without call or notice and at such a meeting any corporate action may be taken.

SECTION 5.03 Notice of Meetings.

Notice stating the place, day, and hour of any meeting of members shall be delivered personally, by mail, or by e-mail to each member entitled to vote at such meeting not less than ten (10) days nor more than thirty (30) days before the date of such meeting by or at the direction of the President, Board of Advisors, or fifty (50) percent of the membership calling the meeting. In case of a special meeting or when required by statute or by these By-Laws, the purpose or purposes for which the meeting is called shall be stated in the notice. If mailed, the notice of a meeting shall be deemed to be delivered when deposited in the United States Mail addressed to the member at his address as it appears on the records of the Corporation with postage thereon paid.

SECTION 5.04 Informal Actions of Members.

Any action required by law to be taken at a meeting of the members, or any action that may be taken at a meeting of the

members, may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed by all (100 percent) the active members entitled to vote with respect to the subject matter thereof.

SECTION 5.05 Quorum.

A quorum shall be defined as twenty-five (25) percent of the active membership eligible to vote at a general membership meeting or at the annual meeting. If a quorum is not present at any meeting of members, the majority of members present may adjourn the meeting without further notice.

SECTION 5.06 Proxies and Voting by Mail.

Voting by proxy or by mail shall not be permitted.

SECTION 5.07 Absentee Ballots.

The Board of Advisors may at its sole discretion, allow members to cast ballots before any annual or special meeting of the membership given adequate proof of the inability of member so voting to attend the meeting. Such ballots shall be made available by designated members on the Board of Advisors and filed with the Recording Secretary of the Corporation for opening and counting at the meeting.

ARTICLE VI: BOARD OF ADVISORS

SECTION 6.01 Advisors Manage Corporate Affairs.

The Board of Advisors shall manage the affairs of the Corporation. Members of the Board of Advisors must be members of the Court, legal and actual residents of the Realm known as Southern Colorado, as defined in *SECTION 2.02*, and continue said residency for the tenure of the office. [Amended on 03/16/2008, General Membership Meeting.]

SECTION 6.02 Number, Tenure, and Qualifications.

- A. The number of Advisors shall be twelve (12), two (2) of whom shall be the current Emperor and Empress, two (2) of whom may (see *SECTION 17.03*) be the previous year's Emperor and Empress, five (5) of whom shall be the officers of the Corporation, and three (3) of whom shall be members-at large.
- B. Officers, except the Corresponding Secretary, shall be elected, by a majority of votes cast, at the annual meeting of members in accordance with Article V of these By-Laws and shall be members of the United Court of the Pikes Peak Empire, and reside within the realm of the United Court of the Pikes Peak Empire, with the Treasurer meeting specific requirements set by the Board of Advisors and approved by a majority vote of the Board. [See Proclamations by Emperor IX, Bob Steinborn and Emperor XIII, Danny Entler.]
- C. The Emperor, Empress, and members-at-large shall be elected at the annual election in accordance to the rules established by the Council of Regents and with Article IX of these By-Laws and must be members of the United Court of the Pikes Peak Empire. [See Proclamation by Emperor IX, Bob Steinborn.]
- D. The term of the President, Vice-President, Recording Secretary, and Treasurer shall be for a period of two (2) years commencing from the date of their election.
- E. The President and Treasurer shall be elected in even numbered years and the Vice-President and Recording Secretary shall be elected in odd numbered years.
- F. The term of the Emperor, Empress, previous year's Emperor and Empress, and members-at-large shall be for a period of one (1) year in accordance with Article IX of these By-Laws.
- G. The Board of Advisors shall appoint the Corresponding Secretary to a one-year term and serve at the discretion of the Board. The term shall commence from the first Board of Advisors meeting following Coronation. The Corresponding Secretary will be selected by the current reigning Monarchs. [Amended on 02/22/2004 and 02/12/2006, General Membership Meeting.] [See Proclamations by Emperor XIII, Danny Entler, Emperor XVII, Bruce Littrell and Emperor XIX, Stanley Wright.]

SECTION 6.03 Meetings.

- A. Quorum.
A majority of the Board of Advisors shall constitute a quorum for the transaction of business, requiring a motion; i.e.: funds disbursement, and policy change or changes, at any meeting of the Board. If less than a majority of the Advisors is present at any meeting, the majority of the Advisors present may exchange information or adjourn the meeting without further notice. [See Proclamation by Emperor XIX, Stan Wright.]
- B. Conduct.
The Board of Advisors of the Court shall conduct all business meetings under Roberts Rules of Order. Newly elected Monarchs, the President and the Parliamentarian must obtain a copy of Robert's Rules of Order by the first scheduled meeting of the Board of Advisors after election or appointment. [See Proclamation by Empress XIX, Kristy Michaels.]
- C. Regular Meetings.
A regular meeting of the Board of Advisors shall be held without any special notice at any location established by

resolution of the Board of Advisors at the previous regular meeting.

D. Special Meetings.

Special meetings of the Board of Advisors may be called by or at the request of the President or two (2) Advisors and shall be held any place the Board of Advisors may determine.

E. Notice.

Notice of any special meeting of the Board of Advisors shall be given at least two (2) days prior by telephone, e-mail or five (5) days written notice delivered personally or by mail to each Advisor at his address as shown by the records of the Corporation. If mailed, such notice shall be deemed to be delivered when deposited in the United States Mail in a sealed envelope appropriately addressed with postage thereon paid. Any Advisor may waive notice of any meeting. The attendance of an Advisor at any meeting shall constitute waiver of notice of such meeting, except where an Advisor attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convenient. The business to be enacted at the meeting need not be specified in the notice or waiver of notice of such meeting, unless specifically required by law or these By-Laws.

SECTION 6.04 Telephone and Email Polls

Any business of the Corporation may be conducted between meetings by telephone or e-mail poll of the Board of Advisors. An attempt must be made to contact all Advisors, but a quorum shall be sufficient to conduct business. Business conducted by telephone or e-mail poll shall be included in the minutes of the next Board of Advisors meeting. If an e-mail poll is utilized the Advisors have 24 hours to cast their opinion or vote to ensure efficient passage of business.

SECTION 6.05 Board Decisions.

The act of a majority of the Advisors present at a meeting at which a quorum is present shall be the act of the Board of Advisors, unless the act of a greater number is required by law of these By-Laws.

SECTION 6.06 Vacancies.

A vacancy occurring in the Board of Advisors (or any advisorship to be filled due to an increase in the number of Advisors) shall be filled by appointment by the remaining Advisors. This appointment shall be determined by majority vote of the existing Board. Any advisor appointed by the BOA to fill a vacancy shall serve for the remaining term of the preceding Advisor and shall not be subject to application fees in order to take office. For a vacancy of a Co-president of the Council of Regents, recommendations from the Council of Regents will be taken and then determined by a majority vote of the existing Board.

SECTION 6.07 Removal.

Any member of the Board of Advisors may attempt to resign their position at any time by submitting their resignation in writing to the Board of Advisors.

- A. If the letter is submitted by the resigning individual, the Board may vote upon acceptance at that time.
- B. If the letter is presented by any means other than by the individual, it must be verified by a one on one confirmation by the President of the Board or an appointee of the President, or the resignation must be certified by a Notary Public. [See Proclamation by Emperor XX, Sam Relaford.]
- C. The Board shall vote on such resignation, which is not complete until the Board of Advisors has voted on and accepted such resignation.
- D. Any member of the Board who, after being notified at least thirty (30) days in advance of a hearing with all parties involved, is adjudged unfit by a majority vote of the Board of Advisors shall be removed from the Board of Advisors.
- E. Any Advisor who misses three (3) regular meetings of the Board of Advisors without prior notification within any six (6) month period or a total of six (6) absences; with or without notification, within a twelve (12) month period may be expelled as a member of the Board of Advisors.

SECTION 6.08 Compensation.

Advisors shall not receive any stated salaries for their services. Nothing herein contained shall be construed preclude any Advisor from serving the Corporation in any other capacity and receiving compensation therefore.

ARTICLE VII: POWERS AND DUTIES OF THE BOARD OF ADVISORS

SECTION 7.01 Role of Advisors.

The Board of Advisors shall manage the affairs of the Corporation, supervise the work of all committees, have general supervision over the property of the Corporation, and shall report to the Corporation any business which, in the judgment of the Board, requires action by the members, in addition to any other duties set out herein.

SECTION 7.02 Policy Decisions.

- A. Decision.

A policy decision of the Corporation may be made by a majority vote of the Board of Advisors at any meeting where there is a quorum.

B. Consideration.

Upon written request signed by five (5) active members of the membership and submitted to the President, a policy decision previously made by the Board of Advisors must be reviewed or a new policy position may be considered.

SECTION 7.03 Powers and Duties.

A Powers.

Subject to powers exercised by members and as may be limited by the members, the Board of Advisors shall control the affairs of the Corporation, including of the property, funds, and policies of the Corporation, and shall have the power and authority to do and perform all acts and functions not inconsistent with these By-Laws or the laws of the state of Colorado or the United States pertaining to non-profit corporations. Further, the Board of Advisors shall have full and complete power, either by itself or through its appropriate officers, to sell, lease, encumber or otherwise dispose of any real or personal property of the Corporation, to invest or reinvest the proceeds thereof, or any portion of the income not used hereinafter provided, in such real or personal property as it deems expedient; to borrow money to and enhance the value of any of the Corporation's property, or to carry out the purposes of the Corporation, and to take such security therefore as it deems appropriate. In addition, the authority to borrow money to carry out the purposes of the Corporation and to pledge or mortgage its property, or any part thereof, for such indebtedness; to execute such deeds, mortgages, bills of sale, notes, or other conveyances or documents necessary to the management, control, sale, or disposition of the property of the Corporation, or any part thereof, to pay all the expenses of maintaining and managing the property of the Corporation, including all taxes, if any, levied thereon; to employ such agents, servants, and employees as may be necessary for the proper functioning of the Corporation, and to fix reasonable compensation therefore; to collect all debts due the Corporation and to compromise the same as it deems best; to settle, compromise, and litigate all claims by or against the Corporation or its property and generally to manage, hold, and dispose of its property in such manner as may be most expedient for the benefit of the Corporation; provided the granting of the specific powers hereafter to the Board of Advisors shall not be construed in any way as a limitation of the general powers hereby granted, or powers granted by the Articles of Incorporation or the laws of the state of Colorado. The Corporation will not act in the capacity of a lender and will not grant loans to any individual or organization.

B. Additional duties.

Duties of the members of the Board of Advisors shall include:

1. The development of policies by which the Corporation is operated.
2. The raising of funds for the operation of the Corporation.
3. Acting as liaison for the benefit of the Corporation and the community at large.
4. Establishing subcommittees, which shall serve for a period of one year unless otherwise disbanded or reappointed.
[See Proclamation by Emperor IX, Bob Steinbom.]

C. Specific Duties Related to the Emperor and Empress and their Lines of Succession:

The Board of Advisors shall advise the Emperor and Empress on matters of State, aid them in execution of their programs, as outlined in ARTICLE IX and guide them with reference to the boundaries and restrictions of their offices. The Board of Advisors shall maintain a watchful and cautious eye on the Emperor, Empress, and their Lines of Successions execution of their offices.

1. The Board shall include and ensure that elected officials, monarchs, and the lines of succession maintain a standard of excellence and show of unity during their term in office.
 - a. Any conflict arising shall be dealt with and resolved within a reasonable amount of time not to exceed 90 days or one week prior to coronation, and shall not be discussed outside the governing body of the Court.
 - b. Conflicts between monarchs shall not become a matter of discussion for the line of succession to be involved in. Should conflict arise between the monarchs, the conflicting parties should resolve them. If no resolution is agreed upon, the matter should be presented to the Board of Advisors. If the Board cannot resolve the issue, then the matter should be presented to the Council of Regents. [See Proclamation by Empress XIX, Kristy Michaels.]
2. The Board shall notify a prospective successor to the throne of Emperor or Empress of the importance of this position and shall instruct the candidate concerning the rights and duties of this position, question the candidate in order to determine their qualifications, and authorize, license and install the candidate in office.
3. The Council of Regents shall have the responsibility to conduct all trials involving accusations against the Emperor or Empress in the manner set forth hereinafter.

ARTICLE VIII: FUNCTIONS OF ADVISORS

The Job descriptions of the Board of advisors will be defined in the UCPPE Policy Manual.

ARTICLE IX: THE IMPERIAL MONARCHS AND THEIR COURT

SECTION 9.01 Imperial Monarch titles.

The public ceremonial representatives of the Corporation shall be known as the Emperor and Empress.

SECTION 9.02 Selection process.

The Emperor and Empress shall be selected in accordance with the rules laid down in this Article.

- A. The Board of Advisors shall cause an election and Coronation of the Emperor and Empress to take place each year. A candidate for Emperor or Empress must be a member of the Court, a legal and actual resident of the Realm known as Southern Colorado, as described in *SECTION 2.02*, and continue said residency for the tenure of the office. [Amended on 03/16/2008, General Membership Meeting.]
- B. A copy of the By-Laws, Policies and all pertinent proclamations will be given to all candidates for any elected or appointed positions. [See Proclamation by Empress XIX, Kristy Michaels.]
- C. Said Coronation and election shall follow the formula described hereinafter, subject to modification by the Board of Advisors from time to time in its discretion for the selection of the Imperial Monarchs.
 1. The selection of the Imperial Monarchs shall be based on a point tally based upon the votes of the eligible voters of the realm. The election shall be held in accordance to the rules established by the Council of Regents. If a candidate runs unopposed, a yes/no vote will be held. If more no votes than yes votes are tallied, the candidate will not be seated and By-Laws regarding vacant positions will apply.
 2. The Coronation shall be held on a Saturday in a month designated by the Board of Advisors.
 3. The Board of Advisors shall select and authorize a coordinator or coordinators to handle the execution and management of the entire Coronation.
 4. Rules for the Coronation shall be established, set forth, and amended by the Council of Regents at least thirty (30) days prior to the announcement of candidates and shall be the only rules of the Coronation.
 5. Only eligible voters of legal age, with proof of residence of the realm residing within the boundaries of Southern Colorado, as described in *SECTION 2.02*, shall be entitled to vote for the Imperial Monarchs. Eligible voters shall also include all permanent titleholders of the Organization regardless of place of residence.
 6. The Board of Advisors shall establish and handle all voting procedures in compliance with the appropriate Colorado State laws. The Board shall also determine how the ballots are to be stored, and will determine the time for the counting and announcement of the ballot results.
 7. The Board of Advisors shall determine the amount of time allowed in which any ballot tally results may be contested by any candidate. Recount or ballot tally requests must be made in writing to the President of the Board of Advisors within seven (7) days after the announcement of the election.
 8. Members of the Board of Advisors may not openly support individual candidates for the office of Emperor or Empress. They may, however, perform at candidate shows when asked to do so. Performances by Board members at candidate shows shall be construed as encouragement for the campaign process itself rather than open support for the individual campaign. Reigning Monarchs and Board members must not wear campaign materials unless the materials of all candidates are worn simultaneously, as per availability. [See Proclamations by Empress IX, Lois Lane and Emperor XV, Mark Merriman.]
 9. Proxies and voting by mail are not permitted as stated in *SECTION 5.06*.

SECTION 9.03 Term of Imperial Monarchs.

The Emperor and Empress may serve a two- (2) year term of office. They shall reign for one (1) year beginning at the conclusion of the crowning ceremony and ending at the crowning ceremony of the ensuing year. The Monarchs so selected shall be accorded the honor and respect due their high office. No person elected to either position who does not fulfill their required first year's term of office shall be allowed to retain the title, to which they were elected. [See Proclamation of Empress XI, Tracy Diane.] The second year may serve as a voting member of the Board of Advisors, Co-presidents of the Council of Regents, and host and hostess of hospitality suite. [See Proclamation by Emperor XIX, Stan Wright.] Should a current stepping down Monarch choose, within 30 days, to decline the position of Co-President to the Council of Regents and as a voting member on the Board of Advisors, recommendations will be made by the Council of Regents for this one-year vacancy. The Monarch will retain his/her title.

SECTION 9.04 Purpose of the Imperial Monarchs.

The office of Emperor and Empress are expressly created to act as the official public and ceremonial representatives of the organization and to execute the express goals of the Corporation as set forth in these By-Laws. Furthermore, they shall serve the entire community in whatever way possible to the best of their ability, as long as their activities are not in violation of these By-Laws or the laws of the State of Colorado.

SECTION 9.05 Duties of the Imperial Monarchs.

- A. The Emperor and Empress or their representatives shall officiate at all social or ceremonial functions or activities held by, or authorized by the Board of Advisors.
- B. The Emperor and Empress are expected to act as a liaison to all areas of the Community and shall strive to visit all areas of

their realm whenever possible.

- C. The Emperor and Empress shall travel outside the realm whenever possible, developing good relations with neighboring Courts and promoting the State of Colorado.
- D. The Court shall have at least one function per month to support our cause. [See Proclamation by Empress V, Lady Bubbles.]
- E. The Monarchs will conduct all line member meetings according to Robert's Rules of Order to ensure future aspirants to elected or appointed positions will be familiar in the proper protocol and etiquette for Court Meetings. [See Proclamation by Empress XIX, Kristy Michaels.]
- F. A Parliamentarian shall be appointed by mutual consent by the reigning monarchs from the membership of the line they appoint, and shall secure a copy of Robert's Rules of Order for their own use. [See Proclamation by Empress XIX, Kristy Michaels.]

SECTION 9.06 State Functions.

- A. Investitures.
 - 1. The official name of the celebration shall be the "Investiture Ceremony of the United Court of the Pikes Peak Empire."
 - 2. All members of the Imperial Court selected by the Emperor and/or Empress and appointed by this date shall be formally recognized with their appropriate titles at this ceremony. Each line-titled member, at this time, must be an active member of the Corporation as per Article IV, Section 4.01A. [Amended 02/28/2010, General Membership Meeting.] [See Proclamation by Emperor IX, Bob Steinborn.]
 - 3. The Investiture Ceremony shall take place no later than forty-five (45) days after the coronation of Emperor and Empress.
- B. Prince and Princess Royal Ball.

The reigning Prince and Princess Royal shall have an annual state function known as the "Prince and Princess Royal Ball", which is to be held no more than ninety (90) days and no less than forty-five (45) days prior to the Coronation Ball. The "Prince and Princess Royal Ball" is the responsibility of the reigning Prince and Princess Royal and they shall submit for approval to the Board of Advisors copies of their proposal and budget for their Ball. [Amended on 03/16/2008, 02/10/2013, General Membership Meeting.] [See Proclamation by Empress V, Lady Bubbles.]
- C. Winter Cotillion.

Each year a Winter Cotillion will be held as a function to raise money for the Emperor and Empress' charity of choice. [Amended 02/28/2010, General Membership Meeting.] [See Proclamation by Empress VII, Fran.]
- D. Black and White Ball.
 - 1. The Black and White Ball shall be an annual event honoring the King Father and Queen Mother.
 - 2. Proceeds from the event shall go to a senior citizen cause of the King Father and Queen Mother's choosing. [See Proclamations by Empress VI, Tracy Diane and Empress VII, Lyda Rose.]
- E. No Additional State Functions.

No future proclamations may impose or schedule specific functions or events upon future reigns. [See Proclamation by Emperor XI, Duane Thompson.]

SECTION 9.07 Lines of Succession.

- A. The order of succession in the event of a vacancy of one (1) or both thrones shall be as follows:
 - 1. The order of succession to the Emperor shall be Prince Royal; Grand Duke; Grand Czar; Marquis, Count, Crown Prince
 - 2. The order of succession to the Empress shall be: Princess Royal; Grand Duchess; Grand Czarina; Marquise; Countess; Crown Princess.
 - 3. At the discretion of the Monarchs, additional line titles may be added, but may not interrupt the order of succession as listed above.
 - 4. The Prince Royal and Princess Royal shall be selected before Victory Brunch by means of appointment. The Emperor and Empress will each turn in a list of three names each, in order of preference, at the Board of Advisors meeting on the morning prior to Victory Brunch. The Board will then vote on each prospective appointee until a selection for each position is decided upon by majority vote of the Board. Announcement of the appointees will occur at Victory Brunch and not before. [See Proclamation by Empress XVIII, Chris Lee]. Anyone appointed the titles of Prince Royal or Princess Royal must have at least six (6) months active service with a previous reign within our Court (UCPPE). [Amended on 02/28/2010, 02/10/2013, General Membership Meeting.] [See Proclamation by Empress VI, Tracy Diane.]
 - 5. The Prince Royal and Princess Royal shall each appoint a Crown Prince and Crown Princess respectively. They may be removed and replaced as seen fit by the reigning Prince Royal and Princess Royal respectively. Such positions shall fall immediately below that of Count and Countess [See Proclamation by Emperor XV, Mark Merriman] in the corresponding Lines of Succession. The reign- of the Crown Prince and Princess shall be that of their Prince and

Princess Royal and if either Prince or Princess Royal is removed from office so shall be their Crown Prince and Crown Princess unless the new Prince and/or Princess Royal wish to keep them or the Emperor or Empress have another position for them. [See Proclamation by Emperor XI, Duane Thompson.]

6. All Line members must be a member of the United Court of the Pikes Peak Empire. [See Proclamation by Emperor IX, Bob Steinborn.]
- B. The Board of Advisors may select the King Father or Queen Mother as temporary regent to fill a vacancy if it is deemed that no candidate in the line of succession is able to adequately fill the vacant position. All vacancies filled are subject to the approval of the Board.

SECTION 9.08 Monarch's Powers, Duties, and Limitations.

- A. An individual who has previously held the position of Emperor or Empress may seek election to the position of Emperor or Empress again after a period of three (3) years from his/her stepping down, provided the individual seeking election completed his/her last reign satisfactorily and is in good standing as a regent. [Amended on 02/15/2003, General Membership Meeting.]
- B. Any person seeking the office of Emperor or Empress of the United Court of the Pikes Peak Empire shall be a person who has been an active supporter of this or another Court for the period of at least one (1) year. The Board may request verifiable proof of experience from other recognized Court Systems. [See Proclamation by Emperor V, Peter Quick.]
- C. Anyone being appointed the titles of Prince Royal or Princess Royal must have at least six (6) months active service with a previous Court. [See Proclamation by Empress VI, Tracy Diane.]
- D. The Prince Royal and/or Princess Royal will be eligible to seek the position of Emperor or Empress during the year of their reign, unless they resign, or submit a letter for leave of absence. [Amended on 02/28/2010, General Membership Meeting.]
- E. The numerical order of all Past, Present, and future reigning Prince and Princess Royals shall run concurrently with that of their reigning Emperor and Empress. [See Proclamation by Empress IV, Lilly.]
- F. No person shall be allowed to run or be a candidate for the office of both Emperor and Empress within the same year and in the same campaign.
- G. There shall be no other authority than that of the Monarchs in matters of discipline within the Royal Court and they shall have sole and absolute rule in that regard.
- H. Each Monarch shall have the authority and power to remove any member of his or her Court judged to be unfit or negligent in their duties.
- I. There Shall Be No Further Amendment to the By-Laws by Proclamation of an Empress or Emperor. Rather, each Emperor and each Empress may, (although shall not be required), establish two lifetime titles to be awarded at Coronation. These Lifetime Titles, as with all Lifetime Titles, other than those of Emperor, Empress, Prince Royal and Princess Royal shall not carry a vote on the Council of Regents. Furthermore, the By-Laws shall be changed by a majority vote of the members attending a By-Laws/Membership meeting, which has been announced at least thirty days prior to the date of such a meeting. [See Proclamation by Emperor XXII, Don Lacey.]
- J. By the first Board meeting after the whole Line of Succession is in position, the Emperor and Empress shall have a list of the responsibilities of each line member. [See Proclamation by Emperor XII, Jeff Dilworth.]
- K. The Court may not sponsor or co-sponsor a benefit, fund-raiser, or show for any single individual by name. Rather an Individual Crisis Relief Fund shall be established as a line item in the Treasurer's report and funds raised for individual's benefit shall be reserved in that account and dispersed at the discretion of the Board. No single individual shall receive over \$300.00 from the Court as a donation during a single reign. Any court member hosting a show for an individual's benefit must announce at least twice during the show that- the United Court is not sponsoring the benefit. [See Proclamation by Emperor XIV, David Eidson.]

SECTION 9.09 Titles.

- A. Permanent Titles.

No Monarch may bestow more than two (2) permanent titles. Court Law shall determine permanent titles. Permanent titles may not necessarily be considered "working" titles, as they are actually honorary titles. Apart from any declarations made concerning permanent titles as set out and limited hereinafter, declarations made during any reign apply only to that reign and to no future reign of any other Monarch. The Board shall be the final authority with regard to internal matters concerning the Imperial Monarchs. Having once attained the title of Emperor, Empress, Prince or Princess Royal one may not take a line title lesser than the highest permanent title once held. [See Proclamation by Empress XII, Erica Courtland.] The Queen Mother and King Father shall be chosen by a combined majority vote of the Council of Regents and the Board. Qualifications for these titles shall be based upon both past and present involvement with the Court, overall knowledge of the Court, willingness to assume the position of Emperor or Empress should it become necessary, and their intention to continue active involvement with the Court. The King Father and Queen Mother may be removed by the Board and Council of Regents if it is found that they are not fulfilling the requirements and duties of their position or if they have left the area for more than thirty (30) days without a leave of absence. The Board may not grant a leave of absence for a period of more than sixty (60) days. If these positions are vacated by resignation, and the Monarch is in good standing, the

Council of Regents may choose to give an honorary title of King Father Emeritus or Regent Dowager Queen Mother. Any regalia, in suitable condition, specific to said titles, should be passed on to the newly elected Monarch. If these positions are vacated by resignation or removal from office, the process for choosing a replacement shall be by written notification to all court members and the Council of Regents. This notification must request nominations and all nominees must complete an application by a date set by the Board. The date for the application deadline must occur no later than forty five (45) days after the position has been vacated and the Board and Council of Regents must meet and vote upon the replacement and install the new elects no later than sixty (60) days after the vacancy occurs. The Board may appoint a temporary replacement during this transition period with the exception that should the temporary replacements be required to assume the position of Emperor or Empress then they first must be approved by both the Board and the Council of Regents before being installed in office. [Amended on 02/12/2006, General Membership Meeting.] [See Proclamation by Emperor XIII, Danny Entler.]

B. Other titles.

The Imperial Monarchs may invest anyone with any title of their choosing so long as such title does not duplicate any existing permanent, lifetime title. No titles shall contain profanity. The Imperial Monarchs are encouraged to grant such reign titles liberally in recognition of participation in and contribution to the Royal Court. Such titles shall be announced at Investitures or at any time throughout the duration of the reign. [Amended on 02/12/2006, General Membership Meeting.] [See Proclamation by Empress II, Viv.]

SECTION 9.10 Removal of Emperor or Empress for Just Cause.

- A. The Board shall have the right and duty of removal from office of Emperor or Empress convicted of willful or intentional violation of these By-Laws or any state or federal law or for any other just cause as determined by the Board.
- B. Person, persons, or organization(s) may present accusations against an Emperor or Empress.
 - 1. The Board shall investigate or cause to be investigated any accusation made against any Emperor or Empress.
 - 2. After due investigation, if there are sufficient facts to support allegations against Monarch in question, then formal charges may be brought and a trial shall be set in accordance with the rules set forth hereinafter.
 - 3. The Corporation will not encroach on the authority of local, state, or federal jurisdictions.

SECTION 9.11 Trials of Monarchs or Members of the Court.

- A. The Council of Regents shall conduct all trials involving accusations against the Imperial Monarchs as set forth herein. Such trials shall be known as "Council of Regents Trials".
- B. Seven (7) members of the Council of Regents shall act as a panel of judges, the presiding judge being selected from the seven (7) member judges' panel by the Council of Regents.
- C. The Board shall appoint a Prosecutor to present the case against the Monarch who has been accused. It shall be the Prosecutor's duty to ascertain and verify all facts in each case, to present evidence against the Monarch, and to present arguments for the Prosecution. In the event that the Prosecutor is member of the Council of Regents, the prosecutor shall have no vote on the outcome of the trial.
- D. The Monarch shall have the right to be represented by a member of his/her own choosing, or to represent himself/herself at the Council of Regents Trial.
- E. The Prosecutor shall have the burden of proving the accusations true by a preponderance of the evidence. A "preponderance of the evidence" shall mean that the accusations are more probably true than not based on all of the evidence presented by the Prosecutor and the Monarch.
- F. No Council of Regents member who has made the accusation shall sit on the Council of Regents Trial.
- G. The panel of judges shall render a verdict after hearing all the evidence. The possible verdicts are as follows:
 - 1. "Guilty". For the Council of Regents to render this verdict, they must agree by a three-fourths (3/4) majority vote of the quorum members present.
 - 2. Not Guilty". For the Council of Regents to render this verdict, they must agree by a three-fourths (3/4) majority vote of the quorum members present.
 - 3. "Non-verdict". The Council of Regents must render this verdict if sufficient evidence has not been presented to persuade the Council of Regents to a verdict of either Guilty or Not Guilty, by the necessary vote. In case of a Non-verdict, the Monarch shall continue to reign subject, however, to the scrutiny of the Board.
- H. In the event of a Council of Regents Trial, the uncharged or not accused Monarch shall have one (1) vote and the Council of Regents shall also have one (1) vote in the trial of the Monarch who has been so accused.
- I. The Board of Advisors shall report the verdict to the members of the Court at the next scheduled regular meeting. [See Proclamation by Emperor XX, Sam Relaford.]

SECTION 9.12 Illness of Emperor or Empress.

- A. Monarchs may be allowed to retire from office due to illness or other circumstances beyond their control, and retain their title. Subject to Board approval, such a Monarch would be replaced by a Regent, according to the By-Laws, as described in *SECTION 9.07*, covering succession to the throne.
- B. No trial procedure is required for this action.

ARTICLE X: BARONIES

SECTION 10.01 Establishment of a Barony.

- A. The Court may establish a Barony or Baronies within the realm or outside the realm at the request of representatives of the gay, lesbian, bisexual and transgender community in an area.
- B. The Imperial Monarchs may then crown a Baron and Baroness to reign until such time [recommended not to exceed one (1) year] as elections of new Baron and Baroness can be arranged. The Baron and Baroness shall be guided by this organization and are bound by these By-Laws until such time as they may submit for approval of the Board their own By-Laws.
- C. It is acknowledged and accepted that the formation of a Barony may well be the first step in the establishment of a new empire within the International Court System. To this end, the Court may petition the International Court System for recognition and transition from a Barony under the auspices of the United Court of the Pikes Peak Empire to a full-fledged and independent empire. Although no legal requirement exists, common courtesy would dictate the joint consent of the Court and the Barony in case of such a transition.

ARTICLE XI: COURT FINANCES

SECTION 11.01 Contracts.

The Board of Advisors may authorize officer or officers or agent or agents of the Corporation, in addition to the officers so authorized by these By-Laws, to enter into any contract or execute or deliver any instrument in the name of and on behalf of the Corporation, AND such authority may be general or may be confined to specific instances.

SECTION 11.02 Checks, Drafts, or Orders.

All checks, drafts, or orders for the payment of money, notes, or other evidence of indebtedness issued in the name of the Corporation, shall be signed by such officer or officers or agent or agents of the Corporation, and in such manner as shall be determined by resolution of the Board of Advisors. Any such instrument involving a sum exceeding \$500.00 shall require signature of two Board Members.

SECTION 11.03 Deposits.

All funds of the Corporation shall be deposited to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Advisors may select provided such depositories shall be located within the territorial jurisdiction of the Corporation.

SECTION 11.04 Gifts.

The Board of Advisors may accept on behalf of the Corporation, any contribution, gift, bequest or demise for any purpose of the Corporation.

SECTION 11.05 Monthly Reports.

The Board of Advisors shall require monthly reports of the corporation's fiscal condition compiled or caused to be compiled by the Treasurer who shall also compile an annual report concerning the financial status and condition of the Corporation. The Board of Advisors may also require any additional reports they consider necessary at their sole discretion.

SECTION 11.06 Dispersal of Court Funds at End of Reign.

The amount to be retained at the end of each reign shall be no less than twenty-five hundred dollars (\$2,500.00). Furthermore, the Board of Advisors shall review this amount annually at the December Board Meeting to adjust this amount to compensate for inflation, particularly considering the price of regalia, coronation ballroom rental, decorations and all other factors relative to the effective operation and function of this organization. [See Proclamation by Empress XXII, Kitty Litter.]

SECTION 11.07 Proceeds of Benefit Events.

- A. In designated fund-raising benefit events and designated benefit shows an announcement shall be made stating that all of the entertainers' tips will go toward the benefit. The Court shall ensure that at least eighty (80) percent of the net benefit proceeds shall be delivered to the cause for which they were intended and the Court may take no more than twenty (20) percent of the net proceeds for the general fund of the Court. The Board may at the request of the Emperor or Empress waive the twenty percent allowed for the general fund and apply up to one hundred (100) percent to the benefit cause. [See Proclamation by Empress XIII, Barb Grannis.]
- B. The reigning Prince and Princess Royal shall designate the proceeds of the "Prince and Princess Royal Ball" to the benefit cause of their choice. [Amended on 03/16/2008, 02/10/2013, General Membership Meeting.]

ARTICLE XII: CONTRIBUTIONS

SECTION 12.01 Funding.

Benefactors are those who contribute monetary funding to promote the Corporation's operating expenses in the amount of twenty (20) percent, with the majority eighty (80) percent being donated by the current year's stepping down Emperor and Empress to other worthy charitable organizations of their choice.

SECTION 12.02 Designated Benefactor.

Each Benefactor will be given a designated title determined by the amount of the contribution.

- A. Royal Benefactor shall be extended to an individual(s) and or organization(s) who shall make an annual donation in the amount of five hundred dollars (\$500.00) or more.
- B. Sovereign Benefactor shall be extended to an individual(s) and or organization(s) who shall make an annual donation in the amount of seven hundred fifty dollars (\$750.00) or more.
- C. Imperial Benefactor shall be extended to an individual(s) and or organization(s) who shall make an annual donation in the amount of one thousand dollars (\$1000.00) or more.
- D. Regal Perpetuating Benefactor shall be extended to an individual(s) and or organization(s) who shall make an annual donation in the amount of two thousand five hundred dollars (\$2,500.00) or more.

SECTION 12.03 Memorial Contribution(s).

Memorial Contribution(s) from an individual(s) or organization(s) shall be accepted in the amount of one hundred dollars (\$100.00) or more. The name of the person being memorialized and also the name(s) of the donor(s) shall be listed in the Coronation Program. Further details are listed in *SECTION 12.04 Recognition*.

SECTION 12.04 Recognition.

Benefactors will be recognized for their commitment to our organization and community by being categorically listed in the Coronation Program, unless the contributor(s) request that their name(s) not be printed. To be included in the current year program, the donation(s) must be received by the Treasurer on or before the first day of October of each year.

ARTICLE XIII: CERTIFICATES OF MEMBERSHIP

SECTION 13.01 Description.

The Board of Advisors may provide for the issuance of certificates or other indication evidencing membership in the Corporation, which certificates shall be in such form as may be determined the Board of Advisors. The name and address of each member and the date of issuance of the certificate shall be entered on the records of the Corporation. If any certificate is lost, mutilated, or destroyed, a new certificate may be issued therefor on such terms and conditions as the Board of Advisors may determine.

SECTION 13.02 Issuance of Certificates.

When a member has been elected to membership and has paid any dues that may then be required, certificate of membership may be issued in his or her name and delivered to him or her by the Secretary or other designated appointee of the Corporation as shall be determined by the Board of Advisors.

ARTICLE XIV: BOOKS AND RECORDS

SECTION 14.01 The Corporation shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members, Board of Advisors, committees having and exercising any of the authority of the Board of Advisors, and any membership committee, and shall keep a record giving the names and addresses of the members of the Corporation entitled to vote at the annual meeting. All books and records of the Corporation may be inspected by any member or his agent or attorney for any proper purpose at any reasonable time.

ARTICLE XV: FISCAL YEAR

SECTION 15.01 The fiscal year of the Corporation shall be the year beginning with each year's Coronation.

ARTICLE XVI: THE CORPORATE SEAL

SECTION 16.01 The Board of Advisors shall provide a corporate seal, which shall be in the design determined by the Board of Advisors and in compliance with any laws of the State of Colorado.

ARTICLE XVII: CROWNS

SECTION 17.01 State Crown.

- A. The State Crown of the Court shall strictly be used for ceremonial purposes, such as the official crowning ceremony of newly elected monarchs.
- B. The State Crown is never to be worn by any individual.
- C. Upkeep of the State Crown.
 1. The Board shall insure that the State Crown is stored in a safe place until needed at official ceremonies.
 2. Each year after completing their reign and having stepped down in full honor, each monarch may purchase a stone of their choice to be placed on the State Crown.
 3. The Board shall be responsible for having all stones installed on the State Crown.

SECTION 17.02 State Regalia.

- A. Ownership.

Any Regalia purchased by the Co-Chairs of the Council of Regents as part of the Board of Advisors with the guidance of the Council of Regents, excluding the King Father's ring, remain the property of the Organization until the Monarch has successfully completed their reign as stated in these By-Laws. [Amended on 02/12/2006, General Membership Meeting.]
- B. Return.

Regalia will be returned to the Organization upon request in the event that a monarch is unable to complete their term.
- C. Female Line.
 1. Empress Crown.

The Co-Chairs of the Council of Regents as part of the Board of Advisors with the guidance of the Council of Regents shall purchase the crown to be worn by the new Empress [See Proclamation by Empress VII, Fran.] for all official walks in all realms and at all UCPPE State Functions. This crown shall be the identical/traditional style as the one first worn by Empress III, Roxie [See Proclamation by Empress XVI, Sasha Dior and Regent Empress XVI, Brown Sugar], so long as availability of the same style is attainable and the annual purchase price of this style is equitable. Should, for any reason, this style not be available, the next closest in appearance, and reasonably priced item will be obtained.
 2. Princess Royal Crown.

The Co-Chairs of the Council of Regents as part of the Board of Advisors with the guidance of the Council of Regents shall purchase the crown to be worn by the new Princess Royal for all official walks in all realms and at all UCPPE State Functions.
 3. Line Tiaras.

Line Members shall purchase their tiaras to be worn for all official walks in all realms and at all UCPPE State Functions. It shall not exceed 4 inches in height. The Empress may choose to supply the tiaras at her own expense.
 4. Queen Mother Crown.

The Board and the Council of Regents shall purchase the Queen Mothers Crown. It shall not exceed a height of 12 inches. [Amended on 02/12/2006, General Membership Meeting.] If the Queen Mother steps down she may choose to pass her crown to the next Queen Mother.
 5. Other Crowns.

An Empress may purchase a crown of her choosing not to exceed the size of the Queen Mothers, but it cannot be worn for any official walks in all realms and at any UCPPE State Functions.
- D. Male Line
 1. Emperor Medallion and Ring.
 - a. Medallion.

The Co-Chairs of the Council of Regents as part of the Board of Advisors with the guidance of the Council of Regents shall purchase an un-engraved medallion. The medallion shall be engraved upon successful completion of the Emperor's term. The size shall be 5 to 7 inches in diameter. The medallion is to be worn for all official walks in all realms and at all UCPPE State Functions.
 - b. Ring.

The Co-Chairs of the Council of Regents as part of the Board of Advisors with the guidance of the Council of Regents shall purchase a Ring silver in design with a crown in the center of the setting to be presented at the coronation completing his reign. The ring shall be engraved with title and number.
 2. Prince Royal Medallion and Ring.
 - a. Medallion.

The Co-Chairs of the Council of Regents as part of the Board of Advisors with the guidance of the Council of

Regents shall purchase a medallion that is not engraved. The medallion shall be engraved upon successful completion of the Prince Royal's reign. The size shall be 5 to 7 inches in diameter. The medallion is to be worn for all official walks in all realms and at all UCPPE State Functions.

b. .Ring.

The Co-Chairs of the Council of Regents as part of the Board of Advisors with the guidance of the Council of Regents shall purchase a Ring silver in design typically with the letters "PR" engraved on top to be presented together with the Emperor's at the Coronation completing his reign. The ring shall be engraved with title and number.

3. Line Medallions.

The line members shall purchase their line medallions. The size shall not exceed 4 inches in diameter. The medallion is to be worn for all official walks in all realms and at all UCPPE State Functions. The Emperor may choose to supply the medallions at his own expense.

4. King Father.

The Council of Regents and the Board shall purchase a ring silver in design with a crown in the center of the setting with a small diamond inset in the crown. The ring shall be engraved with title.

5. Past Monarchs.

a. Cost.

Rings for past Monarchs will be at their own expense if they choose to participate.

6. Ring Upgrades

If an Emperor or Prince Royal desire to upgrade the ring to be consistent with previous versions that were gold and/or had a black onyx stone in the setting they may do so. However, any cost for the upgrade beyond the ring to be provided must be incurred by the individual.

SECTION 17.03 State Scepters.

A. The State Scepters of the Court shall strictly be used by the Emperor and Empress at UCPPE State Functions that are held within the Realm of Southern Colorado, as defined in *SECTION 2.02*. [Amended on 02/28/2010, General Membership Meeting.]

B. The State Scepters shall remain in the residence of the keeper of the Court's sound system to ensure safety of the regalia. [Amended on 02/28/2010, General Membership Meeting.]

C. The State Scepters consist of two (2) separate rods and two (2) heads with metal screw-tops. Also included are two (2) umbrella stands that hold the scepters during the ceremonies and one (1) plastic tub that holds the two (2) heads of the scepters. [Amended on 02/28/2010, General Membership Meeting.]

ARTICLE XVIII: THE COUNCIL OF REGENTS

SECTION 18.01 Purpose.

The purpose of the Council of Regents shall be to act as an advisory committee to the Board on matters that cannot be resolved by the Board or matters of interpretation of the By-Laws, to advance the goals and visibility of the Corporation.

SECTION 18.02 Voting rights.

The Council of Regents shall not have any vote on the Board, but may vote among themselves regarding issues brought before them and then present the outcome to the Board in an advisory capacity via the Co-presidents of the Council of Regents. (See *SECTION 9.11, H.*)

SECTION 18.03 Rules and Regulations for the Council of Regents.

A. All past Emperors, Empresses, Princes and Princesses Royal automatically become members of the Council of Regents. [See Proclamation by Empress XV, Anita Ramona Baez.]

B. The Council of Regents may be chaired by the Emperor and Empress who has most recently stepped down, as stated in *ARTICLE IX SECTION 9.03*. They may schedule meetings at their discretion. [See Proclamation by Emperor X, David Guitierrez.]

C. All Lifetime titleholders should attempt to hold an event to promote the Court and the current reign with social, educational, and/or fundraising efforts. [See Proclamation by Empress XX, Alexis De Mone']

D. The Regents Savings Account funds are dispersed at the recommendation of the Council of Regents with Board approval.

E. Enforcement of the rules and regulations governing the campaign and the candidates competing for Emperor, Empress, and Members at Large shall be the responsibility of the Council of Regents. [See Proclamation by Empress VI, Tracy Diane.] Each year, the Board of Advisors shall appoint a Regent to serve as "campaign supervisor" to monitor the rules and regulations of campaigns.

ARTICLE XIX: AMENDMENT OF BY-LAWS

SECTION 19.01 Proclamations.

There Shall Be No Further Amendment to the By-Laws By Proclamation of an Empress or Emperor, furthermore, the By-Laws may be changed by a majority vote of the Members attending a By-Laws/Membership meeting, which has been announced (per Article V, SECTION 5.03) not less than ten (10) days nor more than thirty (30) days prior to the date of such a meeting. [Amended on 02/12/2006, General Membership Meeting.] [See Proclamation by Emperor XXII, Don Lacey.]

SECTION 19.02 Quorum.

A quorum of twenty-five (25) percent of the active Membership, eligible to vote at a General Membership meeting or at the annual meeting, shall be required to be in attendance in order to delete, change, repeal, add to, or amend any existing item of the By-Laws or to add a new item to the By-Laws. If a quorum is not present at any meeting of members, the majority of members present may adjourn the meeting without further notice. (See SECTION 5.05.)

SECTION 19.03 Procedure.

Any member may submit proposed amendments for consideration of the membership if such proposed amendments are in parliamentary form. It is specifically provided that only a majority vote of the Membership shall have the power to amend these By-Laws. It is suggested and recommended that the Board reviews these By-Laws annually and brings motions to the Membership for By-Law changes and amendments at a Membership meeting called exclusively to consider by-law issues.

ARTICLE XX: DISSOLUTION

SECTION 20.01 This organization is organized exclusively to enhance the purposes set out in these By-Laws or as stated in the Articles of Incorporation. Its activities shall be conducted for the said purposes and in such manner that no part of the net earnings shall inure to the benefit of any member, officer, advisor, or other private individual. In the event of the dissolution of this Corporation (which dissolution shall require the unanimous vote of the Board of Advisors and a three fourths (3/4) majority vote of the membership), the Board shall dispose of all assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for such purposes as shall at the time qualify as exempt organizations under SECTION 501(C)(3) of the Internal Revenue Code and which has established its tax exempt status under that SECTION. Any such assets not so disposed of by the appropriate Court of the County in which the Corporation is then located, exclusively for such purpose or purposes or such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes. Alternatively, the funds and property of the Corporation may be transferred to such corporations or institutions having purposes related to the purposes of the Corporation and which are corporations or institutions not for profit as shall be approved by a majority vote of the Board. Upon the dissolution and winding up of this organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to a nonprofit fund, foundation or corporation organized and operated exclusively for the purposes specified in SECTION 501(C)(3) of the Internal Revenue Code and which has established its tax-exempt status under that SECTION.

ARTICLE XXI: MISCELLANEOUS

SECTION 21.01 Limitation on Purposes.

Notwithstanding any other provision of these Articles, the organization shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal income tax as an organization described in SECTION 501(C)(3) of the Internal Revenue Code (or corresponding SECTION of any future federal tax code).

SECTION 21.02 Interpretation of By-Laws.

The purposes of the Corporation are those set out by those in the Articles of Incorporation and as stated herein. In addition, it is the purpose of the Corporation to qualify for exemption under SECTION 501(C)(3) and the appropriate sub-SECTIONS thereof of the Internal Revenue Code of 1954, as amended. Therefore, these By-Laws should be interpreted in the fashion and manner to provide for satisfaction of any requirements in said SECTION, or any other requirements, which pertain to qualifications of exempt organizations, and in addition the organization shall be operated in such a manner as to so qualify.

SECTION 21.03 Definitions.

- A. "Corporation" or "Court" means the United Court of the Pikes Peak Empire, and any other name by which it does business, such as the United, Royal, Sovereign, Imperial Court of the Rising Sun Empire of Southern Colorado, Inc. dating from the date of initial incorporate in the State of Colorado.
- B. "Board", "Advisor" or "Board of Advisors" means the duly authorized corporate directors of the Corporation.
- C. "Majority" means a simple majority vote.

SECTION 21.04 Construction.

Throughout these By-Laws, the single shall include the plural, and the plural shall include the singular, and the masculine or neuter shall include the feminine and the feminine shall include the masculine or neuter wherever the context so requires.

SECTION 21.05 Text to Control.

The headings of Articles and *SECTIONS* are included solely for convenience of reference. If any conflict between heading and the text of these By-Laws shall exist, the text shall control.

SECTION 21.06 Severability.

If any provision of the By-Laws is declared by any Civil Court of competent jurisdiction to be invalid for any reason, such invalidity shall not affect the remaining provisions. On the contrary, such remaining provisions shall be fully severable, and these By-Laws shall be construed and enforced as if such invalid provisions never had been inserted in these By-Laws.

ARTICLE XXII: Nondiscrimination / Anti-harassment / Bullying Policy and Code of Conduct

The United Court of the Pikes Peak Empire (UCPPE) is a not-for-profit 501(c)(3) Public Benefit Corporation in the State of Colorado that hosts and participates in a variety of entertainment and educational events, and activities to raise monies, which support the causes of other diverse community-based charitable organizations that do not discriminate based upon race, age, gender, sexual orientation, religion or ethnic background. Our purpose is to collect charitable contributions from individuals and organizations, to distribute those contributions to other not-for-profit 501(c)(3) public benefit charitable organizations, and to have fun while doing it. Our intent is to allow membership to any individual or organization. Though our primary membership is drawn from the LGBT culture we believe everyone has the right of inclusion and the desire to help their community.

*SECTION 22.01 **Nondiscrimination/Anti-harassment/ Bullying Policy and Complaint Procedure***

The United Court of the Pikes Peak Empire (UCPPE) is committed to a friendly, social, collaborative, charitable environment in which all individuals are treated with respect and dignity. Each individual, including all UCPPE, members, monarchs, titleholders, imperial family members, contractors, and designated representatives has the right to participate in a professional atmosphere that promotes equal opportunities and prohibits unlawful discriminatory practices, including harassment with any UCPPE. UCPPE-Sponsored events or event affiliated with UCPPE. Therefore, **The United Court of the Pikes Peak Empire (UCPPE)** expects that all relationships among persons in the organization will be highly respectful and free of bias, prejudice and harassment.

*SECTION 22.02 **Non-Discrimination & Equal Opportunity***

It is the policy of **The United Court of the Pikes Peak Empire (UCPPE)** to ensure equal opportunity without discrimination or harassment on the basis of race, color, religion, creed, national origin, ancestry, disability, gender, sexual orientation, transgender, gender identity, age, social- economic status, marital status, disability, veteran or draft status; or any other characteristic protected by federal, state or local laws. **The United Court of the Pikes Peak Empire (UCPPE)** prohibits any such discrimination or harassment.

*SECTION 22.03 **Retaliation Is Also Prohibited***

The United Court of the Pikes Peak Empire (UCPPE) encourages reporting of all perceived incidents of discrimination or harassment. It is the policy of **The United Court of the Pikes Peak Empire (UCPPE)** to promptly and thoroughly investigate such reports. **The United Court of the Pikes Peak Empire (UCPPE)** prohibits retaliation against any individual who reports discrimination or harassment or participates in an investigation of such reports.

*SECTION 22.04 **Definitions of Harassment***

1. **Sexual harassment** constitutes discrimination and is illegal under federal, state and local laws. For the purposes of this policy, sexual harassment is defined, as in the Equal Employment Opportunity Commission Guidelines, as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when, for example: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's membership; (2)

submission to or rejection of such conduct by an individual is used as the basis for making a decision affecting such individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's participation in the organization or creating an intimidating, hostile or offensive working environment.

- **Sexual harassment** may include a range of subtle and not so subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include, but are not limited to: unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering, whistling or touching; insulting or obscene comments or gestures; and other physical, verbal or visual conduct of an unwanted sexual nature.

2. **Harassment** on the basis of any other protected characteristic is also strictly prohibited. Under this policy, harassment is verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, creed, national origin, ancestry, disability, gender, sexual orientation, transgender, gender identity, age, social-economic status, ancestry, marital status, disability, veteran or draft status; or any other characteristic protected by federal, state or local laws or that of his/her relatives, friends or associates, and that: (i) has the purpose or effect of creating an intimidating, hostile or offensive professional and courteous environment; (ii) has the purpose or effect of unreasonably interfering with an individual's work and performance for the organization, or (iii) Otherwise adversely affects an individual's ability to fully participate in the UCPPE organization.

SECTION 22.05 Code of Conduct

The following are examples of public behavior that will not be tolerated by UCPPE (List may not be all inclusive). Behavior that is unruly, disruptive, or illegal in nature; members should act in a responsible fashion and not behave in a way likely to cause damage to property, or offense, or danger to other people; possessing and/or concealing a firearm, explosives, or other weapons (Unless otherwise permitted by law); public possession, using or selling of illegal drugs; fighting, taunting, or any action that may harm or endanger others; harassing or threatening other members, guests, volunteers, or members of other organizations; Intoxication or other signs of alcohol and drug impairment that result in irresponsible behavior (Extremely intoxicated members/guests MAY NOT be admitted into any UCPPE event); making obscene gestures; committing sexual acts or exhibiting lewd behavior; entering restricted areas; smoking in prohibited/restricted areas; throwing objects; entering restricted areas; failing to follow the instructions/requests of security or event personnel; interference of the event (including throwing objects, or verbal outbursts); threat to other members/guests or diminish their enjoyment of the event; any other acts or behaviors that in the judgment of the UCPPE Board of Directors that pose a threat; cursing or making verbal attacks on guest, members, facilities, or the hosting organization.

SECTION 22.06 Bullying

Bullying is a harmful behavior that will never be tolerated. It is a behavior that requires special policing (See definition below).

Definition of Bullying

A person is bullied when he or she is exposed, repeatedly, and over time, to negative actions on the part of one or more other persons, and he or she has difficulty defending him or herself. This definition includes three important components:

1. Bullying is aggressive behavior that involves unwanted, negative actions.
2. Bullying involves a pattern of behavior repeated over time.
3. Bullying involves an imbalance of power or strength.

Bullying can take on many forms; Verbal bullying: including derogatory comments, badgering, speaking over a person to prevent them being heard and bad names; Bullying through social exclusion, or isolation; Physical bullying such as, hitting, kicking, shoving, and spitting; Bullying through lies, and false rumors; Having money or other things taken or damaged by those who bully; Being threatened or being forced to do things by those who bully; Racial bullying; Sexual bullying; Cyber bullying (via electronic media); Gender bullying.

Bullying can cause a victim to feel upset, afraid, ashamed, embarrassed, and anxious. It can involve people of any age, Including children and adults. Bullying behavior is frequently repeated unless there is intervention.

SECTION 22.07 Individuals and Conduct Covered

These policies apply to each individual, including all UCPPE members, monarchs, titleholders, imperial family members, contractors, and designated representatives, whether related to conduct engaged in by fellow UCPPE members or by someone not directly connected to **The United Court of the Pikes Peak Empire (UCPPE)** (e.g. an outside vendor, consultant or customer or community member).

Conduct prohibited by these policies is unacceptable at any UCPPE sponsored event or any event affiliated with UCPPE including meeting locations. This also includes any event-related setting outside the organization, such as during road trips, business meetings, coronations, fundraising activities and other social events.

Public vs. Private:

This policy does not deny that everyone is allowed to his or her personal private opinion. Any member of this organization is allowed to have a private conversation. This policy relates directly to public violations of the rules. Public and private are defined as follows:

- a. Public: Pertaining to, or affecting the community or the people as a whole, for the use of all, open to the knowledge of all, in front of multiple or unknown individual.
- b. Private: Confined to particular persons or groups, secluded from others, not for public use or participation.

SECTION 22.08 Reporting an Incident of Harassment, Discrimination or Retaliation

The United Court of the Pikes Peak Empire (UCPPE) encourages reporting of all perceived incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position in the organization. Individuals who believe that they have been the victim of such conduct should discuss their concerns with **The United Court of the Pikes Peak Empire (UCPPE) Board of Advisors** (1) President or Vice-President of the Board, (2) Executive Officer(s) or (3) any Board Member. See the complaint procedure described below.

In addition, **The United Court of the Pikes Peak Empire (UCPPE)** encourages individuals who believe they are being subjected to such conduct promptly to advise the offender that his or her behavior is unwelcome and request that it be discontinued immediately. Often this action alone will resolve the problem. **The United Court of the Pikes Peak Empire (UCPPE)** recognizes, however, that an individual may prefer to pursue the matter through a UCPPE formal complaint procedure.

UCPPE shall adhere to the By-Laws and Policy Manual that describes the due process and procedure for such violations of the Non-discrimination Harassment and Retaliation Policy.

SECTION 22.09 Conclusion

The United Court of the Pikes Peak Empire (UCPPE) has developed this policy to ensure that each individual, all UCPPE members, monarchs, titleholders, imperial family members, contractors, and designated representatives can participate in an environment free from unlawful harassment, discrimination and retaliation. **The United Court of the Pikes Peak Empire (UCPPE)** will make every reasonable effort to ensure that all concerned are familiar with these policies and aware that any complaint in violation of such policies will be investigated and resolved appropriately.

Any member who has any questions or concerns about these policies should talk with any Board Member of **The United Court of the Pikes Peak Empire (UCPPE)**

Finally, these policies should not, and may not, be used as a basis for excluding or separating individuals of a particular race, color, religion, creed, national origin, ancestry, disability, gender, sexual orientation, transgender, gender identity, age, social-economic status, ancestry, marital status, disability, veteran or draft status; or any other characteristic protected by federal, state or local laws, from participating in business or work-related social activities or discussions. In other words, no one should make the mistake of engaging in discrimination or exclusion in order to avoid allegations of harassment. The law and the policies of **The United Court of the Pikes Peak Empire (UCPPE)** prohibit disparate treatment on the basis of sex or any other protected characteristic, with regard to terms, conditions, privileges and prerequisites of membership. The prohibitions against harassment, discrimination and retaliation are intended to complement and further those policies, not to form the basis of an exception to them.

ARTICLE XXIII: EFFECTIVE DATE

SECTION 22.01 These Amended By-Laws are effective as of the annual General Membership Meeting held on February 11, 2018.