



## **MANDO MERCS COSTUME CLUB**

A NORTH CAROLINA NONPROFIT

### **INTERNATIONAL COMMAND COUNCIL GENERAL POLICY**

The International Command Council is the chief governing body of the MMCC, consisting of both appointed and elected offices. It is chaired by Mandalore and consists of the officers responsible for the association's financial wellbeing and fulfillment of MMCC's global mission.

#### **Section 1 ICC Officers**

The ICC shall consist of the following ministers as executive officers, and respective roles:

1. Mandalore - Chairperson
2. Prime Minister - Vice-Chairperson
3. Exchequer - Chief Financial Officer
4. Archivist - ICC Secretary

#### **Section 2 Terms of ICC Officers**

With the exception of the Mandalore, ICC executive officer are elected or appointed to two (2) year terms:

1. Mandalore - Life term
2. Prime Minister - Two year term, elected by Conclave of Regions
3. Archivist & Exchequer - Two year terms, appointed by Mandalore & confirmed by ICC

#### **Section 3 ICC Ministers**

The ICC shall consist of a number of ministers elected by the Official Membership to a term of two (2) years.

1. Currently there are three (3) Official Member elected ICC ministers
  - a. The ICC may add more ministers, but the total number of all ministers may not exceed fifteen (15) in total.
2. Immediate Mandalore-Emeritus
  - a. The immediate past Mandalore

#### **Section 4 ICC Powers**

All corporate powers shall be exercised by or under the authority of the council and the affairs of the Mando Mercs Costume Club Shall be governed under the direction of the council, except as otherwise provided by law.

1. Express powers - powers expressly given by the constitution, bylaws, and state statutes.
2. Implied powers - corporate powers beyond those explicitly established.

#### **Section 5 Badges of Office**

ICC Ministers are authorized to wear a rank rope over the right shoulder of the appropriate color of office. The sigil of the ICC shall be the MMCC official logo.

- Prime Minister - Gold
- Exchequer - Black/Gold
- Archivist - Black/Gold
- Minister - Black/Gold

#### **Section 6 Regular ICC Meetings**

The international command council shall have a minimum of one (1) regular meeting each calendar year at time and place as called by Mandalore.

1. The ICC shall meet once per-quarter thereafter.
  - a. ICC meeting agendas shall be coordinated by the Archivist
  - b. All ICC ministers shall submit talking points (if any) to the Archivist no later than fourteen (14) days prior to the meeting.
  - c. Cabinet officers shall be invited to all quarterly ICC meetings unless a specific agenda point requires a cabinet officer to be in attendance, attendance by the respective cabinet officer is then considered mandatory.
    - i. Notification of required meeting attendance shall be made to the cabinet officer by the Archivist no later than ten (10) days before the meeting.
  - d. The Archivist shall structure ICC meetings in such a way as to not exceed a 1.5 hour time limit.
2. Mandalore shall preside at all meetings of the ICC.
  - a. Mandalore shall call the meeting to order
  - b. The Archivist shall take attendance of all ICC ministers and required cabinet

- officers.
- c. The Prime Minister shall preside at any meeting of the ICC where Mandalore is absent.
  - d. Mandalore shall have the power to cast a tie-breaking vote. In the absence of the Mandalore, the Exchequer shall have the power to cast a tie-breaking vote.
3. Meeting absences must be excused.
- a. Notification of meeting absence must be filed with the Archivist no later than 48 hours before the date of the meeting. Such notification may be made via MMCC forum PM or email.
  - b. ICC ministers are allowed two (2) excused meeting absences per-year. Absences beyond 2 shall be considered unexcused unless the absence is approved by the Mandalore in-writing.
    - i. Only one (1) special absence excuse may be given per-term of the minister.
    - ii. Two (2) unexcused absences per-year, or three (3) unexcused absences per-term are grounds for removal of the offending minister through a vote of no confidence.
    - iii. Committee reports may be given by a designated proxy if a minister normally providing such reports will be absent from the meeting.
      1. The respective minister shall appoint their proxy.
      2. Proxies shall submit reports to the ICC only, and carry no decision-making or voting privileges while taking part in an ICC meeting.
  - c. Cabinet officers required to attend ICC meetings are allowed two (2) excused meeting absences a year. Absences beyond 2 shall be considered unexcused unless the absence is approved by the Mandalore in-writing. Unexcused absences will be notated on cabinet officer records
    - i. Cabinet officers may designate their department XO to deliver information requested for an ICC meeting if the cabinet officer cannot attend due to an excused absence.
4. The ICC shall schedule one (1) regular quarterly meeting within the year to be a Grand Assembly, open to all membership tiers for attendance.

## **Section 7 Special ICC Meetings**

Special meetings of the council may be called by Mandalore or any five (5) other ministers of the international command council. A special meeting must be preceded by at least two (2) days' notice to each minister of the date, time, and place, but not the purpose, of the meeting.

1. Special meetings may be called for any business where an urgent or immediate decision of the ICC is required outside that of a regular meeting.
  - a. Special meetings of the ICC require a quorum to be in attendance
  - b. Executive Sessions, either separate from or part of a regular meeting, shall be considered a "special meeting" held privately for ICC ministers only.
  - c. Special meetings shall follow the Manner of Acting for all ICC meetings unless otherwise posted.

2. The MMCC official forums may be used for Special ICC Meetings, and shall be considered business transacted by teleconference.

### **Section 8 Manner of Acting**

ICC Meetings shall be conducted in a manner of acting as specified in the constitution, bylaws, and ICC policy.

1. A quorum of ICC ministers must be present on all meetings of the ICC
2. Robert's Rules of Order shall be observed at all in-person or teleconference meetings
  - a. Mandalore and the Archivist shall be provided with current copies of Robert's Rules of Order at association expense.
  - b. All votes shall be roll-call votes unless otherwise stated.
  - c. All votes shall include a "FOR", "AGAINST", and "ABSTAIN" option
3. With the exception of powers granted to the Executive Committee in the international constitution & bylaws, no vote of the ICC shall be taken outside a regular or special meeting.

### **Section 7 Executive Committee**

The executive committee consists of the executive ministers of the ICC, and takes actions or makes decisions for the ICC when it is not in a regular or special meeting session. The executive committee can be considered the top managing officers of MMCC.

1. The Executive Committee shall consist of the following executive ministers: Mandalore, Prime Minister, Exchequer, and Archivist
  - a. Decisions of the Executive Committee, unless otherwise posted, shall be made through forum polls in the Executive Committee section of the official MMCC forums.
    - i. Executive Committee forum discussion and voting procedure shall follow "Mandalore's Rules of Order" established ICC policy
  - b. The presence of four (4) members of the committee shall constitute a quorum of the committee. When casting a forum vote, four (4) individual votes must be cast to prove a quorum has been met.
2. The Executive Committee cannot alter/amend/rescind an ICC action
3. The Executive Committee cannot ratify amendments to the international, regional, or clan constitutions and bylaws.
4. The Executive Committee cannot approve cabinet policies that may change the membership status for one or more official members.

### **Section 7 International Advisory Committee**

The International Advisory Committee is chartered as a standing committee for the purpose of working with the ICC, Cabinet, and Conclave to provide experience-based advice on matters that directly concern the association.

1. IAC advisers shall attend regular ICC Meetings, at the request of the Mandalore, if the meeting agenda contains a talking point where an advisor's experience would be deemed important.
2. Mandalore may direct outstanding ICC business topics to the IAC for an advisory opinion prior to the next regular ICC meeting, or request the attendance of an IAC member(s) during a special ICC meeting.
3. IAC advisers shall be reviewed annually by the ICC, and replaced and/or extended by a vote of the ICC at the first regular meeting.
4. Requests made to the IAC shall be done through the IAC committee chairperson.