

THE MIDNIGHT MADNESS
CAST CONSTITUTION

**AMENDMENT VERSION 4
JANUARY 2008**

PLEASE UNDERSTAND, OUR MAIN GOAL HERE IS TO HAVE FUN. THESE RULES ARE, FOR LACK OF A BETTER PHRASE, NOT LAWS OF THE LAND, BUT MORE LIKE GUIDELINES. THEY ARE IN PLACE TO KEEP THE CAST AS A WHOLE RUNNING SMOOTHLY, LET MEMBERS KNOW WHAT THEY SHOULD BE DOING, AND ESTABLISH PROCEDURES FOR WHEN THINGS BREAK DOWN AND WE NEED TO ELIMINATE THE PROBLEMS, AND AT WORST CASE, PROBLEM MEMBERS.

**RATIFIED MARCH 1997, CHANGES CAN ONLY BE MADE BY AMENDMENTS
APPROVED BY THE CAST AND/OR CAST EXECUTIVE MEMBERS**



THE OFFICIAL MIDNIGHT MADNESS CAST CONSTITUTION

Article I (1)

Rights as a Performer / Cast Member

Section 1 - You have the right to apply, perform, and take part in this cast without any discrimination due to race, age (any age over 18), color, religion, body type or weight, gender, sex, or sexual orientation.

Section 2 - You have the right to have fun and perform your role how you see fit as long as it falls within the boundaries of all rules set forth in this document and judgment of the Midnight Madness cast executives.

Section 3 - Seniority justifies performance (as defined in ATTENDANCE and SENIORITY) as long as you are in the cast, and perform within the boundaries set forth in this document, your part is yours.

Section 4 - You have the right to be treated fairly and with respect by audience members, theater personnel and management, and by other cast members. Any disputes are to be resolved quickly by the guidelines set forth herein.

Article II (2)

Attendance

Section 1 - You are responsible for your own part that you are scheduled to do. If you are not going to be able to fulfill your obligations it you must inform the President and Staging Manager, and YOU must inform all other performers for your role and make an attempt to cover yourself.

Section 2 - Absenteeism

- You must inform the cast the Saturday before (at least SIX full days before the scheduled performance) of absences to keep your status in good standing, either by the completion of a show and dismissal from the theater at that show, or the conclusion of any official post show meeting. If the show is bi weekly or longer between show weekends, a minimum of two weeks notice is required.
- If for some reason you find out after the time of official casting that you can not make the show, you MUST call AT LEAST two Executive cast officers, one being the President, before 12 noon on Saturday (calling between 12 Noon - 12 Midnight is considered inadequate, and will be considered a no call no show if no successful attempt is made by **the performer** to find a substitute). You must TALK to two people too, leaving a voice mail is NOT an acceptable substitute, though we will make the best attempt to return any call if only a voice mail can be left.
- Calling at 12 Midnight or later will be considered a No Call No Show (NCNS) under any and all circumstances, and you are subject to some degree of reprimand as set forth by the guidelines set herein.
- If you inform the cast through E-mail that you can not make a show, ALL Executive cast members MUST be copied on the E-mail, and it MUST occur before 12 noon on the day of the show, or it will be considered a technical NCNS. Later e-mails will be acceptable if the performer has covered their part.

Section 3 - Seniority justifies performance. Attendance justifies seniority. You must take part in at least 6 shows in 13 show weekends to be considered an active cast member. If you have 4 consecutive No Call No Shows you are downgraded to a non-active cast member. If you have 3 months of consecutive NCNSs a vote will automatically be taken to dismiss you as a cast member. The vote will take place monthly until the member returns or is dismissed.

Section 4 - Leave of absences / hiatus

- A. Two weeks notice should be given prior to taking a leave (except in an emergency leave, which will be handled individually by the cast executives at the time it occurs).
- B. Length of absence should be given prior to the leave, except in the case of a medical leave of absence.
- C. Two weeks notice should be given to the cast Executives prior to the return from a leave, to reaffirm your desire to return and discuss any changes that may have been made to the cast and cast policy during your leave. If you do not return within 90 days of your stated return date and you have not contacted the President to discuss this, it will be considered a NCNS and a vote (executive or cast wide) will be taken on your dismissal from the cast.
- D. Maternity leave. We leave it to your best judgment to perform as far into your pregnancy as you see fit. However, if the President or theater management requests that you not perform anymore, you must stop. You are then free to attend the shows or take a leave. After your delivery you will be allowed a three month maternity leave without a penalty in seniority or standing. At or before the 10 week mark you must inform the President of your intention to return. If you do not, a vote (executive or cast wide) will be taken on your dismissal from the cast at the end of the third month.
- E. An extended leave of more than 90 days will strip a cast member of all seniority and points unless a prior agreement, including an exact return date, is reached with the cast Executive officers.

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Article III (3)

Seniority & Parts

- Section 1** - The senior cast member chooses which parts and quantity of time, within reason, they will play their part each week. The Executive officers can intervene if a person is thought to be "hogging the part". Back-ups are voted in post approval and consent of the senior performer of the part - though the cast Executives, through a majority vote and agreement among themselves, may override the decision of any senior performer.
- Section 2** - New cast members **must fill out an application** to be admitted as a trial cast member. At this time they are in a probationary period. During this time the potential member pays to get in (the President / Executive members reserve the right to rescind this for special circumstances, or in general with notice to the cast). They must take active participation a minimum of 4 to 6 consecutive times, attend meetings, fall within the constitutional guidelines, and show a positive attitude. After which a cast vote will be taken and you will either be accepted as a cast member or deferred for further evaluation for a minimum of two weeks or two weekends performances.
- Section 3** - To be considered an active cast member you must: not be on a leave of absence, not be suspended, all dues up to date, and have performed 6 out of the last 13 show weeks and once during the last 6 shows - for purposes of this document, any meetings declared "mandatory" also count as a show.
- Section 4** - To join the cast you must be at least 18 years of age or older. Potential members under 18 are free to apply and will be considered pending Parental or Guardian approval through their signature on the members cast application AND cast executive majority approval after contact and discussion with the cast executives.
- Section 5** - Anyone who fills in when a cast member either does not show, gives inadequate absence notification, or covers the part with a replacement who does not show, then that person has the option to perform again or assign the part to whomever they please for the next performance. The cast President may also re-assign roles based on this criteria alone.
- Section 6** - You have seniority over other cast members in non performance issues for as long as you are a cast member. However, if you request to and voluntarily change roles, you do not have seniority over any other performers in the new role no matter how long you have been with the cast. This does not include performers requested to change parts by the President for logistical purposes - your primary role is the one you have designated on your application when you joined the cast, and any change to your primary role must be made to the Cast Executives in writing.
- Section 7** - Dismissed cast members lose all points, seniority, and the rights and privileges thereof. You must re-apply and go through the entire application procedure again to return.
- Section 8** - In any disputes over seniority, the number of points accumulated as recorded by the President, VP, or Secretary will be the deciding factor. The point system is outlined on the Point System Guidelines appendix. Your attendance at each show, rehearsal and official meetings and ancillary participation ALL combine and affect your seniority.
- Section 9** - To be a senior cast member in a given role you must have the ability to perform your entire role completely and competently within a single show, and have all of your own costumes for your role to do so. This assessment and determination is made by the Staging Manager and Cast Executives.
- Section 10** - You are not to take any cast collective owned costumes or props home unless you have been an active cast member for at least SIX months. The exception being if you sign a written release for any articles a cast member may want to keep for convenience, repair or maintenance, and the release is signed and approved by the Staging Manager. You are to return any cast collective owned props when you leave the cast, or take a leave of absence, or at the request of the Wardrobe Mistress, Props Bitch or Staging Manager.
- Section 11** - The three strikes and you're out rule applies. If a cast member threatens to leave (quit) and gives his / her notice to the cast / President and then returns - this will only be accepted 3 times within a 90 day period. After this the cast member loses all points / seniority, and must reapply to the cast.
- Section 12** - You will be issued a temporary admission ID when on your probationary period. You will be issued a Midnight Madness cast ID upon acceptance into our cast - you are required to have your ID with you, preferably displayed on its lanyard, at all non performance times in the theater. This ID is dated and valid only through that date or until new ID's are issued to the entire cast. This ID in no way implies either party's obligation or right to continue the agreement of; the cast requiring a person to continue to perform, or a contract of any sort guaranteeing such to a performer. Your Midnight Madness ID is the property of the cast and must be surrendered upon demand to any Executive cast member if you are dropped to a leave, non active, or suspended / expelled / departed status. Any ex cast members found using invalid ID's to obtain free access to the theater will be reported to the theater for ejection / prosecution at their discretion. Lost I.D badge replacement cost is 5 dollars.
- Section 13** - Cast members with previous experience with other casts or performances may have their trial period reduced or eliminated per approval and consent of the cast executive board and senior performer in a role.

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Article IIIA (3A)

Intermittent and Guest Performers

Section 1 - "Intermittent Support & Crew" / "Irregular Support Staff";

- A. Irregular Support Staff are only granted that status by exec member majority approval (3 of the 6 positions have to agree a person is granted that status, with one of the three being the President, Vice President, or Staging Manager).
- B. Irregular Support Staff get current MM badges, but the badges clearly state their position as "I.S.S." These badges remain in possession of the cast at ALL times other than show nights.
- C. Irregular Support Staff are still bound by ALL rules in the cast constitution. However, they have NO level of seniority over any other members, do not pay dues, do not vote, and cannot run for elected positions. If a regular full time cast member needs to drop down to "intermittent" support, they lose ALL accumulated seniority / points and must turn in their cast badge to be replaced by an I.S.S. badge.
- D. A full time cast member cannot drop down to "intermittent" if they're on a leave, nor may they attend shows without notice - they're bound by the leave rules and restrictions. If they wish to go to an "intermittent" status from a leave status after the leave is complete, they have to appeal to the execs to get "intermittent status", otherwise they're simply dismissed per the cast constitution. Once a cast member is officially dismissed, I.S.S. status cannot be granted.
- E. Irregular Support Staff are on our email list at their discretion, however they are moderated (their messages need to be approved by a group mod).
- F. I.S.S. can NOT just show up to the sows without notice. They MUST contact an exec member if they wish to attend a show a/o help out, and the cast execs need to inform the other execs they're going to be there. Preferably this would occur before the casting list goes out so *the whole cast* knows they'll be there.
- G. All "special show only" cast (Hedwig, Clue, LSOH, etc.) are classified as "intermittent" / I.S.S.
- H. Irregular Support Staff need to appear at least once at a MM show or meeting every calendar year, or stay in regular and consistent contact (once every 90 days) with the cast execs, or they can and will be dismissed completely without any other notice.

Section 2 - "Guest" Performers

- A. Trial Members, Full Time Cast members, Cast members on leave or Irregular/Intermittent performers and support staff cannot be guest performers. Non Rocky / Other Show Only performers may perform as "guest" performers.
- B. Guest performers may be required to fill out a guest performer application, such as, in the case of "audience nights".
- C. A person may guest perform up to 6 times a year before they're required to apply to the cast or for I.S.S. status.
- D. Guest performers must notify the cast President or Vice President, and Staging Manager of their request/intent to perform with our cast before official casting of the show has been set.
- E. Guest performers may play any role or portion of any role with the approval of the cast President or Vice President, and Staging Manager and the senior performer in the role.
- F. Coverage of the role in case the guest performer doesn't show will be by the senior performer in the role, or an understudy as designated by the staging manager. If a guest performer does not show for their role more than once in a one year period, they may not request to perform at any time in the next 12 month period after their missed show date.
- G. Guest performers in the Transylvanian role need only simply ask/apply to the cast President or Vice President, and Staging Manager before the date of the show. No other advance notice or approval is needed.

Article IV (4)

Performance

Section 1 - Do not walk in front of the lights during a performance, unless you are performing. Please leave the stage / performance area if you are not performing or helping with props and staging. If you have been told by the head of props and staging person for the evening that you are not needed then you should be in the back of the theater, off to the side wings or rows, or in the closed sectioned off rows, sitting down and out of the way. You are encouraged to shout callbacks when not performing. On "dead" nights you are encouraged to shout lines at any time as long as your character is not the primary focus for the current scene.

Section 2 - You are responsible for all props your character holds first during your performance. You should know the location of the prop and when you need it, how long you need it, and what you need to handle. Check with the Staging Manager a/o Props Bitch for locations and guidelines. You are responsible to return any cast props or costumes in your possession, and if another character must use them in course of the show, placing all props back in their proper place for them to find and use. You will be held responsible for replacing the prop or costume if it is missing and was last in your possession.

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Section 3 - No running, unless your part requires thus. You should be where you are supposed to be when you are supposed to be there. If you aren't WALK QUICKLY... DON'T RUN.

Section 4 - Gum chewing... if your character isn't chewing, neither should you.

Section 5 - Costume requirements. Try to at least have the bare minimum. Check with the Wardrobe Mistress for a list of your character's costume components. Anyone whose part requires fishnet stockings should have them. Clothes should at least look close (same color or style). Cast costumes or costumes provided from other cast members are only a temporary solution as you should try your best and eventually build your own costume. A recommended rule of thumb is to try to buy or make 1 major piece, or several minor pieces of your costume per month. Thrift stores are excellent sources to buy clothing. Good costumes have been put together for less than \$10.00. Keep your eyes open during the Halloween season also.

Section 6 - Take pride in your role with our cast. If you find yourself not caring or not trying or you're dissatisfied with the cast direction, then consider changing your role, taking a leave, or even leaving the cast. Take control of your role before someone else has to. Not trying to learn your part, assemble a costume, or most of all enjoy yourself only embarrasses you and, in some cases, the entire cast and just brings everyone else down. If necessary a point for discussion and possible reprimand can be brought up at any official meeting.

Section 7 - Keep in character and DON'T FORGET TO LIP SYNC THE WORDS. Limited breaks in character are acceptable for brief sight gags, but should not be done at length unless pre approved by the Executive members. This applies to any creative costuming variation attempts as well.

Section 8 - Unless it conflicts with your part, preparation for your part, a/o your elected or assigned duties, you should make the best effort possible to perform the Lip Dance and Transylvanian parts (and 2 or 3 for There's a Light Dance). A cast video is available, or one can be made for you.

Section 9 - Unless in the case of an unforeseen emergency or special circumstance, a single role / part should not be divided among more than three performers for a single show.

Article V (5)

General Theater Rules to Respect & Obey

Section 1 - If you fail to obey theater rules then you are subject to punishment at their discretion a/o the cast's discretion.

Section 2 - Rules set forth to the audience (announced before the start of the film) apply to cast members as well.

Section 3 - You must sign in on the pre scheduled cast call sheet to get into the theater for free, and you must have your cast ID with you. If you are not on the list, you pay to get in (except for clerical mistakes). The list is scheduled and submitted the previous Sunday. Only the President can amend the list after submission. Non cast members are not allowed in on a pass, unless issued by the theater. The theater reserves the right not to admit "non active" cast members at their discretion.

Section 4 - No weapons of any kind are to be in the possession of cast or audience members, unless security is made completely aware of it and has approved it and informed all Executive and security members present.

Section 5 - No glass in the theater.

Section 6 - Remember and be considerate of any other theaters showing movies at midnight. When not inside our designated theater for the week, talking and noise should be kept to an absolute minimum.

Section 7 - You are not to collect outside the theater after the cast has been admitted. You are to make your best effort to get everyone into the theater, and get everyone out of the theater after the movie is over, and to KEEP THEM QUIET during that process. This goes double for all cast members.

Section 8 - Audience a/o cast members are not to collect in the halls during or after the show. Stay far away from the theater doors while the movie is playing. Stay out of the aisles, especially during the scenes specified under the Head of Security title. Get the audience out of the theater as soon as the film has ended (the Time Warp reprise is over). Stragglers are to be told to wait out by the exit doors (or better yet outside). Cast members are not to encourage stragglers by talking with them, you can do that when cleanup is finished, outside the theater.

Article VI (6)

Bouillabaisse

Section 1 - If you have prepared for your role or function for the evening you should HELP OUT. Cast Executives and support staff can & should delegate jobs such as cleaning / bottle check, door search/ greeting/ hand stamping/ directing traffic, selling merchandise, virgin kits, raffle tickets, mailing list, setting up props, costumes and lights (if you know how), ETC. The same goes for after the movie lets out.

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Section 2 - Everyone not busy changing, collecting donations, or putting away props should be cleaning the theater.

Final changing out of costumes and removal of makeup should be done post haste and only to the point where you can leave the theater as you are - you are not to spend excessive time changing and packing up your personal belongings perfectly. No one should leave the theater until cleanup is done and the President has dismissed the cast. The Cleanup Manager has the right to (and should) assign cleanup duties to any one and all s/he sees fit (preferably people not doing anything).

Section 3 - You are NOT to be admitted to the theater to watch movies in other theaters. You are in the theater for free to perform and help out with OUR show. Abuse of this policy will call for a vote to have your name removed from the list.

Section 4 - Any coup d'état attempts will be dealt with appropriately. There is a process for changing things you do not like through the power of the vote. If you do not like it, you are free to look for your own theater and try to start your own cast. We encourage competition.

Section 5 - The cast collective is not responsible for any personal item(s) lost, stolen, destroyed, etc. If a cast or audience member is caught doing any of these, they will be prosecuted by constitutional guidelines and by law, if applicable. The cast will not pay for ANY item "lost" by any means - and those that have had cell phones, digital cameras, and portable music players stolen will vouch for this. Basically, if you care about it, DON'T bring it to Rocky.

Section 6 - For the purposes of this document, to allow for a schedule that has shows with a less than an every weekend frequency - "days" / "weeks" / "months" refers to actual time. "Show weeks" refers to any week there is a show whether it is one or more shows. A number of shows, when specified, is a fixed number, no matter what the show frequency.

Section 7 - If you are not on the cast E-group, YOU are responsible to call the cast secretary to be notified of any meetings, discussions of significance that are taking place, or cast policy changes made there. A minimum call frequency of at least once every two weeks should be practiced, and a call should be made 6 days before any show.

Section 8 - The rules of this document and all policies put forth within apply to any and all Midnight Madness functions and shows, including appearances at other theaters and intercast functions where you are acting as a representative of Midnight Madness, and including other performances done under the blanket banner of Midnight Madness, (i.e. Midnight Radio Hedwig performances). Only the minimum show attendance requirements do not apply if an individual cast member does not wish to partake of other Midnight Madness performances, and that should be communicated, in writing, to the cast Executives to maintain a good attendance and point standing with the cast.

Article VII (7)

Interpersonal Relations

Section 1 - Report any disagreement with theater employees / management / cast or audience members to a cast Executive officer IMMEDIATELY. You deserve the same respect from others as you should give them. ALL on site dealings with theater management and employees should be handled by the most senior cast Executive member present, preferably the President.

Section 2 - Extensive harassment of any type will not be tolerated. There is a difference between a joke & harmless banter, and malicious commentary & behavior. This includes the cast E-group and E-mail as well.

Section 3 - Cast members should make their best attempt to divide a role between all performers present if we are currently performing "convention style". If a fair agreement can not be reached or if there are continual disagreements, the President has the right to split / assign parts per his / her constitutional right.

Section 4 - Personal bullshit gets left at the door (and let's hope you forget to pick it up on the way out). The important thing is the show as a collective, not any one individual.

Section 5 - You are not to criticize or comment on another cast member's appearance, performance, or behavior. Any concerns with such matters should be brought to the attention of the Cast Executive Members and will be dealt with by them, and only them, as they see fit.

Section 6 - Illinois State Law is that the age of consent is 17 years of age. As a cast member, you are not to have sexual relations with any person under the age of 17. If you are discovered or admit to having sexual relations with a person under the age of 17, you will be immediately dismissed from the cast and banned from our show and theater(s).

Article VIII (8)

Drinking, Drugs, General Conduct

Section 1 - You are not to perform your role if you are intoxicated to the point of dysfunctionality. Assessment will be made by the President at the time of request or observation. If you are found incapable of performing, you may also be requested to leave the theater at the President's discretion. You are not to drink in the theater. If you are under 21 you should not be inebriated at all.

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Section 2 - No illegal drugs are allowed in the theater at any time for any reason.

Section 3 - Keep it outside the theater, past the fence, around the corner, a/o out of sight. You KNOW what this refers to.

Section 4 - There is to be no involuntary disrobing of audience or cast members by other cast members. Disrobing of cast or audience members is only allowed if the performance of your role(s) calls for it, and/or by mutual consent.

Section 5 - Violence, aggravated assault, harassment, public nuisance, unwanted extreme sexual advancements or harassment, theft or destruction of any cast / theater / audience property will NOT be tolerated, and are grounds for immediate suspension and possibly expulsion, and prosecution by law.

Article IX (9)

Hygiene and Appearance

Section 1 - Every person should have had a shower within 24 hours of performing. There have been too many occasions in which people have been very difficult to stand within a 20 ft. radius of. If you choose to bathe once a week, make it the day of the show, before the show.

Section 2 - Some costumes are more difficult to wash than others but they should be kept relatively stink free,. Especially fishnets... when they become "crunchy" they should be washed. It is relatively simple to wash fishnets by hand with shampoo & water. Better yet, discover the magic of Wool-Lite.

Section 3 - To put it bluntly, your breath should not stink if you are to perform within arms length of anyone else. Use Listerine or Scope, brush teeth, chew a mint gum, take a Breath Saver / Altoid / Tic-Tac / Listerine Pocket Pack.

Section 4 - Hygiene and appearance assessments can be made by the Staging Manager a/o cast President any time before or during a performance. If it is determined to be unacceptable, they may request any action be taken to correct it, up to an including dismissing a cast member from performing that night if minimum requirements are not met.

Article X (10)

Suspensions and Expulsion

Section 1 - Suspensions, punishments, and reprimands are at the sole discretion of the President or Vice President in her / his absence.

Section 2 - Unless in a case of extreme & blatant disregard for the rules, suspensions are not to exceed 3 show weeks.

Section 3 - Unorthodox display of negative a/o aggressive emotions a/o behavior yields suspension.

Section 4 - Suspensions, "in theater". Any blatant disregard for rules yields suspension at the discretion of the President (or VP). A suspension can be appealed to the cast, in writing, and put to a vote. "In theater" means you must attend shows for the duration, possibly performing tech duties, making up any missed weeks (e.g. a 3 week suspension with 2 weeks missed = a 5 week time) & you lose your right to vote during the ENTIRE period.

Section 5 - Suspensions, "out of theater". Any extreme disregard for rules yields suspension at the discretion of the President (or VP). A suspension can be appealed to the cast, in writing, and put to a vote. "Out of theater" means your name is removed from the admittance list for the duration and you are not to come to the theater during the period of your suspension, you lose your right to vote, you are bound by the fill in performance rule (your substitution can perform your role your first week back, and/or you can be assigned something else to do).

Section 6 - Expulsions. In a case of extreme disregard for the rules, or well-being of the cast and its members, a vote can be proposed by any active cast member and is voted on by the entire cast immediately. Expulsion votes are to be 3 / 4 majority vote. Expelled cast members are also banned from the theater. An expulsion can only be overturned by a written appeal and an Executive officer unanimous vote.

Article XI (11)

Dues, Collections, and Spending of Funds

Section 1 - Dues are \$1.00 per cast member per week, or per show if more than one a week. No more than \$5 per week.

Section 2 - Collections are to be taken at the end of the show in the lobby, preferably by those still in costume. Use the coffin ("THE BOX") or the kettle or Columbia hat & grovel dignified - noting that we do not get paid to do this and even pocket change will help.

If collections exceed the potential intake of dues for that week, there will not be a dues collection that week (e.g. there are 16 cast members, potential dues are \$16.00. If collections exceed that there are no dues). Hence, it is everyone's best interest to wo/man "THE BOX" and encourage donations.

Section 3 - Dues are not required: during weeks not present when adequate notice is given and coverage is made, a/o suspended out of theater, a/o for some reason you paid theater admission and performed.

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Section 4 - No payment of dues. If you fall behind in more than 4 shows or one month worth of collected dues (whichever is greater), you are suspended without performance and your name will be taken off the admittance list. For reinstatement you must pay all back dues, the current show's dues, plus one extra dollar prior to performing on the weekend of your return.

Section 5 - The cast Executive officers reserve the right to increase, decrease, suspend, reinstate, or alter any portion of the dues program as they see fit.

Section 6 - Spending of cast funds beyond virgin kit supplies should be discussed by the cast and approved by an Executive officer vote. Any spending requests and issues should be brought to the attention of the cast Executive officers.

Section 7 - The following restrictions apply to spending of funds for cast purposes

A. ALL prop and staging items and costumes purchased/made for the cast collective MUST be pre-authorized by the cast executives. This also includes any and all items donated to the cast, and if receipts are not available then the donating party will need to sign a donation release that the item was acquired and/or was made and/or is legally wholly owned by the donating party.

B. ALL prop and staging items and costumes purchased/made for the cast collective MUST include a receipt or release of legal ownership, given to the cast treasurer and recorded. This also includes any and all items donated to the cast, and if receipts are not available then the donating party will need to sign a donation release that the item was acquired and/or was made and/or is legally wholly owned by the donating party.

C. Any items acquired for individual use or ownership are at the sole expense and responsibility of the individual cast member. Any non advertised or non general public discounts, deals, trades, or gifts of any items to an individual cast member are solely and exclusively at the discretion of the individual parties involved in the transaction. They are not to be generically offered on the cast email group or at cast meetings. Under NO circumstances are the names Midnight Madness, Midnight Asterisk, or any other entity we operate as/under to be used in the transaction of personal use and personally owned items. If any item is acquired by any means that would be considered illegal, Midnight Asterisk NFP takes NO responsibility for the individual cast member and/or selling and/or acquiring party's actions, and they are not condoned nor sanctioned by Midnight Madness, Midnight Asterisk NFP, or any authorized agent thereof.

Article XII (12)

Meetings

Section 1 - Mandatory meetings are just that. However, if you still choose not to attend, or leave early, you forfeit your say in any business that may have occurred during the meeting.

Section 2 - For a meeting to be official, notice of its occurrence must be given to the entire cast at a prior show, through the e-group, or at another meeting, and at least two Executive officers, one being either the President or Vice President, and five other active cast members must be present. AND...

Section 3 - Must take place at an official meeting site - at either

Our current designated Cast Restaurant or our current Host Theater(s), which will both be listed on our current cast contact sheet - YOU are responsible for making sure that you have the most current contact sheet.

A meeting must (and can) be announced to all cast members at any time before the completion of theater cleanup duties at the current show & dismissal by the President or Vice President - if members leave early, before an official meeting determination is made after a show, they lose all rights and privileges for input through section one of this article.

Section 4 - An alternate meeting time a/o place can be voted on by the cast at any previous official meeting, or declared with 7 days notice on the cast e-group.

Section 5 - Only the President or Vice President can call an official cast meeting.

Section 6 - Official cast meetings can only be attended by cast members. Friends, relatives, bystanders, etc. can only attend at the discretion / approval of the President / Vice President.

Section 7 - You are responsible to find out from the secretary what has occurred at a meeting. You are bound by any rules, performance, and/or policy changes made during a meeting whether you were present or not. Ignorance is not an excuse.

Section 8 - Unless under extreme circumstances, or the cast is currently without a performance theater, at least one mandatory cast meeting will occur per month. This can be suspended at Cast President / V.P. discretion.

Section 9 - For purposes of these rules set forth herein, performance rehearsals are also considered meetings.

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Section 10 - If the meeting takes place at a restaurant or establishment for eating and you order something as part of our group you are required to A. Have enough CASH to pay for what you eat BEFORE you order (we might ask to see your money). B. ALL orders require tax PLUS 20% of the total. This is a REQUIRED amount for the additional annoyance our servers have to put up with when dealing with a group our size. If you cannot meet both of these requirements, do not order with the group and you are responsible for working out your own separate bill with the server at THEIR option BEFORE the group orders - if they will not let you separate your order, you are out of luck. If you violate this policy more than once, you will not be permitted to order on cast group checks / bills without pre paying to the cast/group.

Article XIII (13)

Votes and Voting

Section 1 - 2/3's majority votes rules, with the exception of Section 9 of this Article,

Section 2 - If you choose not to be present during meetings you forfeit your say in any votes that may have occurred during that meeting.

Section 3 - Non Active cast members (suspended, not up on dues, etc.) are not active in voting and they cannot attend sessions in which new members or officers are voted in.

Section 4 - Votes taken during ones period of suspension are final. If there is a problem or concern with a vote taken during a suspension period, a re-vote on a matter may be petitioned upon reinstatement into the cast.

Section 5 - Votes can only be taken / made at a cast show or official meeting (see MEETINGS).

Section 6 - General non-election voting is by a simple show of hands by all present.

Section 7 - Traditionally, the instating of a new cast member requires a trip to the bathroom.

Section 8 - Proxy votes in elections and votes planned prior to the actual meeting are allowed if written, prior to the vote, on the "official cast ballot" and sealed in an envelope until the time when the ballots are counted, and are only valid from currently active cast members (as defined in SENIORITY & PARTS).

Section 9 - If a vote is called for on a decision that must be made, a simple majority vote (greater than 50%) is sufficient. (i.e. Somebody has to win, or a yes or no final result HAS TO come of it). Votes where there is no opposition are not required.

Section 10 - The cast President, or Vice President in his/her absence, may call for a vote at any time, at any official cast function, for any matter, at his/her discretion.

Article XIV (14)

Elections

Section 1 - Elections are to be held in January of each year, at a date determined by the cast execs and announced a minimum of 21 days in advance. If the meeting does not take place as scheduled that weekend, Elections are to take place on the next weekend a meeting is held. The cast President may call for an Election at any other time, with a minimum of one week's notice (show or non show week), if circumstances dictate it.

Section 2 - If there is no nominated challenger for an office, the position remains held by the current occupant.

Section 3 - If an officer / supporter becomes non-active (except for a close ended leave) or is dismissed, a motion can be made by any active cast member to nominate a replacement and a vote can be taken without notice. A temporary position may be voted upon or assigned by the President in the case of a leave (as circumstances dictate).

Section 4 - Nominations are made at the last meeting before the above mentioned election dates and at least 21 days before the election meeting to give nominees time to "campaign" for their position.

Section 5 - A nomination must be made by an active cast member and seconded by another active cast member.

Section 6 - Nominations must be for an active cast member and accepted by the person who is being nominated in order to have permission to be on the ballot (In other words, you can't nominate someone for a job they do not want). If a nominee is not present the vote will be taken the following week/meeting for that office, pending an acceptance decision. Nominations may also be made and accepted through the cast e-group, a minimum of 21 days before the set election date.

Section 7 - One may not nominate or second one's self.

Section 8 - Election votes are secret ballot only. Votes are to be counted and confirmed by two cast members, including President or Vice President and a neutral (not nominated) active cast member selected by the cast. Specific total numbers are read aloud only at the request of the present cast majority. Election voting will take place on an official cast ballot and is to be kept in a sealed envelope held by the secretary after the count in case a recount is called before / until the next election date.

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Section 9 - No one member can hold more than two EXECUTIVE offices at once. The exception being if there is no one willing or qualified to fill all of the offices. The President can then assign the position to anyone s/he sees fit. For the purpose of Executive voting, each person counts as one vote (e.g., A person holding two offices only gets one vote to maintain a fair balance of power). A person can hold as many support positions as he or she can reasonably handle.

Article XV (15)

Officers and Their Duties Outlined

Section 1 - Executive Officers.

Executive officers are primarily responsible for making sure the show and cast runs smoothly. Executive officers, at a meeting separate from the general cast meetings, discuss and vote on spending of cast funds, suspension appeals, expulsion appeals, tie breakers, new rules (amendments to the Constitution), plans, special events, and adds things to the agenda (points of order) for discussion at general cast meetings. In the event a situation arises that is not covered under Constitutional guidelines, the cast Executives also make a final group majority decision on these matters.

The Elected Cast Executive Officers are as follows:

A. President (Cast Director / Leader)

- Must be an active cast member for at least one year before the election date.
- Has final say in who performs what part each week.
- Has final say in any cast matter, and has the right to send decisions that affect the cast collective to a general vote, but is not required or obligated to do so.
- Speaks directly to theater management for the benefit of the cast about the concerns, problems, and ideas the cast has.
- Relays pertinent information back to the cast so that the members know what is going on.
- Makes sure that the running of the flyers which have been approved by cast and management gets done.
- Calls for votes at cast meetings, or for any off schedule elections.
- Acts as the Sergeant at Arms at cast meetings.
- Enforces suspension, expulsion, rules, dues collection, etc.
- Takes on the responsibility for the cast as a whole (for the most part).
- Notes those not helping out before, during, and after the show and comments on performance.
- Speaks with individual cast members about problems.
- Maintains the casts Internet profile. Web Site, Newsgroups, E-mail, Social Networking Sites, etc.
- Amends the Cast Constitution after cast / Executive approved motions.
- Assumes any of the roles/duties of any other Executive member at his discretion for any length of time, as s/he sees fit.
- Assumes any of the roles / duties of any support personnel, or assigns them, at his discretion for any length of time, as s/he sees fit.

B. Vice President (Co-Cast Director / Co-Leader / "Number One")

- Must be an active cast member for at least one year before the election date.
- Acts as the President in the President's absence, and carries the rights and privileges thereof during that time.
- Has the same disciplinary authority as the President (President CAN overrule though)
- Is responsible for the voting procedures.
- Helps out the President in any way s/he may request.

C. Secretary

- Must be an active cast member for at least six months before the election date.
- Acts as Vice President in the Vice Presidents absence. (But NOT as President in both of their absence - the secretary acts as the senior Executive in charge in that case, and problems will be reported to the President / VP for action later)
- Notes all points of order for the next meeting, and makes sure they are addressed at the appropriate time.
- Takes adequate notes (minutes) at meetings.
- Makes sure the minutes are typed and copies are given when requested to do so, and/or distributed on the E-Group.
- Keeps archives of minutes for future reference.
- Notes those not helping out and informs the President.
- Receives messages, makes contact with all concerned parties about messages received.
- Organizes audience nights, or makes sure it gets done.
- Keeps accurate cast records of shows, parts played, applicants, phone #'s, dues, attendance, and voting.
- Keeps record of the mailing list, and any mailings.
- Makes sure the theater admittance list is accurate and gets submitted each week to theater personnel (if required).

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E. Treasurer

- Must be an active cast member for at least one year before the election date.
- Must also be approved by the other cast executives (they are holding the cast's money).
- Performs the duty of, assigns, or calls for a vote on the position of Dues Collector.
- Deposits the money, writes the checks, and is responsible for keeping the books.
- Picks up mail at the cast P.O. box and makes sure it is distributed.
- Makes sure the books are available for review upon request.

F. Head of Security

- Must be an active cast member for at six months before the election date or hired outside (professional) by Executive committee.
- Is responsible for making sure the security positions are filled by competent people.

Makes sure the following gets done:

- That at least one male and one female is in position for door search before the audience is let into the theater - they are your "bouncers", you are their "Cooler", they take their direction and their lead from you.
- Bottle check before anyone is let in.
- Makes sure that non cast members are not gaining access to the theater through alternate theater exits.
- Decides, with the Staging Manager, when we are set up and ready and it is time to let the audience into the theater.
- Enforcement of theater rules (no smoking, no throwing at screen / cast, no running, etc.).
- Keep an eye on props and belongings especially during points of distraction (e.g. Time warp, virgin call).
- Making sure that props are not thrown maliciously (e.g. wrong time at cast or screen).
- Letting the audience know when the "Scene is Over".
- Making sure that unauthorized items (props) are not thrown.
- Aisles free of obstruction (cast, audience, rice, water, props, et. al) throughout the movie.
- Hallways and entrances are cleared for entrances (e.g. Eddie, Riff @ end of Wild & Untamed, etc.).
- Encourage people to Time Warp and makes sure they sit down when finished.
- The aisle is cleared for Frank's entrance during Sweet T.
- The aisle is cleared for Rocky's entrance during Sword of Damocles.
- The aisle is cleared for Eddie during "Saturday Night".
- The aisle is cleared for Dr. Scott's entrance.
- The aisle is cleared for Frank and Janet during Planet Schmanet.
- The aisle is cleared for Frank during I'm Going Home.
- Getting the audience out of the theater when the show is over.
- Collects any I.S.S. badges at the end of the night - reports any that haven't been returned.

G. Staging Manager (The Great Big Head)

- Must be an active cast member for at least six months before the election.
- Performs the duty of, assigns, or calls for a vote on the positions of:
Props Bitch, Wardrobe Mistress, Garbage Queen, Announcers, Lighting Tech, and Audio / Video Geek.
- Makes sure that the duties of all of these support personnel have been completed.
- Runs all cast rehearsals.
- Is responsible for all blocking and blocking instructions and maintenance of the current blocking guide.
- Directs cast members on stage, choreographs performances and pre shows, tells cast members where to go, what to do, when to do it, and to sit down to not be in the way when they aren't doing anything else.
- Makes sure the lighting, including spotlights, and sound system are set up and ready to go.
- Makes sure stage is dropped and sets, props, costumes, and blankets / pads / runners are set & ready to go.
- Makes sure that all scheduled cast members on the call sheet schedule have checked in.
- Makes sure the show starts and runs on time.
- If any/all props are to be stored off site for any reason, it is the stage managers job to make arrangements to do so and keep track of where everything is located.
- Makes sure badges for any I.S.S. people for that nights show have been given to the theater ticketing agent.

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Section 2- Support Personnel

Support personnel are positions appointed by the Executive members (as noted under the Section 1 individual descriptions of this article). These are not elected positions, unless the Executive member wishes to ask cast opinion on a selection, or decide between multiple selections. These are not Executive members and do not act as such, nor do they carry an Executive vote, though the cast Executive members may include support personnel in any cast Executive discussions on matters or meetings as they feel necessary.

The Cast Support Personnel are as follows.

A. Head of Props (Props Bitch)

- Is responsible to make sure all props owned by cast collective (e.g. signs, glasses, globe, etc.) are accounted for and in their appropriate place before the show begins.
- Makes sure that all cast collective owned props are accounted for at the end of the show and are properly stored.
- Maintains a complete list of all props and makes sure all new applicants know the handling requirements for their chosen role.
- Makes sure all props are kept in generally good repair and fixes those that are not or notifies Executive officers of any props that need repair.
- Keeps a list of all cast collective owned props, as assets of Midnight Asterisk NFP.
- Keeps a list of all cast member owned props (Denton Affair book, Riff's gun, candelabra) and tries to make sure props are covered when cast member is not there.
- Recommends to Executive officers any new or replacement props that should be purchased or made by the cast.

B. Head of Costumes (Wardrobe Mistress)

- Is responsible to make sure all costumes owned by cast collective (e.g. lab coats, boas) are accounted for and in their appropriate place before the show begins.
- Makes the determination about whether an individual member's costumes are complete and appropriate, or if they need to be worked on.
- Makes sure that all cast collective owned costumes are accounted for at the end of the show and are properly stored, and makes sure that individual members are not abusing the cast costume "on loan" policy in lieu of making or obtaining their own costume.
- Maintains a complete list of all costumes for each part, and makes sure all new applicants know the costume requirements for their chosen role.
- Helps out, to the best of their ability, to assist new (and old) cast members assemble a costume or cover themselves (so to speak).
- Makes sure all costumes are kept in generally good repair and fixes those that are not or notifies Executive officers of any costumes that need repair.
- Recommends to Executive officers any new or replacement costumes that should be purchased or made by the cast.
- For all intents and purposes, "costuming" also includes all makeup requirements as well.

C. Cleanup Manager (Garbage Queen)

- Is responsible for the sale of the virgin kits before the film starts (out in line, in the theater, etc.) or making sure it gets done. Designate responsible people to do it, or to help. Preferably someone not doing anything.
- Is responsible for checking the theater before the show for excess of potentially dangerous debris.
- Is responsible for making sure the theater is cleaned up at the end of the show. You have the power to designate any and all cast members to help clean, preferably someone not doing anything. Any that refuse to do so, or leave early, should be reported to the President or VP for reprimand.
- Distributes programs, or designates people to do so, on applicable nights.

D. Security (2 required - 1 male, 1 female, + extras as needed)

- Is ready for door search when the audience is let into the theater.
- Is on the lookout for any problem people.
- Performs any / all of the duties listed under Head of Security at his/her direction and supervision - you are "the bouncers"; the Head Of Security is "The Cooler."
- Follows any additional instructions given by the Head of Security.

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E. Announcers (2 required)

- Two people who should work the audience (everyone not doing something should do this), especially the Virgins and prepare them for the Rocky Horror experience.
- To make sure the pre-show starts on time, runs well, and ends when the signal is given for the movie's start.
- Work together on a routine and practice together to make it run smoothly and look good.
- Think up new material, pre shows, virgin ceremonies, and contests to use.

F. Dues Collector

- Collects the dues and writes down accurate information on the envelopes.
- Collects any other moneys (e.g. merchandise, donations, virgin kits, fines, etc.)
- Gives the money to the Treasurer to deposit. If the Treasurer is absent the collector should either hold on to the money or give it to the person designated in writing or over the phone.

G. Audio / Video Geek

- Is responsible for setting up all Audio Equipment before the show, running it during the show, and tearing it down at the end of the show, or making sure it gets done.
- Is responsible for setting up all Video Equipment before the show, running it during the show, and tearing it down at the end of the show, or making sure it gets done.
- Is responsible for maintaining all pre show music/video and working with pre show directors and coordinators, and cast exec's when applicable, for music/video selection and cues.

H. Lighting Technician

- Is responsible for setting up all Lighting Equipment before the show, running it during the show, and tearing it down at the end of the show, or making sure it gets done.
- Is responsible for making sure there are spotlight operator(s) for each show, and they are aware of all spotlight running and cue requirements. It is encouraged for the lighting techs to all communicate through a radio or internal audio communication system during the actual show to prevent missed cues or communicate problems.
- Is responsible for noting and recording all show and pre show lighting requirements and working with show and pre show directors and coordinators, and cast exec's when applicable, for all lighting cues.

This listing of offices, support personal and their duties are subject to change if the cast or cast Exec's see fit in the future, or as new duties arise.

Section 2 - Executive officers shall not abuse the power of their office, or ignore the rules put forth for others in this document. They cannot threaten a cast member with unjustified disciplinary action or otherwise. If a decision or threat is made that is felt to be an abuse of power and against the spirit, if not the actual written rules and policies of this document, the Executive officers can override any decision by a 2/3 vote (rounded up), or punish the officer as they see fit. The Vice President and one other cast Executive can also act together as President and discipline the President for any Constitutional violations if they feel it is necessary.

Section 3 - Impeachment. If the general feeling is that an Executive officer is not performing his / her duties to the satisfaction of the cast, a cast member may call for a vote on his / her removal from office. This must be a 3/4 majority vote for removal from office. At this time constitutional guidelines become active for filling a vacant office. Impeachment may not be called for any one person (for each office held) more than once every 60 days, or 4 shows, whichever is greater.

Article XVI (16)

Relations and Connections to Midnight Asterisk NFP

Section 1 - The Midnight Madness Cast Constitution serves as the bylaws for the Midnight Asterisk NFP corporation unless otherwise noted or prohibited or overridden by state or federal law. (in this case, they are indeed "Laws of The Land")

Section 2 - The Midnight Madness Cast Constitution serves as the default de facto rules and guidelines for any and all shows and performances done under the Midnight Asterisk NFP banner.

Section 3 - The legally registered directors of Midnight Asterisk NFP need not hold any executive position with Midnight Madness, nor do the Executive members of Midnight Madness need to be a director for Midnight Asterisk NFP.

Section 4 - The January Midnight Madness election meeting date is also the legal annual board meeting date for Midnight Asterisk NFP and all legally registered directors of Midnight Asterisk NFP MUST attend this meeting. If they do not attend the meeting and no alternate arrangements have been made they may be legally removed as a director from Midnight Asterisk NFP.

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Appendix A

Point System Guidelines (for general cast seniority)

Everybody who is a cast member starts with 10 points every week.

Points are added or subtracted based on the following.

Add Points (unlimited / cumulative)

- + 1 Attendance at show (paying or non paying, performance or non performance)
- + 1 Serving as executive officer / support personnel
- + 1 Exceptionally positive attitude (encouraging AP, playing with / engaging the audience, promoting the cast/shows, etc.)
- + 2 For correct and/or complete costume (staging manager judged)
- + 2 For emergency fill in performance (any non excused absence)
- + 2 Attendance at an official non rehearsal meeting
- + 2 For contributing a "show report"
- + 3 Attendance at a rehearsal
- + 3 Performing in planned Preshow
- + 10 Writing / planning / executing Preshow (exec approved)

Loose Points (non cumulative - you can't lose more than 10 a week i.e. not gain any)

- 10 For No Call No Show
- 10 For suspension
- 8 For official extended "leave" week
- 8 For call In absence
- 7 For suspension in theater
- 5 Planned (excused) absence (1 week in advance)
- 5 Missed mandatory meeting (except excused absence)
- 4 Medical Absence (includes leave)
- 3 Planned absence, then show up (except at Presidents request)
- 3 Not performing if able and requested to do so
- 3 Major constitutional violation (leading to suspension)
- 1 Minor constitutional violation
- 2 Leaving early
- 2 Not helping clean up
- 1 Not helping set up
- 1 Extreme negative attitude
- 1 Arguing / fighting
- 2 Arguing / fighting in front of audience
- 3 Arguing fighting with cast exec (after a warning)

Other

- 1 to 10 points, depending on difficulty : Contributing to cast owned costume or props collection (only as approved by the cast executives)
- 1 to 10 points, depending on difficulty : Running De-Virginizing ceremony (only as determined / approved by the cast executives)
- 1/2 to 10 points, depending on difficulty : General cast assistance (running cast/CRHAP external functions, driving cast members/ props around, helping cast members with extra rehearsals or costume shopping, etc. (only as approved by the cast executives)

Determinations and scoring will be made by at least 2 executive members at the end of each show a/o meeting, one being either the president or vice president, and one being the staging manager. Cast member point totals are public knowledge. Individual periodic scoring and determinations are between the scoring execs and the individual cast member. Cast members have a right to know how they are scored.

End Of Document.