



Charter of the Society of Secret Identities

1. Mission Statement

By portraying heroes of fiction and film through costuming, we devote our time and efforts to show true heroism by participating in charity events and fundraising efforts to benefit various organizations in the community.

2. Officers

2.1. Offices

2.1.1. Director

The responsibilities of the Director of SOSI are to act as the central leader of the organization. They will be responsible for overseeing the other officers, and ensuring the successful operation of the group. The Director will be responsible for moderating meetings of the officers to discuss events, publicity, and any other items of business that the other officers present.

2.1.2. Treasurer/Deputy Director

The treasurer will be responsible for dealing with all money related issues for SOSI. They will be in charge of the bank accounts for the organization, as well as organizing payment for lodging and event costs as needed. The treasurer will act as the officer charge if the Director is not at an event. The treasurer will work with the other officers to provide funding for their responsibilities.

2.1.3. Public Relations Officer

The PR officer will be responsible for organizing promotional materials, as well as promoting appearances and events with local media. They will work together with the event organizer to ensure that the group is well represented before, during and after events with the media.

2.1.4. Webmaster

The Webmaster will be responsible for maintaining the forums and the website for SOSI. They will be responsible for making sure new user accounts are approved as well as let the membership know if there will be any scheduled downtime of the forums or the website.

2.1.5. Event Coordinator

The event coordinator, being the direct liaison between members and organizations, shall be in charge of all official SOSI events. They shall provide all necessary information pertaining to an event including but not

limited to schedules, maps, rosters, and costume lists. The event coordinator will be the final arbiter regarding multiple costumes for an event. Should the event coordinator require assistance, they may appoint a member from the group to assist as needed.

2.1.6. Membership Liaison

The Membership Liaison will be responsible for overseeing membership approval, including making sure that the charter's costume standards are followed in regards to new members as well as existing members who desire to add a new costume to their membership costumes.

2.1.6.1. The Membership Liaison may appoint people to assist with the approval process. The Director must approve both of a request to appoint assistants as well as the appointees. These assistants act under the Membership Liaison, who may delegate duties and is thus responsible for their actions and their judgments.

2.1.6.2. The membership liaison will also be responsible for making sure that members have pictures submitted to the web master for their addition to the members showcase section of the website.

2.1.7. Merchandising Officer

The Merchandising officer will be responsible for designing and producing branded merchandise for SOSI members, for fund raising, and for use by the Public Relations Officer. The Merchandising Officer may collect money from members who wish to purchase items or get approval to get money from the treasury.

2.2. Eligibility for offices

2.2.1. To be eligible for office within SOSI, a member must attend at least 2 charitable events per year. Should there not be 2 charitable events, a member must attend at least 1 Charity event, and 1 convention where SOSI is officially present.

2.2.2. Officers will be able to hold a position again if they are voted into that position by the membership and there are no term limits.

2.2.3. Officers may hold multiple offices.

2.2.4. The Director may not also be the membership liaison or treasurer.

2.2.5. In the event that a person is nominated for 2 offices which can not be held at the same time, that person must decline one nomination before elections can begin.

2.3. Election Process

2.3.1. Officer elections will be held once a year during the month of April.

2.3.2. Nominations will start on the first Monday in April, and will last for one week.

2.3.3. On the following Monday all accepted nominees will have threads opened up for each position for which they are nominated for questioning from the membership as a whole.

2.3.4. On the third Monday of the month, all of the questioning threads will be locked and voting threads will be opened up for all positions. Voting will last for seven (7) days.

- 2.3.5. Votes will be verified by the Director and Webmaster, and will be available for viewing by the membership if needed, in the form of how many votes of eligible voters with names of who voted for whom removed.
- 2.3.6. If no candidate gets more than 50% of the vote, a runoff of the top two candidates will start immediately and last for one week. At the conclusion of that week, the results of the voting will be announced.
- 2.3.7. Outgoing officers will retain their forum permissions for two weeks after the elections are completed to allow for the transition to the new officers. After those two weeks are up, the Webmaster will adjust all permissions to officers' accounts as needed.

2.4. Emergency Elections

- 2.4.1. If an officer steps down for any reason, the remaining officers will be responsible for taking over the duties of that office until a new officer can be elected.
- 2.4.2. The election for a replacement officer should be completed within 2 weeks of an officer stepping down from their office.
- 2.4.3. The first week will start the next Monday following the officer stepping down.
- 2.4.4. The first week should be for nominations, and then the second week for voting.
- 2.4.5. The Webmaster should start a nomination thread as soon as they are notified of an officer stepping down from their position to start the nomination process.

2.5. Requirements of all Officers

- 2.5.1. Officers will serve in their position for 1 year, at which time there will be elections for all positions.
- 2.5.2. The officers are obligated to attend meetings called by the Director in order to go over any pressing aspects of the group as well as discuss future events.

2.5.3. Forum

- 2.5.3.1. All officers will be moderators on the message boards.
- 2.5.3.2. Officers will be responsible for making sure that lewd material is kept off of the forums, that threads stay on topic, and close down threads in which issues are arising.
- 2.5.3.3. If an officer needs to edit a post for content, they should post in the thread to make the user aware that the post has been edited, and send a private message to the user explaining the reason behind the editing.
- 2.5.3.4. If an officer closes a thread, they should make a post that they are locking the thread for a temporary amount of time, and that the thread will be reopened if deemed appropriate.
- 2.5.3.5. Any thread that is locked should be noted in the officer's section of the message board where a decision can be reached about whether or not the thread should be opened back up.
- 2.5.3.6. Any officer can lock a thread; however, the Director will unlock it after a consensus has been reached in the discussion thread. The

Director can unlock it upon his or her assessment of the arguments made in the discussion thread.

2.6. Discipline of Officers

- 2.6.1. The Director may penalize the Membership Liaison in the event of excessive unjust denials. These penalties can range from temporary suspension to expulsion from the position based on the severity and frequency of the offending judgments.
- 2.6.2. Any officer may be removed from office by a vote of no confidence by more than half of the total membership during a one week time. The removal will occur once the necessary votes are accumulated. One week from the first vote, if not enough votes have been accumulated, the motion will fail. A new motion may be started at that time with votes starting at zero.

3. Money

3.1. Treasury

- 3.1.1. A SOSI checking account will be opened. This will be called the Treasury. All funds received will be put into this account. All payments made will be paid from this account.
- 3.1.2. The treasurer must record all cash transactions and provide receipts.
- 3.1.3. The Director of SOSI will be designated to have access to all funds. The Director will certify the accounting provided by the Treasurer and provide access to funds when the Treasurer is unavailable. The Director will be responsible for finding any errors or misrepresentations made by the Treasurer. No other members will have access to SOSI accounts.
- 3.1.4. SOSI will by no means make any purchases or other expenditures which exceed its funds. SOSI will not use credit unless funds exist greater than all credit used. No actions will be taken which cause SOSI to have greater debt than funds.
- 3.1.5. The Treasurer may store some SOSI funds in FDIC accounts such as savings or CDs provided that enough is left in checking to cover operating expenses. Funds may not be invested in non-FDIC accounts.

3.2. Donations

- 3.2.1. SOSI may not ask for money or compensation for events. However, there are some circumstances in which items may be accepted for SOSI's services.
- 3.2.2. In the event that an event organizer offers cash, SOSI should ask them to donate that money to a charity of SOSI's choice and provide SOSI with a receipt of the donation for our records. This would include organizations such as March of Dimes, Make-a-Wish Foundation, Child's Play, etc.
- 3.2.3. Charity compensation: SOSI cannot make money off of charities by which they are hired. However, SOSI may accept payment in the forms of food or discounted lodging if offered.
- 3.2.4. Non-charity compensation: Non-charity events would include birthday parties, movie theaters, bookstores, etc. Compensation policies apply for non-charity events in the same way that they apply for charity events.
- 3.2.5. Any member who receives donations must turn those donations over to the Treasurer as soon as possible.

3.3. Fund Raising

- 3.3.1. If the Treasurer determines that fundraising is necessary, he or she should bring it to the Director's attention.
- 3.3.2. Fundraising may include events such as bake sales, car washes, etc.; it does not include the imposing of dues or fees onto the members.
- 3.3.3. In conducting a fundraiser, members should be aware of copyright laws and licensing issues—that is, members may not attend fundraisers dressed in costume.

4. Membership

4.1. Becoming a Member

4.1.1. Receiving an Invitation

4.1.1.1. Potential members must be invited by a current member in good standing to receive forum membership. The sponsor member must inform the webmaster of the intended screen name of the person they wish to invite.

4.1.1.2. Potential members must provide the Membership Liaison with their full name and location.

4.1.2. Submitting a Costume for Approval

4.1.2.1. Potential members must own one completed costume that has been approved by the Membership Liaison.

4.1.2.1.1. High quality photographs must be provided of all costumes being submitted for membership. Pictures should show the entire costume, including shoes and back. Close up shots of details and accessories are encouraged but not specifically required in all cases.

4.1.2.1.2. Reference pictures of the costume(s) on which the costume is based should also be submitted. If the costume is an amalgamation of several versions of a character, it is recommended to specifically point out which components are from which picture.

4.1.2.1.3. The Membership Liaison may ask for additional photographs or reference pictures. In rare instances, the Membership Liaison may ask the view the costume in person.

4.1.2.2. If the costume does meet requirements, the applicant will be notified that the costume has been approved for use at official SOSI events.

4.1.2.3. If the costume does not meet requirements, the Membership Liaison will inform the applicant of the specific reasons that his or her costume was not approved for use at official SOSI events, and encourage the costumer to upgrade these components and resubmit his or her costume for membership.

4.1.2.4. Costumes which the costumer does not currently own may not be submitted for initial membership. Rented or borrowed costumes are not eligible for initial membership.

4.1.2.4.1. If it is determined that a member's initial membership costume was rented, borrowed, or otherwise not owned by the member at the time of submission, his or her membership may be revoked.

4.1.2.5. If a potential member's costume is denied membership for what he or she deems an unjust reason, the potential member may make an appeal to the Director. After an independent investigation of the membership application, the Director may override the Membership Liaison's original judgment.

4.1.3. Obtaining Full Membership

4.1.3.1. Potential members must attend 1 official event and conduct themselves in accordance with the Event Code of Conduct before obtaining full membership.

4.1.3.2. Following costume approval, the potential member has six months in which to attend their first event. If the costumer has not attended an event in six months, they will be required to begin the membership process again (including obtaining a sponsor member).

4.1.3.3. This time frame may be extended at the discretion of the Director and Membership Liaison if there are extenuating circumstances (including a lack of scheduled events) that prevent the costumer from attending an event within the specified time frame.

4.2. Maintaining Membership

4.2.1. To remain an active member in good standing, a member must participate in one official event per calendar year and abide by the Event Code of Conduct.

4.2.1.1. Acting as an official handler (at the request of or with the approval of the Event Coordinator) will count towards meeting this requirement.

4.2.1.2. A member who does not participate in at least one official event per calendar year will be demoted to inactive status. A member who does not participate in at least one official event for two consecutive calendar years may have his or her membership revoked, at the discretion of the Director and Membership Liaison.

4.2.1.3. Exceptions to this rule will be made for extenuating circumstances such as military deployment, family obligations, etc...

4.2.2. A member should possess at least one costume that is approved for use at official events at all times.

4.2.2.1. This costume does NOT have to be the costume used to obtain initial membership.

4.2.2.2. If a member with full membership sells or disposes of all of his or her approved costumes, they are eligible to remain full members by acting as official handlers (at the request of or with the approval of the Event Coordinator) at events, at the discretion of the Director and Membership Liaison. These members are still required to participate in at least one official event per calendar year to maintain active status.

4.2.2.3. Members who have not yet attained full membership are NOT eligible to receive membership by acting as official handlers if they sell or dispose of all of their approved costumes.

4.3. Costume Standards

4.3.1. Recognizability

- 4.3.1.1. The costume must be recognized by at least 10% of expected event attendees. Since the level of comic knowledge at SOSI events may vary considerably, the event with the highest anticipated level of familiarity will be used to meet this criterion.
- 4.3.1.2. The costumer must be able to provide three or more reference pictures from two or more graphic novels or from a major motion picture.

4.3.2. Appropriateness

- 4.3.2.1. The costume must be “family friendly” enough for at least one event. Since the age level of event attendees may vary considerably, the event with the highest anticipated age level will be used to meet this criterion.
- 4.3.2.2. Custom modifications not in the spirit of the character (i.e. Elvis Superman) are prohibited.
- 4.3.2.3. Crossplay, defined as a character being portrayed by someone of the opposite gender in cases where the character’s gender is easily discerned, is prohibited. This does not apply to costumes involving full body prosthetics, mech suits, etc... so long as the costumer can portray the character accurately.
- 4.3.2.4. Outfits which are excessively risqué or styled with sex appeal in mind are prohibited
 - 4.3.2.4.1. Some hero outfits are traditionally revealing and this does not necessarily qualify them as too risqué.
 - 4.3.2.4.2. Decisions will be made on a case by case basis, and may be heavily influenced by the way in which the costumer wears and poses in his/her costume.

4.3.3. Professional Quality

- 4.3.3.1. Well-tailored fit - The costume should not be obviously too large or too small for the costumer. Properly tailored spandex does not bag or wrinkle excessively.
- 4.3.3.2. Well-chosen fabrics - The costume should be made of a fabric that is consistent with reference pictures. Care should be taken to choose fabric with the appropriate sheen, drape, texture and weight.
- 4.3.3.3. Quality construction methods - The costume should be properly hemmed and pressed, with neat seams and fasteners. Visible “quick fixes” such as safety pins, electrical tape, staples, and hot glue are inappropriate.
- 4.3.3.4. Appropriate undergarments - Costumers wearing spandex suits should make certain that plenty is left to the imagination without leaving visible “panty lines.” The use of dancer’s belts and seamless bras and panties is highly recommended for all costumers in spandex.
- 4.3.3.5. Appropriate accessories - What kind of Batman doesn’t have a utility belt? Have you ever seen Cyclops without his visor? Accessories vary by costume, but the costumer should make certain that his or her costume includes accessories essential to his or her character. With few exceptions, more is better! High quality accessories add depth and believability to a character.

4.3.3.6.Quality shoes - The costumer should make certain that he or she has shoes that both blend into the costume as a whole and that serve as functional footwear on indoor and outdoor surfaces. Exceptions may be made for certain costumes requiring stilts or other elaborate footwear, or characters typically shown barefoot.

4.3.3.7.It should be noted that ready-made costumes available for purchase at costume shops will rarely meet these guidelines without modification, but are not explicitly prohibited.

4.3.4. Physical Appearance

4.3.4.1.The costumer must be able to realistically portray his or her character. It is recommended that the costumer attempt to recreate as many physical traits of the character as possible, including but not limited to hair color, hair length and style, facial hair, eye color, make-up style, body proportions and height.

4.3.4.2.It is recognized that many comic characters have exaggerated body proportions, and costumers will NOT be asked to recreate the full extent of these proportions.

4.3.4.3.If a costumer is not using a wig, he or she must keep in mind that such things as shaving and getting hair cut or dyed might render the costume inappropriate for charity events.

4.4. Code of Conduct

4.4.1. SOSI members carry the responsibility of representing popular trademarked characters in a professional manner while in public. As such, acting in any way that is disrespectful towards clients, the general public, or other members is prohibited and will be subject to disciplinary action. The following applies to members in and out of costume at SOSI-represented events.

4.4.2. The following constitutes an offense: Breaking the Code of Conduct at Events; any form of harassment; actions or words deemed violent, disparaging, or harmful to a person or the costuming community at large; any member found cheating another member of money, trade, or time; any damage or ruin to another person's costumes, props, or personal effects; and discrimination on the grounds of sex, race, sexual orientation, ethnicity, nationality, or religion.

4.4.3. Any crude behavior such as foul language, lewd humor, or obscene gestures is prohibited while in view of the public at events where SOSI has been invited to attend.

4.4.4. Consumption of alcohol, tobacco, and illegal substances is prohibited while in costume, at an event, and especially around children. These behavioral rules (except those that violate applicable laws) may be loosened at any convention or gathering where adult content is prevalent and SOSI has not been personally invited to attend.

4.4.5. Members must maintain a level of professionalism and respect the wishes of the clients and/or hosts who have invited SOSI to be part of their events.

4.4.6. Like true heroes, SOSI members must always show courtesy and respect to all persons at all times, as well as present a positive image of the

characters they are portraying, the creators and companies that own those characters, and the costuming group to which they are a part of.

- 4.4.7. Upon signing up to work an event, a member agrees to meet any requirements the event coordinator places on the member. Such requirements may include: arrival time, time in costume, which costume to bring, etc. If the member is unable to meet the event coordinator's requirements, that member should inform the event coordinator as soon as is possible.

4.5. Discipline of Members

- 4.5.1. Any activity deemed or felt inappropriate at a non-SOSI event should be directly reported to the Membership Liaison. Actions will be taken accordingly depending on the severity of the incident and severe offenses may result in immediate suspension or group termination as deemed necessary by the Director.

4.5.2. Normal Offenses

- 4.5.2.1. First offense: Meeting (communication) between the ML and offending member, with the Director aware of the meeting and its result.
- 4.5.2.2. Second offense: Pending the approval of the Director and Membership Liaison, the offending member is suspended from the forums and all upcoming events for 30 days, or until the issue is resolved. The ML, person in question, and any other person involved in the incident have 30 days to resolve the issue. If after 30 days of the incident, the parties involved have not reached an agreement or manner of resolution (be it monetary compensation, a public apology, etc.), the parties responsible will only have limited board access and are suspended from all upcoming events.
- 4.5.2.3. Third offense: The offending member is suspended indefinitely from the board and all future events. At this point, the Director, ML, and officer council will hold a discussion for the possibility of expulsion from the group or a subsequent solution. A majority vote is necessary.
- 4.5.2.4. The offending person may file an appeal in writing 10 days after the decision, and a final decision will be made in 30 days.

4.5.3. Extreme Offenses

- 4.5.3.1. The Membership Liaison and Director have the ability to remove an individual from an event or location for a day without discussion if his or her actions are severe or harmful.
- 4.5.3.2. Any threatening, obscene, or sexual misconduct towards a child or other guest, whether intentional or unintentional (i.e. the individual is not aware that any behavior is causing offence), will result in immediate expulsion from SOSI.

5. Advertising

- 5.1. At the Director's discretion and approval, SOSI may publish materials for advertising purposes. The Treasurer and Director will determine how much can (or should) be spent on materials. These materials include, but are not limited to, web sites, business cards, shirts, flyers, booths or tables at events, or published advertisements (such as a newspaper ad.)

- 5.2. Members are encouraged to advertise SOSI by word of mouth, grassroots efforts, and a press kit including: the group’s logo, a short bio/info sheet, and contact information should be created to allow members to distribute information and advertise for the group. The Director must approve all promotional materials, official (group-funded) or independent, before they may be distributed.
- 5.3. Any member may develop promotional materials without approval, but distribution of those materials requires approval
- 5.4. Any member may create SOSI branded items for personal use provided that these items are not sold or distributed to non-members
- 5.5. Compensation for advertising will be distributed at the Director’s discretion. However, most grassroots efforts—hand-made flyers/business cards/etc.—should not be compensated. Group money should be used to fund tables at events, the web site, and published advertisements.

6. Amendments

- 6.1. Changes to this document may be made by the majority vote of the total officers.
- 6.2. Members may directly change any portion of this document with a direct majority vote of the total membership.
- 6.3. Officers must inform the membership of any changes to the charter within 30 days of making said changes.
- 6.4. Changes to sections 1 and 6 of this document require a majority vote of total membership.
- 6.5. Any changes made to section 2 of the charter will not take effect until the next election. A majority vote of total membership is required in order to make such changes take place immediately.
- 6.6. Any change made to section 4 of the charter will not affect the membership status of current members. A majority vote of total membership is required in order to apply such changes to current members.

Amendments:

07/22/2008	Section 6 added	Approved
07/22/2008	Section 2.6.2 added	Approved
07/23/2008	Section 2.2.4 added	Approved
07/23/2008	Chairman changed to Director	Approved
08/06/2008	Section 2.2.5 added	Approved
08/06/2008	Section 4.3.7 added	Approved
08/06/2008	Section 4.4.2.2 the last instance of the word “involved” was changed to “responsible”	Approved
10/28/2008	Section 2.1.3 Office renamed to Public Relations	Approved
10/28/2008	Section 2.1.7 added	Approved
10/28/2008	Section 2.1.2 Office renamed to Treasurer/Deputy Director, and description changed to include funding to all officers	Approved
10/29/2008	Section 4.1 replaced	Approved
10/29/2008	Section 6.4 added	Approved
10/29/2008	Section 6.5 added	Approved
10/29/2008	Section 6.6 added	Approved
10/29/2008	Section 6.3 Timeframe added	Approved

