

CHARLESTON TOURS ASSOCIATION (CTA) STANDING RULES

In accordance with Robert's Rules of Order, Standing Rules are policies and procedures that may be added to as needed or amended without prior notice at any general membership or board meeting by a simple majority vote.

Membership and Meetings

- Current member rates are as follows: Individual Member - \$25, Individual Plus Member- \$50, Corporate Members: Bronze - \$150, Silver - \$200, Gold - \$250, Associate Members- \$25, Honorary Member – Free
- Guests are welcome to attend monthly CTA meetings at the cost of \$10 per person or the guest may join the Association at the rates for membership.
- With few exceptions CTA meetings are hosted by a local business at no cost to CTA. Members and guests are encouraged to tip the wait staff.

NFTGA Membership and Conference

- The CTA Board will select a delegate for the National Federation of Tourist Guides Association (NFTGA) Conference. A portion of the expenses for the CTA Delegate to attend the (NFTGA) Conference shall be paid by CTA. The amount shall be determined on the availability of funds. Any other expenses beyond the amount provided by CTA shall be the responsibility of the attendee.

CTA Logo and Communication

- The CTA logo may be used by all members in any format, provided that the word "Member" be underneath the logo.
- Email will be the primary form of communication for CTA. The Secretary will send meeting notices or other updates as directed by the President and the Board of Directors. CTA social media will also post meeting notices and other pertinent information.

- The Secretary will work with the Treasurer to maintain a current email list and member contact list. Member emails will not be sold or distributed to outside parties.

Use of Alcohol at CTA Events

- The distribution and consumption of alcoholic beverages is controlled by state agencies, city ordinances and CTA policies and procedures. All CTA members are expected to obey the law and follow all CTA policies and procedures. Use of alcohol at CTA events must never violate state and local laws.
- CTA will never directly provide alcohol to members, guests or minors. All alcohol consumed at CTA will be provided by the host of the event in the form of a cash bar or a complementary hosted bar. The host will assume liability for all alcohol consumption.
- Alternate non-alcoholic beverages and food will be provided at all CTA events where alcohol might be available.
- Persons who appear to be intoxicated will not be served or permitted to consume alcohol at on the premises of a CTA event.
- Alcoholic beverage service will be limited in direct proportion to the duration of the CTA event. At a minimum, alcohol sales and service will cease 30 minutes prior to the conclusion of any CTA event where alcohol is available.
- Alcoholic beverages will not be permitted to be carried or consumed outside areas that have been designated for a CTA event.