

## **Bylaws Proposal: Restructuring**

(draft 8, 3/12/2001)

Contact: Ricardo Newbery, newbery@greens.org, 619.286.5807

The following are some proposed bylaw amendments drafted by the Bylaws Committee to enable the structural changes outlined in the Restructuring Proposal approved during the Spring 2000 Plenary.

The Bylaws Committee has attempted to translate the original proposal language into a format appropriate for bylaws. In some cases, the committee created new definitions or new language to fulfill the intent of the original proposal and to address some concerns raised during the draft process. All significant committee concerns and most non-committee concerns have been addressed and the final draft has been approved by consensus of the committee. A few non-committee concerns remain unresolved and are listed below.

A concern was raised about paragraph 6-1.6 which states a requirement for two WG meetings. In original Restructuring proposal, this was "must have attended one previous WG session." Bylaws Committee recommends requiring attendance in least two WG meetings to make it easier for a WG meeting to satisfy a quorum.

A concern was raised about paragraph 6-2.2 which states that "new" agenda items shall be for information only and not for action. It was felt that this would hamper the ability of groups to take action on new matters. The Bylaws Committee recommends requiring at least two weeks notice for any action to give potential stakeholders fair notice of the impending decision.

A concern was raised about various group "duties and authorities" in Article 8 (and maybe Article 7). It was felt that too much of the original Restructuring proposal "mission statement" language was left out and that this was important language written specifically to help the groups focus and prioritize in the directions detailed within the statements (two specific examples are noted within the text of this proposal). The Bylaws Committee feels that much of this language was not intended or appropriate for bylaws rules and recommends that the bylaws should clearly and succinctly define what is delegated to the group without going into unnecessary and unenforceable detail. In this draft, overly-specific language which didn't help restrict or expand the charge of the groups was trimmed or reworded. The committee suggests that all groups are free to draft a more elaborate mission statement, independent of the bylaws, as long as it doesn't limit or exceed its bylaw charge.

The following changes are proposed:

- 1) Delete all of Section 5-8,  
*The Function of General Assembly Committees in Meetings.*
- 2) Substitute all of Article 6,  
*Committees - Formation and Function*
- 3) Substitute most of Article 7 (except Sections 7-1 and 7-10),  
*Committees of the General Assembly*
- 4) Add new Article 8,  
*Working Groups of the General Assembly*

The text of the proposed new Articles 6, 7, and 8 follow.

## ARTICLE 6: COMMITTEES & WORKING GROUPS - FORMATION & FUNCTION.

### SECTION 6-1. DEFINITIONS, FORMATION, AND MEMBERSHIP

#### 6-1.1 Definitions

- a) A **Committee** is a body established by the General Assembly or by another GPCA Committee, composed of one or more persons appointed by the establishing body, to consider, investigate, or take action on certain matters considered sensitive enough to warrant special supervision as defined in its charge.
- b) A **Working Group** is a body established by the General Assembly, a Committee, or another Working Group, composed of one or more non-appointed persons, to consider, investigate, or take action on certain matters as defined in its charge.
- c) The abbreviated term, **Groups**, is used within these Bylaws to refer to both Committees and Working Groups.
- d) A **Standing Group** is any Committee or Working Group defined within these bylaws. Standing Groups are established to consider recurring business of the party and have General Assembly agenda privileges (see proposal authority, paragraph 6-2.5).
- e) A **Special Group** is any Committee or Working Group not defined within these bylaws. Special Groups are ad hoc Groups established to consider non-recurring business of the party or are otherwise expected to dissolve themselves after completing their charge. Special Groups do not have General Assembly agenda privileges (see proposal authority, paragraph 6-2.5).

#### 6-1.2 Formation of Standing Groups

Standing Groups must be defined within these bylaws. Establishing a new Standing Group or dissolving a current Standing Group requires an amendment to these bylaws (see Article 9).

#### 6-1.3 Formation of Special Groups

Special Groups may be established by the General Assembly or another Group with a 2/3 vote. The statement of purpose or charge of the group must be stated at the time of formation. A Special Group may be dissolved with a 2/3 vote of the establishing body, but in any case, is automatically dissolved two years after its establishment or after completing its charge, whichever comes first. Expiring Special Groups may be reestablished at the discretion of the establishing body.

#### 6-1.4 Standing Committee Membership

Coordinating Committee (CC) membership is defined in Section 7-1. Other Standing Committees shall be composed of no more than eight members not including ex-officio members (see ex-officio members, paragraph 6-1.7). At least once a year or whenever vacancies exist, the active counties, Group coordinators, and individual CC members shall be given the opportunity to submit nominations or recommendations to the Coordinating Committee for committee membership. Eligible candidates must have attended at least two prior plenaries within the previous 12 months and demonstrate a working knowledge of the GPCA bylaws and operating procedures. Standing Committee members shall be appointed by the Coordinating Committee and shall serve for two years or the remainder of the current term. Terms begin and end at the start of the second plenary of each year and must be staggered whenever possible. Members appointed more than 12 months after the start of the current term shall serve for the remainder of the current term plus two more years. Any Standing Committee member may be recalled with an 2/3 vote of the CC.

#### 6-1.5 Special Committee Membership

Special Committee members shall be elected by the body which established the committee. Committee members shall serve for two years or until the committee is dissolved, whichever comes first. Any committee member may be recalled with an 2/3 vote of the body which appointed or elected the member.

#### 6-1.6 Working Group Membership (Standing and Special)

Working Group membership shall be open to any Green Party member willing to participate. Voting privileges are reserved for those members who have attended or participated in at least two Working Group meetings within the previous 12 months (except for the first two meetings of a newly formed Group).

\*\*\* Unresolved concern, see introductory text \*\*\*

**6-1.7 Ex-Officio Members**

Ex-officio members are Group members by virtue of office as defined in these bylaws or in the Group's charge. Ex-officio members have all the privileges of other Group members, including the right to vote, but not the obligation to attend meetings regularly. Unless present, ex-officio members are not counted in determining a quorum.

**6-1.8 Standing Group Liaison to the Coordinating Committee**

Each Standing Group shall be assigned a Coordinating Committee (CC) member by the CC to serve as liaison to the CC, an ex-officio member of the Group. The liaison is charged with facilitating communications between the Group and the CC. Liaisons appointed to Standing Committees also serve as one of the committee coordinators (see group coordinators, paragraph 6-1.9).

**6-1.9 Group Coordinators (Standing and Special)**

All Groups shall possess two coordinators (see coordinator duties, paragraph 6-2.6). Standing Committees shall elect one coordinator from among its membership in addition to the CC-appointed liaison-coordinator. All other Groups shall elect two coordinators from among its membership. Elected coordinators shall take office upon confirmation by the General Assembly and, while still eligible, shall serve for two years in staggered terms whenever possible or until a successor is elected and confirmed.

## **SECTION 6-2. GENERAL DUTIES, AUTHORITY, AND FUNCTIONS.**

### **6-2.1 Group Work Plan**

Each Group shall prepare a yearly work plan to be submitted to the Coordinating Committee along with any budget requests. The work plan must identify the objectives of the Group for that year, any proposals it foresees bringing before the General Assembly, and a projected timeline for the Group's activities. The stated objectives must be congruent with the Group's Statement of Purpose and the Goals and Strategies of the GPCA.

### **6-2.2 Group Meetings and Deliberations**

Each Group shall determine how many meetings are necessary to achieve the objectives outlined in its work plan. Each Group shall prepare and announce the proposed meeting agenda at least two weeks in advance of the meeting date. New agenda items announced after this date shall be for information only and not for action. All deliberative and decision-making meetings shall be open to all Green Party members unless closed by a 2/3 vote of the membership. However, Groups may be required by the General Assembly or the CC to produce detailed minutes of a closed meeting.

\*\*\* Unresolved concern, see introductory text \*\*\*

### **6-2.3 Group Quorum**

A quorum is more than 1/2 of a Group's voting membership. For Working Group meetings properly announced in the agenda distributed prior to a regular meeting of the General Assembly, a quorum is more than 1/2 of the voting membership OR one Group coordinator and at least four additional voting members, whichever is fewer.

### **6-2.4 Group Decision-Making**

The decision-making process in Groups may be informal but must be consistent where feasible with the process described in Section 5-9. Proxy votes are not allowed.

### **6-2.5 Proposal Authority**

All proposals to be considered by the General Assembly must first be approved and presented by a Standing Committee or Standing Working Group. These Groups shall act in the role of advocate for the proposals they present to the General Assembly. The presenter shall disclose to the General Assembly whether the Group brings the proposal forward with consensus or by a vote. If by a vote, the details of the vote shall be disclosed.

### **6-2.6 Group Coordinator Duties**

The responsibilities of the Group coordinators shall include:

- a) Preparing and announcing the proposed agenda for a Group meeting;
- b) Facilitating and coordinating the activities of the Group;
- c) Submitting Group work plans and budgets to the Coordinating Committee;
- d) Presenting Group proposals or other official communications to the General Assembly;
- e) Maintaining a physical notebook containing the Group's Statement of Purpose, membership information, meeting minutes, and any other documents relevant to the work of the Group;
- f) Filing meeting agendas and minutes with the Coordinating Committee secretary in a timely fashion including a summary report after the conclusion of a General Assembly meeting with general contact information, active membership list, and status report;
- g) Designating a temporary acting coordinator to perform the duties outlined above whenever an official coordinator is unable to perform those duties, and notifying the CC and Group membership accordingly.

## **ARTICLE 7. STANDING COMMITTEES OF THE GENERAL ASSEMBLY**

### **SECTION 7-2 FINANCE COMMITTEE (FORMERLY SECTION 7-10)**

#### **7-2.1 Duties and Authority**

The Finance Committee is charged with overseeing the financial operations of the GPCA. This includes working with the Treasurer to:

- a) Collect county dues and any other moneys owed to the GPCA;
- b) Facilitate the allocation and disbursement of funds;
- c) Provide quarterly financial reports to the CC;
- d) Provide an annual budget report to the General Assembly;
- e) Provide any official reporting required by the State of California;
- f) Provide assistance for GPCA fundraising activities.

#### **7-2.2 Ex Officio Member**

The Treasurer is an ex officio member of the Finance Committee.

[the rest of the original Section 7-10 is not changed]

### **SECTION 7-3. BYLAWS COMMITTEE**

#### **7-3.1 Duties and Authority**

The Bylaws Committee is charged with maintaining the GPCA Bylaws and assisting with their amendment or revision. All Bylaw amendment proposals must be reviewed by the Bylaws Committee before submission to the General Assembly.

#### **7-3.2 Bylaws Interpretation**

In cases of bylaw ambiguity or procedural disagreement, the General Assembly shall decide for itself the meaning of its bylaws or the appropriate procedure to be followed. Between General Assembly meetings, the Coordinating Committee shall decide these questions subject to review at the next General Assembly meeting. The Bylaws Committee and its coordinators are charged with assisting with the interpretation of the Bylaws and the resolution of procedural questions.

### **SECTION 7-4. PLATFORM COMMITTEE**

#### **7-4.1 Duties and Authority**

The Platform Committee is charged with maintaining the Platform of the GPCA and assisting with its amendment or revision. All platform proposals must be reviewed by the Platform Committee before submission to the General Assembly.

#### **7-4.2 Platform Research and Interpretation**

The Platform Committee shall identify issues not in the platform, and suggest and formulate platform planks with substantial input from appropriate experts in the field. The Platform Committee shall also assist the General Assembly, the Coordinating Committee, and the Media Spokespersons with formulating positions or statements on issues or initiatives related to official platform positions.

### **SECTION 7-5. INTERNATIONAL PROTOCOL COMMITTEE**

#### **7-5.1 Duties and Authority**

The International Protocol Committee is charged with administrating, hosting, and networking with international Greens.

### **SECTION 7-6. CLEARINGHOUSE COMMITTEE**

#### **7-6.1 Duties and Authority**

The Clearinghouse Committee is charged with maintaining an archive of all GPCA documents and data. The Clearinghouse Committee is also charged with facilitating internal and external communications and information dissemination including maintaining the GPCA website and returning communications received by phone, email, and postal mail.

#### **7-6.2 Ex Officio Members**

A Webmaster, appointed by the committee, and the Liaison to the Secretary of State are ex-officio members of the Clearinghouse Committee.

## **ARTICLE 8. STANDING WORKING GROUPS OF THE GENERAL ASSEMBLY**

### **SECTION 8-1. GRASSROOTS ORGANIZING WORKING GROUP**

#### **8-1.1 Duties and Authority**

The Grassroots Organizing Working Group (GROW) is charged with facilitating voter registration activities and organizing locals by:

- a) Coordinating locals into statewide efforts to register Green Party voters, do public outreach, and increase diversity in the party;
- b) Providing training for county locals in tabling and other grassroots organizing activities;
- c) Developing, maintaining, and providing resources for tabling efforts and organization of locals;
- d) Maintaining lists of registered Green Party voters.

### **SECTION 8-2. CAMPAIGNS AND CANDIDATES WORKING GROUP**

#### **8-2.1 Duties and Authority**

The Campaigns & Candidates Working Group is charged with facilitating the electoral work of the party by:

- a) Educating Green Party members about GPCA electoral strategy;
- b) Identifying key political campaigns in which Green Party activists can play a pivotal role;
- c) Identifying registered Greens who would make credible candidates;
- d) Promoting and facilitating effective regional strategies for winning campaigns;
- e) Training Green Party activists in methods of waging political campaigns;
- f) Facilitating fundraising operations for GPCA-endorsed electoral campaigns.

\*\*\* Unresolved concern, see introductory text. A concern was raised about leaving out the statement, "educate Greens about the importance of running credible candidates in strategically chosen races and avoiding poor candidates and unconstructive races," as stated in the original Restructuring proposal. The Bylaws Committee recommends using the clause, "educating Green Party members about GPCA electoral strategy," which adequately covers this overly-specific policy statement. \*\*\*

### **SECTION 8-3. ELECTORAL REFORM WORKING GROUP**

#### **8-3.1 Duties and Authority**

The Electoral Reform Working Group is charged with facilitating the electoral reform work of the party by:

- a) Educating Green Party members, the public, and the media about GPCA-endorsed electoral reforms;
- b) Identifying strategies for enacting GPCA-endorsed electoral reforms;
- c) Promoting and facilitating local and statewide campaigns for GPCA-endorsed electoral reforms;
- d) Advising GPCA on internal party voting mechanisms and electoral policy.

\*\*\* Unresolved concern, see introductory text. A concern was raised about leaving out the list of specific reforms, "Proportional Representation, Instant Runoff Voting, and public financing of elections," as stated in the original Restructuring proposal. The Bylaws Committee recommends using the clause, "GPCA-endorsed electoral reforms," which adequately includes the items within this overly-specific list \*\*\*

### **SECTION 8-4. GREEN ISSUES WORKING GROUP**

#### **8-4.1 Duties and Authority**

The Green Issues Working Group is charged with facilitating the Green issues work of the party by:

- a) Identifying, facilitating discussion, and preparing proposals on issues and events that should be addressed by the GPCA;
- b) Advise the Platform Committee on the development of platform proposals on issues identified by the Working Group;
- c) Promoting and providing support for Green issues to candidates running for office;
- d) Building coalitions with other organizations working on Green issues.