



Bylaws of the Placer County Green Party of California

(Proposed 8/1/2002)

This document contains the proposed rules and guidelines to govern the Placer County Green Party of California, in compliance with the GPCA Bylaws dated September 2001 (See Paragraph 3-2.2 County Organization and Recognition). These bylaws, upon adoption shall be submitted for approval to the General Assembly at the next state plenary meeting.

2002-07-31 dsn

Bylaws Format

These bylaws are organized around a hierarchical outline structure represented by Articles, Sections, Paragraphs, and Items as follows:

Article 12. THIS IS AN ARTICLE.

Section 12-1. This is the first Section of Article 12

12-1.1 This is the first Item in Paragraph 12-1.

a) This is the first Item in Paragraph 12-1.1

1. This is the first Sub Item of Item 12-1.1a

b) This is the second Item.

12-1.2 This is the second Paragraph of Section 12-1.

Document Version

This edition of the Bylaws of the Placer County of California is current as of 8/1/2002 and reflects the initially proposed version by the Placer County Green Party membership. Comments and suggestions may be directed to the County via e-mail at placer@cagreens.org.

Table of Contents

Article 1. NAME4

Article 2. PURPOSE4

Article 3. STRUCTURE4
Section 3-1. County Organization

Article 4. COUNTY COUNCIL5
Section 4-1. Purpose
Section 4-2. Membership
Section 4-3. Officers

Article 5. MEETINGS.....8
Section 5-1. Council Meetings
Section 5-2. General Meetings
Section 5-3. Decision-Making

Article 6. DELEGATE SELECTION9
Section 6-1. Team Delegation
Section 6-2. Orientation

Article 7. AMENDMENT OF BYLAWS10
Section 7-1. Process

Article 1. NAME

The name of this organization is the Placer County Green Party of California.

Article 2. PURPOSE

The purpose of the PLACER County Green Party (PCGP) is to further the following ten key values through political and social action.

| | |
|----------------------|---------------------------|
| Ecological Wisdom | Community-based Economics |
| Grassroots Democracy | Feminism |
| Social Justice | Respect for Diversity |
| Nonviolence | Global Responsibility |
| Decentralization | Sustainability |

Article 3. STRUCTURE

Section 3-1. County Organization

3-1.1 General Membership

General Membership consists of all PLACER County Residents who are registered Green Voters, and those who would independently choose to register Green if they were legally able to do so. This active county organization shall be recognized by the GPCA as the primary decision-making body of the PCGP.

3-2.2 Recognition

To be recognized by the General Assembly and to seat General Assembly delegates, a county organization must adopt organizational bylaws consistent with the GPCA Bylaws Committee. These bylaws must:

- a) Describe the organizational structure including the relationship between any local Green organizations and the County Council;
- b) Define the membership of the organization;
- c) Describe the decision-making process;
- d) Describe the process for filling county council vacancies’
- e) Describe the process for selecting General Assembly delegates
- f) Establish the office of treasurer.

Article 4. COUNTY COUNCIL

Section 4-1. Purpose

4-1.1 The Council shall fill the role served by the County Central Committees pursuant to Division 7 of the California Election Code.

4-1.2 The PCGP County Council (Council) shall:

- a) Assist the PCGP in realizing its purpose;
- b) Inform the PCGP in a timely manner of state, regional and local Green Party developments and endeavors;
- c) Act as liaison between PCGP and the Community, including the media;
- d) Call (schedule) and attend general meetings of the PCGP;
- e) Establish agendas for general meetings of the PCGP;
- f) Hold open Council meetings, as announced at general meetings;
- g) Report content and decisions of Council meetings at general meetings;
- h) Facilitate education, communication, action, and Green Party voter registration;
- i) Call for and establish working groups as needed;
- j) Manage the general business and office of the PCGP, subject to approval by the membership.

Section 4-2. Membership

4-2.1 Method of Selection

Membership in the Council shall be by election through state primary balloting held in even-numbered years, and *by appointment and consensus of the general membership as necessary.*

4-2.2 Gender Balance

A gender-balanced Council shall be encouraged. In the event of imbalance, the Council shall call for a decision of the PCGP to resolve it. The Council shall be composed of seven members, pursuant to state law.

4-2.3 Terms

Members will serve until the first Council meeting following the next primary election. Members may serve a maximum of two consecutive two-year terms.

4-2.4 Alternates

A Council member may appoint an alternate in her/his absence. Alternates shall have full consensus and voting rights only with the written authorization of their appointing Council member. An alternate member shall be subject to the rules of the Council.

4-2.5 Resignation

A Council member automatically resigns if s/he:

- a) Moves out of PLACER County;
- b) Is no longer a registered Green; or
- c) Misses three consecutive (regularly scheduled) meetings, without appointing an alternate.

4-2.6 Recall

The following steps are necessary to recall a Council member:

- a) Three PCGP members must present a written statement to the Council member specifying exactly how s/he failed to act in accordance with the 10 Key Values of these bylaws. The statement must be presented at a Council meeting.
- b) At the next PCGP general meeting, the Council shall call for and establish a mediation panel, composed of PCGP members who are not involved in the particular controversy.
- c) Within seven (7) days, both parties to the dispute will meet with the mediation panel. If no resolution is reached at that meeting, the panel will recommend a resolution within five (5) days.
- d) If either party is dissatisfied with the recommendation, the Council shall allot equal times for the two positions at the next general meeting. If that meeting results in a consensus (or 80% fall-back vote) in favor of recall, the Council member is removed from office.

4-2.7 Vacancies

If a vacancy occurs on the Council, the following procedures shall be followed:

- a) The vacancy shall be announced at the next general meeting;
- b) At the following general meeting, the membership shall attempt to reach consensus on the position;
- c) If consensus cannot be reached, a vote by written ballot shall be taken. The person receiving a plurality of votes will be elected to the position.

Section 4-3. Officers

4-3.1 Liaison Team

The Council shall select two of its members as a gender-balanced Liaison team. The Council will promptly notify the County Clerk of the names, addresses and phone numbers of the team. A liaison may not serve more than one two-year term consecutively.

- a) The team, along with the Treasurer, will act as sole liaisons between the PCGP and the Secretary of State, the County Clerks, and the Green Party of California (GPOC) Coordinating Committee.
- b) The team will promptly forward all decisions and communications made under these bylaws.
- c) Either Liaison, or the Treasurer, will sign all checks drawn of the PCGP account.

4-3.2 Treasurer

The Council shall select a treasurer from among the PCGP membership. The Treasurer may serve up to two consecutive two-year terms.

- a) Monthly, the Treasurer shall provide the Council with a written report of all transactions during the preceding month, and file ALL REQUIRED reports with the Treasurer of the GPOC.
- b) The Treasurer shall be responsible for fulfilling all the requirements of the Political Reform Act, and the FPPC.
- c) The Treasurer is responsible for keeping accurate records of all funds at the Council's disposal. These records will be made available in a timely manner to PCGP members for examination, upon request.

4-3.3 Secretary

The Council shall select from its members a Secretary. The Secretary may serve up to two two-year terms.

- a) The Secretary shall take written minutes of all Council Meetings. Minutes of all regularly scheduled Council meetings shall be made available to Council members by the following general PCGP meeting. Minutes of all specially scheduled Council meetings shall be made available to Council members by the following Council meeting.
- b) The Secretary will act as conduit for all reports to the Council.

Article 5. MEETINGS

Section 5-1. Council Meetings

5-1.1 Meeting Frequency

The Council shall hold regular 'monthly meetings', as announced at general membership meetings, and additional meetings as necessary.

5-1.2 Participation

Council meetings shall be open to observation and participation of all PCGP members, except that only Council members shall have full consensus and voting powers. The Council shall maintain a sign-up list for meeting attendance.

Section 5-2. General Meetings

5-2.1 Meeting Frequency

The PCGP shall hold regular monthly 'general meetings'. The Council may call additional meetings whenever necessary, as long as reasonable notice is given to all current PCGP members who have attended at least one general meeting. (Reasonable notice may include messages left via phone tree, voice-mail, or e-mail if at least three (3) days before the meeting).

5-2.2 Participation

Meetings shall be open to the public, and public participation shall be encouraged, except that only PCGP members shall have full consensus and voting powers. The Council shall maintain a sign-up list for meeting attendance.

5-2.2 Roles

At the beginning of each meeting, the Council shall appoint a Facilitator, Note-taker, Timekeeper, Vibes-Watcher, and if necessary - a Scribe. The Council is encouraged to rotate these roles among the general membership.

5-2.3 Child Care

If requested at least seven (7) days before the meeting, the Council shall attempt to provide for childcare during the meeting.

Section 5-3. Decision-Making

5-3.1 Decision Makers

All PCGP members shall have power to make decisions at general meetings.

5-3.2 Process

Decision-making shall be by consensus, as reached within an established time frame. Time frames may be amended as necessary.

- a) The following procedures shall be used to achieve consensus:
 1. Presenter(s) explains the proposal.
 2. Facilitator calls for clarifying questions; presenter(s) respond.
 3. Facilitator calls for concerns (listed by Scribe) and friendly amendments; presenter(s) may accept or reject amendments.
 4. Facilitator calls for unresolved concerns. If none, consensus is achieved.

- b) If consensus cannot be reached within the established / amended time frame, decisions may be made by vote:
 1. An 80% vote decides policy issues.
 2. A 2/3 vote decides general business.
 3. If it is unclear as to whether an issues is one of policy, or business, the 80% rule shall apply.

Article 6. DELEGATE SELECTION TO GREEN PARTY OF CALIFORNIA GENERAL ASSEMBLY

Section 6.1. Team Delegation

6-1.1 The PCGP shall send a team of members to statewide meetings of the GPOC. Before each meeting, the Council shall provide the GPOC Coordinating Committee and the state Hosting Committee with the names of team members representing PCGP delegate votes. If a vote needs to be taken at the statewide meeting, the team will caucus to decide how to use the allotted votes and vote accordingly.

Section 6.2. Orientation

6-2.1 The Council shall see to it that all delegate team members receive an orientation regarding GPOC meetings, structure, process and bylaws. Attendance at an orientation is a prerequisite to membership on the delegate team.

Article 7. AMENDMENT OF BYLAWS

Section 7.1. Process

- 7-1.1 These bylaws may be amended at any time, using the following process:
- a) Proposals for amendment must be addressed at a general membership meeting.
 - b) Using the PCGP decision-making process, the members will determine whether amendment is necessary, and if possible, the general approach to be taken.
 - c) If amendment is necessary, a Bylaws Working Committee Group shall draft a proposed amendment using the general approach determined at the membership meeting.
 - d) The amendment may be adopted at the following general meeting, either by consensus, or if necessary, and 80% majority vote.