

GREEN PARTY OF SAN JOAQUIN COUNTY BYLAWS

ADOPTED OCTOBER 11th, 2016

ARTICLE I. THE ORGANIZATION

Section 1. Names

The name of this organization is the Green Party of San Joaquin County (SJC Greens). The administrative body of the Green Party of San Joaquin is the Green Party of San Joaquin County Council (County Council).

Section 2. Declaration

Adoption of these bylaws shall void any previous county-level bylaws adopted by Green Party members organized in San Joaquin County.

ARTICLE II. PURPOSE

Section 1. SJC Greens

II.1.1 The purpose of the SJC Greens is to foster a local community that honors the following ten key values:

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|------------------------------|-------------------------------------|
| 1. Integrity in Government | 6. Environmental Wisdom |
| 2. Democracy | 7. Gender Equality |
| 3. Social Justice | 8. Respect for Diversity |
| 4. Respect for Others | 9. Personal & Global Responsibility |
| 5. Broad Voter Participation | 10. Future Focus |

As such a community, the SJC Greens will heed these values in social and political action.

II.1.2 These bylaws represent an agreement on the organization, operation, and function of the SJC Greens and its County Council.

Section 2. County Council

II.2.1 The County Council will serve the SJC Greens according to these bylaws.

II.2.2 The County Council is accountable to the membership of the SJC Greens and decisions of the County Council must be enacted in accordance with these bylaws.

ARTICLE III. MEMBERSHIP

Members are: all persons residing in San Joaquin County with a current and valid registration in the Green Party of California.

ARTICLE IV. COUNTY COUNCIL

Section 1. Mission and Purpose

- IV.1.1 The County Council will serve as the elected representative body of the SJC Greens. The County Council's mission is to aid members of the SJC Greens in building the party's local community. The Council will observe the ten key values in all its actions and statements.
- IV.1.2 The Council shall fill the role served by the County Central Committees pursuant to Division 7 of the California Election Code.

Section 2. County Council Membership and Elections

- IV.2.1 The County Council will be comprised of five voting members (seats) and two alternate non-voting members elected by voters registered as Green Party members. Green Party members in San Joaquin County will use Choice Voting in a county-wide, at-large district during the direct primary election held by the State of California in even years. Choice Voting is the single transferable vote form of proportional representation.
- IV.2.2 During regular elections, elections shall be conducted by the San Joaquin County Registrar of Voters. Special elections, outside of the regular election cycle may occur should any less than 5 elected County Council members remain in office (See section 3).
- IV.2.3 A ranked voting process will be used to select County Council members. With ranked voting, Green Party voters will be asked to rank County Council candidates on their ballot in order of their preference, 1 being their top choice, 2 the second preference and so forth.
- IV.2.4 Voters are not required to rank all candidates and may stop wherever they prefer.
- IV.2.5 To determine which candidates are seated, the total number of ballots cast is divided by 8 (one more than total seats on the County Council), and one is added to this result. This formula $\{[total\ votes / (seats + 1)] + 1\}$ determines the threshold candidates must achieve to be elected.
- IV.2.6 Next, each candidate's first preference votes are counted. Any candidate who meets or exceeds the threshold on first preference votes alone is automatically seated.
- IV.2.7 First and second preference votes for the remaining candidates will then be added together and any remaining vacant committee seats will be filled by the candidates receiving the most votes when first & second preference votes are combined. Candidates receiving the greatest number of votes will be assigned voting seats and those selected but receiving fewer votes will be assigned to one of the two non-voting seats.

- IV.2.8 The SJC Greens may choose to modify the method of selection or size of the County Council by modifying these bylaws following the procedure in Article IX below. The County Council will notify the Green Party of California Coordinating Committee of such changes no later than 150 days before the direct primary election.
- IV.2.9 If San Joaquin County election officials refuse to implement the system of choice voting described in IV.2.01-IV.2.06 the default system for electing the County Council shall be that candidates for County Council will be listed on the ballot. Voters may select up to the number of seats to be filled. Those candidates receiving the highest number of votes will be seated until all seats have been filled or, in case there are seven or fewer candidates, all candidates have been seated.
- IV.2.10 County Council members will serve nominal two-year terms until the succeeding primary election and the new County Council convenes its first meeting. Actual duration of terms will vary from a strict 24 months due to the state of California's early presidential primaries and later primaries in off years.
- IV.2.11 At any County Council meeting voting members may cast votes. Should a voting member be absent, the alternate having received the highest number of votes during the prior election may cast votes. If two voting members are absent then both alternate members shall be empowered to vote. An alternate member shall be subject to the rules of the County Council and may vote only while the elected voting member is absent.
- IV.2.12 A County Council member automatically will be removed and permanently replaced by one of the non-voting, alternate members if s/he:
- a) moves out of San Joaquin County;
 - b) is no longer a registered Green;
 - c) misses three consecutive County Council meetings without notifying the Council Chair in advance; or,
 - d) misses five consecutive County Council meetings.
- IV.2.13 A sitting County Council member can be recalled if both (a) and (b) occur:
- a) Twenty members of the SJC Greens present a signed written statement to the County Council member specifying why they would like the County Council member recalled. The statement must be presented at a County Council Meeting. And;
 - b) Remaining County Council members shall allot equal times for airing the two positions at the next County Council Meeting. Voting members of the Council shall then decide whether the member should be recalled. If the member subject to a recall is a voting member, then the next alternate will be empowered to vote in their place on the recall vote. A minimum of 3 Council member votes are required to effect a recall.

Section 3. Filling County Council Vacancies between State-Officiated Elections

- IV.3.1 If a vacancy occurs in a voting seat on the County Council, the next non-voting member automatically becomes a permanent voting member.
- IV.3.2 Should three vacancies occur on the County Council with more than 6 months remaining until the subsequent election process, or more than 3 vacancies occur, the County Council will notify the general membership of these vacancies, and nominations will be accepted at the next County Council Meeting. Notification of membership shall include the dates and times of respective meetings at which nominations are accepted and balloting for the replacement candidates takes place. Elections shall be conducted as specified in Section 2.
- IV.3.3 Where special elections occur, members can nominate themselves for a committee seat or be nominated. If a nominated member is not present at an election, a statement from him/her indicating a willingness to serve must be provided.
- IV.3.4 At special elections all members must be verified as registered Green Party members to vote and all persons casting votes must be present. No proxy votes will be counted.
- IV.3.5 The Liaison to the Registrar shall notify the Green Party of California Coordinating Committee and County Election officials of elections of replacement County Council members within five days.

Section 4. Duties and Powers

- IV.4.1 The duties and powers of the County Council are:
 - a) to propose the agenda and Facilitators for County Council Meetings that are also Green Assemblies;
 - b) to make sure that minutes of County Council Meetings are kept, and that the records of the SJC Greens are maintained;
 - c) to ensure that each County Council member's vote is recorded on each issue that required County Council votes (this record may be kept as part of minutes);
 - d) to make records such as minutes and County Council votes available on request of Green Party of San Joaquin members;
 - e) to set dates for County Council Meeting sessions, and to inform the membership of those dates;
 - f) to make recommendations and proposals to County Council Meetings;
 - g) to make every reasonable effort to carry out faithfully the decisions of County Council Meetings;

- h) to set up new Working Groups (committees which may contain non-council members who are San Joaquin Green members but who shall remain responsible to the County Council), and dissolve Working Groups that are not meeting or functioning;
- i) to ask for and to receive reports and recommendations from Working Groups;
- j) to coordinate the efforts of the various Working Groups;
- k) to act as a conduit for information between Working Groups and to make recommendations to Working Groups as necessary;
- l) to carry out any necessary action which does not fall within the duties of any particular Working Group;
- m) to develop strategy and implement policy for the SJC Greens;
- n) to be ultimately responsible for meeting the legal and fiscal responsibilities of the SJC Greens;
- o) to raise funds and make expenditures as necessary; two Council members signatures are required for any expenditure over \$150.00;
- p) to retain and direct legal counsel as the County Council deems necessary;
- q) to speak for, or to authorize individuals to speak for, the SJC Greens within the general parameters of established San Joaquin Green policy, the State Platform, or recognized Green Values;
- r) to carry out any duties required of it by the Green Party of California;
- s) to make any decisions which, within reason and without abusing either the spirit or letter of these bylaws, help to carry out the powers and duties of the Council, any Working Group, or the County Council Meeting, as stated here and elsewhere in these bylaws.

IV.4.2 The Council shall use the consensus process for decision making. However, any member may request a formal vote on issues before the Council. The Council may establish its own rules of procedure subject to these bylaws (such as creation of officers, agenda, etc.) All County Council meetings shall be open to any member of the SJC Greens, who may participate in discussion; but only voting members of the County Council shall have participate in establishing consensus an in casting votes.

IV.4.3 A quorum of the County Council shall be 3 of the current members of the County Council.

IV.4.4 The County Council may delegate any of its duties and powers to committees. These committees may contain non-council members who are San Joaquin Green members, but they shall remain responsible to the County Council.

ARTICLE V. MEETINGS

Section 1. County Council Meetings & Green Assemblies

- V.1.1 The County Council shall hold regular monthly meetings open to any interested San Joaquin Green members at least 10 months of the year. These meetings are referred to as County Council Meetings.
- V.1.2 County Council Meetings shall be open to participation and observation of all San Joaquin Green members; however, only County Council members shall have voting powers. The County Council may impose reasonable time limits on time devoted to discussion of topics and to member input.
- V.1.3 County Council Meetings shall be open to the public, and participation of all Green registrants shall be encouraged.
- V.1.4 Green Assemblies are County Council Meetings where substantial policy issues, special elections, or bylaw revisions will be considered. The County Council will take special efforts to notify Green Party members of Green Assemblies and to encourage participation.
- V.1.5 At the beginning of each Green Assembly meeting, the County Council Chair Person shall appoint a Facilitator, Note-taker (responsible for presenting minutes to the following meeting), Scribe (responsible for writing items, such as agenda, which need to be displayed to everyone at once as on a chalkboard), and Time-Keeper. The Council is encouraged to rotate these roles among volunteers in the general membership.
- V.1.6 Any meeting conducted by the San Joaquin County Green Party shall be conducted in a secular manner. No invocations, blessings, other religious content shall be permitted.

Section 2. Decision-Making

- V.2.1 All San Joaquin Green members shall have power to participate in discussions at County Council meetings. The County Council may ask attending members to indicate what their consensus may be on important issues to help guide the Council decision.
- V.2.2 On process issues, the County Council will discuss, take member attendee input, and then decide through a vote. This approach would apply to activities such as establishing committees, appointing committee members, approving expenditures and budgets, and decisions related to the conduct and funding of organization-building events and elections.
- V.2.3 Issues of policy, such as determining San Joaquin County Green Party positions on State and local ballot measures or amending San Joaquin Country Green Party bylaws, will be resolved only at Green Assemblies and a consensus process will be used rather than decisions being made by a vote of County Council members.
- V.2.4 Consensus Process

- a) Decision-making shall be by consensus, as reached within an established time frame. Time frames may be amended as necessary.
- b) The following procedures shall be used to achieve consensus:
 - (1) Presenter(s)/Proponents explain the proposal;
 - (2) Facilitator calls for clarifying questions; presenter(s) respond;
 - (3) Facilitator calls for concerns (listed by the Note-taker) and friendly amendments; presenter may accept or reject amendments;
 - (4) Facilitator calls for unresolved concerns. If none, consensus is achieved;
 - (5) If unresolved concern(s), facilitator asks if they will stand aside; if so, the Note-taker records the concern, and consensus is achieved.
- c) If consensus cannot be reached within the established/amended time frame, decisions may be made by a County Council member vote. The County Council may choose to approve, reject, to temporarily table the issue for later consideration, or to permanently table the issue.
 - (1) The note-taker shall record the names of the County Council members and their vote for each vote taken. This voting record is to be included in the record of the meeting and is to be made available on request of Green Party of San Joaquin members.
- d) Procedural issues as used in V.2.02c above is defined as matters affecting how the meeting is conducted provided that the procedures being considered are consistent with these bylaws. Procedures not consistent with bylaws require amending the bylaws (see Article IX) before they may be enacted. Examples of procedural issues include whether to extend allotted time for discussion of a matter or whether to adjourn the meeting early.
- e) Policy issues as used in V.2.02c above are defined as positions adopted by the Green Party of San Joaquin. Examples include resolutions or proclamations, endorsements of candidates or ballot measures, or preferences regarding pending decisions before the Green Party of California.

ARTICLE VI. OFFICERS

Section 1. Treasurer/Recorder

- VI.1.1 The Green Party of San Joaquin shall have a Treasurer/Recorder whose duties shall include:
 - a) maintaining records of contributions to the Green Party of San Joaquin and expenditures made by the Green Party of San Joaquin
 - b) establishing and maintaining any accounts with financial institutions on behalf of the Green Party of San Joaquin as authorized by the Green Party of San Joaquin in County Council sessions
 - c) maintaining contact with the Treasurer of the Green Party of California
 - d) calculating and paying the dues of the Green Party of San Joaquin to the Green Party of California
 - e) filing appropriate financial declarations so that the Green Party of San Joaquin complies with county, state, and federal law
 - f) retaining and safely storing San Joaquin Green meeting notes, vote counts, legal papers, and other documents
 - g) attend County Council meetings

h) At end of service, orienting the succeeding treasurer/secretary.

VI.1.2 The Treasurer's term of service shall coincide with that for County Council members.

VI.1.3 Treasurers may also be County Council members, but they do not have to be County Council members. Treasurers are appointed by the County Council.

Section 2. Chair Person

VI.2.1 The Green Party of San Joaquin shall have a Chair Person whose duties shall include:

- a) Conducting County Council meetings
- b) Serve as an ongoing point of contact for the San Joaquin County Green Party
- c) Represent the San Joaquin County Green Party at regional and state Green Party meetings or delegate that responsibility to other Green Party members
- d) Establishing agendas for upcoming County Council meetings.
- e) Scheduling special County Council meetings as needed
- f) informing the Registrar of Voters and Coordinating Committee of changes in the membership of the County Council
- g) receiving communications regarding the composition of the County Council from either the Registrar of Voters or the Coordinating Committee and relaying such communications either to concerned individuals or to the Green Council in general

VI.1.03 Chair Persons are selected by County Council from its voting members. The Chair Person assignment may be re-assigned as needed.

ARTICLE VII. GREEN PARTY LOCALS WITHIN SAN JOAQUIN COUNTY

Section 1. Responsibilities Claimed by the Green Party of San Joaquin

VII.1.1 The Green Party of San Joaquin is to serve the interests of Green Party members in San Joaquin County.

VII.1.2 The Green Party of San Joaquin may not prohibit Green Party members living in San Joaquin County from running for County Council or attending County Council Meetings and encourages such participation from across the county.

VII.1.3 Delegates to Green Party of California General Assemblies (Plenaries) from San Joaquin County must be approved by the Green Party of San Joaquin.

VII.1.4 Should local Green Party groups organize under the Ten Key Values within the county to serve smaller geographic portions of the county, the Green Party of San Joaquin is intended to serve, not to rule over, such groups.

Section 2. Representation of Locals to the Green Party of San Joaquin

- VII.2.1 Members of locals are welcome to attend Green Party of San Joaquin Green Assemblies. They may also send representative individuals or delegations to such assemblies; however, such representatives or delegations speak for their local in an advisory role only.
- VII.2.2 Representatives or delegates from locals may cast votes only for themselves as individuals in elections to fill vacancies on the County Council. They may not cast votes for absent individuals in their local.

ARTICLE VIII. DELEGATE SELECTION TO GREEN PARTY OF CALIFORNIA (GPCA) GENERAL ASSEMBLY AND TO NATIONAL ASSOCIATION OF STATE GREEN PARTIES (ASGP) CONVENTIONS

Section 1. Team Delegation

The County Council shall select delegate(s) to statewide meetings of the GPCA and to National Association of State Green Parties (ASGP) Conventions. The Delegate(s) shall be approved by the SJC Greens at a regularly scheduled meeting.

Before each statewide meeting, the Council Chair shall provide the GPCA Coordinating Committee and the state Hosting Committee with the names of team members sent as the SJC Greens delegate(s) and any alternates. If a vote needs to be taken at the statewide meeting, delegate(s) from San Joaquin will caucus to decide how to use San Joaquin County's allotted votes and will vote according to decisions reached in such caucuses.

Section 2. Orientation

The County Council shall make sure that all delegate team members receive an orientation regarding GPCA meetings, structure, process and bylaws. Attendance at an orientation is a prerequisite to serving as a delegate of the SJC Greens.

ARTICLE IX AMENDMENT OF BYLAWS

These bylaws may be amended at any time, through the following process:

- 1) Proposals for amendment must be addressed at a County Council Meeting;
- 2) Using the SJC Greens decision-making process (Article V.2), the members will determine whether the amendment is necessary and, if possible, the general approach to be taken;
- 3) If amendment is necessary, a Bylaws Working Group shall draft and present no sooner than the following County Council Meeting a proposed written amendment that follows the general approach determined according to V 2) above;
- 4) The meeting at which the bylaws amendment is adopted must be at least two weeks after the meeting at which the amendment was proposed.
- 5) The proposed amendment or the originally worded amendment may be adopted in accordance with these bylaws.