

BYLAWS

Libertarian Party of Hillsborough County, FL

Article 1: Executive Committee Meetings

Section 1: Regular Business Meetings

The Libertarian Party of Hillsborough County (hereinafter Affiliate) Executive Committee shall call a regular business meeting at least quarterly with the date, time, location, and information to participate electronically if authorized posted on the Affiliate's public and functioning website at least fourteen (14) days in advance. The Affiliate Secretary shall post all previously unapproved minutes and the draft agenda at least forty-eight (48) hours in advance of the regular business meeting.

Section 2: Special Business Meetings

The Affiliate Executive Committee may call a special business meeting for a specific time-sensitive purpose with the date, time, location, information to participate electronically if authorized, and complete agenda posted on the Affiliate's public and functioning website at least forty-eight (48) hours in advance. No business inconsistent with the publicly stated purpose may be conducted during the special meeting.

Section 3: Meetings Open to Members

Affiliate members and LPF members residing in Hillsborough County shall have the right to attend all Executive Committee meetings except for and only except for any specific portion covered by a vote to enter a confidential executive session. *[Note: some affiliates may wish to mandate that their meetings are open to the general public, not just members. If desired this should be specified here.]*

Section 4: Member Right to Speak

Affiliate members and LPF members residing in Hillsborough County shall have the right to address the Executive Committee for up to 3 minutes during a regular business meeting on any topic provided at least 5 days advance written notice is given to the Affiliate Secretary. The Executive Committee may provide for additional opportunity for member comment or non-member public comment.

Section 5: Quorum

Quorum for regular and special business meetings shall consist of a majority of Executive Committee members. If vacancies in Executive Committee positions are being filled by election outside of the Annual Business Meeting, quorum may alternatively be obtained for the purpose of conducting the election with one-fourth of current Affiliate members and/or with sufficient individuals eligible to vote for such elections present numbering at least 1% of registered LPF voters residing in the county.

Section 6: Voting

Unless otherwise prescribed by the Affiliate Constitution or these Bylaws, all Executive Committee members at a business meeting shall be entitled to one (1) vote per person on all business conducted

at that business meeting with the outcome of each item of business decided using the number of votes actually cast.

Section 7: Excused Absences

[Note: state law considers Executive Committee members to have resigned after missing three consecutive business meetings without “good and sufficient reason” per FS 103.131(8) so if you wish to avoid this, you need to define a rule for excusing absences. The actual rule can be more or less permissive than the suggestion in these sample Bylaws]

Executive Committee members may be excused for being absent from a regular business meeting due to conducting party business elsewhere. Such absences may be excused by two-thirds of members present and the motion to excuse must state the reason for excusal. Per state law, elected Libertarian public officials shall be automatically excused if the absence is due to conducting mandatory public business related to that public office.

Section 8: Disclosure of Financial Liability

Motions that authorize expenditure of funds shall include a statement of the maximum direct financial liability incurred to the Affiliate if the motion were to pass. If the financial liability is unknown or unable to be calculated, then the motion shall include a statement that the maximum financial liability is unknown and therefore unbounded.

Article 2: Annual Business Meeting

Section 1: Time and Notice

The Affiliate shall conduct its Annual Business Meeting between January 1 and March 15 of each year with the date, time, location, and information to participate electronically if authorized posted on the Affiliate’s public and functioning website at least thirty (30) days in advance. Should the Annual Business Meeting not be able to be held on the scheduled date due to *force majeure* events such as a natural disaster, the Annual Business Meeting shall be rescheduled to the soonest practical date.

[Explanation: the time is arbitrary, and the affiliate may choose any time of year you want. However, the LPF reaffiliation and annual audit are due March 31 and so the beginning of the year is generally a good choice]

Section 2: Agenda

The Executive Committee shall select the date, time, and location of the Annual Business Meeting and shall prepare the draft agenda to include at minimum officer reports, committee reports if any, property submitted motions to amend the Affiliate Constitution, Bylaws, or other governing documents if any, and all regular Executive Committee elections in that order. The Affiliate Secretary shall be responsible for publishing the complete draft agenda on the Affiliate’s public and functioning website at least fourteen (14) days in advance.

Section 3: Notice of Constitution and Bylaws Amendments

Any Affiliate member may move to amend or replace the Affiliate Constitution and/or Bylaws at the Annual Business Meeting provided that they have submitted the full text of the proposed amendment or replacement in writing to the Affiliate Secretary at least thirty (30) days in advance.

Article 3: Elections and Votes

Section 1: Voting Members

All Affiliate members and all LPF members residing in Hillsborough County (henceforth referred to in combination as voting members) shall be eligible to vote on all Executive Committee elected positions in whose jurisdiction they reside and on any amendments to the Affiliate governing documents including the Affiliate Constitution and Bylaws as prescribed by the Affiliate Constitution.

Section 2: Nominations

Any voting member may nominate an individual for an elected position for which the nominee is eligible provided that the nominee accepts the nomination. Individuals may be nominated *in absentia* if the nominee provides prior written acceptance of the nomination to the Affiliate Secretary. Each nominee shall have the right to speak for up to three (3) minutes and may delegate some or all of that time to other individuals present. Any voting members may speak on behalf of "None of the Above" in order of recognition. The voting members may extend speaking time for nominees or may end speeches for "None of the Above" by a majority vote.

Section 3: Elections

Election procedure shall be determined by a majority of voting members. If no specific election procedure is adopted, the default procedure shall be prescribed as follows:

- 1.) Conduct nomination and election for each Executive Committee position in the sequence of Chair, Vice-Chair, Secretary, Treasurer, and then all remaining positions. Individuals not elected to a position may be nominated for another position.
- 2.) If no nominee is made for a position the position will be vacated.
- 3.) If a single nominee is made for a position, the election shall be conducted as a approval vote for or against the nominee, with a nay vote being cast for "None of the Above."
- 4.) If more than one nominee is made for a position, the election shall be conducted as an approval vote of all nominees including "None of the Above" and if any candidate receives a majority, the nominee with most votes shall be elected. If no nominee receives a majority, the nominee(s) with the lowest number of votes shall be eliminated and the vote shall be conducted again. If all nominees would be eliminated due to a tie or if multiple nominees with a majority tie with the highest vote, the election shall be redone with the same nominees.
- 5.) If "None of the Above" wins a majority of votes cast, all nominees in that election shall be ineligible to serve in that position for the remainder of its term

- 6.) If no nominee other than “None of the Above” receives a majority of votes cast, the vote may be conducted again with new nominees except any excluded by “None of the Above.” Otherwise the position shall be vacated.
- 7.) Nominees elected to a position shall assume that position immediately upon election if the position is currently vacant and at the adjournment of the current business meeting otherwise.

Article 4: Candidates

Section 1: Candidate Endorsements

The Affiliate may endorse candidates for public office in accordance with the Libertarian Party of Florida Constitution and Bylaws. Endorsements may be made by majority vote of the Executive Committee provided that the candidate is not a member or registered voter of any other political party and is not opposing a candidate who is a member of the Libertarian Party of Florida. Endorsements may be made by a $\frac{3}{4}$ (three-fourths) vote of the Executive Committee if the candidate is a member of the Libertarian Party of Florida and is opposed by another member of the Libertarian Party of Florida.

Section 2: State and Local Candidate Contributions

The Affiliate may make monetary or in-kind contributions to any candidate for non-federal public office by majority vote of the Executive Committee provided that the candidate is a member of the Libertarian Party of Florida, has qualified for the office sought, and is not opposing another candidate who is also a member of the Libertarian Party of Florida. The Executive Committee may waive the requirement for candidate qualification or lack of Libertarian opposition by a three-fourths ($\frac{3}{4}$) vote.

Section 3: Federal Candidate Contributions

The Affiliate shall coordinate with the Libertarian Party of Florida prior to making any monetary or in-kind contributions to federal candidates including US House, US Senate, and US President. Such contributions may otherwise be made in accordance with the same rules as state and local candidates. For US President, the requirement to be a Libertarian Party of Florida member shall be waived so long as the candidate is a national Libertarian Party member.

Section 4: Nonmonetary Candidate Support

The Affiliate may provide at its discretion nonmonetary candidate support to any candidate who is a member of the Libertarian Party of Florida including but not limited to voter databases and analysis, member and donor information, free social media posts, and campaign volunteer services.

Section 5: Candidate Nominations When Required by Law

The Executive Committee shall make partisan candidate nominations when required by law by majority vote at the next regular business meeting or at a special meeting called for this purpose, whichever is sooner.

Article 5: Standing Committees

Section 1: Outreach Committee

The Outreach Committee shall include the Affiliate Chair as an *ex-officio* member in addition to other members. The duties of the Outreach Committee shall include:

- Promoting the Affiliate's brand, message, platform, policy, candidates, and events to the public
- Maintaining the Affiliate's public and functioning website and social media
- Managing contact databases for the Affiliate
- Conducting mass outreach campaigns via mail, email, texting, phone banking, printed materials, billboards and signs, social media posts, radio, television, and similar means

Section 2: Events Committee

The Events Committee shall include the Affiliate Vice-Chair as an *ex-officio* member in addition to other members. The duties of the Events Committee shall include:

- Identifying community events for the Affiliate to attend, sponsor, or table
- Organizing and conducting Affiliate events including social events, charity events, park and environmental cleanup events, educational events, and candidate support events

Section 3: Legislative Committee

The Legislative Committee shall include the Affiliate Treasurer as an *ex-officio* member in addition to other members. The duties of the Legislative Committee shall include:

- Attending and speaking at local government meetings including city council, county commission, special district board meetings, and appointed board meetings
- Communicating with local government officials and employees
- Reviewing proposed agendas and motions for local government meetings
- Reviewing city and county charters, codes of ordinances, and other relevant laws and identifying possible changes to propose via initiative or communication with local government
- Preparing advisory recommendations for the Executive Committee to endorse or oppose amendments to city charters, the county charter, or the state constitution and to endorse or oppose local ballot measures

Section 4: Candidates Committee

The Candidates Committee shall include the Affiliate Director At-Large as an *ex-officio member* in addition to other members. The duties of the Candidates Committee shall include:

- Recruiting Libertarians to run for public office in partisan and nonpartisan elections
- Securing local government board appointments for Libertarians
- Preparing candidate training materials, voter databases, vendor lists, and other non-monetary means to support Libertarian candidates
- Recruiting campaign volunteers and staff for Libertarian candidates
- Conduct training courses for Libertarian candidates and campaign volunteers and staff
- Coordinating with the LPF to support and promote state and federal Libertarian candidates

Section 5: Rules Committee

The Rules Committee shall consist of three members elected by majority vote at the Annual Business Meeting plus the Affiliate Secretary as an *ex-officio* member. The committee shall elect its own chair by majority vote of its members and may elect its own vice-chair and secretary in the same way. The duties of the Rules Committee shall include:

- Proposing amendments to the Affiliate Constitution, Bylaws, and any other governing documents at the Annual Business Meeting
- Providing advisory opinions to the Executive Committee and Affiliate members on any disputes over the interpretation of the Affiliate governing documents
- Providing advisory opinions to the Executive Committee and Affiliate members on whether any motion or amendment would be in order and consistent with the Affiliate governing documents and applicable law