



Organization Charter
Drafted July 12, 2020
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Article I. Organization Name

This Organization is known as Windham Citizens for Diversity, Equity, and Inclusion, or “Windham DEI”.

Article II. Mission Statement

Windham Citizens for Diversity, Equity and Inclusion is a progressive organization dedicated to creating a safe, inclusive and affirming community through service and education. We work to promote empathy, compassion, and understanding of our neighbors of any race, ethnicity, gender identity, sexual orientation, age, social class, ability, religion, citizenship, or political affiliation, for a better Windham.

Article III. Goals and Beneficiaries

The Organization, including Members and Board, will work to:

1. Promote DEI in our schools
2. Elect progressive candidates who will champion DEI
3. Provide speakers, trainings, and resources to build awareness of DEI
4. Facilitate discussions, book groups, and opportunities in the arts around DEI topics
5. Build community among neighbors, including neighbors in times of need
6. Advocate for our BIPOC, LGBTQ+, disabled, and immigrant neighbors
7. Support members with a safe space for discussion and social opportunities
8. Establish formal relationships with other organizations and institutions in town to work together toward anti-racist, anti-ableist, anti-sexist, and other DEI goals
9. Support and advocate for the young people of Windham by supporting their DEI related initiatives

Article IV. Members

1. A Member of the Organization may be any current resident of Windham, New Hampshire or current business owner of a Windham, New Hampshire business, and agrees to uphold the ideals of diversity, equity, and inclusion through the work of the Organization and through their personal and public dealings.
2. As long as there are no dues, membership simply means being in the private Facebook group. Level of active involvement is up to each individual.
3. A Member may be asked to leave the Organization in the event that they bully another member online or offline, use hate speech, slander others without evidence, share screenshots or violate privacy within the group.
4. Members may serve on or lead committees.
5. Members should not speak formally on behalf of the Organization without being asked to by the Board.
6. In the event that the Organization wishes to ask for dues, all Members will be polled.
7. Members will be asked for votes/feedback wherever possible.
8. Any and all donations/financial contributions are voluntary.

Article V. Executive Board

1. The Organization will elect volunteer Board members for a term of one year.
2. The election may be conducted via Google Form. If there is only one nominee/volunteer for a given position, that person may be appointed.
3. Elections should be held 6 weeks prior to the change in term so that the outgoing Board can transition the incoming Board.
4. Vacancies should be filled as soon as reasonable.
5. Board members who cannot fulfill their duties may be asked to step down prior to the end of their term.
6. Women and minorities are strongly encouraged to hold Board positions.
7. Board positions will include:
 - a. Executive Chair, whose duties will include being the primary public contact for the organization, working to keep the Organization on track to fulfill its mission and uphold its core values, being the primary contact for certain committees, facilitating meetings, and being present at as many meetings and events as possible.
 - b. Executive Vice-Chair, whose duties will include being the primary contact for certain committees, assisting the Chair with facilitating meetings, and being present at as many meetings and events as possible.
 - c. Secretary, whose duties will include keeping membership lists, scheduling events, setting up meetings and Zoom calls, and taking notes.
 - d. Treasurer, whose duties will include managing finances/accounts, expenses, and donations.
 - e. Communications Director, whose duties will include maintaining the website, managing social media, and sending email updates.

Article VI. Meetings

1. Monthly Board meetings will be held as open meetings; all Members are welcome to join.
2. Quarterly and as-needed general meetings will be held.
3. Meetings may be virtual or in person.
4. Meeting minutes will be taken.

Article VII. Organization Policies

1. No prospective Member will be denied for reason of race, ethnicity, gender identity, sexual orientation, age, social class, ability, religion, citizenship, or political affiliation.
2. The Organization is not responsible for any Member's individual actions and does not condone vandalism, destruction of property, hate speech, or any other act unbecoming of a Member. Different opinions and respectful discourse are welcome; personal attacks are not tolerated.
3. The Organization will work to accommodate access and participation for Members with disabilities whenever possible.
4. The Organization will work with Members whose first language is not English, at their request, to find a solution to make it more accessible for them.
5. The Organization and Board will maintain a website, email address, and private Facebook group.
6. The Board may appoint volunteer moderators/admins for the private Facebook group.
7. The Board may solicit Members for project-based fundraising as needed.
8. The Organization does not have an official political party affiliation.
9. The Organization may vote to hold social events. At a sponsored event, membership rules apply.

Terms

BIPOC: Black, Indigenous, people of color

DEI: Diversity, Equity and Inclusion

LGBTQ+: lesbian, gay, bisexual, transgender, queer, and all other non-heterosexual, non-binary, or non-cis identities