

BYLAWS OF THE GREEN PARTY OF HUMBOLDT COUNTY

*Adopted on November 14, 2019.
Amended August 9, 2020*

Article I: Name

The name of this organization is the Green Party of Humboldt County or GPHC.

Article II: Purpose

Section 1 – Key Values

The purpose of the Green Party of Humboldt County shall be to promote the Ten Key Values of the Green Party in Humboldt County. The Ten Key Values are:

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|-------------------------|--------------------------------------|
| 1. Ecological Wisdom | 6. Community-Based Economic Justice |
| 2. Grassroots Democracy | 7. Feminism and Gender Equity |
| 3. Social Justice | 8. Respect for Diversity |
| 4. Nonviolence | 9. Future Focus/Sustainability |
| 5. Decentralization | 10. Personal & Global Responsibility |

Section 2 – Platform

Ecological Socialism (Eco-Socialism):

- The Green Party of Humboldt County seeks to build an alternative system based on the values of the Global Greens coalition. This decentralized system – commonly referred to as Eco-Socialism – is guided by four pillars: grassroots democracy, social justice, ecological wisdom, and nonviolence.
- Eco-Socialism rejects both the capitalist system, which maintains private ownership over almost all production and controls democracy through the influence of money and economic leverage, and the state-socialist system, which assumes control over industries and decision-making without democratic, community inclusion.
- We believe that capitalism (private ownership of production and services) and state socialism (state ownership of production and services) are not ecologically sound, socially just or democratic, and that both contain built-in structures that advance injustices. Instead we strive to build an economy based on large-scale, environmentally sound public works, municipal ownership, and workplace and community democracy.
- In conjunction, we work to build a grassroots democracy based on decentralization of power, community inclusion, equity, and cooperation based on ecological wisdom.
- We believe Eco-Socialism will help end labor and environmental exploitation, racial, gender, and wealth inequality, and bring about economic and social justice as a result of the positive effects of democratic decision-making.

Article III: GPHC Membership

- Membership is open to any person who lives in Humboldt County and is registered to vote in the Green Party.

- Persons who are not registered to vote in the Green Party may not vote on issues that come before the GPHC; however, those who share Green Party values are welcome to participate in the activities of the GPHC.
- Members may participate in the decision-making process as described in these Bylaws. They may participate in any actions agreed upon at meetings, serve on committees, approve and amend the Bylaws of the GPHC, run for County Council, and serve as delegates to state and national meetings.
- Because of the rural nature of our community and the importance of bioregionalism, the GPHC will sometimes allow for exceptions to the above rules for Membership. Individuals who live in neighboring communities and wish to work with the GPHC shall also be allowed to act as Members of the GPHC with all of the rights and responsibilities outlined in these Bylaws.

Article IV: Structure

Section 1 – General Assembly (GA)

General Assembly Membership and Purpose

The General Assembly consists of all participating members of the GPHC and is the Party's highest authority. The GA is responsible for setting the priorities, goals, and strategies of the Green Party of Humboldt County and for providing an open forum where members can come together and decide how the Party will operate and what it shall do. The GA shall meet monthly, in conjunction with the County Council (CC), and those meetings shall be open to the public.

General Assembly Duties & Authority

- Setting annual goals and objectives
- Providing agenda topics for upcoming CC/GA meetings
- Electing the CC members from among the GA membership.
- Appointing delegates to represent Humboldt County at the Green Party of California General Assembly meetings. The GA shall strive for gender balance in the choice of those delegates.
- In order to carry out the work of the GPHC, the GA may create or dissolve committees and affirm committees created by the CC. All members of the GPHC are eligible to participate in those committees.
- The GA has the authority to require individuals to leave if they are disrupting the meeting.

General Assembly/County Council Meetings

- Agendas
 - Ratification of the proposed agenda will be approved at the beginning of the meeting.
 - Items may be added or rearranged with approval of the GA at the beginning of the meeting.
 - The agenda package will include written drafts of all proposals. Any item not on the agenda must be in written form and provided to the GA.
- When meeting with the General Assembly, the officers of the County Council shall fulfill the same roles and responsibilities they hold within the County Council.
- All meetings shall be handicapped accessible.
- If requested at least seven days before any GA, the CC shall coordinate cooperative childcare for the duration of the meeting.

- Members present at the end of each meeting will schedule the date and location for the next GA meeting. Effort will be made to follow a regular monthly schedule.

Section 2 – County Council (CC)

Purpose of the County Council

- The CC is the elected representative body of the GPHC and is responsible for carrying out the decisions of the GA.
- The CC shall fill the roll served by the “County Central Committee” pursuant to Division 7 of the Elections Code.

County Council Membership

- The Secretary of State and the Humboldt County Registrar of Voters determine the number of CC seats that may be elected by the voters.
- The California Elections Code gives the “Central Committee” the authority to appoint additional members to the CC. The GPHC grants this authority to the GA.
- The minimum number of CC members shall be three (3). In the case of a vacancy, the GA shall appoint a member to fill that seat until the next general election.
- The maximum number of CC members shall be seven (7).
- A CC member automatically resigns in the event that:
 - The member moves out of the County.
 - The member registers with another political Party (whether qualified or not).
 - The member misses three consecutive meetings, without appointing a proxy.

County Council Duties & Authority

- Carry out the duties and obligations of the “Central Committee” as defined by the California Elections Code.
- Carry out the decisions of the GA, including coordinating meetings, internal communications, publicizing meetings and events, and other administrative tasks.
- May create or dissolve committees and working groups to carry out the work of the GPHC.
- Solicit ideas for items and proposals from the general membership.
- Publicize the GA through newspapers and public calendars.
- Elect County Council officers.
- Administer the Green Party of Humboldt County according to these bylaws. In the event of an omission or ambiguity in these bylaws, the GPHC shall look to the bylaws of the Green Party of California for guidance.
- May call an online vote to appoint Standing General Assembly delegates and/or delegates to the Green Party of California General Assembly in case of emergency vacancies.

County Council Meetings

- The County Council shall meet monthly in conjunction with the General Assembly. The County Council may meet more frequently if necessary to carry out the business of the General Assembly. When the CC meets in conjunction with the GA, the rules for the GA shall apply.
- Quorum
 - A quorum will exist for the purpose of both opening a meeting and making decisions when a majority of seated CC members are present, either in person or through a real-time communication device.
 - If there are ever fewer than a majority of seated CC members present, a quorum shall no longer be recognized and decisions cannot be made.

Decision Making

- When the CC and GA meet together, only GPHC members may hold “unresolved concerns” and participate in any vote should one become necessary.
- A CC member may appoint a proxy in his/her absence. The proxy shall have the right to hold an “unresolved concern” or cast a vote should one become necessary with the written authorization of the CC member he/she is representing.
- Decisions of the CC shall be made using the consensus-seeking process as follows:
 1. Consensus is sought after adequate discussion, including the repeated asking for and discussion of any unresolved concerns, within the time and content limits of the agenda.
 2. Any stand-asides will be recorded.
 3. In calling for a consensus, any unresolved concerns will be recorded, and those unresolved concerns will signal a move to a vote.

Recall of County Council Members

Any County Council member may be removed by the membership. A proposal to this effect signed by at least 15 GPHC members and outlining how the CC member violated these Bylaws, must be brought before the GA. The Consensus-Seeking Process [described in the Addendum] will be used. If consensus can't be reached, then a majority of 2/3rds is required for the recall.

**See Addendum for more a detailed summary of the Consensus-Seeking Process.

Section 3 – County Council Officers

County Council officers will be voted in by the CC. The terms of the officers listed below shall be two years. In the event of the incapacity, resignation, or recall of one of these officers, the GA shall elect a new person to fill the position. The duties and authorities of the County Council officers are as follows:

Chair

- The Chair will have no independent decision-making authority.
- The Chair will notify the GPCA Coordinating Committee of the elected Delegates to the General Assembly.
- At the end of each meeting, the Chair will ask for suggestions of agenda topics for the following meeting.
- The Chair will create the draft agenda for CC/GA meetings and email to the CC for additions 14 days prior to the meeting.
- The Chair will post the draft agenda to the GPHC website at least 72 hours prior to meeting.
- The Chair will bring printed copies of the final draft agenda to the meeting.
- The Chair will serve as facilitator at CC/GA meetings or appoint another person to serve as facilitator.
- The Chair will act as the sole liaison between the Green Party of Humboldt County and the County Elections Clerk and the GPCA Coordinating Committee.
- The Chair will serve as the spokesperson for the Green Party of Humboldt County.
- The outgoing Chair shall notify the County Clerk of the name, email address, mailing address, and daytime telephone number of the newly elected Chair within five days of their election as Chair.
- At the request of the Chair, the CC may decide to appoint up to two Co-Chairs to share those responsibilities.

Treasurer

- Sign all checks for the Green Party of Humboldt bank account.
- Bring printed copies of the month's financial reports to each meeting.
- File all required reports with the California Secretary of State.
- Be responsible for fulfilling all the requirements of the Political Reform Act and the Fair Political Practices Commission.
- Create an annual budget for the fiscal year beginning in July.
- Manage-PayPal by accepting donations and sending a thank you to donors.

Secretary

- Record minutes for each County Council/General Assembly meeting. Minutes must include:
 - The first and last names of all present, designating GPHC membership or guest and any assigned roles in the meeting
 - Any decisions made, including the number of votes for, against, and stand-aside
 - Any upcoming event not already included on the agenda
 - Proposed topics for future agendas.
- Post draft minutes to GPHC shared Google Docs within 7 days of meeting.
- Email draft minutes to CC for review and correction within 7 days of meeting.
- Bring printed copies of the draft minutes to the next meeting of the GPHC.

Communications Coordinator

- Compose and submit press releases to local media venues as requested by GP/CC, for example: announcement of opening of the endorsement period, GPHC endorsed candidates/measures, Green Party sponsored events.
- Compose and submit editorials as requested by the CC/GA.
- All communications must be approved by the CC prior to publication. Approval may take place electronically between CC meetings.

Media Coordinator

- Ensure that the following media platforms are kept up to date on a monthly basis by posting endorsed candidates, measures, events, and changes in meeting dates: website, Instagram, Twitter, and Facebook.
- Monitor content for appropriateness.
- Green Party of Humboldt County – Page shall be used solely for GPHC events, candidates or measures GPHC has already endorsed, and announcements from the National Green Party and the California Green Party. News from international Green parties may also be posted when judged by site manager/s to be of value (for example, news of election of the Green President of Iceland).
- Humboldt County Green Party – Discussion Group is open to the public for posting and discussing items related to the Green Party.

Section 4 – Standing General Assembly (SGA)

The CC/GA will elect delegates to serve as voting members of the Standing General Assembly of the Green Party of California (GPCA). Those SGA Delegates will be tasked with following:

- Report on all issues in the voting queue of the GPCA's SGA online voting system to the CC/GA prior to voting
- The GPHC CC/GA may mandate delegates to vote in support or opposition of certain agenda items.

Section 5 – GPCA General Assembly Delegates

The General Assembly is the primary decision-making body of the Green Party of California (GPCA) and consists of delegates from each active county organization recognized by the GPCA. The General Assembly generally meets twice a year, once in Northern California and once in Southern California.

The GPHC GA shall appoint voting delegates and alternates to the GPCA General Assembly. The number of delegates that GPHC may appoint is determined by the GPCA based on the percentage of voters registered with the Green Party in Humboldt County.

Article V: Endorsements

The GPHC GA may endorse candidates for public office or take positions for or against initiatives, referendums, and recalls on the behalf of the GPHC. Preference should be given to qualified candidates who are registered with the Green Party. No candidate for partisan office from a corporate party shall be endorsed. For both the November and primary elections, our endorsement period opens when candidate registration opens at the elections office. GPHC may issue a press release announcing the opening of the endorsement period and include links to the GPHC endorsement process listed on our website.

Candidates

Candidates seeking GPHC endorsement must fill out the endorsement application available on the GPHC website and submit it to the GPHC CC any time after the endorsement period opens. The CC will check the application for completion and forward it to GPHC GA via email.

Candidates seeking endorsement will be required to appear at a GPHC general meeting to present their positions and answer questions. Candidates are strongly encouraged to appear in person but may appear remotely. Endorsements require approval by a two-thirds majority of voting members present at the general meeting. Only one candidate per seat will receive GPHC endorsement.

GPHC voting members may opt to delay a decision on any candidate's endorsement if needed to fully assess the field, but waiting until the close of the filing period is not required. If necessary, GPHC may have more than one meeting per month during campaign period in order to hear from each candidate seeking endorsement.

Issues

Those wishing endorsement of issues or legislation must add that agenda item to a regularly scheduled general meeting. A spokesperson for the issue should be prepared to discuss the issue or legislation at the general meeting. Endorsements of issues/legislation require approval by a two-thirds majority of voting members present at the general meeting.

In the case of time-sensitive candidates/issues requesting GPHC endorsement, the County Council may schedule a special meeting for that purpose.

Special Circumstances

In case of official emergencies such as pandemics or other disasters, or other unavoidable face-to-face communication breakdowns, and to ensure critical deadlines associated with endorsements appearing in the voter guide are met, endorsement requirements are to be suspended. Endorsements may be approved by the CC and GA simultaneously using electronic media.

Article VI: Decision Making/Consensus

Consensus: is a process of decision-making in which all legitimate concerns of group members are addressed to the satisfaction of the group. A proposal is a positive statement of a possible action for a group to take. A concern is a statement of how the proposal as stated might conflict with the group's stated purpose or shared values. Concerns are resolved as the proposal is explained or changed to address them. Decisions of the GA shall be made using the consensus-seeking process as follows:

- Consensus is sought after adequate discussion, including the repeated asking for and discussion of any unresolved concerns, within the time and content limits of the agenda.
- Any stand-asides will be recorded.
- In calling for a consensus, any unresolved concerns will be recorded. Unresolved concerns will signal a move to a vote.
- Voting will be on the basis of a two-thirds majority for business and procedural questions and an 80% majority to amend, repeal, or replace bylaws and to make policy decisions. If there is a question as to which voting count to use, the higher percentage will be used.

General Assembly Quorum

A quorum will exist for the purpose of both opening a meeting and making decisions when at least 50 percent of the CC is present.

If less than 50 percent of the CC is present, quorum shall no longer be recognized and decisions cannot be made.

General Assembly Decision Making

All members, and observers when time permits, may participate in the decision making process.

In the event that a vote is necessary to make a decision, only members may participate.

If a member cannot attend a meeting, s/he can send a written statement to be read by another member if the subject is on that meeting's agenda.

Article VII: Amendments of the Bylaws

Section 1 – Authority

The GA shall possess the sole authority to amend these Bylaws.

Section 2 – Process

Amendments may be proposed by any member of the GPHC or by the CC in a written proposal at a GA meeting. The process for making decision regarding amendments to these Bylaws shall follow the same protocol described in Article VI: Decision Making/Consensus.

Article VIII: Anti-Discrimination Policy

In accordance with the 10-Key Values the GPHC shall not discriminate on the basis of age, race, sex, gender, sexual orientation, religion, national origin, physical ability, or income. It is the responsibility of the CC to ensure that this policy is carried out.

ADDENDUM: Consensus-Seeking Process

A proposal may be presented to the CC for inclusion on the agenda of a GA, or it may grow naturally out of a meeting discussion. Either way, the proposal presenter provides a brief statement on the proposal, giving a written copy, if available, to the note taker. The facilitator determines if a quorum exists. If one does, the consensus-seeking process begins:

1. The presenter answers “clarifying questions” from members.
 2. The facilitator checks for affirmations and concerns.
 3. Concerns are listed by a scribe where all can see them.
 4. The facilitator summarizes the group's assessments of the proposal.
 5. The group seeks to resolve those concerns deemed legitimate by incorporating them into the proposal. The presenter must agree to modifications before they can be made. The note taker reads back any modifications to be sure they are properly recorded.
 6. The facilitator asks if there remain any unresolved concerns:
 - a. If there are no remaining concerns, the proposal is adopted with a plan for implementation.
 - b. If concerns remain, go to the next level for resolution.
 7. The facilitator asks those holding concerns if they are willing to allow the group to adopt the proposal without their approval with their unresolved concerns being listed with the plan for implementation:
 - a. If those holding such concerns are agreeable, these "stand aside" concerns are recorded by the note taker and included in the minutes with the adopted proposal.
 - b. If someone holding a concern is unwilling to stand aside, go to the next level for resolution.
 8. The facilitator addresses the remaining concerns one at a time as follows:
 - a. The concern is restated.
 - b. Questions clarify the concern.
 - c. Discussion focuses on the single concern.
 9. The facilitator asks if all concerns are resolved:
 - a. If yes, the proposal is adopted.
 - b. If no, the facilitator asks for stand asides.
 - c. If a concern remains and the person is unwilling to stand aside, go to the closing options.
- If time is being kept, the timekeeper will notify the facilitator when three minutes remain in the time allotted for the proposal. At this point, the presenter will decide on a closing option.
10. Closing options are the prerogative of the proposal presenter:
 - a. Send or return the proposal to a committee for further refinement and an attempt to resolve the concerns raised.

- b. Request additional agenda time in the meeting to reach a resolution of any remaining concerns.
- c. Request that the membership use the voting option.
- d. Withdraw the proposal.

Requests for additional agenda time for an item will include a specific number of minutes and whether the time will be added to the length of the meeting or if it will come from some other item. An 80% vote of the membership is necessary to approve the request for more time.

11. When the closing option of voting is selected by the presenter of the proposal, the facilitator will proceed with the following steps:

- a. The note taker will be asked to read the proposal as it stands.
- b. The total "yes," "no" and "abstaining/stand-aside" votes of the active members shall be recorded and included in the meeting minutes.
- c. Two-thirds is necessary to approve a business item; 80% is necessary to approve a policy item; if uncertain, 80% is required. Abstentions and stand-asides are not counted in calculating the percentage vote; however, if 20% or more of those voting abstain, the proposal fails.

12. Points of Order: At any point in the discussion, any member may signal the facilitator by raising two hands if s/he:

- a. believes a violation of this procedure has taken place (POINT OF PROCESS)
- b. does not understand the procedure (POINT OF CLARIFICATION)
- c. has knowledge of an item of information that is important to the discussion (POINT OF INFORMATION).

Functionaries To Assist Group Process During Meetings:

Facilitator(s): Provides non-directive leadership; assists process clarity; honors agenda contract; promotes good will. A facilitator does not give personal opinions unless s/he clearly relinquishes role and speaks as an individual. Gender balance between co-facilitators is desired.

Time Keeper: Keeps group aware of time status when it is important.

Note Taker: Records minutes of meeting, highlighting decisions made and tasks taken on by the members. The note taker shall receive copies of all proposals brought before the membership. These will be included in the record as received and as amended during the session with notation as to disposition of the proposal.

Scribe: Records on board or piece of paper concerns or items of discussion that come out at meeting.

Vibes Watcher: Keeps emotional level of meeting on even keel; role may be filled by an individual or the whole group.