



## **By-Laws of the Fredericksburg Libertarians**

### **1. NAME AND STRUCTURE OF THE ORGANIZATION**

*The name of this affiliation shall be Fredericksburg Libertarians (Affiliation).*

#### **1.1. Mission Statement**

In order to promote freedom, individual liberty and personal responsibility in the Fredericksburg area, the Affiliation shall provide an organizational structure to assist libertarians in:

- A. pursuing outreach activities,
- B. engaging in political commentary and activism,
- C. endorsing and supporting candidates for political office,
- D. campaigning for political office, and
- E. supporting and pursuing those values outlined in the platform established at the national level of the Libertarian Party. Such values (see <http://www.lp.org/platform>) are hereby incorporated by reference as the platform supported by the Affiliation.

#### **1.2. Affiliation Relationships**

The Affiliation shall consider itself to be affiliated with the Libertarian Party of Virginia by establishing and maintaining a close association or connection with that organization.

### **2. AFFILIATION MEMBERSHIP**

Any person residing in the City of Fredericksburg, or in the counties of King George, Caroline, King George, Spotsylvania or Stafford, or in the Town of Tappahannock are eligible to join the Affiliation. Affiliation membership does not require membership in either the Libertarian Party of Virginia or the Libertarian National Committee

#### **2.1. Membership Categories**

Affiliation membership categories, based on ability to support and participate in Affiliation activities, are established for the purpose of benefiting from all eligible, resident individuals dedicated to growth of the Affiliation and attendant libertarian ideals. Such categories describe the level of commitment to the Affiliation, in terms of both financial and volunteerism contributions, expected of each member. Such categories shall be reviewed annually, modified as appropriate and adopted by a required quorum (as defined in Section 3.6.1). See, Membership Categories, By Laws of the Fredericksburg Libertarians, June 12, 2021.

## **2.2. Membership Privileges**

Active members may vote at Affiliation meetings.

## **2.3. Membership Responsibilities**

Each Affiliation member is expected, and agrees, to fulfill a "minimum hours requirement" for civic participation on behalf of the Affiliation in accordance with the individual membership category.

## **3. OFFICERS; ELECTIONS; DUTIES; VACANCIES**

*The officers of the Affiliation shall be Chair, Vice Chair, Secretary, Financial Officer and Integrity Officer. These officers shall comprise the Affiliation Executive Board (the Board). At the first scheduled and announced general meeting of the calendar year, election of officers shall take place.*

### **3.1. Duties of the Chair**

Duties of the Chairman (Chair) include, but are not limited to, acting as primary spokesman for the Affiliation; chairing meetings of the Board and all Affiliation general meetings; and appointing, with the consent of the Board, all chairs of standing and *ad hoc* committees. The Chair shall also perform such other duties as may be assigned by the Board of

### **3.2. Duties of the Vice Chair**

Duties of the Vice Chair include, but are not limited to, chairing meetings of the Board and all Affiliation general meetings in the absence of the Chair. The Vice Chair shall also carry out such other duties as may be assigned by the Board.

**3.2.1.** Should the office of Chair become vacant for any reason, the Vice Chair shall - assume the office of Chair

To ensure smooth continuation of Board operations, based on the outcome of any election of a Vice Chair, the nominee receiving the second-highest number of votes I will serve as Vice-Elect so that, in the event of a vacancy in the office of Vice Chair resulting from a vacancy in the office of Chair, responsibilities associated with the office of Vice Chair will be sustained.

**3.2.2.** The Vice Chair is responsible for appointing any necessary operational coordinator and directing the activities of any such appointed coordinator. Specifically, coordination of communications, coordination of fundraising efforts and coordination of other Affiliation operations may require specific skill sets. It is the responsibility of the Vice Chair to vet volunteers or active members to ascertain the level of skill available and to determine qualification to serve as coordinator.

### **3.3. Duties of the Secretary**

The Secretary shall record and prepare final minutes of all Board meetings and of all Affiliation general meetings at which official Affiliation business is conducted. Within two business days, draft minutes shall be made available for review by the Vice Chair. Upon acceptance by signature by the Vice Chair, the Secretary will formally provide copies of the same to general membership.

The Secretary shall maintain a register of Affiliation members and shall be responsible for ensuring the accuracy and completeness of all Affiliation membership and mailing lists. In addition, the Secretary shall carry out such other duties as may be assigned by the Board.

### **3.4. Duties of the Financial Officer**

The Financial Officer of the Affiliation shall establish and maintain all Affiliation bank accounts and manage all Affiliation investments, collect and disburse Affiliation funds at the direction of the Board; keep records and receipts for all such transactions; and prepare and file any Affiliation financial reports required under local, Virginia and federal law. The Treasurer shall also prepare and distribute a written financial report at the first scheduled and announced meeting of the calendar year and shall perform such other duties of a fiduciary nature as the Board may assign. In addition, fundraising direction, in concert with Board members, will be provided by the Financial Officer.

### **3.5. Duties of Integrity Officer**

Acting as a fulcrum between the membership and the Board, the Integrity Officer (IO) will be responsible for ensuring that Affiliation activity, business, policy and any other matters adhere to the *Libertarian Party Platform* ("Platform") (<http://www.lp.org/platform>). In addition, the IO will guide parliamentary procedure during business meetings in accordance with *Robert's Rules of Order* (current version).

**3.5.1.** In the event of disagreement between the Board and the IO as to resolution of any non-compliance with the Platform, the IO is authorized to call a special meeting of active membership to consider and resolve the disagreement *en masse*. The IO must notify the Board and active membership of such a special meeting (to be scheduled not less than seven (7) days following such notification) for open discussion and resolution. Such resolution requires a 90% consensus of active membership.

### **3.6. Impeachment**

**3.6.1.** Any member of the Affiliation Board may be removed upon a vote of two-thirds (2/3) of the required quorum. The required quorum for such call for vote shall consist of two-thirds (2/3) of total active membership.

**3.6.2** All members of the Affiliation Board must be given written notice at least seven (7) days in advance of an impeachment hearing, called by the IO, that a motion for impeachment will be presented. Any officer recommended for impeachment shall be entitled to address the required quorum at that meeting prior to any call for vote.

### **3.7. Filling Vacant Offices**

Any vacancy in an elected Affiliation office, except those of Vice Chair and Chair, may to be filled by majority vote of a required quorum. Notice of any vacancy must be provided in writing to all active members at least seven (7) days in advance of a meeting at which any such vote is to be called.

As described in section 3.2, should the office of Chair become vacant, the Vice Chair, being designated Acting Chair, shall assume the duties of the office of Chair until a duly called special election is held not later than ninety (90) days from date of the Board meeting occurring immediately prior to the occurrence of the vacancy. The position of Vice Chair will be assumed by the Vice-Elect, at least until such time as the special election convenes. Election to such offices require a majority vote of the required quorum.

## **4. ORGANIZATION OF THE AFFILIATION**

### **4.1. Board Meetings**

Meetings of the Board shall be held on a monthly basis. The time and place of the next regular meeting shall be determined by the Board at its previous meeting. Additional meetings of the Board may be called at the discretion of the Chairman. Notice of all Board meetings shall be given to all Board members at least seven (7) days in advance. Where required elsewhere in these Bylaws, such meeting notices will be in writing or via electronic mail. Meetings of the Board shall be open to all members of the Affiliation.

### **4.2. Board Quorum**

A quorum of the Board shall consist of sixty percent (60%) of its members.

### **4.3. Board Powers**

The powers of the Board shall include, but not be limited to, activities as follows:

1. Authorization of the appropriation and expenditure of funds with the approval of a two-thirds (2/3) majority of the Board.
2. Calling of general meetings and annual conventions.
3. Rescinding, by a sixty per cent (60%) vote of the entire membership of the Board, and announcing with delineation of the reasons therefore, an endorsement of any candidate for local office. Any candidate for which any retraction of endorsement

may occur may submit a request for reconsideration and redress to the IO for the calling of a special meeting to discuss and consider such retraction of endorsement.

4. Discharge of all other normal and customary responsibilities and duties inherent to the administration of the business of the affiliate, and those specific duties and responsibilities provided for in these Bylaws.

## **5. MEETINGS OF THE AFFILIATION**

*The Affiliation shall hold meetings of the membership as called by the Board and as required by these Bylaws.*

### **5.1. General Meeting**

The membership of the Affiliation shall meet at least once a year at an annual convention, the first of which will be scheduled within the final quarter of the calendar. Subsequent conventions will be scheduled at each convention. At least 60 days prior to any annual convening, a reminder will be generated to the general membership.

Membership at large may present any petition or motion to the Board for consideration at any of the standing monthly Board meetings.

### **5.2. Special Meetings**

In addition to special meetings called by the IO in accordance with any provision of these Bylaws, a special meeting may be called by the IO to address proposed amendments to these Bylaws. A required quorum is necessary for passage of any proposed amendment.

## **6. CANDIDATE ENDORSEMENTS BY THE AFFILIATION**

*The Affiliation shall be empowered to nominate, support, endorse, contribute to or otherwise assist candidates for public office. Endorsement shall be given based on required quorum.*

## **7. LEGAL AND PARLIAMENTARY GUIDELINES FOR THE AFFILIATION**

### **7.1. State Law**

The Affiliation shall be guided by the provisions of the *Virginia Election Laws as Amended to April 5th, 1974*, and such subsequent amendments to said laws as may, from time to time, be enacted.

### **7.2. Other Provisions**

All meetings of the Affiliation shall be governed by a current, Board-approved copy of *Robert's Rules of Order*

**8. AMENDMENTS TO THESE BYLAWS**

*These Bylaws may be amended at any general or special meeting of the Affiliation by a two thirds (2/3) vote of the active membership in attendance.*

By signature below, I acknowledge that I have read and agree to these Bylaws.

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