

# BYLAWS OF THE LIBERTARIAN PARTY OF IOWA

## **BYLAW I: DUTIES OF OFFICERS**

Section 1. The Chair of the State Central Committee will lead the State Central Committee on the strategic direction of the organization and ensure that the direction is properly documented and communicated throughout the organization. The Chair may create and appoint new positions upon demonstration that the function or position is out of the scope for any current position. The Chair may appoint individuals to any vacancy of an open position. He or She may issue directives clarifying the operation or policies affecting the party operations or procedures. All appointments or directives made by the Chair shall be approved by simple majority vote of the State Central Committee and may be amended or repealed by a majority vote of the State Central Committee. The maximum term of any committee appointment shall be no longer than the term of the committee which made the appointment. Appointees may be eligible for reappointment via a simple majority vote of the new State Central Committee upon start of the new cycle. Service contracts, such as the Executive Director contract, shall be honored per terms of contract.

Section 2. The Co-Chair of the State Central Committee shall perform the duties of the Chair in the absence of the Chair for whatever reasons. Learn the duties of and assist the Chair as requested.

Section 3. The Secretary shall attend all meetings of the State Central Committee and all Party Conventions, keeping such records and minutes as necessary. He or she shall make an annual report to the State Central Committee; which report shall contain all information required by the State Central Committee. He or she shall perform or make provisions for the performance of any legal assistance the Party may require.

Section 4. The Treasurer shall receive all monies paid to the Party, and shall deposit the same in such bank or banks as have been designated by the State Central Committee, and shall disburse said monies upon order of the State Central Committee. He or she shall make complete financial reports to the State Central Committee, and at least annual reports to the Membership. He or she shall perform all duties required of his or her office by applicable federal and state law.

Section 5. The District Representatives will be the chairperson of any State Central Committee organized in their respective districts as well as the temporary chairperson of a district convention or special district convention convened. It shall be the responsibility of the Representatives and Alternate Representatives to recruit and foster new county affiliate organizations within their district, to assist in recruiting Libertarian Party candidates within their districts at all levels and to assist the State Central Committee in executing their actions and duties.

Section 6. At Large Representatives: It shall be the responsibility of the Representatives to assist in recruiting statewide Libertarian Party candidates at all levels and to assist the State Central Committee in executing their actions and duties including support of District Representatives in their duties. The Representatives shall serve as a liaison between statewide candidates and the State Central Committee.

## **BYLAW II: State Central Committee**

Section 1. The State Central Committee shall meet at such times and places as may be determined by action of the Committee, by call of the Chairperson, or by the written request of one-third or more of the Members of the State Central Committee. A written notice of the time

and place of all meetings shall be sent to each Member of the State Central Committee by mail or electronic mail not less than 5 business days before said meeting. There shall be at a minimum one scheduled mandatory meeting per quarter, including State Convention, to be determined by action of the Committee. Each member of the State Central Committee must attend three out of four mandatory meetings in order to maintain their seat on the Committee, failure to do so shall signal resignation from the State Central Committee.

Section 2. The State Central Committee may, without meeting together, transact business by hard copy mail, electronic mail, or telephone by voting on questions submitted to them by, or with the approval of, the Chairperson. Ten business days shall be allowed for the return of the votes cast, by any method, to the Secretary. Methods of security, receipt, and verification shall be left to the discretion of the State Central Committee. The method of communication shall be selected by the individual State Central Committee Member..

If, at the expiration of the applicable period, the majority of the State Central Committee have not returned their votes, the measure being voted upon shall be deemed to have failed; in all other cases, a majority of the votes returned shall carry the measure, except where a higher vote is required by the Constitution.

The Secretary must preserve all such votes until the next meeting of the State Central Committee, at which meeting the State Central Committee shall order the disposition of such votes.

Section 3. More than one-half of the Membership thereof shall constitute a quorum at all meetings of the State Central Committee for the transaction of all business.

Section 4. State Central Committee Members shall be prohibited from holding office in, or taking part in a working committee of, another political party; and from being members of a campaign committee for candidates affiliated with any other political party.

Section 5. The State Central Committee shall define the process of accepting application by members in good standing of the Party to establish a local affiliate organization. Further, the State Central Committee shall authorize said affiliate by a simple majority of the attending State Central Committee Members.

Section 6. With exception of the Chair and Co-Chair, State Central Committee members are encouraged to appoint an Alternate or Deputy. These persons shall perform the duties of the elected committee member, with exception of voting rights in meetings where their elected member is present.

Section 7. The State Central Committee shall establish an annual budget 60 days before the annual convention.

- a. All expenses in the annual budget approved by the State Central Committee shall be considered approved expenses, provided that actual costs are no more than the budgeted amount.
- b. All expenses not in the budget and expenses greater than the budget amount shall require a majority vote of the State Central Committee for approval.

### **BYLAW III: CONVENTIONS AND CAUCUSES**

Section 1. The Chairperson of the Constitution, Bylaws and Rules Committee and of the Platform Committee shall be the presiding officers of their respective committees.

Section 2. A majority vote of those of the Committee Members present is necessary for a "do-pass" recommendation, and in the case of the Platform Committee, a three-fourths majority must approve each specific Plank separately.

Section 3. The Committees shall report their recommendations to the floor of the Convention in accordance with the Party Rules.

Section 4. Two or more Members of the Platform Committee may join together to issue a

minority report regarding any Plank to the floor of the Convention. Two Members of the Constitution, Bylaws and Rules Committee may join together to issue a minority report regarding their business.

Section 5. A Member must be present in Committee to vote.

Section 6. More than one-half of the Membership of each Committee shall constitute a quorum.

Section 7. General requirements and procedures for any Party election

a. To be eligible for any Party office, National Delegate or National Alternate Delegate, a candidate must be registered on Secretary of State voter registration rolls as a Libertarian for at least six consecutive months prior to their nomination and reside in Iowa.

b. Nominations may be made by nominating committee and/or from the delegates.

c. The names of all nominees, in the order nominated, will be clearly listed in front of the delegates.

d. All votes for Party office will be by secret ballot.

e. Two tellers to tally votes will be appointed by the Chairperson from among the delegates.

f. At the completion of each ballot, the tellers will place all ballots in a pile and clearly identify them (e.g., 1st ballot for Chair). These ballots will be turned over to the Secretary at the end of all balloting for an office. The Secretary will safeguard the ballots and make them available to any interested delegate at any time during the course of the Convention. The ballots will be destroyed at the end of the Convention.

g. Any delegate who inspects the ballots and determines that a mistake has been made by the tellers, may bring the matter to the Convention's attention at any time. A delegate may move that a discussion of the discrepancy be placed on the Convention agenda and a simple majority vote of the delegates will be sufficient to pass the motion.

Section 8. Procedures for election of Officers

a. Officers shall be elected in the order of Chairperson, Co-Chairperson, Secretary, Treasurer and the two At-Large Representatives

b. After nominations have been closed, each nominee for an office will have:

1. 2 minutes for supporting nomination/seconding speeches

2. 3 minutes for a personal speech

3. 2 minutes to answer questions from the floor

c. The Chairperson will appoint a timer.

d. The procedure for speeches will be:

1. All nominating/seconding speeches for all candidates will be given.

2. Then all personal speeches will be given.

3. Then each candidate will stand before the delegates for the two minutes of questions.

e. If, after a ballot, no candidate has attained a majority vote, all nominees who have received less than 10% of the total vote shall be struck from subsequent ballots. If, after two ballots, no candidate has attained a majority vote, the candidate with the least votes shall be struck from the subsequent ballots; this procedure shall be repeated after each ballot in which no candidate has received a majority vote, until one candidate attains a majority.

Section 9. Procedures for election of the State Central Committee

a. Convention delegates from each Congressional District shall elect one person to the State Central Committee from their Congressional District as well as one Alternate District Representative. Congressional District candidates shall reside in the District they seek to represent.

b. Each nominee for the State Central Committee will have a total of three minutes at his or her disposal for nomination speeches, a personal speech or for answering questions.

c. After all nominees have had an opportunity to speak, delegates will vote by writing the name of each of the nominees for whom he or she wishes to vote on the ballot provided. A delegate

may not vote more than once for any nominee on any single ballot.

Section 10. Nomination of Candidates for Political Office

- a. The order of offices for which candidates will be selected will be determined by the State Central Committee at a meeting prior to the Convention or Caucus.
- b. A candidate for political office must be registered on Secretary of State voter registration rolls as a Libertarian.
- c. Candidates for statewide offices not determined via primary, such as Lt. Governor, will be nominated by convention body.
- d. Each candidate will have a specified amount of time for nomination speeches and for a personal speech to the delegates. The time limits will be set by the State Central Committee at a meeting prior to the Convention or Caucus. The Chairperson will appoint a timer.
- e. After all formal speeches, delegates will have an opportunity to make additional comments about candidates from the floor. Time limits on this open discussion will be set by the State Central Committee at a meeting prior to the Convention or Caucus.
- f. Voting will be done in accordance with the Constitution, Article IX.

Section 11. More than one-half of the delegates registered and in attendance shall constitute a quorum for Convention business.

**BYLAW IV: FINANCES AND ACCOUNTING**

Section 1. The fiscal year of the Party shall begin on the first day of January.

Section 2. The State Central Committee shall cause an efficient double entry system of accounts to be installed and maintained.

Section 3. All disbursements shall be made solely by check.

Section 4. The State Central Committee shall have the power to designate the depository of all funds of the Party, and shall appoint such officers and employees as in its judgment may seem advisable to deposit and withdraw funds from such depository.

Section 5. An Audit Committee shall be appointed by the State Central Committee and an audit shall be conducted prior to each regularly held State Convention.

Section 6. The Party shall incur no debt without approval of 100% of the full Membership of the State Central Committee.

**BYLAW V: PARLIAMENTARY AUTHORITY**

Robert's Rules of Order, Newly Revised current edition, shall be the parliamentary authority for all matters of procedure not specifically covered in the Constitution, Bylaws or Rules of the Party.

**BYLAW VI: DELEGATE ELECTIONS**

Section 1. Only those persons who are registered as Libertarian on the Secretary of State voter rolls can be Convention delegates. The Chair of the Credentials Committee will be in charge of informing Party members of the requirements for becoming a delegate. The Credentials Committee will determine which Party members have gained delegate status and the Committee Chair will publish the names and counties of all delegates by the beginning of the first business session.

Section 2. Delegates to the (National) Libertarian Party Convention shall include the Chairperson, if this officer so desires. Other Delegates and Alternate Delegates shall be elected in the same manner as nomination of candidates, except that additional Alternate Delegates may be selected while the National Convention is in session by majority vote of all Delegates who are registered in attendance at the Convention. The number of delegates and alternate delegates shall be determined by the National Party.

Section 3. Delegates to a Caucus of Eligible Electors shall be limited to those who possess all of the qualifications necessary to entitle him or her to be registered to vote in Iowa. The only additional limitation will be by rules set by the State Central Committee to allow the widest and fullest Libertarian representation at the Caucus. The State Central Committee shall use the Elections Laws of Iowa, especially 43.78, as guidance in these limitations.

**BYLAW VII: LOCAL AFFILIATES**

The Libertarian Party of Iowa shall have the right to recognize affiliates, and develop relationships with those affiliates at the discretion of the State Central Committee. Affiliates can also petition for recognition at the annual convention, where recognition will be granted if approved by a majority of the members present. The Libertarian Party of Iowa may grant financial aid to affiliates with a 75% vote of approval by the State Central Committee. The definition of affiliates shall be determined by the State Central Committee.

**Adopted at the first Regular Convention of the Party on April 19, 1975**

As amended by Conventions date July 10, 1976; April 16-17, 1977; January 29, 1978; June 23, 1979; April 3, 1982; and by the State Central Committee on July 31, 1977.

Libertarian Party of Iowa dissolved in 1985; re-established in 1987.

Constitution and By-Laws adopted on April 26, 1987; amended by Conventions date November 21, 1998, May 1, 1999, April 14, 2007, March 22, 2014, March 19, 2016 and March 24th, 2017.