



# **Libertarian Party of California**

## **Standing and Advisory Resolutions**

(Updated October 2017 to remove deleted items)

**Libertarian Party of California**  
**Standing and Advisory Resolutions**

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## Libertarian Party of California Standing and Advisory Resolutions

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### **Standing Resolutions:**

Standing Resolutions shall be limited to matters of policy, they shall define the operating procedures of the Executive Committee, shall not be abridged without the advice and consent of the Executive Committee. (89)

### **Advisory Resolutions:**

Advisory Resolutions shall be those that are advisory in nature, not binding on the Executive Committee (rather to advise committees) and may be amended by the working committees with the advice and consent of the Executive Committee (89)

### **Items Pertaining to the LPC in General**

#### **LP Statement of Principles:**

The Libertarian Party of California endorses the Statement of Principles and Platform of the National Libertarian Party. (2-8340-2)

#### **LPC Vision**

The vision of the LPC shall be: To elect to a majority of partisan offices, who will implement our platform. (Aug 3, 1996)

#### **Karl Bray Award:**

We sanction the Karl Bray Memorial Award. (8-79-11.8)

#### **Election Code/Peace & Freedom /gender references:**

"Pursuant to existing State of California election code requirements the Libertarian Party of California accepts the Peace and Freedom Party's plan with The exception of any reference to rules of gender and/or sexual quotas." (6- 95 from 8-79 and 11 -79 resolutions)

#### **Bulk Mail Permit:**

Transfer or use by caucus.

No Region shall on behalf of any caucus, use or transfer its right to the LPC bulk mailing permit. (8-79-13.8)

#### **Caucuses:**

The LPC policy on Caucuses within the Party shall be:

- 1) For recognition as a caucus a group must provide to the Executive Committee, each year, a list of at least ten members who are members of the LPC, and a statement of purpose that is consistent with the Libertarian Party Statement of Principles.
- 2) Each Caucus with its address and telephone number, shall be listed at least twice a year in the state Party newsletter.
- 3) State convention organizers shall cooperate with caucuses to obtain caucus meeting rooms, to be paid for by the caucuses.
- 4) The state LP mailing permit shall be made available to caucuses for mailings directed primarily at libertarians with all mailing expenses to be paid for by the caucuses.
- 5) All caucus publications (e.g., pamphlets and newsletters shall include the following disclaimer: "The views expressed in this publication do not necessarily reflect the official views of the Libertarian Party of California." (11- 79-21.11)

#### **Private Property:**

Anyone acting on behalf of the LPC will leave privately owned property at the request of the owner or owner's agent. (5-79-5-5)

#### **Privacy/ Party Records:**

The Libertarian Party respects the privacy of its members, therefore the Executive Committee instructs its officers to withhold access to Libertarian Party records except under court order as adjudicated. (1-89-05.1)

#### **Bylaw 3, Section 4.**

~~"Delegates to the Party's state convention shall have been central committee members at least 90 days prior to the convention." is interpreted to mean "any 90 days" not exclusively those immediately prior to the convention. (2- 20-2000).<sup>ii</sup>~~  
(Incorporated into Bylaws so no longer relevant)

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## **Pertaining to the Executive Committee**

### **Indemnity/ Officers/ Executive Committee:**

The LPC and the Executive Committee indemnifies officers and Executive Committee members past and present from any and all liabilities imposed by any governmental agency incurred in the reasonable exercise of their official duties. (3-89-05.3)

### **Open Meetings:**

All Committees which exist at the pleasure of the Executive Committee, shall establish, maintain, and exercise an open door policy inclusive to members of the Executive Committee of the LPC.

Further, no such Committee shall be exempt from this policy without prior approval of two-thirds of the entire Executive Committee. (5-84-76.5)

### **~~Debate:~~**

~~A majority vote will carry a vote to extend time. (1-89-08.1)~~

(Deleted at the ExCom meeting February 18, 2002 therefore motion to extend time requires a 2/3 vote per RONR)

### **Donor List:**

Limits on use:

The LPC donor list shall be kept confidential to the state organization, even to candidates, except LPC candidates for partisan office who are members of the state central committee. (2-94-4.2)

### **Officers of the Executive Committee and their Responsibilities:**

#### **Chair:**

##### ***Endorsement:***

The Chair shall have the responsibility of contacting organizations either opposing or backing statewide propositions, informing them of our support. (1-94-11.1)

#### **Treasurer:**

##### ***Financial statement:***

Henceforth, as a matter of policy, the Treasurer shall distribute a statement of financial condition and sources and uses of funds to members of the Executive Committee, prior to or at each meeting of that body. (1-82-55. 11)

#### **Secretary:**

##### ***Agenda Item on Resolutions:***

There shall be a permanent agenda item for the evaluation of Standing Resolutions at each Executive Committee meeting. (11-89-11.1)

##### ***Maintaining and Distributing Resolutions:***

- 1) The Secretary is instructed to research the records of the LPC and Prepare a list containing the complete text of all policy statements, .resolutions and committee appointments made by the Executive Committee that are Currently relevant and in effect. The date of each item shall be included.
- 2) It shall be considered part of the Secretary's job to maintain the Compiled resolutions report and keep it up to date.
- 3) The Secretary shall provide copies of the report and of the minutes of the previous Executive Committee meeting for distribution to all new members of the Executive Committee at the first meeting held each year following Convention.
- 4) This motion shall be included in the report.(11-79)Committees of the Executive Committee:

##### ***Standing Committees***

Operations Committee

Audit Committee

Budget committee

Membership Committee

Style Committee

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***ad-hoc Committees***

~~Reality Growth Plan committee~~

~~Candidate Recruitment~~

~~Fundraising Chair~~

**Duties/Responsibilities/Formation of the Standing Committees shall include:**

***Operations Committee:***

***Audit Committee:***

The Executive Committee shall appoint an Audit Committee at the November/fourth quarter Executive Committee meeting.

The Audit Committee shall serve at the pleasure of the Executive Committee.

The Audit Committee shall obtain, no later than the 20th of January of the following year, the financial records of the LPC for the fiscal year ending December 31. (revised 02/15/99)

A written report shall be prepared as to the Audit Committee's findings, to be submitted to the LPC Secretary no later than two days prior to the commencement of the convention, and included in the year-end report. (Revised 02/15/99)

Additional audits shall be performed upon request by the Executive Committee or the Operations Committee. The Audit Committee shall have access to all financial records as required to perform the required audits. (1-94-4.1)

Audit Committee Responsibilities include:

- 1) Review the receipts and expenditures for authorization and proper coding according to the LPC budget,
- 2) Verify the existence and valuation of the assets and liabilities of the LPC.
- 3) Review and evaluate the system of internal control and make recommendations as needed.
- 4) Review the reports generated and provide an opinion as to their accuracy and adequacy. (1-94-4.1)

***Budget Committee:***

- 1) The operations of the LPC shall be governed by a budget adopted by the Budget Comm.
- 2) The Budget Committee shall consist of the Treasurer and four members elected by the Executive Committee at the post-convention Executive Committee meeting. It will consider and construct a budget of income and expenditures for a period of February 1 through January 31 and distribute the budget to the new Executive Committee within 30 days.
- 3) The Executive Committee may amend the budget by deletion at any time with a majority vote. Any other changes by the Executive Committee will require a 2/3 vote.
- 4) The outgoing Treasurer will provide a temporary budget at the convention Executive Committee meeting. (8- 82-50.8)

***Membership Committee:***

The LPC Executive Committee shall appoint a Membership Committee to manage the LPC's programs to promote membership. (95)

1. Develop and implement programs and materials for membership recruitment and upgrade (i.e., prospecting for new members, increasing dues contributions from existing members, getting national-only members to join as state members, and getting state-only members to join as national members), including membership promotion literature, membership application forms, direct mail letters, advertisements, and in-person contact such as fair booths. (95)
2. Develop and implement programs and material for membership retention, including new member packets, renewal letters, renewal forms, and membership premiums. (95)
3. Encourage membership recruitment by LPC regions. (95)
4. Track, share information and analyze membership progress and the results of membership programs. (95)
5. Review policies concerning membership qualifications and dues and report recommendations for improvements to the Executive Committee and/or Bylaws Committee for consideration. (95)
6. Work with other committees (e.g., Inquiry Response, Fundraising) and the newsletter editor to coordinate activities which involve solicitation of new memberships or dues. (95)

***Style Committee / Platform:***

The Chair shall appoint a Style Committee to proofread the changes in the Platform. (2-82-44.2)

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**ad hoc Committees**

**~~Reality Growth Plan Committee:~~**

(Eliminated at ExCom meeting February 18, 2002)

**~~Candidate Recruitment:~~**

The LPC shall actively recruit candidates for all partisan statewide offices. (5-93-1-1.5)

(Eliminated at ExCom Meeting February 18, 2002)

**~~Fundraising Chair:~~**

**~~Donor List use:~~**

**~~Consulting Fund Raising Chair:~~**

The fund-raising chair shall be consulted prior to the release of the donor list. (3-94-4.3)

~~Fund Raising / Postal Regulations:~~

~~All fund raising offers mailed out under the LPC bulk nonprofit permit shall be reviewed by the LPC Chair or his/her designated representative to ensure compliance with all known postal regulations.~~

~~The LPC shall provide the Fund Raising Chair with a copy of the current Postal regulations. Furthermore, it shall be the responsibility of the Fund Raising Chair to adhere to those rules.~~

~~The LPC shall not solicit funds for any other organizations via the use of its bulk nonprofit postal permit.~~

~~All funds solicited by the LPC shall be made payable only to the LPC.~~

~~All funds solicited by the LPC, shall use the main LPC address as the place to send those funds.~~

~~All funds solicited by the LPC, shall be accounted for by its bookkeeping service or contractor. (2-947.2)~~

(Eliminated at ExCom meeting February 18, 2002)

**Conventions:**

***Convention: Speakers I Conflict:***

This body instructs the Executive Committee to place a constraint on all subsequent convention managers not to schedule speakers, seminars or workshops at times that conflict with State Central Committee business. (conv-90- conv.1)

***Convention: Contracts:***

Starting with 1995 convention, all convention contracts will include a requirement for a written convention report, to be submitted within 90 days of the close of the convention. (1-93-06.1)

***Convention: Audit / Profits:***

When a convention contract includes remuneration as a percentage of the profit, the party reserves the right to audit the books of the convention to verify those profits. (2-93-06.2)

**Contracts:**

***Treasurer***

The treasurer is to receive a copy of all contracts. (3,93-06.3)

~~The Convention Oversight Committee Chair is to receive a copy of the convention contract. (4-93-06.4)~~

The contract between the LPC and the party engaged to organize the LPC's annual convention shall be made available to the Chair of the Convention Oversight Committee, and to the other Convention oversight Committee members upon request. (Revised by ExCom March 17, 2001)

***Approval/evaluation/termination***

~~All contracts for services will be negotiated with the approval of the Chair and the Officer(s) who is (are) responsible for the specific services proved and shall contain, in addition to other relevant provisions, criteria for evaluation and provisions for termination. (2-84-72-2)~~

~~The Executive Committee delegates to the Operations Committee the authority to approve contractual obligations provided that they do not exceed 60 days, \$10,000, or the budgeted amount for that category of activity. (98-04)~~

(Removed by ExCom July 4, 2000)

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### ***Reimbursement***

All fees and expenses submitted by contractors for reimbursement must be receipt or document supported, whichever is appropriate. (2-84-72.2)

### ***Budget allowances***

Monthly budget allowances are to be construed as limiting the average monthly expense in a year, not as limiting the expenses in a month with a particularly heavy workload. (2-84-72.2)

### ***Contract Renewal***

Contracts shall be for no longer than one year; negotiation of new contracts or renewal of existing contracts will be explored annually. (2-84-72.2)

### ***Debt to party:***

The LPC shall withhold further monies from the hands of any person owing funds to the LPC. (1 -90-11. 1)

## **Contractors:**

### ***Conflict of Interest:***

Any contractor who is a member of the Executive Committee may not vote on any appropriation affecting that contractor. (2-84-72.2)

### ***Database:***

All those receiving a copy of the **LPC LPMAS~~TER~~** database should agree to:

- A. sign a contract citing the specific use granted to the person or organization by the LPC;
- B. encrypt the **LPC LPMAS~~TER~~** database when not in use to provide adequate security so that our LPMAS~~TER~~ database is not distributed to anyone else, especially to any government agencies;
- C. use the **LPC LPMAS~~TER~~** database for a specified time;
- D. to return the original media (diskette, tape, etc.) to the LPC;
- E. remove all copies of the **LPC LPMAS~~TER~~** database or any other databases created from it, from all computers used to process the data, via the use of a utility program that will ensure that the data cannot be un-erased from the computer. Symantec's Norton Utilities 'wipedisk' is one such program;
- F. not transmit the **LPC LPMAS~~TER~~** database via modem, LAN (Local Area Network), or the Internet, nor place it on any computer bulletin boards system (BBS).

The LPC shall remove membership records from copies of the **LPC LPMAS~~TER~~** database for members who have specifically requested that their names not be sold or otherwise given to any outside organization or person.

(1 -94-7. 1) (LPMAS~~TER~~ changed to LPC at ExCom meeting July 4, 2000)

### ***Newsletter:***

Actively promote email subscriptions to the LPC Newsletter within each newsletter and send out to email subscribers a message alerting them to the publication of new issues with a link to the LPC Web Site. Delete regular mail subscriptions of those who subscribe online. (11-99)

## **Membership/ Data/ Lists/ Dues/ Forms:**

### ***Membership Data Exchange***

The policy on handling of the membership database was amended to allow certain forms of transmission provided the information is encrypted. (4-2-95)

### ***Lapsed Members:***

Lapsed members shall be retained on data base. (3-89-08.3)

### ***Dues / Membership Form:***

~~The membership form shall offer choice of dues amount to members. (5-89-05.5) LPC central committee minimum annual dues to shall be \$25;~~

~~There shall be a category of sustaining membership" of \$50; effective January 1, 1991; (3-90-11.3)~~  
(Removed by ExCom July 4, 2000)



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Minimum dues for out of state membership shall be \$25 (added by ExCom July 4, 2000)

### ***Dues / Inactive Counties:***

~~The county portion of dues from members in counties with less than 10 members shall be placed in a separate fund and used by the Vice Chairs for expenses used in organizing those inactive counties. (1-89-02.1)~~

~~An inactive region is entitled, upon becoming an active region, to any dues collected for that region within the prior one year period.~~

~~Inactive region funds not claimed after one year shall be placed in the appropriate Vice Chair fund. (2-94-11.2)~~

(Removed by ExCom July 4, 2000)

Dues revenue allocated to regions shall be paid to active regions on a monthly basis. (97-03)

Checks which have not cleared the bank within six months will be considered void and the money returned to the general fund. (97-03)

An inactive region, upon becoming active, shall be given a lump sum equal to its current monthly dues allocation multiplied by the number of months it has been inactive, not to exceed 12 months. (97-03)

### ***Dues / Split:***

~~Regarding to membership forms and payments, all money received which is called "dues" shall be split 60% to the region and 40% to the LPC, and all contributions not so called shall go to the organization which originated the solicitation or to any project designated by the sender. (8-89 second page-08.2) (Dues split changed in the Bylaws as of July 1, 2013 therefore no longer relevant)~~

### ***Timely Payment of Dues to Regions:***

~~In any case where the Treasurer of the LPC finds the LPC cannot remit to the regions the full amount of dues payable to the regions within two weeks of receipt of that month's dues from LNC, the LPC officers shall immediately advise the ExCom. (11-99) iii~~

~~Payment of the UMP regional funds cannot be delayed without a vote by the ExCom. (11-99) iv~~

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i Standing and Advisory Resolutions reformatted by LPC Secretary, Sandi Webb, March 16, 2000

ii See 2000 Convention Minutes, page 25

iii See Executive Committee Minutes, Nov. 21, 1999, page 3

iv See Executive Committee Minutes, Nov. 21, 1999, page 3

v. Updated by LPC Secretary, Mimi Robson, October 24, 2017