

Bylaws

As amended, July 8, 2006

§01. NOMENCLATURA

§01.01 **MISSION STATEMENT:** The Mission of the Libertarian Party of Virginia is to move public policy in a libertarian direction by building a political party which elects Libertarians to public office (Adopted by the Libertarian National Committee (LNC) in 1994).

§01.02 **STATEMENT OF VISION:** In order to create a Libertarian Society in the Commonwealth of Virginia, the Libertarian Party of Virginia was established to Recruit, Support, and Elect candidates who will pass legislation in support of that end.

§01.03 **LPVA ESTABLISHED AS POLITICAL COMMITTEE:** The LPVA shall become a Political Committee in the Commonwealth of Virginia and as a State Political Party Committee with the Federal Election Commission.

§01.04 DEFINITIONS AND TERMINOLOGY

§01.04.01 Throughout these Bylaws, the words "the Party" and the abbreviation "LPVA" shall be construed to mean the Libertarian Party of Virginia.

§01.04.02 Throughout these Bylaws, the abbreviation "SCC" shall be construed to mean the State Central Committee of the Libertarian Party of Virginia. The term "State Central Committee" is designated in the Election Laws of the Commonwealth of Virginia.

§02. MEMBERSHIP AND SUBSCRIBERS

§02.01 **Dues shall be \$25 per annum; except that Dues for current students shall be \$5 per annum. [Per SCC, 2006-07-08]**

§02.02 The State Central Committee shall be authorized to set, after consultation with the Newsletter Editor, a subscription charge and advertising rates for the Party Newsletter and other official Party mailings. In lieu of this action, the Newsletter Editor is authorized to set such charges and rates.

§03. OFFICERS

§03.01 No related bylaws at this time

§03.02 No related bylaws at this time

§03.03 CHAIRMAN

§03.03.01 JOB DESCRIPTION

§03.03.02 **CANDIDATE LISTING:** The chairman shall cause to have published annually, beginning with 1996, a listing of all elected Virginia offices which will appear on a ballot in that year. Each updated listing shall be published on or before the 28th day of February of each year and distributed to all members of record via an acceptable method. The Chair may expend a sum not to exceed 25.00 dollars each year to compile and publish the list. The listing shall include the following information as a minimum: Office Title, Local Jurisdiction, Term in office, Obligation Level, Election Method, Ballot Access Requirements, Typical Winning Budget.

§03.04 VICE CHAIRMAN

§03.04.01 JOB DESCRIPTION

§03.05 SECRETARY

§03.05.01 **JOB DESCRIPTION:** The Secretary's duties shall be in accordance with Policy Document 03.05.01.

§03.05.02 The Secretary shall publish a list of recognized Local Committees with each "Minutes".

§03.06 TREASURER

§03.06.01 **JOB DESCRIPTION:** The Treasurer's duties shall be in accordance with Policy Document 03.06.01.

§03.06.02 **TREASURER'S AUTHORITY:** [*Sentence Deleted 2006-01-14.*]

The Treasurer is authorized to draft checks as directed by the assigned manager of a Cost Center except that (1) the amount paid shall not exceed the amount in the Cost Center, (2) any check over the amount of \$500.00 must be countersigned by another Officer of the LPVA and (3) any officer of the LPVA may bar such expenditures unless over ruled by the other three officers.

Any planned use of a LPVA check card by an officer of the State Central Committee for an expenditure of over \$500 shall be approved in advance by at least one other officer of the State Central Committee.

The Treasurer shall not permit the signing or countersigning of checks without the payee and the amount to be paid having been filled in.

The Treasurer shall implement such procedures as he deems in the best interest for the smooth functioning of the financial business of the LPVA.

§03.06.03 **AUDIT:** The State Central Committee shall appoint an Auditor, who may be a Certified Public Accountant, at the first meeting of each year, for the purpose of conducting a review. The Auditor's Report in that case shall be provided to the SCC no later than the second meeting of the year.

The State Central Committee shall also appoint an Auditor at each succession to the office of Treasurer; and the Auditor's Report in that case shall be provided to the SCC no later than the first meeting following the succession, or at the next. The Auditor may select up to two other individuals to assist with the Auditor's work.

The Auditor shall review the Party's financial transactions and status since the previous Audit. Copies of the Auditor's report shall be provided to the Chairman, Treasurer and Secretary, and the Secretary shall make available for inspection by any Party member the entire Audit Report upon reasonable request. The Secretary shall include the Audit report in the Minutes of the SCC meeting at which the completed Audit Report is presented.

§03.06.04 **DEBT:** The Party shall not, without the vote of three quarters (3/4) of the State Central Committee membership, incur any debts. "Debt" shall be defined as a circumstance in which the Party's accounts payable exceeds funds in Party accounts.

§03.06.05 **DEPOSITORY OF RECORD:** The Depository of Record shall be as defined in Policy Document 03.06.05: *Depository of Record.*

§03.06.06 **FISCAL YEAR:** The fiscal year of the LPVA shall begin on January 1st and end on the following December 31st.

§03.07 No related bylaws at this time

§03.08 No related bylaws at this time

§04. ORGANIZATION

§04.01 STATE CENTRAL COMMITTEE:

§04.01.01 CONGRESSIONAL DISTRICT CHAIRMAN:

§04.01.01.01 **DUTIES:** In accordance with Article IV Section 1-A of the LPVA Constitution, the Congressional District Committee Chairman or his designated proxy (-ies) represent the CD at SCC meetings. The Congressional District Chairman may assign several proxies in ranked order; and is responsible for informing the LPVA Secretary the order of voting privilege in the event of the Congressional District Chairman's absence.

§04.01.01.02 **INTERIM APPOINTMENT:** In accordance with Article IV Section 1-C-2 of the LPVA Constitution, the SCC may appoint, by a 2/3 majority, an Interim CD Chairman when no district organization exists. Should an Interim CD Chairman (or his designated proxy) not attend an SCC meeting or should the Interim CD Chairman fail to hold a district convention within 60 days of being appointed, such dereliction shall be considered a de facto resignation and the SCC shall consider nominations for a new Interim CD Chairman at the first opportunity.

§04.01.02 **STANDING COMMITTEE:** The functioning of the State Central Committee shall be supported by implementation of Policy Document 04.01.02: *Outline of State Party Standing Committee Structure.* The implementation shall be as modified from time to time by the State Central Committee. Where a chair cannot be found for a committee specified in the Committee Structure, the SCC shall function as the committee.

The State Central Committee will provide to the Treasurer on a quarterly basis a complete list of the assigned managers of the various Cost Centers. Upon one week notification of the officers, the Chairman may assign a temporary manager of a Cost Center. Any two officers may negate the temporary assignment of a Cost Center manager until the next SCC meeting.

§04.01.02.01 The editor of the newsletter *Virginia Liberty* shall publish the newsletter in the interest of the Party, and generally in accordance with the

guidelines of Policy Document 04.01.02.01: *Guidelines for Publication of Virginia Liberty.*

§04.01.03 E-VOTING E-voting is permitted to vote on motions requiring majority vote. Motions requiring 2/3 or higher support, such as bylaws changes, may only be submitted at in-person meetings. E-voting shall be conducted in accordance with the following procedure:

1) E-motions may be submitted for a vote by sending an email to the official LPVA SCC email list with the following format for the Subject line:

MOTION - date submitted - Name of Submitter - Brief Title

2) Once an E-Motion is made, voting members of the SCC have seven (7) days to vote. Votes are to be made to the SCC list by PRE-pending one of the following to the subject line:

**SCC Position - YES -
SCC Position - NO -
SCC Position - ABSTAIN -**

3) The motion shall carry if it receives a yes vote from the majority of the entire SCC.

4) Seven (7) days after the date submitted, the Secretary shall certify the results of the vote via an email to the LPVA SCC list with " - CERTIFIED VOTING RESULTS" appended to the subject line. If the Secretary is unavailable, any officer may certify the results.

5) All E-votes taken between in-person meetings will be summarized by the Secretary. The summary will be submitted for approval at the next SCC meeting along with the Minutes of the last meeting.

6) Motions may not be amended. Therefore, it is suggested that discussion as to wording occur up front by sending with the following format for the Subject line:

PROPOSED MOTION - Name of Submitter - Brief Title

§04.01.04 Robert's Rules of Order, Newly Revised, Tenth Edition, shall serve as the official guide to parliamentary procedure for the Committee.

§04.02 DISTRICT COMMITTEES

§04.02.01 CONGRESSIONAL DISTRICT CHAIRMAN:

§04.02.01.01 METHOD OF SELECTION AND TERM OF OFFICE: The Congressional District Committee should specify in its governing documents the term of office and the method of choosing Committee officers.

§04.02.01.02 ORGANIZED AND UNORGANIZED COMMITTEES: The SCC shall consider a District Committee to be "organized" if that committee has held a District convention at least once in the preceding two years (as described in Article V Section 5 of the LPVA Constitution), and has a Chairman not appointed by the SCC.

District Committees are required to submit, at least once every year:

- 1) A list of current officers;
- 2) A copy of the current District Bylaws as passed by the most recent District convention, or a letter stating that the CD chose to adopt no Bylaws or repealed existing Bylaws at such convention; and
- 3) A copy of the Minutes of any meeting at which officers were appointed.

The above documentation must be duly certified & signed by an authorized District officer.

The SCC may downgrade District Committees to "unorganized" status if the above conditions are not met. District Committees failing to meet these requirements shall be notified of their pending loss of status by the LPVA Secretary via certified mail no later than the last day of the two-year period.

The District Committee shall then have thirty days to reply to the LPVA Secretary. If the District Committee wishes to remain recognized, an authorized officer must submit the above documentation.

District Committees may also be downgraded to "unorganized" status if the position of district committee Chairman is vacant and there are no plans by the committee to fill the vacancy.

When a District Committee is non-compliant under these rules, the SCC may officially downgrade that committee with the consent of 2/3rds of the SCC members present and voting.

§04.03 LOCAL COMMITTEES: "Local Committees" are the County and City affiliates of the Libertarian Party of Virginia. A county or city committee shall be eligible for official recognition by the Party when, upon petition to the State Central Committee for recognition, it demonstrates:

- (1) That it is comprised of at least ten contributing members of the national Libertarian Party who are residents of that county or city;
- (2) that it has adopted written rules for its governance; and
- (3) that it has elected such officers as are required by the adopted rules.

The designation of local affiliate committee status will be in effect for a period of two years from the date of approval by the State Central Committee. A local organization may be re-certified as a local committee by the State Central Committee, provided the organization satisfies the requirements for recognition and provides to the State Central Committee a current membership list and a current copy of the written rules for its governance.

If at any time during the two-year recognition period a local affiliate committee no longer satisfies all of the criteria necessary for recognition, the State Central Committee may vote to remove the designation of local affiliate committee from the organization. If at the end of a two-year recognition period a local affiliate committee no longer satisfies the criteria necessary for recognition but maintains a membership and activity level that the State Central Committee considers worthy of recognition, the State Central Committee may vote to re-certify such an organization as a local affiliate committee.

Party members in contiguous cities and counties may band together for the purpose of forming a local committee. At such time as the Party members in a subset of the cities and counties in a local committee wish to separate and form a new local committee, two conditions must be met:

- 1) Each resultant subgroup must be able to form a new committee per the requirements above; and
- 2) The Party members of each subgroup must approve the separation by majority vote at a convention called per the bylaws of the original committee except that the LPVA SCC may approve a unilateral separation. The assets and liabilities of the original committee shall be apportioned to the new committees according to the number of Party members in each.

The chairs, or their proxies, of all officially recognized local committees shall caucus at regular State Conventions to elect a member of the LPVA as the chair of an SCC standing committee on Local Affiliate Parties. In the absence of such a caucus, the State Central Committee shall select the chair of the committee.

§05. CONVENTION RULES

§05.01 RULES FOR ALL STATE CONVENTIONS

§05.02 SPECIAL RULES FOR REGULAR STATE CONVENTIONS
§05.02.01 (Section deleted 25 Jan 03)

§05.03 SPECIAL RULES FOR SPECIAL STATE CONVENTIONS:

§05.03.01 BUSINESS BEFORE A SPECIAL STATE CONVENTION: Business to be considered by the members attending a Special State Convention (one called by the SCC) shall be as specified in such motion as is made to call the Convention. The Party Secretary shall specify the authorized business of the Convention on the official Agenda mailed to the current membership.

§05.04 SPECIAL RULES FOR GENERAL STATE CONVENTIONS
§05.05 SPECIAL RULES FOR CONGRESSIONAL DISTRICT CONVENTIONS
§05.06 SPECIAL RULES FOR LOCAL PARTY CONVENTIONS

§06. ENDORSEMENTS AND SUPPORT OF CANDIDATES

§06.01 SELECTION OF CANDIDATES: No candidate seeking the endorsement or nomination of the Party for statewide office shall be endorsed or nominated unless said candidate shall have received the vote of more than fifty (50) percent of the delegates registered at the Convention at which the vote is taken.

§09. AMENDMENTS TO THE BYLAWS

§09.01 Except as noted elsewhere, amendments to these Bylaws require a two thirds (2/3) vote of the State Central Committee.

I hereby certify that this is the correct, complete and true copy of the LPVA Bylaws as amended July 8, 2006.

Marc Montoni, Secretary - Libertarian Party of Virginia
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