

# Libertarian Party of Colorado

## Bylaws - Adopted in Convention - April 19, 1997

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### Article I - PARTY AFFILIATES

**Section 1** Organizations applying for charter as affiliates shall make such applications on a standard petition form as adopted by the Board of Directors. The petition shall include ratification of the Statement of Principles. The petition and the ratification shall be signed by no fewer than five (5) Party members.

**Section 2** Affiliates shall make known to the Party the Affiliate Representative to whose attention all Party business shall be directed. The Affiliate Representative shall be a Party member.

### Article II - DUTIES OF THE BOARD

**Section 1** The State Chair shall be the chief executive officer of the Party, holding the powers of administration pertaining to the ordinary business affairs of the Party and such other powers as may be delegated by the Board of Directors. The State Chair may appoint such Party functionaries as a recording and corresponding secretary, an office manager, and an events chair.

**Section 2** The Campaigns Director shall identify political races and co-ordinate candidate and issue development. The Campaigns Director shall be responsible for and co-ordinate all political campaigns of the Party. The Campaigns Director shall act as Chair in the temporary absence of the State Chair.

**Section 3** The Outreach Director shall be responsible for recruiting members, developing membership education programs and publications, developing and supporting affiliate parties at all levels, communicating with affiliate representatives and county contacts on a regular basis, and providing assistance in filling positions other than those of Officers.

**Section 4** The Publications Director shall be responsible for internal Party communications, such as publishing a periodic newsletter to members and any other publications authorized by the Board, and for a web site (to include the periodic newsletter and other useful information).

**Section 5** The Public Information Director shall be responsible for external communications, such as writing and distributing news releases with the approval of the State Chair, setting up and operating a speakers bureau, and coordinating all contact with the news media.

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**Section 7** The Legislative Director shall be responsible for monitoring activity in the State Legislature, communicating with that body, developing issue oriented interest groups, and working with other organizations on areas of mutual concern.

**Section 8** The Treasurer shall be responsible for maintaining accurate records of all income and expenses associated with the operation of the Party and shall present a summary of all income and expenses incurred at the regular meeting of the Board. The income and expense summary may be limited to activity since the last regular meeting of the Board. The Treasurer shall also prepare budgets for the other board members or assist them in preparing their own budgets.

**Section 9** The Fundraising Director shall be responsible for establishing and operating fund raising activities including, but not limited to, a monthly pledge program, and for reporting all income and expenses related to fundraising at the regular Board meeting.

**Section 10** Each Officer will be responsible for maintaining documentation within his or her area and will provide a written report to be passed on to the next Officer. He or she will not incur expenses beyond budget without approval of the Board of Directors.

### **Article III - BOARD OF DIRECTORS**

**Section 1** The Board of Directors shall convene in open meeting at such times and places as may be determined by action of the Board, by call of the State Chair, or by written request of one-third or more of the Board. A written notice, unless waived by all members of the Board, of the time and place of each meeting shall be mailed to each member not fewer than seven days prior to said meeting.

**Section 2** More than one-half of the current membership of the Board of Directors shall constitute a quorum at all meetings for the transaction of business, except where a larger vote is required by the Constitution. Any member of the Board may participate in a Board meeting or committee meeting by means of telephone conference or similar communications equipment which allows all persons participating in the meeting to hear or otherwise communicate with each other.

**Section 3** Any active member of the Party may attend the Board Meetings as an `alternate delegate' at the request of that Board Member who temporarily cannot attend. No alternate delegate may represent more than one Board Member at any board meeting. The Board Member who is being represented by an alternate must notify at least two other Board Members of the alternate.

### **Article IV - FINANCES AND ACCOUNTING**

**Section 1** The fiscal term of the Party shall end on the last day of March.

**Section 2** The Board of Directors shall cause an efficient double-entry system of accounts to be established and maintained.

### **Article V - PARLIAMENTARY AUTHORITY**

Robert's Rules of Order shall be the parliamentary authority for all matter of procedures not specifically covered by the Constitution or By-laws of the Party.

### **Article VI - CONVENTION COMMITTEES**

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**Section 2** The Board shall solicit applications for the members of the Constitution and By-laws Committee and Platform Committee and set the appointment date for these positions by announcement to all Party members at least six months prior to the Party Convention. The Board shall appoint a Chair and four members at an open Board meeting held at least one month after the final solicitation but no later than four months prior to the Party Convention. If no applications are submitted, the Board of Directors shall serve as the Constitution and By-Laws Committee and as the Platform Committee.

**Section 3** Each chartered affiliate may appoint one member to the committees. Should an affiliate not appoint its delegate, the Board of Directors may appoint additional members. The Board shall solicit one delegate from each chartered affiliate on the same schedule implemented by the Board pursuant to Section 2 above, and at its meeting for appointment of the members of the committees it shall confirm such delegates as have been certified by the Affiliate Representatives.

**Section 4** Members of the Committees shall be members of the Party.

**Section 5** Committees shall submit their final reports to the Board for publication to the membership not later than six weeks before the Party Convention. These reports shall be available in their complete form to any Party member upon request, and the Board may charge only the cost of reproduction and mailing. The Party Chair shall ensure that the committees' reports, and any reports of committee members submitted separately, are presented at the Convention.

**Section 6** Chairs of committees shall be responsible for completion and reproduction at Party expense of their final reports, and of interim documents for committee use, and for scheduling of committee meetings. All committee meetings shall be open to Party members, who may request the committees' schedules from their respective Chairs.

**Section 7** The Chair of each committee shall certify and cause to be published at Party expense a report representing each document in its entirety as approved by the Convention.

## **Article VII - ELECTION OF DELEGATES & ALTERNATES TO NATIONAL CONVENTIONS**

**Section 1** All delegates must be members of the state Party and must sign a statement to the effect that they support the Statement of Principles of the Libertarian Party.

**Section 2** The Party Chair shall announce to the Convention body the number of delegates and the number to be selected by the Convention.

**Section 3** Each Congressional District shall have one delegate, elected by District Caucus. The remaining delegate positions shall be open to nomination from the floor during the State Convention. Should a district not supply its delegate, nominations shall be taken from the floor to fill that position.

**Section 4** Nominations for at-large delegate positions shall be received from the floor with no seconding required. Members may nominate themselves. Each member in attendance at the Convention shall cast a single vote for each delegate candidate of his or her choice. The total votes cast by each member shall not exceed the number of delegates to be selected. Delegates shall be elected by a simple majority of those voting. Subsequent ballots shall be taken as necessary to fill any remaining delegate positions. In the event that there are more candidates receiving a majority vote than there are delegate positions to be filled, those candidates receiving the highest vote totals shall be elected.

**Section 5** After the delegates are elected, alternates may be selected by a majority of those voting.

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seven (7) days after the Convention is adjourned.

**Section 7** Representatives and alternates to national Party committees and subcommittees shall be elected by one of the following methods:

If the number of representatives to national Libertarian Party Committees is known at the time of the Party Convention and the committees are to convene after the Convention, the Convention shall elect representatives and alternates in the same manner as and immediately after the election of at-large national convention delegates; otherwise the Board of Directors shall elect the committee representatives and alternates by majority vote.

### **Article VIII - MEMBERSHIP**

Membership in the Party occurs when an applicant either registers as a Libertarian voter in the state of Colorado, or pays such fees as may be determined by the Board of Directors.

Proof of membership by voter registration shall be determined by 1) a signed affidavit, or 2) a letter of affirmation, mailed or hand-delivered to a Board member.

Any current member of the Party, in good standing, may challenge the validity of the application. The burden of proof of invalidation shall be upon the challenging member.

No membership in any other organizations shall be required of any applicant for consideration for Party membership.

### **Article IX - AMENDMENTS**

Amendments to the By-Laws shall be in accordance with the Constitution.

**\* ----- End of Bylaws ----- \***