



# Bylaws of the Libertarian Party of Ventura County

(As Adopted February 5, 2022)

## **Article I: Name**

These articles shall govern the organization known as the “Libertarian Party of Ventura County,” hereinafter referred to as the “LPVC,” or “Party.”

## **Article II: Authority**

The Party is the duly authorized county organization of the Libertarian Party of California in accordance with its bylaws for Ventura County, hereinafter referred to as the “Region.” The LPVC Bylaws are subordinate to the Bylaws of the Libertarian Party of California, hereinafter referred to as the “State Party.”

## **Article II: Purpose**

The Purpose of the Party is to proclaim and implement the Statement of Principles of the National Libertarian Party by engaging in political and information activities within the Region.

To carry out this Purpose, the Party shall:

- A. Prepare a political environment to enhance the election of Party candidates by expanding the number of Central Committee members in the Region.
- B. Recruit, nominate, endorse, and promote candidates who are registered Libertarians and that pledge to proclaim and implement the Statement of Principles.

## **Article III: Membership**

**Section I: County Central Committee.** The County Central Committee, hereinafter referred to as “Central Committee,” shall consist of those individuals who choose to affiliate with the LPVC, are not members of any other County Central Committee, and qualify as a member of the State Central Committee as prescribed by the Libertarian Party of California Bylaws. These individuals are “Members.”

**Section II: Associate Membership.** The Executive Committee shall establish

associate, non-voting membership for those persons ineligible or unwilling to become members of the County Central Committee.

## **Article IV: Executive Committee**

**Section I: Executive Committee.** The Executive Committee is charged with the duty of conducting all Party business consistent with these Bylaws, as well as any standing rules and resolutions which may be adopted.

**Section II: Composition.** The Executive Committee of the Party shall be composed of the following members of the Central Committee:

- A. The four officers of the Party elected by the membership at the Annual Meeting.
- B. The five At-Large Regional Representatives of the Party elected by the membership at the Annual Meeting.

**Section III: Officers.** The officers of the Party shall be a Chair, a Vice-Chair, a Secretary, and a Treasurer.

- A. The Chair shall be the Chief Executive Officer of the Party. The Chair shall preside at all meetings of the Party and the Executive Committee. The Chair may appoint the Standing Committee Chairs of the Party, create Ad Hoc Committees, and submit candidates to committees of the Libertarian Party of California. The Chair is ex officio a member of all committees except for the Judicial Committee.
- B. The Vice-Chair shall perform the duties of the Chair (1) to the extent delegated by the Chair and (2) to the extent that the Chair is, for any reason, unable to perform the duties of the office. The Vice-Chair shall further act as assistant to the Chair.
- C. The Secretary shall keep, or cause to be kept, a book of minutes of all meetings of the Party and the Executive Committee. The Secretary shall keep, or cause to be kept, a membership record containing the name and contact information (e.g. phone number, mailing address, and email address) of each voting member of the Party, and the date upon which such voting member joined the Party. The Secretary shall give, or cause to be given, notice of all meetings of the Party. The Secretary shall be responsible for Member communications to include mail, email, and newsletters. The Secretary shall keep, or cause to be kept, all other books, records and papers of the Party, and shall have such other powers and perform such other duties as may be prescribed by the Executive Committee or these Bylaws. The Secretary may appoint an assistant to perform their functions when they are unable to do so.

Such an assistant must already be a member of the Executive Committee, or someone the Executive Committee has approved.

- D. The Treasurer shall receive, expend, and account for the funds of the Party under the supervision and direction of the Chair and the Executive Committee. The Treasurer shall make an annual financial report to the Executive Committee and shall perform all duties required of the office by applicable federal and state law. The Treasurer is responsible for oversight of all financial functions, including but not limited to receipts, disbursements, and internal and external reporting. The Treasurer shall only issue disbursements that are approved by at least two-thirds of the Executive Committee and can be substantiated by appropriate documentation. The Treasurer shall timely file such federal and California income tax returns as may be required under applicable law.

**Section III: At-Large Regional Representatives (“ARR”).** There shall be five At-Large Regional Representatives. The five regions will match that of the five Ventura County Board of Supervisor districts. An ARR shall live in the Board of Supervisor district they represent. Each ARR shall inform the Executive Committee of any issues of relevance throughout Ventura County including, but not limited to activism opportunities, candidate support opportunities, local elections, events in which the Party’s participation could prove beneficial, and expanding membership. The ARR shall participate in all Executive Committee discussions and debates, and vote on all matters. The ARR may perform other duties per the direction and discretion of the Executive Committee.

**Section IV: Eligibility.** Only a person who is a member of the Central Committee, who has expressed a willingness to serve, and is only registered as a Libertarian or No Party Preference shall be eligible for election or appointment to any Executive Committee position in the Party.

- A. Each member of the Executive Committee, in order to retain the voting privileges of an Executive Committee member, shall pay a \$10 per month fee to the Party. This may be paid in advance and a Executive Committee member will lose their voting privilege if more than one month in arrears.
- B. If there are sufficient candidates for Executive Committee positions, no person shall hold greater than two positions within the Executive Committee.
- C. No Executive Committee member shall use their position to support a candidate of another political party.

**Section V: Elections.** Executive Committee members shall be elected by the Central Committee during the Annual Meeting. Nominations shall be from the floor during the

Annual Meeting. A Member may only nominate one person to fill a position. Proposed nominees must accept their nomination prior to the close of nominations.

- A. For single-holder offices (e.g. Party Officers), elections shall be conducted using Instant Runoff Voting (IRV). For each office, a majority vote of all the ballots cast will be necessary and sufficient for election. Ballots shall allow Members to rank their choices of candidates in order of preference, such as First Choice, Second Choice, Third Choice, etc. In cases in which no candidate receives a majority of First Choice votes, the lowest running candidate will be eliminated and his or her ballots redistributed to the remaining candidates according to the next choice indicated on those ballots and the ballots recounted. If no candidate yet has a majority of votes, the process of eliminating the candidate with the least number of votes, redistributing according to the next choice on those ballots and then recounting shall be repeated until one candidate has a majority.
- B. For multiple-holder offices (e.g. Convention Delegates, Judicial Committees), elections shall be decided by plurality vote. Each Member may vote for no more than the number of positions available, further limited by the number of candidates, or for “None of the Above,” but not both.

**Section VI: Term of Office.** Executive Committee members who are elected at the Annual Meeting shall serve from the adjournment of that Annual Meeting until the adjournment of the following Annual Meeting.

**Section VII: Vacancies.** Vacancies occur upon an officer, or Executive Committee member’s, resignation, death, removal from office, or in the event an office remains unfilled after the Annual Meeting adjourns.

**Section VIII: Removal.** A Party officer or Executive Committee member may be removed from office by a vote of no less than two-thirds of the Executive Committee, minus the officeholder being considered for removal. No vote shall be cast by the officeholder being considered for removal.

**Section IX: Appointment of Interim Executive Committee Members.** In the event of a vacancy of an Executive Committee position the Executive Committee may appoint a member to that position with a two-thirds majority vote. In the instance where multiple vacancies need to be filled, the remaining Executive Committee will first appoint a member to a position of their choice and then that member will participate in appointing the next position. That process will continue until there are no further vacancies. If no vacancy is filled, the remaining members will be the Seated Executive Committee.

## **Article V: Standing Committees**

Standing Committee Chairs, when appointed, may seek volunteers to join their respective Committees. If the goals of respective Committees are met, the Chair of the Standing Committee meeting the goals will have a vote as a member of the Executive Committee. Once appointed, a Standing Committee Chair may only be removed by the Executive Committee.

**Section I: Membership.** The Membership Chair shall be responsible for maintaining and increasing the number of Contributing Members in the Party. At a minimum, the Membership Chair shall issue a monthly report of who joined the Party in the previous month and whose memberships lapsed in the previous month. The Chair shall be a voting member of the Executive Committee as long as the Central Committee has a greater number of current Contributing Members than three months earlier or as of the beginning of the officer's term, whichever is later.

**Section II: Fundraising.** The Fundraising Chair shall be responsible for raising money to support the Party's growth. At a minimum, the Fundraising Chair shall issue a monthly report of who is a monthly pledger in good standing and who donated money in the previous month. The Chair shall be a voting member of the Executive Committee as long as Party non-dues and non-Executive Committee fee revenues exceed an average of \$1 per Member per month over the last three months or since the beginning of the officer's term, whichever is later.

**Section III: Volunteer.** The Volunteer Chair shall be responsible for recruiting, motivating, and coordinating volunteers for activities sponsored by the Party. At a minimum, the Volunteer Chair shall issue a monthly report of the names, dates and accomplishments of the previous month's volunteers. The Chair shall be a voting member of the Executive Committee as long as total volunteer hours (excluding travel and meeting time) exceed an average of one hour per month for every 100,000 in population of Region over the last three months or since the beginning of the officer's term, whichever is later.

**Section IV: Social Media.** The Website Chair shall be responsible for the publication of a website where the contents are controlled by the Party and available to the general public. This also includes other social media outlets. The Executive Committee shall approve by majority the website content strategy and format within 45 days of the Annual Meeting. Any changes to strategy and format shall be approved by the Executive Committee via majority. This officer shall be a voting member of the Executive Committee as long as the website was kept current during the previous month and in compliance with the approved strategy and format.

**Section V: Campaigns.** The Campaigns Chair shall be responsible for coordinating candidate recruitment, training, and support, and/or the qualification of ballot initiatives. This officer shall be a voting member of the Executive Committee unless, during the most recent Public Ballot, the Party fails to:

- A. Qualify at least 5 registered Libertarians or Members as candidates, or
- B. Collect, through Party efforts alone, a number of signatures to qualify an endorsed candidate or ballot initiative equal to the greater of (1) 20% of registered Libertarians in the Region or (2) 75 for every 100,000 residents in the Region.

**Section VI: Media.** The Media Chair shall be responsible for the dissemination of information about the Party to the media and the public. The Executive Committee shall approve the media strategy, to include topics, media organizations, and social media, within 45 days of the Annual Meeting. Any changes to strategy shall be approved by the Executive Committee via majority. The Chair shall be a voting member of the Executive Committee if an average of one media release per month has been disseminated in accordance with the approved strategy during the previous three months or since the beginning of the officer's term, whichever is later.

**Section VII: Events.** The Events Chair shall be responsible for the planning and oversight of events held for the benefit of Members. The Chair shall be a voting member of the Executive Committee if one event with a Non-Member guest speaker has been held during the previous two months.

## **Article VI: Judicial Committee**

**Section I. Formation.** In the event the Central Committee has 250 or greater Members, or if a majority at each Annual Meeting of the Central Committee authorizes, there shall be a Judicial Committee composed of three Central Committee Members elected at the Annual Meeting. The Judicial Committee shall take office immediately upon the close of the Annual Meeting and serve thereafter until the close of the following Annual Meeting. A member of the Judicial Committee may not serve on the Executive Committee. The Executive Committee shall at its option either appoint new Judicial Committee members or schedule a special election if vacancies or suspensions occur, such officeholders to complete the term of the office vacated.

**Section II. Committee Chair.** The Judicial Committee shall elect a chair who shall receive all appeals and petitions, and schedule hearings so as to obtain a quorum of the Committee. When a hearing is requested, the chair shall be allowed 2 days to set the date of the hearing.

**Section III. Notice.** The Judicial Committee must provide at least 2 days notice to each of the interested parties to a hearing.

**Section IV. Hearings.** Hearings must be held within 14 days from the time the request is received by the Judicial Committee, unless

otherwise specified.

**Section V. Representation.** Each party to a hearing shall have the right to represent his or her interests in the manner of his or her own choosing.

**Section VI. Rulings.** The Judicial Committee must provide a ruling within 2 days of the conclusion of a hearing, unless otherwise specified.

**Section VII. Quorum.** A majority of the members of the Judicial Committee shall constitute a quorum for any meeting.

**Section VIII. Appeals.** Whenever the Judicial Committee exists, it shall be the final body of appeal in all Party matters, subject to the provision that a decision of the Committee may be overturned by a three-fourths vote of the next Central Committee meeting held at least 15 days after the decision.

### **Article VII: Ad Hoc Committees**

The Chair shall appoint such other committees, standing or special, as the Executive Committee shall from time to time deem necessary to carry on the work of the Party. Committees may include, but are not limited to, Awards & Recognition, Legislation & Lobbying, Legal, and Voter Registration. Chairs of such committees are not members of the Executive Committee.

### **Article VII: Local Units**

Local Units are subordinate organizations to the LPVC that are given autonomy to pursue the Party Purpose within a defined territory. Local Units are entitled to a 50% split of the dues and donations paid by Members that reside in the locality.

The Executive Committee shall charter local units under the following conditions:

- The local unit has 10 or more confirmed Members.
- The local unit has a charter and it is not in conflict with the Party or State Party bylaws.
- The local unit charter operates within a territory no larger than a Ventura County Board of Supervisor District.
- The local unit limits membership to Members that reside within the defined territory.
- The local unit grants voting rights only to Members.

The Executive Committee shall remove a local unit charter if the above conditions are not being met or the Local Unit has not pursued the Party Purpose.

### **Article VIII: Elections**

**Section I. Endorsements.** The Party shall make endorsements, make recommendations, or otherwise take positions with respect to elections, nominations, measures, or other matters appearing on a Public Ballot subject to a two-thirds vote of the Executive Committee. Public Ballot includes any general, special, primary, or other

election conducted by any level of government.

**Section II. Membership Lists.** The Party shall make available membership and registration lists to candidates or initiative committees that it endorses.

## **Article IX: Meetings**

### **Section I: Regular Meetings**

- A. Annual Meeting. The Party shall hold an Annual Meeting to elect its officers, Executive Committee members, and conduct other business as shall properly come before it. Notification shall be sent to all Central Committee members at least 30 days, but not more than 60 days, prior to said meeting. Such notice shall specify the reason for the meeting, as well as a time and place reasonably accessible to the membership. A notice shall have been given if sent via first class mail, posted to the LPVC website, or delivered via email.
- The Annual Meeting shall always be held from January 1<sup>st</sup> through February 15<sup>th</sup>. In the event of where this is not possible (e.g. Force Majeure), the Annual Meeting shall be held no later than 45 days after February 15<sup>th</sup>.
  - “None of the Above” shall always be included as an option for election of the Executive Committee. In the instance where None of the Above prevails for all positions, the previous Executive Committee shall remain in authority with the sole purpose of dispositioning the Party in accordance with the law and in coordination with the State Party.
- B. Business Meetings. The Party shall hold a Business Meeting at least once every calendar quarter, for the purposes of conducting Party business. A written notice of the time and place of these meetings, as determined by the Executive Committee, shall be given to each Central Committee member not less than seven days prior to said meeting. A written notice shall have been given if delivered via first class mail, sent by email to an address provided by Central Committee member, posted on the LPVC website, or delivered via a text message to a cell phone number provided by Central Committee member.
- C. Delegate Selection Meeting. If the State Party Bylaws limit and/or apportion delegates to the State Party Convention, the Central Committee shall hold a meeting at least 60 days but no more than 90 days in advance of the State Party Convention, at a time and place determined by Executive Committee though reasonably accessible to Members, to elect delegates to the State Party Convention.

**Section II: Executive Committee Meetings.** The Executive Committee shall meet at such time, place and through whatever means as may be determined by call of the Chair or by the written request of one-third or more of the members of the Executive Committee. A written notice of the time and place of these meetings, as called by the Chair or Executive Committee, shall be given by written notice to each member of the Executive Committee and Central Committee not less than three days prior to said meeting. A written notice shall have been given if delivered via first class mail, sent by email to an address provided by Central Committee member, posted on the LPVC website, or delivered via a text message to a cell phone number provided by Central Committee member. All meetings of the Executive Committee shall be open to all Central Committee members. Any matter may be approved by a simple majority of the Executive Committee except for the following which require two-thirds majority approval:

- A. Removing an Executive Committee member that is eligible to vote.
- B. Referring a Member for State Party discipline.
- C. Endorsing or rescinding an endorsement of candidate.
- D. Endorsing or opposing any proposed ballot measure, although rescinding of such action shall only require simple majority.
- E. Creating an annual budget.
- F. Incurring a financial liability or contractual obligation lasting more than three months.
- G. Providing Party mailing list to non-Libertarian groups or individuals.

**Section IV: Transaction of Business Outside of Meetings.** The Executive Committee may transact business outside of meetings via email, or any other agreed upon electronic medium. All votes shall be counted and recorded by the Secretary as roll call votes. Voting will end after 48 hours have passed from the Secretary's or Chair's announcement of the issue to be voted upon and votes from two-thirds of the Executive Committee members have been received or in 120 hours from such announcement, whichever occurs first. Up until the vote is finalized, a member may change their vote. If, at the expiration of the applicable period, a quorum of the Executive Committee has not voted, the motion being voted upon shall be considered failed. The Secretary shall keep a record of the motions and votes and make them available in the same fashion as they would minutes from any Executive Committee meeting.

**Section V: Voting**

- A. **Quorum.** A majority of the Seated Executive Committee eligible to vote shall constitute a quorum for any aforementioned meeting or transaction of business.
- B. **Privileges.** Membership in the Central Committee confers voting privileges. Members shall be eligible to vote on all matters during Regular Meetings of the Central Committee. In order to vote on a given matter, a Central Committee Member must be present at the time the vote is taken. Each Member present shall have one vote. Only the State Party can deprive a member of his or her voting privileges.
- C. **One Person, One Vote.** No matter how many positions a person may have, they are entitled to just one vote.

### **Article X: Annual Budget**

The Chair shall propose an annual budget within 45 days of the Annual Meeting. The Executive Committee can approve the annual budget with two-thirds majority. If approved, listed expenditures can be executed without further voting. Any changes to the budget must be approved by two-thirds majority.

### **Article X: Omissive Authority**

The most current Bylaws of the Libertarian Party of California shall govern the Party in all cases to which they are applicable, that these Bylaws otherwise omit, insofar as they are not in direct conflict with these Bylaws.

### **Article XI: Parliamentary Authority**

The rules contained in the most current edition of *Robert's Rules of Order, Newly Revised* shall govern the Party in all cases to which they are applicable, insofar as they are not in direct conflict with these Bylaws, and any special rules of the order the Party may adopt.

### **Article XII: Amendment of the Bylaws**

These Bylaws may be amended by a two-thirds vote of all of the present members at any Regular Meeting of the Party. Prior to an amendment being put up to a vote, the amendment must be announced, and presented in writing, at a meeting that is no less than one month prior to voting.