

BYLAWS

ARTICLE I – NAME

- (a) The organization shall be known as the “Libertarian Party of York County PA,”
- (b) hereinafter referred to as “LPYorkPA.”

ARTICLE II – MISSION AND PURPOSE

- (a) Our purpose is to promote libertarian principles, through political, social, cultural, and educational means, including the election of libertarians, within York County, PA, and the Commonwealth of Pennsylvania.
- (b) Our mission is to advance libertarian principles and facilitate the political and cultural movement to a voluntary society based on individual sovereignty; wherein, peaceful and voluntary exchange replaces coercion and force to achieve political and social goals.
- (c) To that end, our mission includes activities such as:
 - i. providing leadership and inspiration for the libertarian movement within both York, County PA, and the Commonwealth of Pennsylvania;
 - ii. delivering a principled and uncompromising libertarian message;
 - iii. nominating, promoting, and electing competent, qualified, and principled libertarian candidates for public office who will foster and influence libertarian ideals in public policy;
 - iv. advocating for public policy, including ordinance, regulation, and legislation that adhere to the libertarian ideology;
 - v. supporting the abolition of political systems, including public organizations, ordinances, regulations, and legislation that violate individual sovereignty or voluntary society participant;
 - vi. promoting educational activities, public awareness, and political information based on libertarian philosophy;
 - vii. developing cooperative relationships with other Libertarian Party organizations, including county affiliates, to advance the goals of libertarianism; and
 - viii. fostering relationships with external organizations that share common goals in the pursuit of libertarian principles.

ARTICLE III – MEMBERSHIP

SECTION 1 – MEMBERSHIP CLASSIFICATION

- (a) Members of LPYorkPA shall be categorized into different membership levels:
 - i. **Resident Member** - Resident Members shall be individuals:
 - (1) over the age of eighteen (18);
 - (2) with a primary residence within York County, PA; and
 - (3) who satisfy the Membership Requirements.
 - ii. **Junior Member** - Junior Members shall be individuals:
 - (1) under the age of eighteen (18);
 - (2) with a primary residence or academic attendance within York County, PA;
 - (3) which are actively enrolled or attending an educational institution within York County, PA; and
 - (4) who satisfy the Membership Requirements.
 - iii. **Social Member** - Non-Voting Members shall be individuals:
 - (1) who do not meet the definitions of any other Membership Classification; or
 - (2) who do not satisfy the Membership Requirements.

SECTION 2 – MEMBERSHIP PROCESS

- (a) Membership into LPYorkPA is achieved through a membership application process, requiring:
 - i. attendance to at least one (1) Business Meeting in the last ninety (90) days;
 - ii. submission of an application to the Membership Committee;
 - iii. meet one of the Membership Classification definitions;
 - iv. nomination and vote at a subsequent Regularly Scheduled Business Meeting, within ninety (90) days; whereat the individual must be:
 - (1) nominated by a Resident Member; and
 - (2) voted upon for membership acceptance by the majority of the voting members in attendance.
- (b) Prospective members are granted membership with the rights of a Social Member, but referred to as a Provisional Member, upon a

majority vote of the voting members in attendance, unless the individual:

- i. has been a member of LPYorkPA within the last six (6) months, and meets the following conditions, in which case they will be granted their previous membership status at the next Regularly Scheduled Business Meeting:
 - (1) meets the Membership Requirements;
 - (2) meets the definition of any Membership Classification excluding Non-Voting Member; and
 - (3) was not removed from membership due to suspension; or
 - ii. meets the definition of Non-Voting Member, in which case they will immediately be granted Non-Voting Member status; or
 - iii. fails to meet Membership Requirements, in which case they will immediately be granted Non-Voting Member status.
- (c) Provisional Member shall be granted their full membership ninety (90) days after becoming a Provisional Member, based on their eligibility under Membership Classifications.

SECTION 3 – MEMBERSHIP REQUIREMENTS

- (a) Membership of LPYorkPA requires an individual to adhere, attest and maintain the following:
- i. active membership, within the past ninety (90) days in the LPPA;
 - ii. payment of any required LPYorkPA Membership Dues;
 - iii. affirmation of: opposition to the initiation of force to achieve political or social goals;
 - iv. not hold an elected public position under any political party other than the state or national Libertarian Party; and
 - v. not hold any elected or appointed internal party position with any political party other than the state or national Libertarian Party.
- (b) Approved members who meet the Membership Requirements and a definition of Membership Classification, shall be considered a Member In Good Standing.

SECTION 4 – MEMBERSHIP DUES

- (a) The Board may implement Membership Dues, differentiated by Membership Classification, upon a passing vote of two-thirds ($\frac{2}{3}$) of the voting members in attendance.
- (b) Modifications to dues shall go into effect no sooner than ninety (90) days from the passing vote.
- (c) Membership dues and donations to the LPYorkPA are non-refundable, except in the case of fraud, or required by law.

SECTION 5 – MEMBERSHIP CHANGES

- (a) An individual's Membership Classification may be automatically changed upon valid petition to the Membership Committee, so long as the individual meets the definitions of the new Membership Classification.
- (b) Membership Classification may be automatically changed by the Membership Committee, with approval of the Executive Committee and without petition, in cases where the individual's eligibility has changed under the definitions of Membership Classification.
- (c) Changes to Membership Classification will go into effect at the next LPYorkPA Regularly Scheduled Business Meeting.

SECTION 6 – MEMBERSHIP RIGHTS

- (a) Membership within LPYorkPA affords specific rights and imposes restrictions, based on the member's Membership Classification.
- (b) The rights and restrictions of members, by Membership Classification, are as follows:
 - i. **Resident Member**
 - (1) admittance to official LPYorkPA Business Meetings;
 - (2) admission to official LPYorkPA social functions, so long as any additional fee-based event requirements are met; and
 - (3) participation in LPYorkPA Business Meetings, including the rights to:
 - (i) be recognized by the LPYorkPA Chair, outside of Public Comment;
 - (ii) vote on all motions and matters brought before the assembly of members;

- (iii) submit motions or matters for consideration to the Executive Committee or assembly of members;
- (iv) raise parliamentary motions;
- (v) nominate individuals and vote within LPYorkPA elections;
- (vi) be nominated for, or elected to, LPYorkPA officer positions so long as they meet the eligibility requirements of the position;
- (vii) serve on any committee, so long as they meet the eligibility requirements of the committee;
- (viii) contribute to any working committee;
- (ix) appeal decisions by the Executive Committee or LPYorkPA Chair;
- (x) participate in Member Only comment;
- (xi) participate in Public Comment; and
- (xii) submit petitions to the Judicial Committee.

ii. **Junior Member**

- (1) admittance to official LPYorkPA Business Meetings;
- (2) admission to official LPYorkPA social functions, so long as any additional fee-based event requirements are met; and
- (3) participation in LPYorkPA Business Meetings, including the rights to:
 - (i) submit motions or matters for consideration to the Executive Committee or assembly of members;
 - (ii) contribute to any committee, in a non-elected or non-appointed capacity;
 - (iii) participate in Member Only Comment;
 - (iv) participate in Public Comment; and
 - (v) submit petitions to the Judicial Committee.
- (4) Junior Members may not:
 - (i) be recognized by the LPYorkPA Chair, outside of Public Comment or Member Only Comment;
 - (ii) raise parliamentary motions;
 - (iii) nominate individuals or vote within LPYorkPA elections;
 - (iv) vote on motions and matters brought before the assembly of members;
 - (v) be nominated for, or elected to, LPYorkPA officer positions;
 - (vi) serve in an elected or appointed capacity on any committee; or

- (vii) appeal decisions by the Executive Committee or LPYorkPA Chair.

iii. **Social Member**

- (1) admittance to official LPYorkPA Business Meetings;
- (2) admission to official LPYorkPA social functions, so long as any additional fee-based event requirements are met; and
- (3) participation in LPYorkPA Business Meetings, including the rights to:
 - (i) contribute to any committee, in a non-elected or non-appointed capacity;
 - (ii) participate in Member Only Comment; and
 - (iii) participate in Public Comment.
- (4) Non-Voting Members may not:
 - (i) be recognized by the LPYorkPA Chair, outside of Public Comment or Member Only Comment;
 - (ii) raise parliamentary motions;
 - (iii) nominate individuals or vote within LPYorkPA elections;
 - (iv) vote on motions and matters brought before the assembly of members;
 - (v) be nominated for, or elected to, LPYorkPA officer positions;
 - (vi) serve in an elected or appointed capacity on any committee;
 - (vii) appeal decisions by the Executive Committee or LPYorkPA Chair; or
 - (viii) submit petitions to the Judicial Committee.

SECTION 7 – MEMBERSHIP RECORDS

- (a) Membership rolls and records will be maintained by the Membership Committee and verified by the Secretary.
- (b) Membership rolls and records will be kept confidential and not sold, transmitted, shared, or disclosed, unless required by law, with any organization or individual outside of the LPYorkPA Membership Committee and LPYorkPA Executive committee. Membership rolls and records will be utilized exclusively to:
 - i. maintain accurate records on membership and membership status of LPYorkPA;

- ii. disseminate official, approved, LPYorkPA communications; or
- iii. share, approved, LPPA or National LP information.

SECTION 8 – VOLUNTARY TERMINATION

- (a) Members may voluntarily terminate their membership by submission of a termination notice to the Membership Committee;
- (b) termination shall be immediate upon a valid petition to the Membership Committee.

SECTION 9 – MEMBERSHIP SUSPENSION

- (a) The Executive Committee may suspend members under one of two conditions:

- i. **Membership Eligibility** - The Executive Committee shall have the authority to suspend a member for failure to maintain eligibility under the Membership Requirements with a majority vote by the Executive Committee.

- (1) Membership Eligibility suspension remains in effect until the next Regularly Scheduled Business Meeting after the suspended member comes into compliance with the Membership Requirements.
- (2) Suspension for failure to maintain Membership Requirements does not require advanced notice.
- (3) Members suspended due to failure to maintain Membership Eligibility do not need to leave the meeting but immediately lose all rights afforded to them as members.
- (4) Due to Membership Eligibility, suspended members who do not become compliant with the Membership Requirements within ninety (90) days are automatically terminated.
- (5) Membership Eligibility suspensions are not appealable to the Judicial Committee.

- ii. **For Cause** - The Executive Committee may suspend a member for cause with a two-thirds ($\frac{2}{3}$) vote by the committee.

- (1) For Cause suspensions may define a suspension penalty of up to twelve (12) months; or indefinitely.
- (2) Indefinite suspensions that are not appealed shall automatically result in membership termination.

- (3) Individuals pending a motion of For Cause suspension must be notified no less than fifteen (15) days before the suspension motion is submitted to Executive Committee vote.
 - (4) Suspended individuals must be notified of their suspension within fifteen (15) days of a passing suspension vote.
 - (5) For Cause justification shall be defined as:
 - (i) unreasonable, unruly, or disruptive behavior in meetings;
 - (ii) misrepresenting LPYorkPA;
 - (iii) endorsing or campaigning in the name of LPYorkPA, LPPA, or National LP without approval or endorsement;
 - (iv) purporting to have been nominated or endorsed by LPYorkPA, LPPA, or National LP without having received such nomination or endorsement;
 - (v) running or campaigning against a nominated or endorsed candidate of the LPYorkPA, LPPA, or National LP, in a general election;
 - (vi) abuse of power; or
 - (vii) for other reasonable causes.
 - (6) Members suspended For Cause must vacate the meeting immediately upon suspension.
 - (7) Suspended members, For Cause, are ineligible to attend any business or social events hosted by LPYorkPA, and are immediately stripped of all other rights of membership.
 - (8) For Cause suspensions that fail to pass the required Executive Committee vote threshold may not be reintroduced, or revoted upon, for the same cause, within ninety (90) days, unless new information related to the justification is presented.
- (b) No member shall vote on a suspension motion where they are the subject of suspension and they shall have no right to vote on such motions.
- (c) No other forms of suspension shall be applied, unless required by law.

SECTION 9 – SUSPENSION APPEAL

- (a) Individuals who are suspended For Cause may appeal the suspension to the Judicial Committee. Suspension appeals must be submitted:
 - i. via written petition to the Judicial Committee; and
 - ii. within fifteen (15) days of the passing suspension vote, or within fifteen (15) days of receiving notice, if not in attendance during the suspension vote.
- (b) Valid suspension appeals shall be reviewed and ruled upon by the Judicial Committee, however:
 - i. failure to properly and promptly appeal a For Cause suspension shall forfeit the right to appeal, and any future appeals by, or on behalf of, the suspended individual in relation to the instance of suspension; and
 - ii. if the Judicial Committee fails to accept or rule on the appeal, the original terms of suspension are upheld.

ARTICLE IV – MEETINGS

SECTION 1 – BUSINESS MEETINGS

- (a) Business Meetings of the LPYorkPA shall consist of the following types:
 - i. Annual Meeting;
 - ii. Regularly Scheduled Business Meeting; and
 - iii. Special Meeting.
- (b) All meetings of the Executive Committee shall be considered a Business Meeting.

SECTION 2 – REGULARLY SCHEDULED BUSINESS MEETING

- (a) LPYorkPA will hold Regularly Scheduled Business Meetings.
- (b) Such Business Meetings shall be:
 - i. held each month, except for the month in which the Annual Meeting is scheduled;
 - ii. scheduled in advance, with a schedule approved by the Executive Committee; and
 - iii. utilized to conduct general business of the organization.

SECTION 3 – ANNUAL MEETING

- (a) Each year, LPYorkPA shall hold one (1) Annual Meeting. Annual Meetings shall include additional non-general business items, including:
 - i. Organization Elections; and
 - ii. Bylaw Amendments.
- (b) The Annual Meeting shall be held in the second month of the year.

SECTION 4 – SPECIAL MEETING

- (a) At times it may be necessary to have a meeting outside of the defined schedule of the Regularly Scheduled Business Meetings or Annual Meetings. Special Meetings shall be classified in two (2) subcategories with defined requirements, as such:
 - i. **Scheduled Special Meeting**, which shall require:
 - (1) agreement from a majority of the Executive Committee;
 - (2) notification of no less than fifteen (15) days; and
 - (3) a quorum of the Executive Committee present at the time of the meeting; and
 - ii. **Emergency Special Meetings**, which shall require:
 - (1) agreement from a three-fourths ($\frac{3}{4}$) majority of the Executive Committee;
 - (2) reasonable notification, as agreed upon by the Executive Committee, but of no less than twenty-four (24) hours; and
 - (3) a quorum of two-thirds ($\frac{2}{3}$) of the Executive Committee present at the time of the meeting.
- (b) Special Meetings do not replace nor supersede other scheduled Business Meetings.

SECTION 5 – MEETING SCHEDULE

- (a) The Meeting Schedule for Regularly Scheduled Business Meetings and Annual Meeting must be approved and released in advance.
- (b) At the first Regularly Scheduled Business Meeting, following an Annual Meeting, the new Executive Committee shall present and approve a Meeting Schedule, that:

- i. includes all Regularly Scheduled Business Meetings that occur before the next Annual Meeting;
- ii. includes the next Annual Meeting;
- iii. includes one (1) additional Regularly Scheduled Business Meeting, occurring directly after the Annual Meeting; and
- iv. as best as reasonably possible avoid major holidays or other logistically challenging dates and times.

SECTION 6 – MEETING AGENDAS

- (a) All Business Meetings of LPYorkPA shall include proposed Meeting Agendas, of which one shall be approved by the Executive Committee before taking up orders of the day except as otherwise provided within these Bylaws.
- (b) However, all Meeting Agendas shall include the following:
 - i. Agenda Proposal and Approval;
 - ii. Review and Approval of Previous Business Meeting Minutes;
 - iii. Reports from the Executive Committee:
 - (1) Financial Updates by the Executive Treasurer; and
 - (2) State and National Business Updates by the Executive Board Representative;
 - iv. Special Orders;
 - v. Unfinished or Old Business; and
 - vi. New Business.
- (c) Regularly Scheduled Business Meetings may additionally, at the discretion of the Executive Committee, include any of the following:
 - i. Standing Committee Reports;
 - ii. Working Committee Reports;
 - iii. Member Comment;
 - iv. Public Comment;
 - v. Accomplishments and Recognition; such as:
 - (1) York Libertarian of the Month;
 - (2) York Libertarian Event of the Month; and
 - (3) Election Results.
- (d) Annual Meetings must always include Member Comment on the Meeting Agenda.
- (e) The Executive Chair or Executive Committee may reasonably limit time or debate on Meeting Agenda items.

(f) In situations where no Meeting Agenda is proposed, or a Meeting Agenda is not approved within a timely manner, the following Meeting Agendas shall be used, based on the type of Business Meeting:

i. **Regularly Scheduled Business Meeting**

- (1) Review and Approval of Previous Business Meeting Minutes;
- (2) Reports from the Executive Committee:
 - (i) Financial Updates by the Executive Treasurer; and
 - (ii) State and National Business Updates by the Executive Board Representative;
- (3) Special Orders;
- (4) Unfinished or Old Business; and
- (5) New Business.

ii. **Annual Business Meeting**

- (1) Review and Approval of Previous Business Meeting Minutes;
- (2) Reports from the Executive Committee:
 - (i) Financial Updates by the Executive Treasurer; and
 - (ii) State and National Business Updates by the Executive Board Representative;
- (3) Organization Elections:
 - (i) Nominations;
 - (ii) Nominee Statements;
 - (iii) Public Questions to Nominees; and
 - (iv) Elections;
- (4) Bylaw Amendments;
- (5) Other Special Orders;
- (6) Unfinished or Old Business;
- (7) New Business;
- (8) Member Comment; and
- (9) Public Comment.

iii. **Special Business Meeting**

- (1) Special Orders; and
- (2) Member Comment.

SECTION 7 – MEETING ACCESS

- (a) All LPYorkPA Business Meetings shall be open to the public, unless:
 - i. a motion is passed to enter Executive Sessions;
 - ii. A unanimous motion is passed by the Executive Committee; or
 - iii. a two-thirds ($\frac{2}{3}$) majority vote is passed by the members in attendance at the Business Meeting.

- (b) All LPYorkPA Business Meetings shall allow virtual attendance. Virtual attendance shall be provided by the Executive Committee, through technology, such as:
 - i. telephony conference call;
 - ii. video conference;
 - iii. online meeting platform; or
 - iv. other reasonable, accessible, remote access methodologies as agreed upon by the Executive Committee.

- (c) Virtual attendance may be suspended for a specific Business Meeting if technical, logistical, or physical circumstances prevent virtual attendance and:
 - i. is passed by a unanimous motion of the Executive Committee; or
 - ii. a two-thirds ($\frac{2}{3}$) majority vote is passed by the members in attendance at the Business Meeting.

- (d) Failure of a passing motion to suspend virtual attendance requires the immediate recess until virtual attendance can be established, and adjournment if virtual attendance remains inaccessible.

SECTION 8 – MEETING ETIQUETTE

- (a) All Business Meeting attendees are expected and required to maintain proper meeting orders and decorum.

- (b) Individuals causing a disruption, or disturbance during a Business Meeting may be removed, under the following constraints:
 - i. **Non-Member** - A non-member may be removed from the Business Meeting, through:
 - (1) a passing motion requiring a majority vote of the Executive Committee; or
 - (2) a two-thirds ($\frac{2}{3}$) majority vote is passed by the members in attendance at the Business Meeting.

- ii. **Non-Officer Member** - An organizational member, who is not the Officer of any Committee, may be removed from the Business Meeting; through:
 - (1) a passing motion requiring a two-thirds ($\frac{2}{3}$) majority vote of the Executive Committee; or
 - (2) a three-fourths ($\frac{3}{4}$) majority vote is passed by the members in attendance at the Business Meeting.
 - iii. **Officer** - An organizational member, who is the Officer of any Committee, may be removed from the Business Meeting; through:
 - (1) a passing motion requiring a three-fourths ($\frac{3}{4}$) majority vote of the Executive Committee; or
 - (2) a three-fourths ($\frac{3}{4}$) majority vote is passed by the members in attendance at the Business Meeting.
- (c) Removal from a Business Meeting shall not be considered a suspension, and a single instance of removal from a Business Meeting is not, singularly, cause for suspension.

ARTICLE V – ORGANIZATION

SECTION 1 – COMMITTEES

- (a) Committees of LPYorkPA shall consist of two (2) different types:
 - i. **Standing Committee** - Standing Committees are continuous operating committees established through these Bylaws.
 - (1) Standing Committees shall be managed by a Committee Chair, who is elected during the LPYorkPA elections.
 - (2) No member shall serve as Chair of more than one Standing Committee at any time.
 - (3) No elected members of a Standing Committee can vote on committee motions in a committee for which they are not an elected committee member.
 - (4) LPYorkPA shall have the following Standing Committees:
 - (i) Executive Committee;
 - (ii) Membership Committee;
 - (iii) Outreach Committee; and
 - (iv) Judicial Committee.

- (5) In cases where a Standing Committee has an even number of voting members, the Executive Chair will have tie-break voting authority.
 - (6) No other Standing Committees are authorized.
- ii. **Working Committee** - Temporary or ad hoc Working Committees may be established to execute LPYorkPA business.
- (1) Working Committees may be established by the Chair subject to the consent of the Executive Committee by majority vote, or majority vote of the eligible membership during a Regularly Scheduled Business Meeting.
 - (2) The management of a Working Committee shall be led by a Committee Chair, who is appointed by the Chair of the Executive Committee and subject at the consent of the Executive Committee by majority vote.
 - (3) The Working Committee may choose to have additional voting members.
 - (4) Working Committees shall meet regularly, at an interval defined by the Committee Chair, but not less than once every ninety (90) days.
 - (5) Appointed members of a working Committee shall be eligible to hold positions on other Working Committees.
 - (6) Members of a Working Committee shall not be excluded from eligibility to hold an elected position on a Standing Committee.
 - (7) In cases where a Working Committee has an even number of voting members, the Executive Chair will have tie-break voting authority.
- (b) No other committee types are permitted.

SECTION 2 – EXECUTIVE COMMITTEE

- (a) The Board of Directors for LPYorkPA shall consist of the elected Executive Committee members.
- (b) The Executive Committee shall be responsible, as empowered and constrained by these Bylaws, for the following:
 - i. management of the organization;
 - ii. control of all organization properties and funds;
 - iii. oversight and execution of all organization affairs;
 - iv. presiding over Business Meetings;

- v. adherence to these Bylaws and any organization policies, rules, or resolutions.
- (c) All expenditures of LPYorkPA shall require approval by majority of the Executive Committee.
- (d) The Executive Committee shall consist of the following elected Executive Committee Officers:
 - i. **Executive Chair** - The Chair of the Executive Committee, also referred to as the Executive Chair, shall act as the Chief Executive Officer of LPYorkPA. The Chair of the Executive Committee is responsible for:
 - (1) arranging the place and time of Business Meetings;
 - (2) establishing an agenda for Business Meetings;
 - (3) presiding over Business Meetings;
 - (4) maintaining order and decorum in Business Meetings;
 - (5) ruling on parliamentary motions in Business Meetings;
 - (6) appointing Working Committee Chairs;
 - (7) oversight of all Working Committees; and
 - (8) tie-break voting authority for all committees.
 - ii. **Executive Vice Chair** - The Vice Chair of the Executive Committee, also referred to as the Executive Vice Chair, shall act as the assistant to the Chair, serving as the Acting Chair in any Business Meeting for which the Chair of the Executive Committee is absent. The Vice Chair of the Executive Committee is responsible for:
 - (1) assisting the Executive Chair with, and when serving as the Acting Chair in the absence of the Executive Chair:
 - (i) arranging the place and time of Business Meetings;
 - (ii) establishing an agenda for Business Meetings;
 - (iii) presiding over Business Meetings;
 - (iv) maintaining order and decorum in Business Meetings;
 - (v) ruling on parliamentary motions in Business Meetings;
 - (vi) appointing Working Committee Chairs; and
 - (vii) oversight of all Working Committees;
 - (2) preparing for Business Meetings; and
 - (3) assisting with the coordination of organizational activities.

iii. **Executive Secretary** - The Secretary of the Executive Committee, also referred to as the Executive Secretary, shall act as the record keeper for LPYorkPA. The Secretary of the Executive Committee is responsible for:

- (1) recording and maintaining records of all Business Meetings, referred to as Business Meeting Minutes;
- (2) Reporting Business Meeting Minutes to LPPA Secretary as required by the LPPA Bylaws;
- (3) assisting with and maintaining a record of the agenda for Business Meetings;
- (4) presentation of prior meeting reports at Business Meetings;
- (5) dissemination of Business Meeting Minutes to organization members within seven (7) days after the adjournment of the corresponding Business Meeting;
- (6) release of approved Business Meeting Minutes, upon demand, within within seven (7) days;
- (7) notification to organization membership, of all Business Meetings;
- (8) collection, recording, and reporting of all votes; and
- (9) verification of Membership Records.

iv. **Executive Treasurer** - The Treasurer of the Executive Committee, also referred to as the Executive Treasurer, shall manage LPYorkPA financial matters, under the supervision of the Chair of the Executive Committee. The Treasurer of the Executive Committee is responsible for:

- (1) maintaining financial records for LPYorkPA;
- (2) establishing and maintaining financial accounts for LPYorkPA;
- (3) filing all required financial reports to regulatory agencies;
- (4) presenting an overview of financial balances at Regularly Scheduled Business Meetings;
- (5) preparing and delivering a quarterly financial report, including a balance sheet, profits and losses, and expense reports;
- (6) furnishing financial reports to the Executive Committee or organizational members, upon request;
- (7) collecting and depositing:
 - (i) credits;
 - (ii) donations;
 - (iii) membership dues; and

- (iv) other monies; and
 - (8) promptly paying:
 - (i) bills;
 - (ii) fees;
 - (iii) invoices; and
 - (iv) other required debits.
- v. **Executive State Board Representative** - The State Board Representative of the Executive Committee, also referred to as the Executive Board Representative, shall be responsible for attending and representing LPYorkPA in LPPA Board Meetings, and other LPPA or National LP meetings and functions, as deemed necessary by the Chair of the Executive Committee. The State Board Representative of the Executive Committee is responsible for:
 - (1) attending all LPPA board and Business Meetings to represent LPYorkPA within the LPPA;
 - (2) reporting on LPPA and National LP business and previous board meetings;
 - (3) at the discretion of the Executive Chair, attend any other LPPA or National LP meetings or functions as a representative of LPYorkPA; and
 - (4) maintaining and reporting a list of four alternates representative to the LPPA Secretary as required by LPPA Bylaws.
- (e) Meetings of the Executive Committee is required for all Business Meetings, and require a quorum, as defined by:
 - i. attendance of a majority of the Executive Committee; and
 - ii. proper delegation of duties for absent Executive Committee members.
- (f) In cases where members of the Executive Committee are absent from a meeting, the following delegation of duties shall apply:
 - i. **Executive Chair Absence**
 - (1) The duties, responsibilities, and rights of the Executive Chair are, in order of priority, delegated to:
 - (i) Executive Vice Chair;
 - (ii) Executive Secretary;
 - (iii) Executive Treasurer;
 - (iv) Executive Board Representative;

- (v) an appointed proxy of the Executive Chair; or
 - (vi) an appointed proxy of the Executive Vice Chair;
- and

- (2) the individual shall be considered, for the purposes of the meeting, the Acting Chair of the Executive Committee.

ii. **Vice Chair Absence**

- (1) The duties, responsibilities, and rights of the Executive Vice Chair are, in order of priority, delegated to:

- (i) Executive Secretary;
- (ii) Executive Treasurer;
- (iii) Executive Board Representative;
- (iv) an appointed proxy of the Executive Vice Chair; or
- (v) an appointed proxy of the Executive Chair; and

- (2) the individual shall be considered, for the purposes of the meeting, the Acting Vice Chair of the Executive Committee.

iii. **Secretary Absence**

- (1) The duties, responsibilities, and rights of the Executive Secretary are, in order of priority, delegated to:

- (i) any Executive Committee member, who wishes to volunteer;
 - (ii) Executive Vice Chair;
 - (iii) an appointed proxy of the Executive Secretary;
 - (iv) an appointed proxy of the Executive Chair; or
 - (v) an appointed proxy of the Executive Vice Chair;
- and

- (2) the individual shall be considered, for the purposes of the meeting, the Acting Secretary of the Executive Committee.

iv. **Treasurer Absence**

- (1) The duties, responsibilities, and rights of the Executive Treasurer are, in order of priority, delegated to:

- (i) Executive Secretary;
- (ii) Executive Vice Chair;
- (iii) an appointed proxy of the Executive Treasurer;
- (iv) an appointed proxy of the Executive Chair; or

- (v) an appointed proxy of the Executive Vice Chair;
and
 - (2) the individual shall be considered, for the purposes of the meeting, the Acting Treasurer of the Executive Committee.
- v. **State Board Representative Absence**
- (1) The duties, responsibilities, and rights of the Executive Board Representative are, in order of priority, delegated to the list of four alternates appointed at the discretion of the Executive Board Representative;
 - (2) the individual shall be considered, for the purposes of the meeting, the Acting Board Representative of the Executive Committee; and
 - (3) the same shall apply for LPPA or other external meetings, in which the Executive Board Representative is absent.
- (g) However, assuming the duties, responsibilities, and rights of an absent Executive Committee member shall infer no rights to vote more than once.
 - (h) All Executive Committee members, acting or elected, may only cast one vote on any motion.

SECTION 3 – MEMBERSHIP COMMITTEE

- (a) The Membership Committee shall be responsible, as empowered and constrained by these Bylaws, for the following:
 - i. maintenance of the Member Records, which shall include:
 - (1) names;
 - (2) contact information;
 - (3) dates of application, membership vote, and dues payment; and
 - (4) Membership Classification; and
 - ii. implementation of privacy-centric access controls to Member Records;
 - iii. monitoring of member compliance with Membership Requirements;
 - iv. development and maintenance of a Membership Application;
 - v. leadership of membership recruitment efforts;
 - vi. collection and processing of Membership Applications;

- vii. acceptance and processing of petitions for Membership Classification changes;
 - viii. keeping records of Membership Committee meetings;
 - ix. welcoming new members and assisting with the sustainment of existing membership at large; and
 - x. Membership Committee adherence to these Bylaws and any organization policies, rules, or resolutions.
- (b) The Membership Committee shall consist of the following elected Membership Committee Officers:
- i. **Membership Chair** - The Chair of the Membership Committee, also referred to as the Membership Chair, shall act as the leadership of the Membership Committee. The Chair of the Membership Committee is responsible for:
 - (1) arranging the place and time of Membership Committee meetings;
 - (2) establishing an agenda for Membership Committee meetings;
 - (3) presiding over Membership Committee meetings;
 - (4) maintaining order and decorum in Membership Committee meetings;
 - (5) ruling on parliamentary motions in Membership Committee meetings;
 - (6) soliciting organizational members to assist with Membership Committee functions; and
 - (7) oversight of all Membership Committees functions, duties, and responsibilities.
 - ii. **Other Members** - The Membership Committee may choose to select additional committee members, so long as the:
 - (1) addition of members is approved by a majority vote of the Executive Committee; and
 - (2) additional Membership Committee members shall have the right to vote on Membership Committee motions.
- (c) The Membership Committee shall meet regularly:
- i. at an interval defined by the Committee Chair, but not less than once every ninety (90) days; and
 - ii. with a quorum requiring the attendance of a majority of the Membership Committee.

SECTION 4 – OUTREACH COMMITTEE

- (a) The Outreach Committee shall be responsible, as empowered and constrained by these Bylaws, for the following:
 - i. developing and delivering public messaging, communications, and outreach on LPYorkPA matters, such as:
 - (1) membership recruitment;
 - (2) candidate recruitment;
 - (3) candidate nominations and endorsements;
 - (4) awareness of LPYorkPA;
 - (5) volunteer opportunities and needs;
 - (6) educational materials to promote libertarian messages, ideals, and philosophy; and
 - (7) other events, materials, and efforts to promote the Mission and Purpose of LPYorkPA; and
 - ii. planning and coordinating LPYorkPA events, such as:
 - (1) social;
 - (2) recruitment; and
 - (3) Fundraising; and
 - iii. manage public messaging, including internet-based profiles and sites;
 - iv. developing cooperative relationships with other Libertarian Party organizations, including county affiliates;
 - v. fostering relationships with external organizations that share common goals to build and develop issue coalition initiatives; and
 - vi. building relationships with student organizations and educational institutions.
- (b) The Outreach Committee shall consist of the following elected Outreach Committee Officers:
 - i. **Outreach Chair** - The Chair of the Outreach Committee, also referred to as the Outreach Chair, shall act as the leadership of the Outreach Committee. The Chair of the Outreach Committee is responsible for:
 - (1) arranging the place and time of Outreach Committee meetings;
 - (2) establishing an agenda for Outreach Committee meetings;
 - (3) presiding over Outreach Committee meetings;

- (4) maintaining order and decorum in Outreach Committee meetings;
 - (5) ruling on parliamentary motions in Outreach Committee meetings;
 - (6) soliciting organizational members to assist with Outreach Committee functions; and
 - (7) oversight of all Outreach Committees functions, duties, and responsibilities.
- ii. **Other Members** - The Outreach Committee may choose to select additional committee members, so long as the:
 - (1) addition of members is approved by a majority vote of the Executive Committee; and
 - (2) additional Outreach Committee members shall have the right to vote on Outreach Committee motions.
- (c) The Outreach Committee shall meet regularly:
 - i. at an interval defined by the Committee Chair, but not less than once every ninety (90) days; and
 - ii. with a quorum requiring the attendance of a majority of the Outreach Committee.

SECTION 5 – JUDICIAL COMMITTEE

- (a) The Judicial Committee shall be responsible, as empowered and constrained by these Bylaws, for the following:
 - i. serving as the final body of appeal in all matters concerning interpretations of these Bylaws;
 - ii. acceptance and processing of petitions and appeals on LPYorkPA matters and motions;
 - iii. hosting hearings on valid appeals and petitions;
 - iv. hearing and ruling on valid Suspension Appeals; and
 - v. to issue advisory opinions on questions of interpretations of these Bylaws.
- (b) The Judicial Committee shall consist of only the following elected Judicial Committee Officers:
 - i. **Judicial Chair** - The Chair of the Judicial Committee, also referred to as the Judicial Chair, shall act as the leadership of the Judicial Committee. The Chair of the Judicial Committee is responsible for:

- (1) arranging the place and time of Judicial Committee meetings;
- (2) establishing an agenda for Judicial Committee meetings;
- (3) presiding over Outreach Judicial meetings;
- (4) maintaining order and decorum in Judicial Committee meetings;
- (5) ruling on parliamentary motions in Judicial Committee meetings;
- (6) soliciting organizational members to assist with Judicial Committee functions;
- (7) oversight of all Judicial Committees functions, duties, and responsibilities; and
- (8) voting on matters brought in front of the Judicial Committee.

ii. **Judicial Vice Chair** - The Vice Chair of the Judicial Committee, also referred to as the Judicial Vice Chair, shall act as the assistant to the Judicial Chair. The Vice Chair of the Judicial Committee is responsible for:

- (1) assisting the Judicial Chair with, and when serving as the Acting Judicial Chair in the absence of the Judicial Chair:
 - (i) arranging the place and time of Judicial Committee meetings;
 - (ii) establishing an agenda for Judicial Committee meetings;
 - (iii) presiding over Judicial Committee meetings;
 - (iv) maintaining order and decorum in Judicial Committee meetings; and
 - (v) ruling on parliamentary motions in Judicial Committee meetings.
- (2) preparing for Judicial Committee meetings; and
- (3) assisting with the coordination of organizational activities; and
- (4) voting on matters brought in front of the Judicial Committee.

iii. **Judicial Secretary** - The Secretary of the Judicial Committee, also referred to as the Executive Secretary, shall act as the record keeper for LPYorkPA. The Secretary of the Executive Committee is responsible for:

- (1) recording and maintaining records of all Judicial Committee meetings and hearings;
 - (2) assisting with and maintaining a record of the agenda for Judicial Committee meetings;
 - (3) presentation of prior meeting reports at Judicial Committee meetings;
 - (4) notification to organization membership, of all Judicial Committee meetings and hearings;
 - (5) collection, recording, and reporting of all votes; and
 - (6) dissemination of Judicial Committee rulings;
 - (7) voting on matters brought in front of the Judicial Committee
- iv. No other members may serve on the Judicial Committee.
- (c) Judicial Committee members shall abstain from voting on Officer Suspension motions and shall have no right to vote on such motions.
- (d) All petitions or appeals to the Judicial Committee must be submitted by:
- i. an active Member who meets the Membership Requirements and Membership Classification is any level other than Non-Voting Member; or
 - ii. a suspended member of LPYorkPA whose Membership Classification at the time of suspension was any level other than Non-Voting Member.
- (e) Petitions and appeals to the Judicial Committee must include Interested Parties, which are defined as applicable combinations of the following:
- i. members submitting a valid petition or appeal to the Judicial Committee who shall be considered an Interested Party, for the hearing, with the right to present questions and information to the Judicial Committee in both written form and testimony during the hearing;
 - ii. individuals named within the petition or appeal;
 - iii. collections of individuals named within the petition or appeal; or
 - iv. other members, collections of members, or the membership at large, as deemed appropriate by the majority vote of the Judicial Committee.
- (f) The Judicial Committee has the authority to accept or reject any appeals or petitions presented to the Judicial Committee, by a majority vote of the Judicial Committee, except for any appeal or

petition of the following, which shall always be heard in front of the Judicial Committee upon valid petition:

- i. For Cause Membership Suspension;
 - ii. by a majority of the Executive Committee; or
 - iii. by two-thirds ($\frac{2}{3}$) majority of the membership.
- (g) In cases where the Judicial Committee rejects an appeal or otherwise fails to rule, the original matter or motion shall remain as previously decided by the Judicial Committee, Executive Committee, or members.
- (h) The Judicial Committee shall meet:
- i. at an interval defined by the Committee Chair, but not less than once every six (6) months;
 - ii. within fifteen (15) days upon formal petition or appeal to the Judicial Committee; and
 - iii. within fifteen (15) days upon a two-thirds ($\frac{2}{3}$) vote of the Judicial Committee to convene.
- (i) Deliberation of hearings shall not be public; however, all meetings and hearings of the Judicial Committee shall be public, unless:
- i. agreed upon by all of the Interested Parties; or
 - ii. a unanimous vote of the Judicial Committee.
- (j) Rulings of the Judicial Committee may be overruled by two-thirds ($\frac{2}{3}$) of the voting membership at large.

SECTION 6 – OFFICER ELIGIBILITY

- (a) Officers of any Standing Committee must meet and maintain the following eligibility requirements:
- i. be an organization member, with Membership Classification that includes the right to serve in an elected or appointed capacity on a Standing Committee;
 - ii. meet all Membership Requirements, as a Member in Good Standing;
 - iii. not have been suspended For Cause within the last twenty-four (24) months;
 - iv. have not resigned from an elected position within the last six (6) months, unless resignation was for the purposes of running for public office or to take another organizational position; and
 - v. be a member for a minimum of six (6) months.

- (b) The Chair of a Working Committee must meet and maintain the following eligibility requirements:
 - i. be an organization member, with Membership Classification that includes the right to serve in an appointed capacity on a Working Committee; and
 - ii. meet all Membership Requirements, as a Member in Good Standing.
- (c) Officer Eligibility requirements may be waived by a majority vote of the members in attendance at the time of Officer Nominations.

SECTION 7 – ORGANIZATIONAL ELECTIONS AND TERM

- (a) Organizational Elections shall be held at the Annual Meeting.
- (b) All Officers elected at the Annual Meeting shall:
 - i. have a term of one (1) year or replaced by their successor, until the next Annual Meeting; and
 - ii. take office immediately upon the close of the Annual Meeting.

SECTION 8 – OFFICER RESIGNATION

- (a) Appointed and elected Officers may voluntarily resign their position at any time.
- (b) Unless the resignation is presented during a Business Meeting, Officer Resignation shall require fifteen (15) day notice.

SECTION 9 – OFFICER SUSPENSION OR REMOVAL

- (a) Officers may be suspended under the conditions set forth under Membership Suspension; however, officers may also be subject to Removal From Office or Membership Suspension for the following additional conditions:
 - i. failure to perform duties and responsibilities of office;
 - ii. violation of these Bylaws;
 - iii. excessive absence from business or committee meetings, missing more than one-quarter ($\frac{1}{4}$) of the scheduled meetings; or
 - iv. other reasonable causes in which the cause is considered to be detrimental to the organization.

- (b) All vote thresholds, notification requirements, and appeal processes defined within Membership Suspension shall apply to Officer Suspension or Removal From Office.
- (c) In addition to a passing vote for Removal From Office by the Executive Committee, an officer may be removed from office with a three-fourths ($\frac{3}{4}$) majority vote by all voting members in Good Standing, excluding Judicial Committee Members who shall be recused from voting Officer Suspension motions. Such membership vote for Removal From Office, referred to as a Recall Election, does not require justification or cause.

SECTION 10 – OFFICE VACANCY

- (a) Officer positions that become vacant for any reason, including Officer Resignation, Officer Suspension, or Removal From Office, shall be filled by:
 - i. appointment by a majority vote of the Executive Committee; or
 - ii. two-thirds ($\frac{2}{3}$) of the voting membership at large.
- (b) The individual filing a vacant position must meet the Officer Eligibility requirements unless waived by a majority vote of the members in attendance at the Business Meeting.
- (c) Individuals filling a vacant position may remain in office for the remainder of the original Office Term.

ARTICLE VI – PARLIAMENTARY AUTHORITY

- (a) The organization shall adhere to Roberts’s Rules of Order for business conduct.
- (b) The most current, in print edition of Robert’s Rules of Order Newly Revised, as of one year prior to the previous Annual Meeting, shall be the parliamentary authority for all matters of procedure not specifically covered by these Bylaws.

ARTICLE VII – BYLAWS AUTHORITY

- (a) Should any other LPYorkPA policies, rules, or resolutions be in conflict with these Bylaws, the terms set forth in these Bylaws shall supersede the specific conflicting policies, rules, or resolutions.

- (b) Should any other external policy, rule, or resolution be in conflict with these Bylaws, the terms set forth in these Bylaws shall supersede the specific conflicting policies, rules, or resolutions.

ARTICLE VIII – BYLAW AMENDMENTS

- (a) These Bylaws may only be amended, modified, or changed by:
 - i. two-thirds ($\frac{2}{3}$) majority vote at an Annual Meeting;
 - ii. a three-fourths ($\frac{3}{4}$) majority vote of all voting members in Good Standing; or
 - iii. as required to conform to Pennsylvania law.
- (b) No other bylaw changes are authorized.

ARTICLE IX – INDEMNITY

- (a) As allowed by law and the state certifications of LPYorkPA, the organization will indemnify, defend, hold harmless, and advance expenses to board members, officers, directors, and employees, from and against all liability, loss, cost, fees, or expense by reason of liability imposed upon the organization, arising out of or related to organization's activities occurring prior to such time Indemnitee ceases to be a board member, officer, director employee, or member of the organization, whether caused by or contributed to by the members or any other party indemnified herein, unless caused by the sole negligence of the member or any other party indemnified herein.
- (b) The organization may maintain insurance, at its expense, to protect itself and any such person against any such liability, cost, fee, or expense.