

## **Illinois Green Party By-Laws**

### ARTICLE I: Name and Purpose

#### A. Name.

The name of this organization shall be the Illinois Green Party.

#### B. Purpose and Mission.

The purpose of the Illinois Green Party is to advance the Ten Key Values of the Greens. The mission of the Illinois Green Party shall be to advance the green movement/party in Illinois based on the Ten Key Values through political and non-political means and support formation of Green Party locals.

#### C. The Ten Key Values

The Ten Key Values of the Illinois Green Party are:  
Ecological Wisdom, Social Justice, Grassroots Democracy, Nonviolence,  
Decentralization, Community-based Economics, Feminism, Respect for Diversity,  
Personal and Global Responsibility, and Future Focus.

### ARTICLE II: Membership

#### A. Members:

The Illinois Green Party shall be composed of individual members who reside within the State of Illinois.

#### B. Values

All members must be committed to the Ten Key Values.

#### C. Application

All members must submit an application to the state party.

#### D. Dues

1. All members must pay dues or request a dues-waiver based on need.
2. Levels of dues shall be established by the Coordinating Committee.

#### E. Removal

1. Any member can be removed from the organization by a  $\frac{3}{4}$  vote of the Coordinating Committee or a  $\frac{3}{4}$  secret ballot vote of the members at a membership meeting. The Executive Committee cannot remove a member.
2. The member affected shall have a right to hear the charges against them, the right to be heard and to present evidence, and the right to confront witnesses against them.
3. A member may only be removed for cause.

4. If a member is removed by the CC, the member can appeal that removal to a membership meeting.

F. Members will be issued a membership card

### ARTICLE III Locals:

#### A. Definition

A “local” is a group of Green Party members living in the same area who form an organization to advance the purpose and mission of the Illinois Green Party in that area.

#### B. Requirements

##### 1. Membership

Each local must have in its membership at least three members of the Illinois Green Party.

##### 2. Area

Each local must represent a defined geographic area.

##### 3. Bylaws and Contacts

Locals must approve a set of bylaws and keep the Locals Liaison apprised of current contact information for the local.

##### 4. Affiliation with the state party

Locals shall apply for affiliation to the Secretary, who will forward the application to the Coordinating Committee for approval.

#### C. Rights and Responsibilities

##### 1. Representation

Each local is entitled to one representative on the Coordinating Committee. This representative must be a member of the Illinois Green Party.

##### 2. Candidates

a. Each local may nominate or endorse candidates for local political offices (those which are not statewide) that occur within their boundaries.

b. Where a local makes such a nomination or endorsement in a jurisdiction that includes multiple locals, a majority of Illinois Green Party members in that jurisdiction must not be opposed.

##### 3. Rights of locals

Each local may develop its own platform and bylaws, run local political and issue campaigns, and chose its own officers, spokespersons and representatives, so long as these actions are in general accordance with the Ten Key Values.

#### 4. Membership in locals

a. Locals may permit individuals to join who are not members of the Illinois Green Party. However, only Illinois Green Party members will be considered members of a local for the purposes of the Illinois Green Party and these bylaws.

b. Locals may allow individuals to be members of more than one local, but for the purposes of these bylaws, each member of the Illinois Green Party may only be counted as a member of at most one local. An individual can list primary and secondary local affiliations on their membership form, but only the primary local will be used for the purposes of these bylaws.

c. Locals may allow members to join who are not inside the territory covered by the local.

#### 5. Disaffiliation of locals

a. Any local can be disaffiliated by a  $\frac{3}{4}$  vote of the Coordinating Committee at a Coordinating Committee meeting or by a  $\frac{3}{4}$  vote of the membership at a membership meeting. The Executive Committee cannot disaffiliate a local.

b. Representatives of the effected local shall have the right to hear the charges against them, the right to be heard and present evidence, and the right to confront witnesses against them.

c. A local may only be disaffiliated for cause.

d. If a local is disaffiliated by the Coordinating Committee, it can appeal the disaffiliation to a membership meeting.

#### 6. Associations of Locals

Locals may band together to form regional, issue based, or other associations. These associations will not be considered separate locals for the purposes of these bylaws. Associations cannot assume any of the duties, rights or responsibilities of the Illinois Green Party.

### ARTICLE IV Membership meetings

#### A. Significance

The highest decision making body shall be the membership meeting of the Illinois Green Party. All decisions made at a membership meeting are binding upon all committees and officers of the state party including the Coordinating Committee and the Executive Committee.

#### B. Logistics

##### 1. Meeting times:

The Illinois Green Party shall have at least one membership meeting per calendar year.

## 2. Advance Notice:

Notice shall be sent by US mail to the membership at least 30 days in prior to the meeting.

## 3. Participation:

Decisions at membership meetings will be made by members of the Illinois Green Party who have been active in the party or a local for at least three months prior to the membership meeting

## 4. Decision Process:

Unless otherwise stated in these bylaws, decisions will be made by consensus or if a consensus cannot be reached, a vote will be taken. In order to pass, a proposal must receive 2 times as many “yes” votes as “no” votes, and more “yes” votes than “no” and “abstain” votes combined.

## C. Duties

### 1. Bylaws

These bylaws may only be modified by the members of the party, and only at a membership meeting.

### 2. Platform

The platform of the Illinois Green Party may only be modified by the members of the party and only at a membership meeting.

### 3. Candidates

Candidates for statewide and national office may only be nominated by the members of the party and only at a membership meeting.

### 4. Other

The membership can conduct any other business at the membership meeting.

## ARTICLE V: The Coordinating Committee

### A. Definition

The Coordinating Committee (CC) is made up of one voting representative from every local affiliated with the Illinois Green Party. The CC may invite other persons to participate in the meeting, but only as non-voting members. The secretary and the treasurer are required to attend CC meetings, but are not entitled to vote unless they are also a local representative.

### B. Purpose

The CC will carry out the policies of the Illinois Green Party between state party meetings.

### C. Procedures:

#### 1. Number of meetings;

The CC shall meet at least 9 times a year and at least one of these meetings will be in person.

2. Quorum:

Coordinating committee meetings will require a quorum of a majority of its voting members.

3. Voting Strength

Each local shall have voting strength on the CC based on the number of Illinois Green Party members it represents. Voting strength shall be apportioned as follows, unless otherwise indicated in these bylaws:

3-9 members – 1 vote

10-24 members – 2 votes

25-49 members – 3 votes

50-99 members – 4 votes

100 and over members – 5 votes

4. Decision making

Unless otherwise stated in these bylaws, provided a quorum is present, decisions will be made by consensus, or if a consensus cannot be reached, a vote will be taken. In order to pass, a proposal must receive 2 times as many “yes” votes as “no” votes, and more “yes” votes than “no” and “abstain” votes combined.

5. Phone conferences:

Coordinating committee members may participate via phone conference.

D. Duties

1. Membership Meetings

The CC will organize the annual membership meetings and propose the agenda for those meetings.

2. Committees and Officers

The CC oversees all committees and officers of the State Party. The CC is responsible for filling any vacancies that arise unless otherwise prohibited by these bylaws.

3. Ad hoc Committees

The CC may form Ad Hoc committees as it so chooses.

4. Expenditures

The CC may authorize expenditures from the state party treasury.

5. Statements

The CC may authorize any statement to be made on behalf of the Illinois Green Party. Any such statement must be consistent with the 10 Key Values and the Illinois Green Party platform.

## 6. Executive Committee

The CC shall elect from among its members an executive committee.

## 7. Mediation of disputes between locals

Any local may ask the CC to mediate a dispute between it and another local or locals.

## 8. Operating Procedures

The CC shall ensure that the various committees and officers develop written internal operating procedures for the Illinois Green Party. Such procedures will only be adopted with the approval of the Coordinating Committee.

## E. Removal

Any coordinating committee member may be removed, for cause, by a  $\frac{3}{4}$  vote of the CC or a  $\frac{3}{4}$  secret ballot vote of the members at a membership meeting. In the event that the CC removes a CC member, the affected member may not vote. However, the local and the member involved must receive reasonable advance notice and an alternate representative from the same local may vote. The Executive Committee cannot remove a CC member.

## ARTICLE VI: The Executive Committee (ExC)

### A. Definition

The Executive Committee is elected by the Coordinating Committee from among its voting members to carry out the duties of the CC between CC meetings. The CC should strive for geographic, racial, and gender diversity in the ExC.

### B. Composition

#### 1. Size

The ExC shall be composed of five members.

#### 2. Selection

a. The CC will try to come to a consensus on the membership of the ExC. Failing that, ExC members will be elected from the CC in an election administered by the State Party Secretary. The ExC will be chosen in the month after the Membership meeting.

b. Each CC member will be entitled to as many votes as there are open ExC positions. Each CC member may distribute their votes among the candidates as they chose. The candidates with the highest vote totals will be elected to the ExC.

c. In the event that there are an equal number of candidates and open positions, the secretary does not need to hold a formal election.

d. If a vacancy in the ExC occurs, a special election will be held as outlined above to fill the remainder of the term.

### C. Duties

1. The ExC carries out the duties of the CC between CC meetings except as otherwise specified in these bylaws. It may issue emergency statements that are consistent with the 10 key values and the platform, spend money from the treasury, and oversee ongoing projects.

2. The ExC shall organize and propose the agenda for CC meetings.

### D. Procedures

#### 1. Notification

A good faith effort must be made to notify all ExC members of any ExC meeting. The state party secretary and treasurer shall also be invited to and ExC meetings as non-voting members.

#### 2. Quorum

A majority of the ExC members shall constitute a quorum at an ExC meeting.

#### 3. Decision Making

The ExC will make all decisions by consensus. If the ExC cannot come to a consensus on a decision then it must refer the decision to the CC.

### E. Relationship between ExC and CC

#### 1. CC Review

The ExC is subordinate to the CC. The CC may review and override any decision of the ExC.

#### 2. Limitations

The CC may place any limitation on the ExC that it so desires. All decisions of the CC are binding on the ExC.

#### 3. Removal

Any member of the ExC can be removed by the CC by a 2/3 vote, where each voting member of the CC receives one vote.

## ARTICLE VII: Officers

### A. General

#### 1. Requirements

All officers of the Illinois Green Party must be members in good standing.

#### 2. Accountability

All officers must report to the membership at membership meetings and to the CC and ExC between membership meetings.

#### 3. Offices

The offices of the IGP are: Treasurer, Secretary, Membership Steward, Locals Liaison, Web Manager, and Representatives to National Organizations.

#### 4. Election

The officers of the Illinois Green Party will be elected at membership meetings in odd numbered years for a two-year term in office.

#### 5. Removal

An officer can be removed from office for cause by a 2/3 vote of the members at a membership meeting or a 2/3 vote of the CC at a CC meeting. The ExC cannot remove an officer.

#### 6. Replacement

If it becomes necessary to replace an officer, the CC can elect a new officer to serve until the next membership meeting. The Secretary will conduct the election. Each CC member will cast one vote, and the candidate with the highest vote total will be elected. In the case that the Secretary office is vacant, the Treasurer will conduct the vote.

### B. Treasurer

#### 1. Description

The treasurer will manage all of the financial matters of the Illinois Green Party.

#### 2. Reports

The treasurer will prepare reports on the finances of the Party for CC and membership meetings.

#### 3. Legal Issues

Treasurer shall submit the financial records of party operations to the State of Illinois as necessary by law. The Treasurer shall file all documents necessary to ensure the IGP can endorse candidates and ballot initiatives supported by the IGP. The Treasurer shall ensure legally required records are maintained for all funds collected.

#### 4. Disbursement of funds

The Treasurer shall disburse and manage the IGP funds based on the direction of the CC and the ExC.

### C. Secretary

#### 1. Description

The Secretary will handle all records and correspondence of the Illinois Green Party.

#### 2. Meeting Minutes

The Secretary shall keep and distribute the minutes of all CC and membership meetings.

#### 3. Communications

The Secretary shall handle the mail, E-mail, and phone calls on behalf of the IGP. The Secretary shall process the applications of new locals.

#### 4. Assistants

The Secretary can enlist the help of other party members to complete these duties.

#### 5. Chair

The Secretary is empowered to sign as the “chair” of the Illinois Green Party on official documents that require such a signature. In no other sense is the Secretary considered the chair of the party.

### D. Membership Steward

#### 1. Description

The Membership Steward will handle all business related to the administration of the membership of the Illinois Green Party.

#### 2. Membership forms

The Membership Steward shall, with the help of the various officers and locals of the party, design and distribute membership forms and encourage new members to join.

3. The membership steward will forward all dues and other donations to the IGP Treasurer.

#### 4. Membership list

a. The membership steward shall keep the official membership list for the Illinois Green Party.

b. The membership steward shall make the membership list available to any CC member or officer of the party for the purpose of the organization upon request.

c. The membership steward can only make the list available with the understanding that it may not be made available to any outside organization, individual, or to any candidate for office without prior approval by the CC at a CC meeting, or the membership at a membership meeting, unless otherwise specified in these bylaws.

d. The membership steward may make relevant portions of the membership list available to newly forming locals in order to facilitate their growth, without prior express approval.

#### 5. Membership Cards

The Membership Steward shall design and annually distribute membership cards to the members of the Party.

#### 6. Renewal

The Membership Steward shall send reminders to members when they need to renew their membership.

#### 7. Credentialing

The Membership Steward will be in charge of the Credential Process at Membership Meetings.

8. Voting strength of CC members

The Membership Steward will make regular membership reports to the CC for the purposes of allotting voting strength to the CC members.

9. Assistants

The Membership Steward can enlist other members of the Party to help in these duties.

E. Locals Liaison

1. Description

The Locals Liaison will act as a liaison between the state party and local parties.

2. Increasing local membership

The Locals Liaison will put members at-large and potential members in contact with the local or locals in their area and will provide locals with materials that will aid in their growth.

3. New Locals

The Locals Liaison will work to help members and contacts form new locals in areas that do not have a local party.

4. Services

The Locals Liaison will ensure that the state party provides useful services to the local parties.

5. Communications Committee

The Locals Liaison will be the chair of the communications committee

6. Assistants

The Locals Liaison can enlist other members of the state party to aid in these duties.

F. Web Site Manager

1. Description

The Web Site Manger will be responsible for maintaining the State Party Web Site and email discussion groups.

2. Website

a. Content: The website should provide, at a minimum, the following information: the bylaws and platform of the party, information on candidates and activities, contact information for the locals that make up the party, and minutes from membership meetings.

b. Editorials: The website is not to be used as an editorial page for the Web Site Manger. While the page may contain official positions of the state and local parties, as well as essays written by individual members, the Web Site Manager should not abuse the website to promote their own viewpoints

c. Legal Issues: The website will not operate in violation of any applicable laws. In particular, no copyrighted material shall be posted without permission from the copyright holder. This includes copyrighted newspaper and magazine articles.

d. Ownership: The state party is the owner of the website and all materials posted there. The Web Site Manager and any assistants are entitled to keep copies of any materials they created for the website.

### 3. Assistants

The Web Site Manger can enlist the help of other party members to complete these duties.

## G. Representatives to National Organizations

### 1. Description

Representatives to steering or coordinating committees of national organizations will be considered officers of the Illinois Green Party and elected by the membership. However, members of national committees and national working groups will not be considered officers, and can be approved or appointed by the CC.

### 2. Term of Service

The representatives will be chosen as in described in bylaw VII.A above, unless this conflicts with the bylaws of the national organization. In that case, the representative will be chosen according to the bylaws of that organization.

### 3. Travel Costs

The Illinois Green Party will defray part or all of the travel costs to national meetings. The CC will decide how much of the treasury shall be allocated to this.

### 4. Binding Votes

The membership at a membership meeting can dictate how representatives must vote at national meetings. Between membership meetings, the CC can also dictate how representatives must vote. The ExC cannot obligate national representatives.

### 5. Duties

National representatives are required to make known to the membership important decision and events occurring at national meetings. The representatives are also required to prepare and distribute reports on all national meetings attended.

## ARTICLE VIII: Committees

## A. General

### 1. Types of Committees

In addition to the CC and the ExC, the Illinois Green Party shall have two types of committees: standing committees outlined in section VIII of the bylaws, and ad hoc committees created by the CC.

### 2. Composition

Membership on the Standing Committees is open to any IGP member. Each Standing Committee shall have a CC member in its membership.

### 3. Chair

Each committee shall have a chair who is responsible for reporting the activities of the committee to the CC. No one person may be the chair of more than one standing committee. Unless otherwise specified in these bylaws, the CC shall appoint the chair of each committee. If required, the CC shall elect the chair in the same manner in which officers are elected.

### 4. Oversight

The CC shall oversee the actions of all committees. Any action taken by the committees will require CC approval, except as specified in these bylaws.

### 5. Reports

Each committee will submit a report on its actions for the general membership meeting. Between membership meetings the CC can require that reports be submitted.

### 6. Financial Commitments

No Standing Committee shall make any financial commitment on behalf of the IGP without the prior consent of the CC, unless financial powers have been specifically delegated to it, or unless specific arrangements have been made for the committee's independent financial responsibility.

### 7. Removals

a. Chairs: Any committee chair can be forced to resign their position by a 2/3 vote of the members at a membership meeting or a 2/3 vote of the CC at a CC meeting where each voting CC member receives 1 vote. The ExC cannot require committee chairs to resign.

b. Committee members: Any member can be removed from their committee, except for the CC, by a 2/3 vote of the members at a membership meeting or a 2/3 vote of the CC at a CC meeting where each voting CC member is given 1 vote. The ExC cannot remove committee members.

## B. Standing Committees

### 1. Bylaws and Procedures Committee

#### a. Duties

The bylaws and procedures committee shall:

- i) Propose changes to the bylaws for consideration at membership meetings
- ii) Maintain the official copy of the bylaws and make it available to all members
- iii) Help interpret the bylaws for the CC, the ExC, and at membership meetings
- iv) Keep a record of the bylaws of the locals
- v) Propose procedures to be used at membership meetings
- vi) Under the direction of the CC and/or ExC, draft and evaluate internal operating procedures with the committees, officers, and for other needs of the party.

b. Modifying the bylaws:

The bylaws committee can make any formatting, spelling, grammar or organizational changes to the bylaws. These changes must be approved by the CC. The bylaws committee cannot make any changes to the meaning of the bylaws.

## 2. Platform Committee

a. Duties

The platform committee shall:

- i) Propose updates to the Illinois Green Party platform
- ii) Help members and local propose updates to the platform
- iii) Maintain the official copy of the platform and make it available to all members
- iv) Keep a record of local platforms
- v) Develop issue statements, flyers and other activist material consistent with the platform.

b. Modifying the platform

The platform committee can make any formatting, spelling, grammar or organizational changes to the platform. These changes must be approved by the CC. The platform committee cannot make any changes to the meaning of the platform.

## 3. Communication Committee

The Communications Committee shall:

- i) Work with the web site manager to provide content for the Illinois Green Party website
- ii) Manage the email lists used by the Illinois Green Party
- iii) Produce a newsletter for the Illinois Green Party
- iv) Work with the Locals Liaison to provide services to the locals
- v) Produce flyers and other promotional materials for the party
- vi) Help the state party and the locals make effective use of the media.

## 4. Fundraising Committee

The fundraising committee will coordinate fundraising efforts for the State Party. The Fundraising Committee will coordinate all its efforts with the various locals and will aid the locals in their fundraising efforts when possible.

## 5. Government and Electoral Committee

a. State Government

The Government and Electoral Committee shall:

- i) Monitor the activities of the government of the State of Illinois and keep the membership informed of these activities.
- ii) Help members of the Illinois Green Party understand and comply with electoral and campaign finance law in Illinois and at the federal level.
- iii) Involve the Illinois Green Party members in lobbying federal, state and local governments on issues as decided by the party.
- iv) Actively seek out potential Green Party nominees for statewide office.

## Article IX: Statewide Candidate Nomination Procedures

### A. Timing of Nominations

Candidates for statewide office, president and vice-president shall be nominated at the membership meeting held in the year of the election. Only members of the Illinois Green Party eligible to make decisions at membership meetings can vote in the nomination elections.

### B. Selection Method

Candidates for these offices will be selected using instant runoff voting

### C. None of the above option

A binding “None of the Above” option will be used for all nominating elections.

### D. Replacement of Candidates

If for some reason a candidate is nominated for an office, but is later unable to run for that office, the CC can designate a replacement candidate by a 2/3 vote a CC meeting, provided a quorum is present at that meeting. The CC cannot designate a replacement candidate when “None of the Above” was the winner of the nomination.