

Circle City Greens Bylaws

Adopted: November 7, 2018

Last Amended: December 17, 2020

ARTICLE I – Name, Mission, and Function

- A. Name. The name of this organization shall be Circle City Greens, hereinafter “CCG”, also known as the Green Party of Greater Indianapolis.
- B. Mission. The mission of the CCG as a local chapter of the Indiana Green Party (hereinafter INGP) is to advance the green movement within the central region of Indiana. The CCG hereby adopts the Ten Key Values (Ecological Wisdom, Social Justice, Grassroots Democracy, Nonviolence, Decentralization, Community-based Economics, Gender Equality, Respect for Diversity, Personal and Global Responsibility, and Future Focus), through political and non-political means.
- C. Function. The mission of the CCG shall be fulfilled through actions, including but not limited to:
 - 1. Coordinating, assisting, encouraging and supporting the development of vibrant grass-roots chapters in the Indiana counties of Boone, Hamilton, Hancock, Shelby, Johnson, Morgan, and Hendricks.
 - 2. Identifying, recruiting, endorsing and supporting Green Party candidates for public office.
 - 3. Raising the visibility of the CCG by publicizing our activities, position on issues and candidates for office in the news media and via social media, open meetings, social events, door-to-door canvassing, phone banking, and word of mouth.
 - 4. Developing suggested common campaigns on major issues of importance in Indiana in which commonly aligned organizations will be invited to participate.
 - 5. Developing a newsletter, social media and new media relations strategies to increase the visibility of Green Party actions and positions.
 - 6. Working in coalition with other individuals and organizations for social, economic and political betterment of the people of Central Indiana, the state, the nation, and the world.

ARTICLE II – Membership

- A. Members. Membership in CCG shall be open to any, regardless of age, race, color, national origin, spiritual belief or non-belief, gender, sexual orientation or physical challenge who reside in Marion, Boone, Hamilton, Hancock, Shelby, Johnson, Morgan, and Hendricks counties of Indiana who are willing to help support the CCG and the INGP and its candidates. In addition to joining the CCG, members are required to join the INGP and may also become members of a county, city or other local Green Party organization as they form in Boone, Hamilton, Hancock, Shelby, Johnson, Morgan, and Hendricks counties.
 - 1. Authority. The Membership is the highest decision-making body of the CCG. All formal decisions made by the Membership, either at a Membership Meeting or by some other manner, are binding upon all committees and officers of the organization.

2. Standing. A member of the CCG shall be considered a member in good standing if they are considered a member in good standing of the INGP, and current in payment of annual dues to the CCG, and eligible to participate in the decision-making processes of the CCG, unless otherwise permitted to participate, or constricted from participating, by a Membership vote as allowed by these bylaws.
3. Membership Standards. In keeping with INGP bylaws, policies against the following shall apply. Violation by any individual member may be cause for sanctions, including (as appropriate) reprimand, suspension or loss of membership and expulsion.
 - a. Committing the CCG or any of its affiliates to actions, endorsements, and other policy positions outside that body's decision-making process.
 - b. Misrepresenting the decisions and policies of any such Green Party body.
 - c. Making false statements in an application for membership or affiliation to any such Green Party body.
 - d. Causing financial irregularities with Green Party funds.
 - e. Acting to subvert the Green Party or its values, for example, advocacy or practice of racial, sexual, national or religious oppression; advocacy or practice of violent political actions by the CCG or any of its affiliates; acting as a strike breaker or scab, agent provocateur or government or corporate informer.
 - i. Acting willfully to disrupt the freedom of speech, press or assembly of any individual or body of the CCG.
 - ii. Violating the principles of grassroots democracy.
- B. Removal. Any member can be removed from Membership of CCG by 2/3, secret ballot vote of the Membership. The member affected shall have a right to hear the charges against them, the right to be heard and to evidence, and the right to confront witnesses against them. A member may only be removed for cause. (See INGP Bylaws for further guidance on disciplinary procedures, including the right to appeal.)
- C. Dues. Membership dues are to be paid on or before January 31 of each calendar year as follows: General, \$10; Student and senior citizen, \$5; Waiver, \$0. Membership dues shall be waived upon selection of the waiver option. A waiver of membership dues does not diminish members' rights and obligations under these bylaws. CCG will coordinate with the INGP to facilitate the collection of state dues from CCG members wishing to become INGP members in accordance with INGP Bylaws and procedures.
 1. Active member: Members in good standing. Active members shall pay local and state dues. Only active members are eligible to be delegates to state gatherings and to vote on local issues.
 2. Supporting members. Supporting members are people who wish to support the work of the organization without being an active member.
- D. Donations, contributions. CCG accepts no corporate contributions but will accept donations from individuals. In keeping with Indiana and federal election law requirements, donors will be asked to provide sufficient identification.

ARTICLE III – Membership Meetings

- A. Annual Meetings. The CCG shall have a Membership Meeting at least once every calendar year, as per INGP requirements. Additional Membership Meetings can be called for by the Membership or Executive Committee.
- B. Decision-Making. 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 more “yes” votes than “no” and “abstain” votes combined. Proposals in ranked choice format will require the final position to achieve a majority for action to be taken.
- C. Special Membership Meetings Called by Petition. The Membership, outside of a Membership Meeting, may call for a Special Membership Meeting. The petition must be made to the Executive Committee and must consist of verifiable signatures (including electronic signatures) from at least 10% of all persons, or 50 persons, whichever number is lower, of the members who are eligible to participate in decision-making per these bylaws. The petition must specify the date, time, location, and agenda of the proposed meeting.
- D. Meeting Notice. Notice of Membership Meetings, including Special Membership Meetings, is a function of the Executive Committee, and must be provided at least 10 days in advance. The Membership may promulgate further rules pertaining to the provision of notice.
- E. Roberts Rules of Order. All meetings shall be conducted under Roberts Rules of Order.
- F. Substantive decisions of the Membership cannot be made unless there is a quorum of at least four members in good standing at a membership meeting.

ARTICLE IV – Executive Committee

- A. Purpose and Form. The Executive Committee is the primary day-to-day governing body of the CCG. Executive Committee decisions are subject to review by the Membership. The Executive Committee shall consist of five officers: Chair, Co-Chair, Documentarian, Communications Director, and Treasurer.
 - 1. Chair. The Chair shall convene Membership Meetings; serve as the primary spokesperson for the CCG; and in conjunction with the Executive Committee members, shall handle mail, email, and phone calls on behalf of the CCG, or delegate those responsibilities to other Executive Committee members or general members.
 - 2. Co-Chair. The Co-Chair shall serve as the secondary spokesperson for the CCG and shall assist other Executive Committee members in performing their duties.
 - 3. Documentarian. The Documentarian shall finalize the minutes of Membership Meetings; and in conjunction with the Executive Committee Members, shall handle mail, e-mail, and phone calls on behalf of the CCG; and shall be the primary tabulator of any votes conducted at Membership Meetings, except as otherwise designated by the Membership.
 - 4. Communications Director. Shall be responsible for the CCGs social media accounts, press releases and statements, and announcements to the memberships, handle mail, e-mail, and phone calls on behalf of the CCG.

5. Treasurer. The Treasurer shall manage the financial matters of the CCG; disburse CCG funds; prepare reports on the finances of the CCG for Monthly Meetings; submit the financial records of party operations to reporting bodies as necessary by law; file all documents necessary to ensure the CCG can endorse candidates and ballot initiatives; ensure legally required records are maintained for all funds collected.
- B. Qualifications. All officers must be active members in good standing of the CCG. It shall be required to have at least one female or anyone identifying as female/non-binary as Chair or Co-Chair. If a female/non-binary Chair or Co-Chair is not available or elected, a member of a minority (i.e.; racial, ethnic, sexual orientation, age, disability) group may serve as Chair or Co-Chair. If a minority member is not available, then any male may serve as an interim Chair or interim Co-Chair until either a female/non-binary member or minority group member is available.
- C. Selection. All officers will be elected to annual terms, using ranked choice voting, either at a Membership Meeting (with at least 15 days notice) selected by the membership, or by a mail-in and/or online process, as provided for by rules promulgated by the Membership. Elections shall take place in December of each year, but can be changed to a different month by a majority Membership vote as allowed by these bylaws.
- D. The Executive Committee shall meet to conduct its business as needed, either in person, online or by phone.

ARTICLE V – Standing and Ad Hoc Committees

- A. The Executive Committee may create standing or ad hoc committees, such that upon creation the composition, nature of leadership, and any specific rules for that committee are delineated.
- B. Unless otherwise specified by committee rules, chairs of standing and ad hoc committees may be appointed and/or removed by the Executive Committee per the standard proposal process.

ARTICLE VI – State delegate(s)

- A. The CCG state delegate(s) shall be elected at the same time and using the same procedures as CCG officers. The number of delegates shall be in accordance with INGP bylaws and procedures. Notification of the names and number of delegates must be conveyed to the INGP a minimum of one month prior to the INGP Annual Congress, in accordance with state bylaws.
- B. The CCG alternate state delegate(s) shall be elected at the same time and using the same procedures as CCG officers. There shall be at least one alternate delegate and at most the number of delegates allowed by INGP bylaws and procedures. The alternate delegate(s) will coordinate closely with the state delegate(s) and perform the duties of the state delegate(s) when the delegate(s) cannot.

ARTICLE VII – Procedures for Endorsement of Candidates for Public Office

- A. The CCG shall use the rules provided in the INGP bylaws for defining official Green Party candidates for public office or shall be endorsed by the CCG Membership.

ARTICLE VIII – Amendment

- A. These bylaws may be amended, and any other organizational decision may be taken, at any Membership Meeting. Bylaws amendments at Membership Meetings require that the proposed amendments are substantially submitted in writing to the Executive Committee and pursuant to the notification requirements of the meeting.
- B. These bylaws may also be amended, and any other organizational decision permitted under these bylaws may be made, by the Membership via a mail-in and/or online vote, according to rules promulgated by the Membership.