

Orange County Justice United in Community Effort

Bylaws

Article I

Purpose

Orange County Justice United in Community Effort, Inc. (Justice United) is a broad-based community organization through which people of faith and power come together to work to improve Orange County and the larger North Carolina community. Our purpose as a broad based organization is to build relationships, identify community concerns and/or needs, and work together as a united power for human dignity, social justice, and the greater good. We are organization of organizations throughout Orange County. We are an inclusive and diverse body working together for a just society through active citizenship. We are committed to encouraging conversation across religious, ethnic, economic, generational and political lines; developing a shared vision; and addressing the common needs of the people of Orange County and greater North Carolina.

Article II

Membership

Section 1. *Qualifications for Membership: Application.* Justice United shall be composed of diverse broad based institutions from the civil society of Orange County. The membership includes churches, PTA's, synagogues, mosques, non-profit organizations, labor unions, small business associations, neighborhood associations and at-large members from the community. Member organizations share and support the mission of the organization and agree to provide the leadership necessary to achieve its purposes.

Section 2. *Rights and Duties of Member Organizations.* Each member organization shall be responsible for the following:

- a) Strategy Team. The Strategy Team shall be composed of representatives from the member organization in accordance with Article III.
- b) Clergy Caucus. Any active clergy member (or representative of same) of a faith-based member organization is eligible to participate in the Clergy Caucus in accordance with Article IV.
- c) Research Action Teams and Committees. Any person affiliated with our member organizations is eligible to serve on Research Action Teams and other committees in accordance with Article V.
- d) Participation in Delegates Assemblies and Actions. Each member organization shall actively support every delegates assembly and other action undertaken by Justice United and shall use its best efforts to fulfill or exceed any attendance quota or other participation benchmark established for such member organizations with respect to such assembly or action.

Section 3. *Termination and Withdrawal from Membership.* A member organization that does not fulfill the obligations set forth in Section 2 above may, upon the recommendation of the staff and Strategy Team be terminated from Justice United by affirmative vote of two-thirds of votes cast at a Delegates Assembly meeting at which a quorum is present. Any member organization may withdraw from Justice United by written notice from persons affiliated with that organization and recognized by the Strategy Team as having the authority to act on its behalf.

Article III

Strategy Team

Section 1. *Composition and Qualifications.* The Strategy Team shall be composed of representatives from the member organizations and Research Action Teams. Representatives shall be selected by the member organizations or Research Action Team based on their demonstrated leadership ability within that organization and their willingness and ability to do the following. (i) attend Delegates Assembly meetings, (ii) actively participate in developing, ratifying, and implementing the Justice United agenda, including generating turnout and financial support, (iii) keep the member organizations (including its clergy and leadership) apprised of and involved in Justice United's agenda and actions, (iv) attend leadership development training.

Section 2. *Purposes and Power.* The Strategy Team is the primary policy making body of Justice United and shall have the general power to direct the affairs of Justice United. In addition, the Strategy Team has the following specific powers:

- a) **Goals.** The Strategy Team shall determine the goals to which Justice United shall devote its resources by approving or disapproving recommendations made by the Countywide Leaders Caucus or Research Action Teams as provided in Article V, Section 2.
- b) **Budget.** The Strategy Team will adopt an annual budget and shall establish the policies regarding dues to be paid by member organizations.
- c) **Organizers.** The Strategy Team shall work closely with organizers of local broad-based organizations in order to carry on the work of the organizations.
- d) **Research Action Teams.** The Strategy Team shall establish each Research Action Team and, along with Countywide Leaders Caucus, approve an annual work plan for each Research Action Team and all amendments or modifications to such work plan.
- e) **Actions, Delegates Assemblies, House Meetings.** The Strategy Team shall approve the scheduling of all actions, delegates assemblies and house meetings.
- f) **Standing and Ad Hoc Committees.** The Strategy Team may establish such standing and Ad Hoc Committees as it may deem necessary or desirable, with such powers, members and membership.

Section 3. *Meetings; Attendance.* Regular monthly meetings of the Strategy Team shall be held on or near the fourth Wednesday of the month, unless otherwise decided by the Strategy Team. In addition, special meetings of the Strategy Team may be called at any time by the Strategy Team members and all staff members are expected to attend meetings. Any other person affiliated with a member organization may attend any meeting of the Strategy Team, but may not vote. Strategy Team members who cannot attend a meeting may appoint a substitute from the member organization in accordance with established by the Strategy Team.

Section 4. *Quorum and Voting.* A quorum shall not be required to conduct a meeting of the Strategy Team, *provided however*, that no action requiring the approval of the Strategy Team may be taken without a quorum except as may be expressly provided otherwise elsewhere in these bylaws.

Section 5. *Officers.* The Strategy Team shall annually, at its regular meeting, elect a Chair and may elect such other officers as the Strategy Team may deem necessary. The Strategy Team shall establish election procedures for all Strategy Team elections. The Chair shall be elected at the regular meeting of the Strategy Team immediately preceding the end of the fiscal year. No nominations shall be permitted from the floor. Nominees for Chair must at

the time of nomination be active members of the Strategy Team and nominees for Chair must also meet qualifications for membership on the Strategy Team. Upon election Strategy Team officers shall continue as representatives of their respective member organizations. The Chair shall serve as a voting member of the Strategy Team, and the Chair has the following duties:

- i) *Duties of Strategy Team Chair.* The Chair shall preside over all meetings of the Strategy Team (or shall appoint a temporary Chair to act in their absence) and may attend meetings of any Delegates Assembly committee. The Chair shall ensure that an agenda is prepared and distributed in advance of each Strategy Team meeting, and ensure that the members have access to information relating to matters on the agenda so that they may cast an informed vote. The Organizer or Chair shall prepare an agenda for each regular or special meeting of the Strategy Team as directed by the Strategy Team and distribute the agenda to members at least two days or one week before the scheduled meeting and as soon as practical for any special meeting. The Organizer or Chair shall determine the existence of a quorum and keep minutes of each meeting and make them available to Countywide Caucus, Strategy Team, or Clergy Caucus.

The Strategy Team may at any time, by a majority of the votes cast at a special meeting properly called for that purpose and at which a quorum is present, determine to remove the Strategy Team Chair with or without cause. If the Chair is removed, resigns, or is unable to serve, the Strategy Team shall establish a schedule for nominations and election of a replacement Chair. Until a new Chair has been elected, the Strategy Team will perform the duties of the Chair.

Section 6. *Terms; Staggered Terms.* Members of the Strategy Team will serve three year terms expiring on December 31st of the year provided below (extended until their successors have been elected), provided that upon the adoption of the bylaws, the members whose terms expire in even numbered years shall serve an initial term of only one year. A member will be limited to serving for three consecutive years.

Terms Expiring in Odd Years

Terms Expiring in Even Years

1 Clergy Caucus Representative

1 Clergy Caucus Representative

4 At-Large members

3 At-Large members

Article IV

Clergy Caucus

Section 1. *Composition; Qualifications.* The Clergy Caucus shall be composed of clergy representatives (or designated proxies) from each member organization, where applicable.

Section 2. *Purpose and Powers.* The Clergy Caucus has the unique responsibility of providing religious and theological support, encouragement and leadership to all other areas of Justice United's affairs and activities. It also shall provide the clergy leaders of the member organizations with updated information on the internal and external affairs and activities.

Section 3. *Meetings.* Regular meetings of the Clergy Caucus ordinarily shall be held at least four times per year. The meeting date can be changed at the discretion of the members of the Clergy Caucus. Justice United staff members may attend the Clergy Caucus.

Section 4. *Quorum and Voting.* No matters are considered that require an official vote. Agenda matters are decided by consensus among the members in attendance at each meeting.

Section 5. *Officers.* The Clergy Caucus shall, every year during regularly scheduled meetings, elect a chair and Co-chair from the clergy representatives of the member organizations. Nominations for these offices shall be made one month prior to the election. The Chair or Co-chair may be called upon to serve on the Strategy Team, or other members of the Clergy Caucus may be selected for such purpose, in each case subject to meeting Strategy Team qualifications.

- a) *Duties of Chair.* The Chair shall set the agenda for and preside over all meetings. They are responsible for passing the agenda and other relevant information to the Strategy Team.
- b) *Duties of Co-Chair.* The Co-chair assists the Chair in setting the agenda for the meeting and presides over any meeting the Chair cannot attend.

Article V

Research Action Teams (RAT) and Other Committees

Section 1. *Composition; Qualifications.* RATs shall be established by the Strategy Team and consist of persons affiliated with a member organization. An organizer or Strategy Team member shall be assigned to each RAT.

Section 2. *Purposes and Powers.* A RAT is responsible for organizations the relevant constituencies to support a designated objective, to perform research, to recommend, participate in, and reflect upon actions with respect to that objective, and for such other matters as may be referred to the RAT by the Countywide Leaders Caucus or Strategy Team. RAT is responsible for planning and implementation of all actions, delegate assemblies, and house meetings, which is subject to Strategy Team approval.

Section 3. *Meetings.* RATs shall hold regular meetings at such dates and times as the RAT may establish, and shall hold special meetings when they called by the Strategy Team or the organizer/strategy team member assigned to the RAT.

Article VI

Organizers and Lead Organizers

Section 1. *Organizers.* Once hired, Justice United will rely on the collective work of trained organizers to work with projects.

Section 2. *Duties of Lead Organizer.* The lead organizer shall develop leaders, institutions and other staff within Justice United, and be responsible for fundraising and collections. The Lead Organizer hires, supervises, and evaluates the work of additional organizers.

Section 3. *Role of Organizers with RAT and Actions.* One or more organizers shall be assigned, after consultations with the Strategy Team, to each RAT, other committees, delegate assemblies, house meetings, and other actions. The organizer is to ensure that the work of Justice United is carried out in these settings in accordance with Justice United's timetables, objectives and methods.

Article VII

Miscellaneous

Section 1. *Books and Records.* Justice United shall keep books and records of all accounts and shall also keep minutes of the proceedings of the Countywide Leaders Caucus and Strategy Team. Justice United shall keep at its principal office a record giving the names and addresses of ALL members. All books and records of Justice United may be inspected by any member organization at any reasonable time.

Section 2. *Contracts.* The Strategy Team may authorize any employee or other representative of Justice United to enter any contact or execute and deliver any instrument on behalf of Justice United. Such authority may be general or confined to specific instances, and no officer shall have any power to bind Justice United to any contact or engagement, or to pledge its credit or to render it liable for any purpose or any amount.

Section 3. *Checks, Drafts, Orders of Payment.* All checks, drafts, and orders of payment, or other evidences of indebtedness issued in the name of Justice United shall be signed by a representative authorized by the Strategy Team.

Section 4. *Amendments.* These bylaws may be altered, amended, or replaced and new bylaws may be adopted by a two-third votes at a Delegates Assembly at which a quorum is present if written notice of the proposed change is given to the members of Justice United at least one month prior to such meeting.

Adopted: August 29, 2012