**Frederick County Progressives Bylaws**

**Preamble**

In order to promote equality, opportunity, and freedom within a just and strong society, we dedicate ourselves to organizing the recruitment and participation of progressives in Frederick County, Maryland.

Understanding the importance of participation in politics to the preservation of our values and principles, we pledge to help organize and activate the people power of our nation in order to further economic and social justice.

For these ends and upon these principles, we, progressive residents of Frederick, do hereby associate ourselves and adopt these By-laws as the Frederick County Progressives.

**Article I: Name, Mission, and Values**

A. Name: The name of this organization shall be the Frederick County Progressives.

B. Mission: The Frederick County Progressives, upon chartering with Progressive Maryland, exists to empower communities to act for social and economic justice by developing leaders, cultivating allies, and building grassroots power to advance economic, racial, and environmental equity for the benefit of all people in Frederick County and Maryland. We also pledge to support efforts to increase the participation of progressive voters in state and local affairs. To these ends, the Frederick County Progressives shall work to advance causes and issues that address the needs of Frederick County residents, encourage residents’ civic engagement, and assist in the election of progressive candidates to local, state, and national office in order to expand resources and opportunities for the benefit of Frederick County residents.

C. Values: The values of Frederick County Progressives include, but are not limited to: anti-racism, economic justice, grassroots democracy, disability rights, community uplifting education, intersectionality, social justice and anti-oppression, political independence, gender and LGBTQ+ equity, sustainability, inherent human dignity, future-focused, nonviolence, community-centered, and environmental justice.

D. Processes: For every convening session of the Frederick County Progressives, the group will utilize *Robert’s Rules of Order*.

**Article II: Membership**

A. Members: Membership will be open to any resident of Frederick County, regardless of sex, gender or gender expression, color, age, race, ethnic origin, religion, physical or mental disability, socioeconomic status, sexual orientation, political affiliation, status as a veteran, or involvement with the criminal justice system. Members shall demonstrate dedication, initiative and forethought, and at all times remain a steward of best practices to ensure the well-being and sustainability of the Frederick County Progressives;

B. Members in Good Standing: Members in Good Standing shall be defined as any person who actively participates in a positive fashion in the planning and/or execution of at least **six (6)** Frederick County Progressives meetings and/or activities in a 12-month period, or be a dues-paying member of Progressive Maryland and have participated in a positive fashion in the planning and/or execution of at least **three (3)** Frederick County Progressives meetings or events.

**Article III: Steering Committee**

A. Composition: The Steering Committee shall be composed of the elected Chair, Vice-Chair, Communications Director, and Recording Secretary. A Co-Chair may also be elected, should a majority of the Members in Good Standing feel that such a position is necessary and proper for that year. Should a majority of the Members in Good Standing feel that Frederick County Progressives can no longer operate without their own bank account and fundraising activities, a Treasurer shall be permanently added to the Steering Committee.

B. General Powers: The Steering Committee shall have the authority to take official positions and actions, including signing letters and giving testimony for the Frederick County Progressives, provided that the issue in question must be answered before the next scheduled General Meeting, and that a super-majority, defined as ¾ of the Steering Committee, agrees. Consultation and recommendations from a leader or their proxy of an issue- or action-based team may assist in these decisions, if appropriate.

C. Elections and Appointments: Elections of the officers shall take place in the following manner:

1. Elections shall be held in **May**, on a yearly basis.
2. Eligibility for Candidacy and Voting: Only people who have been Members in Good Standing for over thirty days shall be eligible to run for office in the election.

Presentation of Candidacy: Each candidate shall be given no more than five minutes to speak.

General Voting: After all candidates have had an opportunity to speak, Voting shall be available through available digital means to all Members in Good Standing. To accommodate a diverse membership, should a Member in Good Standing wish they may deliver their vote to the Secretary by email or in writing during the specified voting period.

Voting Period: Voting should be made available no later than 1 week after Proposal phase and voting shall remain open for 1 week from date of voting start.

Notification of Vote: Steering committee shall provide appropriate notification of vote and results through usual channels of communication. Results of voting shall also be communicated at the following General Membership Meeting.

1. Hand off of Duties: Outgoing and incoming officers will exchange duties in **June**, with role orientation as needed/desired by the incoming committee member.

D. Removal: Steering Committee members may be removed in the following manner:

1. Cause for removal shall be defined as neglect or incompetence of assigned duties, being convicted of a felony, or upon other grounds found by majority of the Members in Good Standing to constitute good and sufficient cause.
2. The process for removal of an officer from the Steering Committee shall begin when another Member in Good Standing charges the officer in question with the reasons of their removal at a meeting of the membership. The officer in question must be offered an opportunity at that meeting to provide a defense. After the arguments have been presented and the Members in Good Standing present have had a chance to ask questions, the issue will be put to a vote. 2/3 of the Members in Good Standing must vote for removal for an officer to be removed.

E. Vacancies: A vacancy shall be declared when a member of the Steering Committee dies, resigns, or is removed from office. If the vacancy occurs in a Steering Committee position other than the Chair, the Chair appoints an acting successor until a permanent one can be elected or appointed under the procedures above.

**Article IV: Duties of the Officers and Staff**

A. The Chair (and Co-Chair, if any) shall:

1. Be Chief Executive of the Frederick County Progressives;
2. Oversee the annual process of chartering with Progressive Maryland;
3. Act as an official representative to other groups and the media;
4. Define the agenda of the organization for their tenure;
5. Carry out mandates, policies and directives of the membership;
6. Demonstrate dedication, initiative and forethought, and at all times remain a steward of best practices to ensure the well-being and sustainability of the Frederick County Progressives;
7. Maintain regular and consistent contact with the members of the Steering Committee;
8. Preside over all official meetings.

B. The Vice-Chair shall:

1. Assume the office of Chair upon the Chair’s death, removal, resignation, or incapacitating disability;
2. Act as an official representative to other groups and the media, should the Chair delegate or be unable to do so;
3. Preside over all official meetings, should the Chair delegate or be unable to do so;
4. Oversee, maintain regular and consistent communication between, and act as the liaison between any sub-groups, sub-committees or action teams and the Steering Committee;
5. Demonstrate dedication, initiative and forethought, and at all times remain a steward of best practices to ensure the well-being and sustainability of the Frederick County Progressives;
6. Maintain regular and consistent contact with the members of the Steering Committee;
7. Perform such duties as the Chair may assign.

C. The Communications Manager shall:

1. Maintain the Frederick County Progressives’ webpage and social media presence;
2. Co-ordinate all press and media strategy for the group;

3. Act, to the best of their ability as a reference and assistant for technological inquiries during meetings, training sessions and be available to members via established communication channels i.e. email, Facebook and Slack;

4. Distribute membership emails, as delegated by the Chair;

5. Demonstrate dedication, initiative and forethought, and at all times remain a steward of best practices to ensure the well-being and sustainability of the Frederick County Progressives;

1. Maintain regular and consistent contact with the members of the Steering Committee;
2. Perform such duties as the Chair may assign.

D. The Treasurer (if any) shall:

1. Direct all fund-raising activities;
2. Maintain complete and accurate records of all expenditures and receipts;
3. Ensure compliance with any and all applicable campaign finance laws;
4. Have signing authority on all Frederick County Progressives bank transactions;
5. Demonstrate dedication, initiative and forethought, and at all times remain a steward of best practices to ensure the well-being and sustainability of the Frederick County Progressives;
6. Maintain regular and consistent contact with the members of the Steering Committee;
7. Perform such duties as the Chair may assign.

E. The Recording Secretary shall:

1. Keep and distribute accurate meeting minutes;
2. Manage the group’s membership list;
3. Distribute membership emails, as delegated by the Chair;
4. Demonstrate dedication, initiative and forethought, and at all times remain a steward of best practices to ensure the well-being and sustainability of the Frederick County Progressives;
5. Maintain regular and consistent contact with the members of the Steering Committee;
6. Perform such duties as the Chair may assign.

**Article V: Sub-Committees/Strike Teams**

A. Subject or issue based sub-committees/strike teams will be formulated with the input and guidance of the Steering Committee. These teams may exist perennially or conclude with the completion of an action or event.

B. Leaders of those committees and Strike Teams shall be responsible for recruiting and designating roles within their groups/teams to optimize the Mission and Values of the Frederick County Progressives.

C. Sub-Committees and Strike Teams shall monitor and plan educational and political activities around their subject matter with the guidance and oversight of the Vice-Chair to optimize the Mission and Values of the Frederick County Progressives.

D. Membership shall be open to all members who wish to focus their energy and time in that particular subject, area of expertise, or skill.

**Article VI: Amendments**

These Bylaws may be amended by a 2/3 vote of the Members in Good Standing.

Procedure:

Eligibility for Voting: All Members in Good Standing shall be provided an opportunity to Propose and Vote on Amendments.

Proposal of Amendment: For an Amendment to be considered it must be proposed and seconded by Members in Good Standing at a General Membership meeting. After proposal, a simple majority vote of Members in Good Standing present shall be required to bring a proposed amendment to a General Vote.

General Voting: After an amendment has passed the proposal phase, it shall be put to a General Vote of all Members in Good Standing through available digital means. To accommodate a diverse membership, should a Member in Good Standing wish they may deliver their vote to the Secretary by email or in writing during the specified voting period.

Voting Period: Voting should be made available no later than 1 week after Proposal phase and voting shall remain open for 1 week from date of voting start.

Notification of Vote: Steering committee shall provide appropriate notification of vote and results through usual channels of communication. Results of voting shall also be communicated at the following General Membership Meeting.

Tallying of Votes: Unless otherwise delegated by the Chair, tallying of votes shall be done by the Secretary and results verified by other members of the Steering Committee.

**Article VII: Other Voting**

Other situations may arise where a vote is desired. In such cases where a vote is desired and not otherwise outlined in the Bylaws it shall be conducted in the following manner.

1. Proposal: For a topic to be brought to vote, it must be Proposed and Seconded by Members in Good Standing at a General Membership Meeting.
2. Voting: All Members in Good Standing present shall be allowed to vote with a simple majority required. Voting shall be done by show of hands and verified by the Steering Committee.
3. Request to Elevate the Vote: After a topic has been proposed, but before the vote has taken place, a Member in Good Standing may Request to Elevate the Vote. Should a majority of the Steering Committee present feel that the topic requires larger consensus of the group or more time for deliberation than can be provided at the meeting, they may grant the Request to Elevate the Vote. In such case, the voting shall be done as outlined in the Amendments: General Voting section, but requiring only a simple majority.