

Organizational Documents:

Bylaws & Rules, Policies & Procedures

Teal Party of Colorado
The Original
Green Party of Colorado (GPOC)

May 29, 2020

Bylaws

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Green Party of Colorado (GPOC)

Clean Version

May 29, 2020

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I. Name

- 1.01 The name of this Political Organization is:
The Teal Party of Colorado; also known as The Original Green Party of Colorado, GPoC.
“The Teal Party of Colorado” and “The Original Green Party of Colorado, GPoC” are one and the same.

II. Purpose and Values

- 2.01 The purpose of this organization is to work towards a Green society as represented by the 4 Pillars and 10 Key Values of the Green Party of the United States.

A. Pillars

- 1) Peace: Established at the grassroots with self and others to rise to world peace and disarm the immoral and unsustainable worldwide military presence.
- 2) Ecology: Establish harmony with our planet to leave a better world for future generations.
- 3) Social Justice: Bring equality to the disenfranchised using our individual privileges, gifts and talents for the evolution of humanity.
- 4) Democracy: The voice of the people is where decisions rest.

B. Ten Key Values, 10KV.

- 1) Grassroots Democracy: All human beings must be allowed a say in decisions that affect their lives; no one should be subject to the will of another. We work to improve public participation in every aspect of government and seek to ensure that our public representatives are fully accountable to the people who elect them. We also work to create new types of political organizations that expand the process of participatory democracy by directly including citizens in decision-making.
- 2) Social Justice and Equal Opportunity: As a matter of right, all persons must have the opportunity to benefit equally from the resources afforded us by society and the environment. We must consciously confront in ourselves, our organizations, and society at large, any discrimination by race, class, gender, sexual orientation, age, nationality, religion, or physical or mental ability that denies fair treatment and equal justice under the law.

- 3) **Ecological Wisdom:** Human societies must function with the understanding that we are part of nature, not separate from nature. We must maintain an ecological balance and live within the ecological and resource limits of our communities and our planet. We support a sustainable society that utilizes resources in such a way that future generations will benefit and not suffer from the practices of our generation. To this end we must practice agriculture that replenishes the soil, move to an energy-efficient economy, and live in ways that respect the integrity of natural systems.
- 4) **Non-Violence:** It is essential that we develop effective alternatives to society's current patterns of violence. We will work to demilitarize and eliminate weapons of mass destruction, without being naive about the intentions of other governments. We recognize the need for self-defense and the defense of others who are in danger. We promote non-violent methods to oppose practices and policies with which we disagree, and will guide our actions toward lasting personal, community and global peace.
- 5) **Decentralization:** Centralization of wealth and power contributes to social and economic injustice, environmental destruction, and militarization. We seek a restructuring of social, political and economic institutions away from a system controlled by and mostly benefiting the powerful few, to a democratic, less bureaucratic system. Decision-making should, as much as possible, remain at the individual and local level, while assuring that civil rights are protected for all.
- 6) **Community Based Economics:** We support redesigning our work structures to encourage employee ownership and workplace democracy. We support developing new economic activities and institutions that allow us to use technology in ways that are humane, freeing, ecological, and responsive and accountable to communities. We support establishing a form of basic economic security open to all. We call for moving beyond the narrow 'job ethic' to new definitions of 'work,' 'jobs' and 'income' in a cooperative and democratic economy. We support restructuring our patterns of income distribution to reflect the wealth created by those outside the formal monetary economy – those who take responsibility for parenting, housekeeping, home gardens, community volunteer work, and the like. We support restricting the size and concentrated power of corporations without discouraging superior efficiency or technological innovation.
- 7) **Feminism and Gender Equity:** We have inherited a social system based on male domination of politics and economics. We call for the replacement of the cultural ethics of domination and control with cooperative ways of interacting that respect differences of opinion.

- 8) **Respect for Diversity:** We believe it is important to value cultural, ethnic, racial, sexual, religious and spiritual diversity, and to promote the development of respectful relationships across the human spectrum. We believe that the many diverse elements of society should be reflected in our organizations and decision-making bodies, and we support the leadership of people who have been traditionally closed out of leadership roles. We encourage respect for all life forms, and increased attention to the preservation of biodiversity.
- 9) **Personal and Global Responsibility:** We encourage individuals to act to improve their personal wellbeing and, at the same time, to enhance ecological balance and social harmony. We seek to join with people and organizations around the world to foster peace, economic justice, and the health of the planet.
- 10) **Future Focus and Sustainability:** Our actions and policies should be motivated by long-term goals. We seek to protect valuable natural resources, safely disposing of or 'unmaking' all waste we create, while developing a sustainable economics that does not depend on continual expansion for survival. We must counterbalance the drive for short-term profits by assuring that economic development, new technologies, and fiscal policies are responsible to future generations who will inherit the results of our actions. We must make the quality of all lives, rather than open-ended economic growth, the focus of future thinking and policy.

2.02 This political organization may use any and all nonviolent methods to affect social change, including, but not restricted to: ballot initiatives, electoral campaigns, community organizing, and educational forums.

2.03 The Green Party of Colorado (GPoC) is an affiliate of the Green Party of the United States for the State of Colorado.

III. Membership

3.01 Membership: The Green Party of Colorado is comprised of local organizations (Local Chapters) as regional groups of people and groups of people organized around common interests (Caucuses) who share our values. Local Chapters are organized geographically by county. A chapter in a county with more than 500,000 inhabitants per the most recent census may sub-divide into geographic Chapters. Existing chapters do not need to re-combine should the county inhabitant count drop below the minimum. Caucuses are organized State-wide around specific issues or identity. Locals are organized geographically to attempt to provide easier access, in person, to local meetings. Caucuses are organized to give voice or added emphasis to specific causes. We come together to bring the voice of the people to the state level in issues that concern our state and to bring the strength and clarity of the grassroots to the national level.

A. **Common Requirements** for Individual Members, Local Chapters, and Caucuses: Regional groups of people, aka locals, or chapters, agree to the following:

- 1) Accept the Ten Key Values and to manage the local chapter in accordance with those values.
- 2) Abide by the Bylaws, Rules, Policies and Procedures of the Green Party of Colorado.
- 3) Openly support, as a chapter, only the national candidates selected by the GPUS Presidential Nomination Convention. Each chapter will participate in the selection process of GPoC via local delegates to the state, which then will nominate delegates to the national PNC where a majority vote of the delegates determines the nominee.
- 4) Make good faith efforts, where reasonable, to increase the number of Green voter registrations within the boundaries of their chapter.
- 5) Make good faith efforts to run and support local and state candidates for public office.
- 6) Make good faith efforts to increase the number of qualified voting members within their chapter.
- 7) Make good faith efforts to fundraise for the operation of their chapter and to assist in the operation of the Green Party of Colorado.
- 8) Make good faith efforts to achieve gender balance in party leadership and representation.

- 9) Make good faith efforts to empower individuals and groups from oppressed communities, through for example, leadership responsibilities, identity caucuses and alliances with community-based organizations, and endorsement of issues and policies that support our values.
- B. Chapter and Caucus officers and council representatives must be registered as a member the Green Party of Colorado for at least ninety (90) days before nomination and must maintain registration as a Green Party of Colorado voter throughout the duration of the officer's/representative's term.
- C. A Green local and caucus must present its proposed bylaws for approval, and be approved by a vote of the voting Greens at a state party meeting, or by the state council.
- D. Local Chapters and Caucuses
- 1) A Green Local Chapter may select up to "4" members, from a minimum of one (1) up to a maximum of four (4) members as representatives, or delegates, to the state council based on a formula/chart. A Green Caucus may select one (1) member as a representative to the State Council. One individual may not represent both a Local Chapter and a Caucus. After the Local or Caucus is approved and the reps to council are submitted and confirmed as Green Party members, the Chapter or Caucus will be placed on Active Council Membership status.
 - 2) Requirements to form a Local Chapter, in addition to the Common Requirements
 - a) A minimum of "x" members. The minimum number of members is adjusted by formula/chart based on the registered Green membership in that geographic area. The formula/chart will be recommended by a sub-committee appointed by the Chapter Representatives and approved by the Chapter Representatives.
 - b) Meet at least four (4) times annually
 - c) Acceptance of local bylaws by the State Council
 - 3) Requirements to form a Green Caucus, in addition to the Common Requirements
 - a) A minimum of twenty (20) members
 - b) Meet at least four (4) times annually
 - c) Acceptance of caucus bylaws by the State Council
- E. Bylaws for Local Chapters and Caucuses

- 1) Chapter and Caucus bylaws and operating procedures are for the purpose of setting forth the operation of the group, such as officers, meetings, quorum requirements, and other items as listed in the sample bylaws. Bylaws and operating procedures are not to be used to set forth issue positions. Issue positions, voted on and passed by the local chapter or caucus, shall be posted on the relevant website and may be integrated into flyers and issue papers.
- 2) Sample bylaws:
 - I. Purpose

The purpose of the [name of group] is to grow the presence of the Colorado Green Party in [Name of area/issue or identity] by recruiting members and supporting enrolled Green Independent candidates.
 - II. Members

All enrolled Green Members in [Name of area/issue or identity] shall be considered members of the [name of group].
 - III. Officers

The committee will elect a chairperson on even-numbered years at the municipal committee's biennial caucus, for a term of roughly two years and expiring at the end of the next biennial caucus. The committee may create and elect other officers as it sees fit, and fill vacancies created by resignation, death or change of municipality residence. Elections for all offices will be held at each biennial caucus.
 - IV. Meetings

The chairperson will generally organize and facilitate meetings. The committee will strive for consensus, but a majority vote may be called for by a majority of members in attendance. The [name of group] chairperson may organize meetings to be held in a variety of formats, including phone calls, e-mail, video chat and others, so long as the means of attending, voting and adjourning are explained.
 - V. Quorum

Quorum shall be at least one officer and any other member, with at least 24 hours notice of a meeting given to all committee members who attended the last meeting, or notice on a general forum previously approved by the committee as qualifying as notice (i.e. Facebook page, website, e-mail list, town calendar, etc.). Alternatively, any two committee members may constitute quorum, with public notice provided at least a week in advance in the same manner in which public notice is legally required for a caucus.
 - VI. Authority and Vision

The [name of group] represents the Colorado Green Party on issues affecting [area/issue or identity], and will work to establish a municipal identity of the party, increase visibility and work with the party's county and state committees toward common goals.

VII. Failure to caucus.

In the event that the committee, or any resident Green Member in [area/issue or identity] fails to convene a biennial municipal caucus by March 19 on even-numbered years, then all officer terms shall be considered expired and the municipal committee dissolved. Any resident may convene a caucus as prescribed by statute to again form the municipal committee.

VIII. Amendments

These bylaws may be amended by a majority of all members in attendance.

Bylaws established [Date of Passage]

F. Council

- 1) The Council may adopt rules and procedures to meet its obligations to the party. The Council shall develop and adopt a decision-making process that is consensus-seeking, and make it a formal part of its proceedings. The Council may change its process at any time but only in accordance with the process in place at that time. All rules and procedures established by the state committee must be recorded as an addendum to these by-laws titled “Rules and Procedures.”
- 2) Council Members
 - a) The council members are the State Officers, Chapter Representatives, Caucus Representatives, State Representatives to the GPUS, and At Large Council Representatives.
 - b) Chapter or Caucus Representatives
 - i Responsibilities
 - Communicate local concerns, questions, proposals, etc. of the Local Chapter or Caucus to the state council
 - Relay information from the state council to the Local Chapter or Caucus.
 - Maintain a contact email address that he or she regularly checks
 - Be aware of current council issues and votes and vote regularly
 - Familiarize with and follow council rules and procedures and these bylaws
 - ii Election and term
 - As set forth under the section Membership, sub-section Local Chapters and Caucuses
 - c) At Large Council Representatives
 - i Responsibilities
 - Develop an awareness of state-wide concerns

- Relay information from the state council to all Local Chapters and Caucuses as appropriate.
 - Maintain a contact email address that he or she regularly checks
 - Be aware of current council issues and votes and vote regularly
 - Familiarize with and follow council rules and procedures and these bylaws
- ii Election and term
- There are up to five at-large members of the Council, elected at annual conventions for a term of one to two years. A year term is defined as the time between two consecutive annual conventions.
 - Only one at large member may be elected from the same geographic chapter area (county or divided county if more than one chapter in a county).
 - After one year, at-large members with no more than three unexcused absences are entitled to a one-year renewal of their terms, which can be done by notifying the Council at their last meeting before the convention. Only at-large members who were elected at a convention may renew their terms. Qualifying at-large members may only renew their term once, and after completing a two-year term, must stand again for election.
 - If any at-large member is absent from three consecutive meetings or five meetings in a one-year term, then the Council shall consider whether to ask for the member's resignation, organize a special convention for their removal, or excuse the absences because of special circumstances.

- 3) The State party Secretary shall keep records of the votes on the voting page by individual council members. The voting record of all council members shall be updated after each vote and made available on the forum for all GPoC members to see.
If a council member does not participate in three consecutive votes, the Secretary shall contact the council member to determine if there are extenuating circumstances. Heavy work load, vacation, and family emergencies are examples of qualifying extenuating circumstances. If the circumstance will persist for more than three months, the chapter co-chairs will be notified and asked to elect an alternate council rep for the duration of the circumstance.
A chapter will remain active as long as there is at least one council rep who is able to vote regularly.
If no council member votes for the longest of either three consecutive votes or four months, the chapter will be put on notice of impending suspension of active status. The chapter will have one month to provide council members who can participate.
If after the additional month the chapter is still not voting (or if no votes in that time, after the next vote), the chapter will be placed on Inactive Council Membership status with regard to voting at council and will not be counted in determining the existence of a quorum. A chapter shall not be suspended or otherwise “punished” for missing votes. Only the counting of the chapter in terms of determining a quorum will be affected.
When the chapter council reps begin participating again, the chapter may ask to be counted toward the quorum again and to be placed in Active Council Membership status and such request shall not be denied.
- 4) A Green local can be removed from the Green Party of Colorado for egregious or repeated violations of these bylaws, or the State Rules, Policies and Procedures, by a vote of the voting Greens at a state party meeting, or by vote of the Council, not counting the local being removed. The cause must be stated in the proposal for removal. The Local must be informed of the potential removal at least 30 days prior to the vote and have a chance for representatives of the Local to speak in its defense at the meeting when the vote is held.
- 5) A Green Local must submit to council and/or a state meeting a quarterly report of its activities and dates and locations of its periodic meetings. A Green Local is on Active Status as long as the reports are submitted and approved.
- 6) A Green Local can be placed on Inactive status for failure to provide the required reporting for nine consecutive months.
- 7) A Green local can be reinstated to Active Status by submitting a written request (email is acceptable) for reinstatement to the Council or to a state meeting, listing its new active members for the Council and being approved by vote of the voting Greens at a state meeting, or by vote of the Council.

- 8) If a Green local has been in Inactive Status for more than twelve months, it will be reviewed by council for activity and may be removed entirely as a Green local upon vote of council or at a state meeting. To be reinstated, the local will have to go through the same procedures as a new local.

3.02 Individual Membership and Participation

- A. Individual Membership and Participation in the Green Party of Colorado is open to anyone regardless of sexual orientation, race, national origin, religion, etc. A member shall subscribe to the Ten Key Values and be registered with the state of Colorado as affiliated with the Green Party of Colorado and maintain that registration. Members of a Green local and members at large may vote on state issues at general state meetings and may serve on the Council and may place nominations for state offices and representatives from the floor at a state meeting including for co-chair, secretary, treasurer, representative(s) to the National Committee and all members are eligible to run for any of these offices/positions.
- B. One person one vote: Members may attend any group meeting and participate in any group, however must designate either Independent Status or designate the Local Chapter or Caucus toward which his/her membership will count towards allocation of representatives to council.
- C. Independent Individual Membership, for those in an area with no existing local chapter, and those who do not wish to join an existing local chapter, an individual may maintain an independent membership with the Green Party of Colorado by registering in the county of residence as affiliated with the Green Party of Colorado, by subscribing to the 10 Key Values and these bylaws and upon approval of (vote) of the voting Greens (at least three fourths of all locals represented) at a state party meeting.
- D. The right of participation of an individual in the Green Party of Colorado can be revoked by a Green local or by a vote of the members at a Green Party of Colorado state meeting.
 - 1) Revocation of the rights of participation must be based on failure of the individual to adhere to and comply with the values, bylaws, rules & procedures, and code of ethics of the Green Party of Colorado. Any individual must be informed of the potential revocation of their rights of participation at least three weeks prior to the vote and have a chance to speak in his or her defense at the meeting when the vote is held.

3.03 Caucus Membership

- A. A caucus is a group of people united to promote an agreed-upon cause or identity.

IV. Organization

4.01 State Meetings

- A. Statewide meetings will be held yearly or more frequently at a location agreed upon by the members at the previous meeting, or by a special call of the Council at its discretion. Nominating conventions and meetings to elect state officers must be announced by the Secretary in a newspaper of statewide circulation 15 days before the meeting. State meetings are those where party business is conducted. The state nominating convention is held in even number years — every two years for the purpose of nominating candidates for public office in Colorado; and every four years for conducting the presidential preference process and selecting delegates to the Green Party of the United States national convention.
- B. Additional State meeting and convention business:
 - 1) Election of officers and other positions requiring election at membership meetings
 - 2) Election of At-Large Council members
 - 3) Amending bylaws
 - 4) Presenting a detailed financial report
 - 5) Adopting an annual budget
 - 6) Credentialing: The convention will only be open to voting participation by members of the party as defined under the section Membership of these bylaws
 - 7) Presentation of position papers and resolutions for vote and adoption by membership
 - 8) The party may adopt a platform based on the 10 Key Values that clearly defines the party's position on issues facing our society and the world. The platform will be a guide for elected officials and other party members engaged in public policy making.
 - 9) Any member or local group may propose amendments to the platform or a new platform by presenting such proposal in writing to a platform and policy development subcommittee at least one month prior to a statewide convention. If there is no standing subcommittee, the member may refer the proposal in writing to the Council.

- C. In order for official decisions to be made at a state meeting, a quorum of at least 60% of local chapters must be represented, with a minimum number of voting participants (registered in the Green Party of Colorado) equal to twice the number of local chapters represented.
- D. Party meetings, annual meeting, nominating conventions, and Council meetings shall be open to party members. For phone conference meetings, party members may notify the Council of their interest in attending and they will be provided with the phone number and access code for the conference call.

4.02 The Green Party of Colorado Council (referred to as “Council” elsewhere in these bylaws).

- A. The Council is composed of representatives from each Local Chapter and Caucus in Colorado, elected by the members of their respective locals in a democratic manner they choose at a regular meeting of that local for terms as long as the local approves, as well as the two state co-chairs, all other state party officers, and the delegates and alternates to the Green Party of the United States, and elected At Large Council Representatives. Council representatives must have email access and agree to read and respond to Council emails at least once within any three-day period. The Council may also be referred to as the Steering Committee or Central Committee of the Green Party of Colorado for compliance with state law.

B. Duties

- 1) Manage all state-level party operations and facilitate the establishment and growth of local chapters to oversee party operations in their jurisdictions.
- 2) Assure the party meets its statutory obligations to hold caucuses and conventions, maintain a minimum level of party enrollment, and fulfill all other statutory requirements
- 3) File state and federal reports
- 4) Organize conventions and annual meetings and work to achieve goals set at conventions
- 5) Recruit candidates for state and national offices and support local group recruitment of candidates in county, municipal and other jurisdictions
- 6) Maintain a visible statewide presence, acting as the official voice of the party and taking timely positions on important issues
- 7) Communicate and engage with local groups about state party meetings and activities
- 8) Administer state party assets including the party's website and state voter list

- 9) Manage state party finances and overseeing state party fundraising efforts
 - 10) Establish offices and subcommittees to help the Council fulfill all duties, and oversee the fulfillment of duties by the party officers
 - 11) The Council shall oversee the establishment and dissolution of state party subcommittees to help execute the goals of the party and duties of the Council. The Council shall define the purpose of each subcommittee. The Council may also designate authority to its subcommittees to act on behalf of the party. All subcommittees, including their purpose, membership and the authority granted to them, shall be recorded as an addendum to these by-laws.” The Council holds ultimate decision-making authority over all subcommittees.
- C. Resignation, Removal, and Replacement
- 1) Any Council member may resign at any time by giving written notice to a party co-chair and to the Chapter or Caucus the person represents
 - 2) Chapters and Representatives may be removed by the procedures described under the section Membership, subsection Local chapter and Caucuses.
 - 3) Individuals may have Colorado green Party participation privileges revoked by the procedures described under the section Membership, subsection Individual Membership and participation.
 - 4) Locals may also define their own recall or removal process.
- D. Transparency
- 1) All council actions, deliberations, forum pages, etc., shall be transparent to the GPoC and membership via the forum with the exception of sensitive personnel and financial discussions.
 - 2) All GPoC members shall be able to participate in proposal drafting and agreement seeking on the forum. Only council reps shall participate on the voting page, however it shall remain transparent to all GPoC members.
- E. Council meetings will be held and decisions made between state meetings by means determined by the council.
- F. The Council sets the agenda for the state meetings, decides on issues needing expedient attention between state meetings, handles administrative tasks, and acts as representative to the press on state issues, as well as representing the Green Party of Colorado to groups interested in establishing locals where none exist.
- 1) The council can make appropriations from the GPoC bank account of \$200 per item or less by a vote of the Council, in consultation with and subject to the Treasurer ensuring availability of funds. Expenditures above \$200 per item require consensus or vote of the Council or a vote at a state meeting, in consultation with and subject to the Treasurer ensuring availability of funds.
 - 2) Endorsement and Sign-on of public issues.

- a) Any proposal for endorsement or sign-on from a chapter, a chapter representative, a committee co-chair, or officer of the GPoC will be considered by the Council.
 - b) Any endorsement or sign-on requiring the commitment of GPoC resources must clearly state the requirements and where the resources will come from.
- G. All decisions of the Council are subject to review at the next state meeting and may be overturned by a vote.
- 1) The Council can modify these bylaws between state meeting when required to meet new state legal requirements in a timely fashion. These modifications shall be reviewed and approved or rejected at the next state meeting after any such changes.
- H. All decisions concerning policy, finance, and objectives shall require consensus or a vote of the membership present at a state meeting and/or the Council. The Green Party of Colorado may adopt a party Platform by consensus or a vote of the membership present at a state meeting. To endorse or oppose a ballot initiative or referendum, or to take a stance on a public issue, shall require consensus or a vote of the membership present at a state meeting and/or the Council. Party officers and national representatives shall be chosen by consensus or a vote of members present at the annual meeting.

4.03 Candidate Nominations

- A. The Green Party of Colorado, as a minor political party, will nominate candidates at a nominating convention, held at least 65 days before the primary, or sooner if required by state law, in even numbered years in a location accessible to the public. Refer to the Rules, Policies, and Procedures for details to accomplish the following requirements.
- 1) Any State of Colorado statute to the contrary shall override the following nomination rules
 - 2) Delegates to the national convention shall be Green Party members
 - 3) Delegates representing national candidates shall be apportioned in proportion to the percentage of the vote received by each candidate. There shall be no minimum percentage threshold, however percentages shall be rounded to the nearest percentage resulting from dividing 100% by the number of candidates.
 - 4) Delegate candidates shall declare their candidate allegiance prior to the vote, else the candidate shall designate the individual delegates to the national convention.

- 5) Delegates shall be bound to vote for the candidate they are representing for first choice on ranked choice voting or for vote on the first round in single choice voting.
 - B. At the State Meeting, nominations for Presidential candidates will be taken from the floor. Only council representatives selected by their Locals and Representatives At Large may place a name in nomination.
 - C. The membership of GPOC local chapters will be responsible for selecting candidates for local political office and will be responsible for forwarding those nominations for ratification to the state nominating convention. Candidates chosen by Green locals must be ratified at a state party convention to ensure they meet legal requirements.
 - D. Any person seeking nomination by the Green Party of Colorado as a candidate for a state or national office must be endorsed by the local chapter in their county of residence or as otherwise provided in the section *Candidate criteria for State and Local office* in these bylaws. If there is no local chapter in their county of residence and they are an independent member of the Green Party of Colorado, then they must be endorsed by at least one local chapter in the district that they would represent in the legislature or in the state as a whole for a state office. If no such authorization is given, then no Green Party of Colorado candidate will run in that jurisdiction.
 - E. A candidate for nomination to a statewide office must be endorsed by the local chapter in which they reside, or receive the endorsement of at least three other local groups from around the state.
- 4.04 Candidate criteria for State and local office.
- A. Candidates shall embrace the 10 Key Values and agree to use these values as a basis for their political decision making.
 - B. The candidate must maintain active membership in a local chapter of the Green Party of Colorado or if no local chapter exists in the county, they must be an independent member of the Green Party of Colorado, as defined in the Independent *Individual Membership* sub-section of the section *Membership* of these Bylaws. Candidates seeking the nomination of the Green Party of Colorado for any office shall announce their candidacy by notifying either a state co-chair (for federal or state office) or the chair/co-chair of their local Green group (for county or local office) no later than forty-five days before the nominating convention. Greens not affiliated with local chapters shall notify the state co-chairs no later than forty-five days before the convention. This provision will not supersede any local Green group requirements that are more stringent. They must maintain contact with the Green Party of Colorado.

- C. Potential candidates not a member of a GPOC local chapter, or who are candidates for statewide or national office, must have formal approval either by consensus or by 30% of the delegates present at a state nominating convention of the Green Party of Colorado in even numbered years. If two or more candidates obtain 30% or more of the votes cast, the candidates shall submit to a primary, as provided for by state law.
- D. Candidates for partisan political office must not have been registered as a member of a political party other than the Green Party of Colorado for at least thirty days before nomination.
- E. In order to be eligible for nomination, a candidate for partisan political office must be a registered elector of the Green Party of Colorado at least thirty days prior to the date of nomination.
- F. In considering candidacies for Governor and Lt. Governor of Colorado, candidates will run as a pair to avoid having only one candidate nominated when two are required.
- G. After a nominating convention, a Green Party of Colorado state co-chair will be responsible for notifying the proper election officer of the nominations as required by state law. The candidates then must send acceptance of the nominations to the proper election official within the time frame specified by state law.
- H. A Green Party of Colorado candidate shall not be a registered member of any other political party or political organization.
- I. If a Colorado Green Party nomination is vacated, or there is any vacancy in an elected office, the state party officers shall constitute the Vacancy Committee to make appointments as stipulated under state law.

4.05 Committees

- A. A GPoC committee may be created or dissolved by a vote of the Council or state meeting. Committees so created or dissolved shall be formed under the rules of an amendment to these bylaws and if approved, added as an amendment.
- B. GPOC Committees shall have two co-chairs who shall be registered Greens, and at least two of whose members are active members of local GPOC chapters. Co-chairs call meetings and set rules for participation at their discretion. Committees report to and are responsible to the Council and GPOC state meetings.

- C. Ethics Committee, in any organization of sufficient size, it will sometimes happen that a member of the organization, or a group of members possibly acting in an official capacity, will act in a way that violates the ethical standards of the organization. Such violations may be such as to incur either a civil or criminal legal response, but individual and/or official actions may also violate ethical standards without being legally actionable. In either case, the organization must have a process for identifying such behaviors and incidents, or reviewing allegations of them, and arriving at a disposition of the matter that is just to the parties concerned and shields the organization from liability or other further harm.

The Ethics Committee of the Green Party of Colorado shall process complaints of individual or institutional violations of the GPoC Code of Conduct as defined in the Bylaws of the GPoC. It shall determine the validity and scope of such complaints, conduct appropriate investigations, and determine whether to formulate and propose to the Council recommendations for sanctions or reconciliation.

4.06 Media

- A. All Chapters shall be provided access to the Constituent Resource Management (CRM) software and their own page on the State Website.
- B. At least two members of each Chapter shall have access to the CRM software to, as a minimum:
 - 1) Send emails to their area members
 - 2) Make phone calls to their area members.
- C. At least two members of each Chapter shall have access to their chapter's page on the state website to, as a minimum:
 - 1) Update their calendar
 - 2) Post articles
 - 3) Post actions

4.07 Decentralization

- A. When qualified volunteers are available, no one person shall hold more than one position in the GPOC. These positions include Co-Chair, Secretary, Treasurer, Forum Administrator, Council/Forum Facilitator, Council/Forum Moderator, Website Administrator, Website Facilitator, Representative to the Green Party of the US (GPUS) National Committee, State Committee Co-Chair, and any other influential position.

- B. All positions that become available in the GPOC shall be announced on the General portion of the forum, in an email to all members, and published in a recognized Colorado publication. When there are more than one volunteer, selection shall be made by vote of the council.
- C. Vacancies: refer to the section “Vacancies” in the Rules, Policies, & Procedures.

V. Officers & Officer Responsibilities

5.01 New Officer Positions

- A. The Council may appoint officers with specific duties to help achieve the party's goals and fulfill the Council's duties. The Council shall maintain job descriptions and duties of its officers in an addendum to these by-laws.

5.02 Council Co-Chairs

- A. In order to serve the growth of the GPOC and to communicate our message, platform and values to the public, the GPOC will elect two state co-chairs to two-year terms, alternating annually, one co-chair each year.

B. Duties

- 1) If one co-chair is unable to perform her/his duties or is absent at a meeting, the other co-chair will assume all duties. If both co-chairs are present, they will alternate assuming the duties of the Chair.
- 2) To facilitate and coordinate state meetings and the state Council, or choose a representative to do so.
- 3) To be spokespersons for the state party to the press and other organizations. Such spokespersons can also be chosen by a majority vote at state meetings or by the state council.
- 4) To assist the growth of the state party by overseeing outreach efforts to parts of the state where we are not organized, and by assisting the nearest affiliated local chapter in doing so.
- 5) The state council may choose to delegate its authority to the co-chairs when it believes that time will not be adequate to make decisions. This authority of delegation only includes those actions the Council is authorized to take. It does not include those decision reserved for state party meetings.
- 6) Co-chairs will monitor that official filings required to be made by the secretary and treasurer occur in a timely manner.

5.03 Delegates and Alternates to the Green Party of the United States

- A. State Representatives to the GPUS

- 1) The GPoC will choose representatives to the national Green Party for two-year terms. Every effort shall be made to include diversity at all levels, including but not limited to, gender, ethnic, racial and geographic. At the first meeting after two years as representative, there must be a vote for that position. Representatives may seek further terms. If a vacancy occurs, the Council may choose replacements – temporary (for the purpose of attending meetings) or permanent (to complete the remaining term) – as necessary. Permanent representatives chosen by the Council will be ratified at the following state meeting.
- 2) These representatives, whose number is determined by the bylaws and rules of the national Green Party, will represent the GPoC in all votes. Votes by these representatives can be determined by a decision of the state council, or by the representatives themselves. If the representatives deem that the vote is clearly within the scope of the Ten Key Values and the platform of the GPoC, and would likely result in a consensus of the Council, they may vote without consulting the Council, but are required to announce this vote to the Council by email within three days, and must include the text of the proposal and any such supporting material as was provided with the original proposal. Such votes should occur, where feasible, more than three days prior to the end of the voting period in case the Council decides that it wishes to reverse the decision of the representatives. Such a decision of reversal can be communicated to the Secretary of the national Green Party either directly by the Council, or through the representatives. Representatives should also announce all votes to the statewide list-serve at least quarterly, and Council members should summarize such votes at meetings of affiliated locals.
- 3) In the case of national meetings, representatives shall send the agenda and related materials to the State Council as soon as it is available, and from there to all local chapters. Via the Council, the representatives will be informed of any direction regarding scheduled votes. But the default condition will be that representatives will be free to apply the values and platform of the GPoC at the meeting as they see fit, based on the discussion of proposals and any amendments that may occur.
- 4) Representatives shall make a good-faith effort to travel to national meetings of the Green Party of the United States. Should their schedule or financial status conflict with this, they must communicate this to the State Council to see if the problem can be remedied, either with financial support, or by choosing a temporary representative who can travel to the meeting. The GPoC shall make every effort to ensure that representation of the GPoC is not determined by financial resources, or lack thereof.

5.04 Secretary

The Secretary shall fulfill the role of secretary under state law and shall be responsible for handling candidate nominations as required by state law; keeping accurate minutes of state meetings and nominating conventions; updating the bylaws, rules, procedures and guidelines and filing bylaw changes with the Secretary of State, as required by state law; and announcing in a newspaper of general statewide circulation, as required by state law, nominating conventions and state meetings to elect officers.

Archivist: The Secretary shall nominate an Archivist to assist with archiving documents, minutes, votes, appointments, removals, etc. Refer to the Rules, Policies, & Procedures for additional duties of the Archivist.

The secretary may nominate individuals for state party offices or subcommittees relating to communication or record-keeping, including but not limited to positions related to website development, database management, media relations, correspondence, or maintenance of party records and archives.

5.05 Treasurer

The Treasurer is responsible for filings and financial reporting as required by state law, disburse funds as directed by the Council, and present a balance report at each state meeting.

The treasurer shall be responsible for keeping records of party finances including expenditures and revenue sources, reporting financial disclosures to state and federal entities as necessary, and advising the party on financial matters. The treasurer shall expend party finances only as authorized by the state committee or executive committee.

The treasurer shall annually oversee the development of a state budget as directed by and for approval by Council.

The treasurer shall ensure that expenditures are made in accordance with an approved budget, will inform the state committee when budget lines are nearing their maximum expenditure levels, and advise the state committee when it is necessary to amend the budget.

The treasurer may nominate a financial officer for appointment by the Council, to help the treasurer fulfill the financial requirements of these bylaws.

The Party will adopt an annual budget, including anticipated expenses and sources of revenue. The budget may be amended by the Council in response to changing financial circumstances. The party may not incur debt of any kind. The financial officer and treasurer are responsible for overseeing the finances of the party and making regular reports to the Council, and for submitting financial reports to the appropriate state or federal agencies, including but not limited to the Federal Elections Commission.

If the Council authorizes expenditures that are not included in the budget, then the treasurer may require the Council to first amend the budget to reflect the source of funds for the expenditure before releasing funds for said expenditure.

- 5.06 The membership of the Green Party of Colorado may create any office as needed. A vote of three fourths majority of members present at a state meeting must approve any new officer.
- 5.07 Co-chairs shall be chosen at each annual state meeting and other officers in odd number years to serve two year terms in office.
- 5.08 If a Green Party of Colorado officer's position is vacated in between official state meetings, the Council or both co-chairs in agreement may make a temporary appointment in the manner as specified in the Procedures and Guidelines until the next state meeting under consultation with each local.
- 5.09 If any officer or national representative is found to be in contempt of the goals of the Green Party of Colorado, recall proceedings shall be invoked. A three fourths majority of voting members present at a state meeting and/or the Council is required to achieve the recall of an officer.

VI. Voting Thresholds

6.01 All voting thresholds must be itemized here to prevent duplication and conflicts within and between the bylaws and the Rules & Procedures.

6.02 The minimum threshold for a vote to pass for each category of vote is as follows:

A. This section only lists the minimum vote thresholds. Refer to the relevant sections of the Bylaws, Rules, Policies & Procedures for other requirements relating to specific votes/consensus. Consensus is always the preferred decision process; however, votes are often required.

B. State Council proposals:

- 1) For ballot issues we are endorsing or opposing or stances we are taking on public issues a 75% vote is required.
- 2) For bylaw changes an 80% vote is required.
- 3) For expulsion of a member a 75% vote is required.
- 4) Removal of a local from the Green Party of Colorado requires a 75% vote.
- 5) Reinstate a removed local requires a 60% vote.
- 6) For an endorsement or a sign-on a 60% vote is required.
- 7) Candidate for public office requires a 60% vote.
- 8) Expenses up to \$200 require a 60% vote of council.
- 9) Expenses over \$200 require a 75% vote of council.
- 10) Decisions concerning policy, finance and objectives require a 60% vote.
- 11) Create or dissolve a GPoC committee requires a 60% vote.
- 12) Any and all other issues require a 60% vote.

C. Green local bylaws: 60% of the voting Greens at a state party meeting, or by the state council.

D. Modifications to the Rules & Procedures:

- 1) At a GPoC state meeting by a 60% vote
- 2) By vote of the GPoC Council

E. Voting Greens at a State Meeting:

- 1) To overturn a Council vote or Action, the same percentage vote as required of State Council for Council Proposals
- 2) Removal of a Local from the Green Party of Colorado: 75% vote is required
- 3) Re-instate a Removed Local to the Green Party of Colorado: 60% vote is required
- 4) Approve an independent membership: 60%

- 5) Revoke the right of participation of an individual in the Green Party of Colorado: 75% vote is required
- 6) Restore the right of participation of an individual in the Green Party of Colorado: 75% vote is required
- 7) Expenses over \$200 per item: 60% vote is required
- 8) Adopt a party Platform: 60% vote is required
- 9) Party officers and national representatives: 60% vote is required
- 10) Decisions concerning policy, finance, and objectives: 60% vote is required
- 11) Create or dissolve a GPOC committee: 60% vote is required.

VII. Amendments and Modifications to Bylaws

7.01 These bylaws may be amended on a vote of voting members present at a state meeting or by the state council. The GPOC Council is authorized to modify this document at any time, subject to review and vote at the next GPOC state meeting.

7.02 A written copy of adopted bylaws (with any current amendments) will be maintained by the Secretary and posted on the State website.

VIII. Amendments

8.01 Amendment 1

A. Adoption of Rules, Policies, and Procedures

- 1) The Rules, Policies, and Procedures of the Green Party of Colorado (GPOC) dated November 2, 2019 are adopted and in force.
- 2) Approved November 2, 2019

Approved date _____ , by _____ Colorado

Rules, Policies & Procedures

of the

Teal Party of Colorado

The Original
Green Party of Colorado (GPOC)

Clean Version

May 29, 2020

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I. Name

- 1.01 The name of this Political Organization is:
The Green Party of Colorado, GPoC.

II. Purpose and Values

- 2.01 2.01 The purpose of these procedures and guidelines is to provide for consistency and efficiency in the functioning of GPoC within the bylaws. This document supplements the bylaws and adds details, but cannot be in conflict with the bylaws. In case of conflict the bylaws take precedence. These guidelines are otherwise binding on local chapters and individual members of the GPoC.

III. Modifications

- 3.01 These rules & procedures can be modified at any GPoC state meeting by vote.
- 3.02 The GPoC Council is authorized to modify this document at any time, subject to review and vote at the next GPoC state meeting.

IV. Diversity

- A. The GPoC will strive for gender and geographic balance in all representation, recruitment and functional offices of the GPOC. This means co-chairs instead of one chairperson, co-conveners, co-facilitators (Note: only one person facilitates at a time, the other supports them, then they exchange roles at some point), etc. In cases where there is only one person needed for a function, the function should be rotated periodically between genders and among geographic regions. Where there are no people of one gender or geographic area available, additional efforts should be made to recruit and train people of the other gender and in other geographic areas. For the purpose of the State Co-Chair requirement, Denver Metro will be considered one geographic area.
- B. The GPoC will strive to obtain a mix of people in various identity groups in all representation, recruitment and functional offices of the GPoC.

- C. Where one person has held an office in the GPOC for longer than 2 years, this office should be reviewed at an annual meeting to see if there are any other qualified people to rotate into that office.

V. Code of Conduct

The Members Code of Conduct is an organizational document that is binding on all members of the Green Party of Colorado.

- A. The purpose of this document is to provide a clear set of principles to guide members and non-member volunteers in how they are expected to conduct themselves in their day to day work and activities for the Green Party and how they should behave towards one another. In the rest of this document where ‘members’ are mentioned, non-member volunteers are also included.
- B. Even if it were desirable to do so, it would not be possible to write an exhaustive list of rules governing members’ conduct. Members should be trusted in the discharge of their responsibilities, which implies allowing room for initiative and judgement. However, it is important to set out guidance as to where the exercise of initiative and judgement could potentially bring them into conflict with others.
- C. There may be occasions when a member wants to know how a particular aspect of conduct might be regarded. This is sometimes an issue when members wish to complain about the behavior of another member or deal with a complaint. Members should seek advice from the resources on the Green Party members’ website and from any officers of their local or regional party who are designated to deal with complaints, discipline or dispute resolution, or from their local/regional constitution and supporting documents. A serious breach of this code could lead to disciplinary action.
- D. This code of conduct is overseen by Green Party of Colorado (GPoC) and can be amended by GPoC in consultation with Dispute Resolution Committee, Disciplinary Committee and relevant staff.

5.02 Scope

- A. This Code of Conduct applies to all members of the party, irrespective of any voluntary or professional position they may hold. It governs their behavior with regard to respect for other members and the effect this may have on the effective functioning of the Green Party. It may apply to behavior towards people outside the party if it is thought to impact on the reputation or effective functioning of the Party. This Code of Conduct stands alongside and complements other organizational Party documentation which may be enacted, such as a Safe Spaces policy and an Anti-Bullying, Harassment and Discrimination (& Whistleblowing) policy.

5.03 Representing the party

In order to preserve the reputation of the party, members must:

- A. Ensure that their communications about our policies do not conflict with Green Party Values before they have contact with the press or other media.
- B. Check with the relevant budget holder before committing GPoC resources other than those for which they have responsibility.
- C. The use of GPoC headed notepaper and the GPoC logo whether on paper or in e-communications should only be for legitimate GPoC communications agreed by the appropriate body.
- D. All written communication sent on behalf of the GPoC must not be for personal gain or in conflict with GPoC core values. This applies to e-communications as well as paper-based material.
- E. Maintain civilized standards of conduct towards others such as political opponents when acting in a GPoC capacity.
- F. Uphold the ethical principles of the GPoC and not bring it into disrepute.
- G. Remember that as an elected Green Party representative their actions in their private lives can affect the reputation of the party both positively and negatively. In practice, this could mean being careful as to whether they do choose to engage in discussion or debate about sensitive issues within their private lives with members of the public or indeed other members.
- H. Members who take office internally at any level of the GPoC must do what is needed to meet the legal obligations of the Party and to that end keep adequate records of their decisions and communications. They should also take care not to add to formal GPoC communications their personal opinions and criticisms of others.

- I. Members should disclose anything in their personal history that could potentially bring the Party into disrepute before they stand for election to any office within the Party or for selection as a candidate to represent the GPoC externally in any capacity. This includes opinions that are incompatible with GPoC ethics or philosophy. Disclosures should be in confidence and via appropriate procedures.
- J. The Designated Officer to contact in this instance with members' own disclosures or concerns about others' conduct is the Chair or Co-Chair.

5.04 Additional Responsibilities

Members must also:

- A. In all their interactions with colleagues, assume the best of them.
- B. Seek support when needed and offer it when appropriate
- C. Communicate with others with due consideration to time, place and manner. Acknowledge communications from others swiftly and give an expected time frame for a full reply.
- D. Work collaboratively with all members of the Party.
- E. Thank or praise colleagues when appropriate for the time and effort spent on behalf of you or the Party.
- F. Respect the constraints of confidentiality when it is agreed by all parties to the matter under consideration.
- G. Respect the decisions made by the National Party, and local or regional Party or any other Party body or group through democratic process.
- H. Ensure that all members are encouraged to contribute to discussion and decision making at meetings and that everyone is listened to properly, without being interrupted unnecessarily. Decisions should be made by consensus wherever possible. Complaints should be dealt with through a proper complaint procedure and not discussed as part of an ordinary meeting agenda.
- I. Be inviting and inclusive to ensure all members feel confident to join and get involved. Strive to accommodate the differing needs of members and devise ways to welcome diversity.
- J. Work cooperatively and help members develop skills to fully participate in democratic processes and Party activities.
- K. Communicate sensitively and courteously at all times with other members, whether face to face, by phone, by email, letter or in social media.
- L. Be aware when contacting other members that they may have jobs, family or other constraints on their time and be patient in expecting a response.

Refrain from criticizing other Party members publicly, including any situation where non members may be present. If criticism is felt to be necessary, it should be done sensitively and constructively by those given that responsibility. Criticism should be of actions and behavior or statements etc., not the person. Avoid labels, name calling and stigmatizing a person.

VI. Meeting Process

- 6.01 Meetings will generally use the "Agreement Seeking" process, where proposals are presented and discussed and consensus is sought. Where consensus cannot be reached, a proposal can be tabled for another time or a vote can be taken, where a vote is then required for passage per the percentage requirements in the Bylaws *Voting Thresholds* section. See Appendix A. for more details on this process.
- 6.02 Co-facilitators are appointed in advance of the next meeting, so that they can work with the Council and other interested parties to develop the agenda and assist with planning the meeting. Where only one facilitator is needed or available, every attempt will be made to use a facilitator of the other gender at the next meeting.
- 6.03 Each meeting will have co-conveners. Their main responsibility will be to function as the focal point for working with the Council in planning the meeting, obtaining a meeting site, coordinating with the Council and the facilitators. Conveners should, if at all possible, rotate between meetings from one gender to the other.
- 6.04 A minimum quorum of representatives from 60% of all locals, with a minimum number of voting participants (registered in the Green Party of Colorado) equal to twice the number of local chapters represented, must be present at any meeting for decisions to be made. Any meeting with less than that number will be advisory to the Council, who can accept recommendations from that advisory meeting and enact or not enact advisory proposals in the interim until the next state meeting, using appropriate Council procedures.
- A. For example, to achieve quorum: if there are 10 chapters, then representatives from a minimum of 6 chapters (60%) must be present; and, if 7 chapters are actually represented the total number of representatives must be a minimum of 14 (2 X the number of chapters represented).

- 6.05 Proposals brought to the agenda of a state meeting must be made by local chapters or a minimum of 5 individuals at large, by the Council, or by any Officer of the GPoC. A written statement of the proposal must be sent to the Council by a representative of the sponsoring local, or by a member at large accompanied by evidence of at least 4 other member's endorsements. The statement and evidence may be done by email or on paper.

VII. Naming of Local Chapters

- 7.01 Local Chapters are free to name themselves as they choose. It is suggested that the name include the words "Green Party" and the political area covered by that local, for example, "Green Party of Boulder County." It should also be made clear in literature, etc. that the local is affiliated with the Green Party of Colorado.

VIII. Endorsements and Sign-ons

- 8.01 During or between state meetings, any proposal for an endorsement or sign-on can be made to the Council. Council representatives will distribute this proposal to their respective local and get local direction on the proposal within one month from the proposal's introduction.
- 8.02 The Council will then discuss and vote for the endorsement or sign-on. The Council can also choose to delay a vote until the next state meeting.
- 8.03 Any endorsement or sign-on requiring the commitment of GPOC resources (money, people, time, etc.) must clearly state the requirements and where the resource will come from. The Treasurer must confirm whether the funds are available. If the funds are not available, the proposal must include a fund-raising phase, and the funds must be raised before the resources are committed. No commitment requiring fund expenditure may be made prior to the availability of the funds.

IX. Council Process

- 9.01 The Co-chairs will alternate as conveners/facilitators of the Council or a convener/facilitator will be elected by the council.

9.02 The Council will operate via email on a listserv, on the State Chapter forum, or by other Council approved electronic means as needed between state meetings, and plan to meet shortly before and after state meetings.

9.03 The Council will discuss via email, or the electronic means discussed above, issues raised among its representatives or by any Green Party member who participates. Any councilmember or Committee may submit a proposal to the convener or facilitator for discussion. Appointed state representatives of local chapters will have the ability to make proposals to the State Council directly under the following conditions:

- A. That the proposal be made by the representative and two more members of the local chapter, one of those members being an elected or appointed officer of that local chapter.
- B. That the proposal be published on the local chapter's listserv, or the electronic means discussed above, as soon as possible.
- C. That the state representative making the proposal need not have written confirmation but simply email confirmation from the other two members making the proposal, and that copies of these emails be sent along to the State Council with the proposal.

- 9.04 Proposals for ACTION will be called by the current convener/facilitator, who will announce a week period of Consensus discussion of a proposal. During that week, members may discuss the proposal, express support for the proposal by saying "I agree with this proposal," or may express concerns or blocking concerns (see the *Agreement-Seeking Process* section below in the Appendix) by stating their concern, or may offer amendments. Amendments can be proposed by any Council member and either accepted by the proponent if friendly, or voted on separately by the Council if unfriendly. If, at the end of the first week, we have reached quorum and have had full support and no proposed amendments or valid blocking concerns, the proposal will be accepted by consensus and the facilitator will report the results. If there is no quorum at the end of the first week, or if there are amendments proposed that are not acceptable to the originator of the proposal or any blocking concerns, then the facilitator will initiate a voting process for that proposal by posting an email message to the Council list serve with the word "Vote" in the subject line of the message. The text of the message will include a brief statement of the proposal and will solicit votes from Council reps either Yes, No or Abstain. Any backup material from the proponent, within reasonable limits, will be included in the request for a vote. Council reps will have a week to vote on the proposal. The convener/facilitator will send a Final Update of the vote to the list serve once a quorum is reached on the proposal in question. It is the responsibility of Council reps to make issues known to the respective members of their local chapters and solicit input on how to vote on specific proposals, to the extent that it is possible. Simultaneous votes will be discouraged, although they may occur at the discretion of the convener/facilitator. Suspension of these procedures may occur with issues of urgency, again at the discretion of the convener/facilitator.
- 9.05 If any representative believes the vote does not represent what they sent in, the convener will send their vote message back to them for verification. Errors and corrections will be reported to the convener and the results modified as needed up to one week past the end of the voting.
- 9.06 A minimum quorum of at least one representative from 75% of the locals in the state must participate in any Council action for it to be valid.

9.07 Council proposals must be approved by a percentage of representatives voting to adopt per the Voting Thresholds section of the Bylaws.

- A. For ballot issues we are endorsing or opposing or stances we are taking on public issues a vote is required.

X. Forum

10.01 Purpose

- A. Provide an easily accessible location for discussions, operation of Council, preparation and development of proposals, agreement-seeking on proposals, and voting on proposals.
- B. Allow for sequential discussion of topics such that everyone can see all prior discussion, thereby avoiding heated responses to items that have already been addressed.
- C. Allow for moderation of discussions and posting and application of Netiquette rules.
- D. Allow for access to Council deliberations by all members of the Green Party of Colorado

10.02 Terminology and Definitions

- A. Forum Member: all Green Party of Colorado members who have applied for access to the forum and have been verified as members of the Green Party of Colorado registered with the Colorado Secretary of State
- B. Board: a folder in the hierarchy of the Forum organization

10.03 Colorado Greens Discussion Area

A. General discussion

- 1) This folder is for all topics related to the Green Party. Please read and abide by the Netiquette Guidelines.
- 2) All forum members may view and post to this board.

B. Events Discussion

- 1) Discuss all events related to the Green Party of Colorado here. This includes events that GPCO locals are participating in or hosting, state Green Party events, or others relevant to Green Party issues.
- 2) All forum members (all Green Party of Colorado members who have applied and been verified) may view and post to this board.

C. National Committee

- 1) Discussion area for proposals of the Green National Committee (NC). NC Delegates can post upcoming votes on this board where all members can see and discuss each proposal.

- 2) All forum members may view this forum, and Council Reps may reply to topics. Only National Committee Delegates may create topics.

10.04 Council Area

A. Proposal Drafting

- 1) This folder is where proposals are drafted. This is NOT a place for voting or agreement-seeking. An idea for a proposal is presented and then discussed. Every member of the Party may give input at this point. Suggestions for modification of the proposal are welcome. The author may accept or reject the modifications, however this does not preclude presentation of alternate, similar proposals.
- 2) Once a proposal is well-developed and sufficient input has been received, it is moved to the agreement-seeking folder by the moderator. If there are multiple proposals on the same topic, the moderator may ask for a vote of Council on which proposals are moved to agreement-seeking.
- 3) Only Council Members can currently view and post to this board. The forum software needs to be revised to allow all members to participate.

B. Proposal Agreement-Seeking

- 1) Proposals moved to agreement seeking remain transparent to all members of the Party, however only representatives make comments to avoid “too many cooks syndrome”.
- 2) The agreement seeking process described elsewhere in these rules, policies, and procedures is applied.
- 3) Once agreement is achieved or deemed not feasible, in accordance with the agreement-seeking process it may be moved to the proposal voting folder.
- 4) Once an “Approved Proposals” folder is added, proposals that achieve consensus will be moved to that folder.
- 5) Once a “Failed Proposals” folder is added, proposals that do not achieve consensus will either be moved there or to the Proposal Voting folder in accordance with the Agreement-Seeking process.
- 6) All forum members can view this board, but only council members may post here.

C. Proposal Voting

- 1) This folder is where voting occurs in accordance with the agreement-seeking process.
- 2) This folder is the only location where the rules regarding a representatives “count” of voting on proposals toward remaining “active” are recorded.
- 3) At the present time, proposals that have been voted upon remain in this folder. Once an “Approved Proposals” folder is added, proposals that are approved by vote will be moved to that folder. Once a “Failed Proposals” folder is added, proposals that are not approved will be moved there.

- 4) All forum members can view this board, but only council members may post here.

D. Political Strategy

- 1) This is the place where the state council can have interaction with our political strategy team. Decisions will not be made here; proposals will still follow the same structure as called for in the Bylaws and in the Procedures and Guidelines.
- 2) The forum needs to be revised to allow all GPoC members to view posts in this folder.

E. Private Council Discussion

- 1) This board is for discussion of items that relate to council. Please use the Colorado Greens Discussion boards for all topics intended for the general forum members.
- 2) Private council discussion is only allowed for specific types of discussions as follows:
 - a) Personnel or disciplinary actions
 - b) Review of confidential proposals to provide a service, such as website hosting
- 3) Only Council Members can view and post to this board.

F. Documents and Files

- 1) This board contains public documents and files maintained by the State Council for the party.
- 2) All forum members may view this board.

10.05 Using This Forum Area

A. Netiquette

- 1) Resources and discussion concerning the vital and complex issues of netiquette and effective online communication.
- 2) All forum members have read-only access to this board. No posting permitted here.

B. Usage Guidelines

- 1) Topics include posting rules, hints and tips. Please post any questions under the Questions board, below.
- 2) All forum members have read-only access to this board. No posting permitted here.

C. Questions

- 1) Users can create Topics on this board with any questions related to using the GPCO Forum.
- 2) All forum members may view and post to this board.

10.06 Committees and Working Groups

A. 2017 Annual Meeting Workgroup

- 1) Planning the agenda for the 2017 State Meeting for the Green Party of Colorado
- 2) Discussion is needed as to whether this board should be transparent to all Forum Members. If so, the forum needs to be revised to allow all GPoC members to view posts in this folder.

B. Outreach Committee

- 1) Discussion area for the Outreach Committee.
- 2) This Committee Board can currently be viewed by Council Members, but is closed to the public. Only Members of this Committee may post to this board. Discussion is needed as to whether this board should be transparent to all Forum Members. If so, the forum needs to be revised to allow all GPoC members to view posts in this folder.

C. Fundraising Committee

- 1) Discussion area for the Fundraising Committee.
- 2) This Committee Board can currently be viewed by Council Members, but is closed to the public. Only Members of this Committee may post to this board. Discussion is needed as to whether this board should be transparent to all Forum Members. If so, the forum needs to be revised to allow all GPoC members to view posts in this folder.

D. Restructuring the State Party

- 1) Discussion area for the Restructuring Task Force.
- 2) This Committee Board can currently be viewed by Council Members, but is closed to the public. Only Members of this Committee may post to this board. Discussion is needed as to whether this board should be transparent to all Forum Members. If so, the forum needs to be revised to allow all GPoC members to view posts in this folder.

E. Website Committee

- 1) Discussion area for the Website Committee.
- 2) This Committee Board can currently be viewed by Council Members, but is closed to the public. Only Members of this Committee may post to this board. Discussion is needed as to whether this board should be transparent to all Forum Members. If so, the forum needs to be revised to allow all GPoC members to view posts in this folder.

F. Retired Boards (folders)

- 1) A holding place for retired boards, for historical reference, etc.
- 2) Discussion is needed as to whether this board should be transparent to all Forum Members. If so, the forum needs to be revised to allow all GPoC members to view posts in this folder.

G. 20xx Annual Meeting Workgroup

- 1) A workgroup should be appointed for each annual meeting
- 2) A new folder should be set up for each year's annual meeting workgroup
- 3) Discussion is needed as to whether this board should be transparent to all Forum Members. If so, the forum needs to be revised to allow all GPoC members to view posts in this folder.

XI. Representation of GPoC at Other Organization's Meetings

11.01 Members of the GPoC may informally represent the GPoC at other organizations' meetings for the purposes of gathering information and exploring the possibilities for cooperation, without obtaining prior approval by the GPoC.

11.02 No one can represent the GPoC at other organizations' meetings for the purpose of making decisions that result in the commitment of GPoC resources or imply GPoC endorsement without prior approval of the GPoC Council or a state meeting of the GPoC.

XII. Vacancies

12.01 The GPoC co-chairs, after conferring together, can make a "good until challenged appointment" of a volunteer for a vacancy to any of the following positions: coalition representative; meeting facilitator or council facilitator; meeting agenda collector; press relations director; representative to a GPUS committee, other than the GPUS-CC; web master; archivist; state phone line minder, or any other no decision-making position, with the following stipulations:

- A. Notice will be given to the online GPoC Council within five days of the appointment, with a resume of the volunteer's qualifications to fill that position;
- B. The appointed representative will provide to the GPoC Council reports of work in their position at least every two months or at intervals specified in a description of their position;
- C. The appointed representative will seek input from the GPoC Council related to their position at least every two months or at intervals specified in a description of their position;
- D. The appointed representative will provide to the GPoC co-chair at least two weeks' notice of their intent to resign their position.
- E. If any GPoC Council representative challenges an appointment, the appointment will be withdrawn and submitted to the council for a yes or no vote.

- F. An appointee to any of these positions shall have a sunset review of their appointment by the GPoC Council by the membership at the next Annual Meeting and thereafter at every odd-year state meeting.
- G. A GPoC co-chair can terminate an appointment at any time. Any such termination can be reconsidered by the Council and shall be subject to confirmation by membership at the next annual meeting.

12.02 The Archivist shall be responsible for maintaining paper copies of the archived historical records of the Green Party of Colorado in coordination with the Secretary.

- A. Those records include: current GPoC Bylaws, Rules, Policies & Procedures, and Platform; minutes of all state meetings and nominating conventions; records of proposals that have been approved by the Council; copies of all reports made to the GPoC; copies of letters sent on behalf of the GPoC; copies of all reports filed with the Secretary of State and other government agencies; and any other documents designated by the Green Party of Colorado.
- B. The Archivist shall be responsible for obtaining these documents, which can be compiled from emailed reports filed with the GPoC Council. These archives shall be passed from one Archivist to the next.
- C. The Archivist shall make an annual report of their activities to the GPoC Council.

XIII. National Elections

13.01 Determining the GPoC Presidential slate and Apportioning Delegates - The procedure to select a Presidential slate for the GPUS Nominating Convention will be determined by executing in order the steps contained in this section.

13.02 Procedure for selecting a Presidential slate.

- A. At the State Meeting, nominations for Presidential candidates will be taken from the floor. Only council representatives selected by their Locals and Representatives At Large may place a name in nomination. A nomination does not require a second. Choices like "no candidate", "uncommitted", etc. may also be nominated.
- B. All nominations will be displayed.
- C. When all nominations are in, the first round of voting will occur.
- D. A round of voting is completed by executing the steps of the *Procedure for selecting a Presidential slate* in order.

- 1) The facilitator will take a "sense of the convention" (a non-debatable, straw vote) that will determine if speeches will be allowed at this point. If allowed, each nominator will be permitted to speak on behalf of the nomination, and this will be followed by a period of discussion open only to delegates. A time limit shall be established for the speeches.
 - 2) The facilitator will call for the vote. Representatives will publicly declare their choice.
 - 3) The results of the ballot will be visibly posted.
 - 4) Any candidate or choice getting less than the "threshold percentage" in votes is eliminated. The threshold is given by the formula "threshold percentage" = $(1 / \text{number of delegates allocated by the GPUS to the GPoC}) * 100$.
 - 5) If no candidate or choice gets the required percentage of the votes cast, and two or less votes have been taken, another round of voting is required.
- E. If no candidate or choice gets the required percentage of the votes cast and no candidate or choice is eliminated in the third and later rounds of voting, the convention must vote (a non-debatable, procedural vote) after each round to have an additional round of voting.
- F. Any subsequent rounds of voting will use the steps in the *Procedure for selecting a Presidential slate* of these Rules.
- G. When closure of voting occurs, the final vote results will become the GPoC Presidential slate.
- 13.03 Procedure for apportioning the Presidential slate delegates.
- A. The final vote results will be converted to percentages of total votes cast and each of the surviving choices and candidates will have the appropriate percentage assigned to them.
 - B. The number of delegates assigned to a choice or candidate is given by the formula $ND = CAP * DC$, where: ND is the "Number of Delegates assigned to a choice or candidate" CAP is the "Candidate's assigned percentage", which is derived per the preceding paragraph. DC is the "Number of delegates and proxy votes in attendance at the nominating convention vote"
 - C. The "ND" will be rounded with any fraction less than .50 reduced to .0, and any fraction equal or greater than .50 increased to 1.0.
 - D. For all candidates and choices, the number of assigned delegates ("ND") will be totaled.
 - E. Any unaccounted-for delegate will be assigned "uncommitted".
 - F. If the total number of assigned delegates exceeds the number allocated by the GPUS, each candidates' and choices' "ND" will be truncated with any fraction reduced to .0.

13.04 Delegation instructions at the GPUS Nominating Convention

- A. When the delegates are chosen, their votes on the floor of the GPUS Nominating Convention will be assigned and bound through the first ballot for the Presidential Candidate of the GPUS with the exception of the uncommitted delegates. Only if a candidate withdraws his or her name from nomination will a delegate be released from binding early.
 - B. The number of delegates on the floor of the convention should be apportioned per the preceding paragraph.
 - C. A delegation coordinator will be chosen by the delegates, and will be responsible for these provisions.
 - D. On all subsequent ballots after the first, the delegates are released from any binding direction for voting.
- 13.05 The GPoC, in official statements, website postings, etc. will support the nominated GPUS Presidential and Vice-Presidential candidates. These candidates are placed on the General Election ballot by the GPUS.
- 13.06 The GPoC will select at the State Meeting the required number of Presidential electors for the Nominating Convention.

XIV. Netiquette (GPOC On-Line Code of Conduct)

January 27, 2012 01:42:17 PM

- 14.01 About this document. It is common for online communities to have guidelines that describe what communication is appropriate for the community. This document is often called netiquette. This document covers basic communication rules that will help us communicate as effectively as possible. In most cases, these rules will be self enforced. In extreme circumstances of misconduct, moderators may step in to remove posts or even ban repeat offenders. Let's hope it doesn't come to this. Please do your part and be aware of this forum's netiquette. Then again, we all make mistakes. The purpose of this document is not to impose a set of rules that we are all afraid of breaking. The purpose of this document is to create some basic expectations that will allow productive communication.

A. The Basics

"Be excellent to each other"

- Bill and Ted's Excellent Adventure

Consider the three doors that charitable speech must pass through.

The first gatekeeper asks: "Is it true?"

The second gatekeeper asks: "Is it helpful?"

The third gatekeeper asks: "Is it kind?"

(adapted from the writings of Krishnamurti by James Martin)

- 1) Listen
- 2) Take a deep breath and calm your emotions before replying.
- 3) Focus on the content of the issue; do not abuse the messenger.
- 4) Personal and ad hominem attacks (using a person's character, characteristics, or associations as a verbal weapon) are to be strictly avoided.
- 5) Refrain from using ALL CAPS (shouting), profanity, belittling, accusations, and threats.
- 6) Eliminate sarcasm whenever possible. In emotional situations, wait a bit to clear your mind, then re-read your composition and make a sincere, conscious effort to clear your message of charged words.
- 7) Stay on topic! Too many tangents will add to the confusion.
- 8) Give praise when it is due.

14.02 The Specifics

- A. Know where to post. When creating a new topic, make sure that it is under the appropriate board. Boards allow topics to be organized in a meaningful way. When in doubt, use your best judgment. If you post to the wrong place, your post may be moved by a moderator. This is no big deal.
- B. Don't hijack existing topics. If you have something new to say, create a new topic. Topics have a tendency to get off track. When in doubt, look at the title of the topic and see if your post fits. Moderators have the ability to split a single topic. If a topic has gotten off track or turned into something entirely different, notify a moderator so it can be split.
- C. Use proper spelling and grammar. It is best to use unabbreviated English; an example to avoid is "i HV not been 2 ur house B4."
- D. Always read your post before sending. This is to check for grammar and spelling errors and to make sure you are saying what you want to say. Many people will be taking the time to read your post. Please be courteous to them and read what you write before you post.
- E. Keep it non-commercial. Talking about companies and organizations is allowed when it fits within the purpose of the forum and is posted in the appropriate area. What is not allowed is advertising and self promotion when it does not pertain to this forum. When it is okay: "The organization I work for is hosting a panel on the impacts of mining in Colorado." What is not okay: "I am a dentist looking for new patients."

- F. Be respectful of privacy. Do not copy information from this forum and post it outside of this forum. Do not post things to this forum that violate other's privacy. For example, don't post a private email to this forum without the consent of all parties. Do not assume that this forum is secure. Avoid posting extra-sensitive information to this forum.
- G. Be civil. Treat others with consideration and respect. It is okay to disagree. Remember to deliberate about the topic of discussion instead of arguing about personalities. When others don't follow this rule, take the high road. Forgive and forget.
- H. Personal attacks will not be tolerated. Report personal attacks for moderation. Do not allow personal attacks to escalate.
- I. Apologize when it is necessary. (from <http://en.wikipedia.org/wiki/Wikipedia:Civility>)
 - 1) Disputes, and even misunderstandings, can lead to situations in which one party feels injured by the other. The apology is a form of ritual exchange between both parties, where words are said that allow reconciliation. For some people, it may be crucial to receive an apology from those who have offended them. Demanding an apology is almost never helpful and often inflames the situation further, though a polite, good faith request for an apology may be acceptable. Offering an apology is even better, and can be a key to resolving conflict. An apology provides the opportunity for a fresh start, and can clear the air when one person's perceived incivility has offended another.

14.03 RESOURCES

A. Additional Netiquette Resources:

The following are a list of helpful online resources concerning netiquette and effective online communication. Please report broken links to the Administrator!

http://www.livinginternet.com/i/ia_nq.htm

<http://www.albion.com/netiquette/corerules.html>

http://www.livinginternet.com/i/ia_nq_send.htm#flame

http://en.wikipedia.org/wiki/Wikipedia:Policies_and_guidelines

<http://en.wikipedia.org/wiki/Wikipedia:Etiquette>

<http://en.wikipedia.org/wiki/Wikipedia:Civility>

http://en.wikipedia.org/wiki/Wikipedia:No_personal_attacks

<http://www.albion.com/netiquette/book/index.html>

<http://tools.ietf.org/html/rfc1855>

XV. Appendix A - The Agreement-seeking Process

15.01 Roles:

A. Facilitator, Co-facilitator

- 1) People who see to it that the meeting goes well.
- 2) Involved with, but do not control, planning, agenda.
- 3) Main job is the actual running of the meeting.
- 4) Serve at the will of the group, can be removed or replaced by 3/4 vote of the group.
- 5) Generally, do not present or argue for proposals, step aside temporarily if necessary, to act as a participant.
- 6) Co-facilitator supports current facilitator as needed.
- 7) Swaps roles at appropriate times.

B. * Minute taker

- 1) Keeps a record of all decisions made during the meeting.
- 2) Prepares and distributes to meeting participants soon after the meeting.
- 3) May keep track of other information about the meeting as desired.
- 4) Keeps track of items tabled or to be considered later.

C. Timekeeper

- 1) Keeps meeting on time
- 2) Assists in gathering participants after breaks, keeps track of time expired on an agenda item, warns participant when time is almost up, informs facilitator when time expired.
- 3) May be done by separate person or co-facilitator.
- 4) Best if not an active participant in the meeting.

D. Agenda Planner

- 1) Keeps track of agenda items for next meeting or future meetings.
- 2) Acts as focal point for agenda item gathering for next meeting.
- 3) Works with Council and Facilitators in preparing agenda for a meeting.

15.02 Process:

A. Process Summary: Introduce a proposal, discuss and amend it, decide to do it or not by testing consensus, voting if necessary.

- 1) A proposal is presented, sponsored by one or more members. The initial proposal can be sketchy, to see if the group is interested. If group does not support the proposal, it goes no further. If it reaches the discussion stage, the proposal should be complete, with background, details of implementation, resources needed, schedule for implementation, etc. For simple proposals, of course not all of this is needed and it may be possible to do all three stages at one meeting.
 - a) For major proposals, the proposal goes through 3 stages.

- i The first stage is to briefly introduce the proposal and see if there is support to continue, if not, it is dropped or the author(s) go back and redo to meet major objections. Only a few minutes is used at this stage to hear the proposal, get clarifying questions and test for support. At the next stage, people should be given a written version of the proposal and study it and come prepared to the next meeting to discuss it.
 - ii The second stage is to discuss the proposal in depth, and, if necessary, consider amendments to improve the proposal. "Friendly" amendments can be accepted by the author with no other action needed. "Unfriendly" amendments require a vote of the members to make the change. This process may take some time and multiple meetings for big proposals.
 - iii Stage three: When the discussion and amendments are finished, the facilitator then has the group make a decision. For important proposals, it may be best to have the decision made at the next meeting to make sure everyone has time to consider the discussion and changes fully.
- 2) Discussion
- a) Facilitator shall designate a maximum speaking time (typically about 45 seconds) for each person in the "stack" described below.
 - b) For each motion, report or agenda item, facilitators will keep a 'stack' of participants wishing to speak in order. Participants who have not yet spoken are given priority to speak ahead of members who are on stack for a repeat turn; members who have had fewer turns speaking are given priority ahead of members who have had more turns.
 - c) Meeting participants must be recognized by a facilitator to speak, except that they may briefly request to be put on a stack for a turn to speak, or to request making a 'point of information' out of order that must be very brief. Points of information should be factual points to clarify a subject and with the intention of reducing subsequent unnecessary discussion resulting from misinformation, not a statement of opinion, which should instead be reserved for a turn to speak on the stack.
 - d) Facilitators recognize and confirm requests to be placed on the stack. Facilitators will decide when to recognize and allow point of information statements.
 - e) Facilitators may interrupt speakers to require that a speaker remain on topic, to acknowledge a request to be on stack, or for other procedural purposes. Participants accept that interruption by facilitators is necessary to keep the meeting moving, and should pause to let the facilitator speak when interrupted.

- f) Speakers recognized by a facilitator are considered to 'have the floor' until they return the floor to a facilitator, or until a facilitator interrupts them, or until their speaking time has expired. After a facilitator interrupts a speaker for procedural reasons, they will return the floor to that speaker.
 - g) Participants should not interrupt other speaking members except to make stack or point of information requests through the facilitators. Participants should refrain from making continued responses to speakers' statements and should reserve their responses for their next turn on the stack. Participants should refrain from excessive uses of points of information that disrupt a speaker's turn on the floor.
 - h) Speakers must remain on topic to the motion, report or agenda item under discussion
 - i) When speakers have the floor, they may request permission from the facilitator to address a question to another person without losing their time to speak. If the facilitator determines that the question can be quickly and briefly answered, the facilitator will address the question to the other member for an answer and then return the floor to the original speaker.
 - j) Participants should indicate to the facilitator when they are done speaking their turn.
- 3) The decision. When the members are ready, or when out of time, the facilitator restates the proposal as amended, and then asks if there are any BLOCKING concerns. Optionally, the facilitator can ask for all those in favor to show their hands, and then ask for blocks.
- a) Blocking - explanation
 - i) **Groups that require unanimity** allow individual participants the option of blocking a group decision. This provision motivates a group to make sure that all group members consent to any new proposal before it is adopted. Proper guidelines for the use of this option, however, are important. The ethics of using a block encourage participants to place the good of the whole group above their own individual preferences. When there is potential for a group decision to be blocked, both the group and any dissenters in the group are encouraged to collaborate until agreement can be reached. Simply vetoing a decision is not considered a responsible use of blocking. Some common guidelines for the use of blocking include:
 - Limiting the option to block to issues that are fundamental to the group's mission or potentially disastrous to the group.
 - Providing an option for those who do not support a proposal to "stand aside" rather than block.
 - Requiring two or more people to block for a proposal to be put aside.

- Require the blocking party to supply an alternative proposal or a process for generating one.
 - Limiting each person's option to block to a handful of times in one's life.
- b) Blocking – GPoC rule:
- i The GPoC attempts to achieve consensus, but does not require unanimity.
 - ii Blocking may only be used after full discussion has completed. It may not be used to stop discussion.
 - iii Blocking may only be used to block forming consensus on issues that are fundamental to the group's mission or potentially disastrous to the group.
 - iv Blocking may only be used if the group agrees, by vote, that a 100% consensus is needed on the proposal.
- c) If there are (only voting members or delegates can block or stand-aside), people state their concerns, and then look for amendments or clarifications that would remove the block.
- d) If there are then no blocks, ask for STAND-ASIDES, and record the names of those who wish to stand-aside. This means that the person doesn't object to other people carrying out the proposal, but won't take part in it. For instance, if it has to do with the planning of a meal with meat, and the person is strict vegetarian. If there are only a few stand-asides or none, the facilitator states that we have consensus, the proposal is agreed upon and we move on. If desired the facilitator can ask agree we have consensus to stand or raise a hand or indicate it in some other way to verify that consensus has been reached. This should not be necessary in a group that is experienced in the agreement-seeking process.
- e) If blocks remain or there are too many stand-asides (more than one or two or 10% of a large group), and the item cannot be sent to committee for further work and later consideration or tabled, we then move to a vote on the issue.
- f) At the beginning of a meeting, we need to know who the voting members are and what the total number is in order to determine the percentage of votes needed to pass. In larger groups it's good to have a voting card to hold up when votes are taken.
- g) The facilitator asks for those in favor of the proposal to hold up their hands (or cards) and has 2 other non-voting people (when possible) count the votes.
- h) Same for those opposed
- i) Same for those that wish to abstain.
- j) The votes are recorded, and if the vote is at the right threshold (abstentions are not counted), the proposal is passed. The vote threshold is defined in the *Voting Thresholds* section of the Bylaws.

- k) The facilitator then announces the vote and whether the proposal passed or failed.
- 4) For some items, the next step is to determine how and when the proposal will be acted on.

Approved date _____ , by _____ Colorado