



Bylaws and Rules of the Southern New Jersey Libertarians

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BYLAWS

A. PREAMBLE:

- a. **NAME:** The name of this association shall be the Southern New Jersey Libertarians, hereinafter referred to as "SJLP," and the association shall be incorporated under Title 15A of the laws of the State of New Jersey. The SJLP is a membership corporation without capital stock and is incorporated for liability purposes. The SJLP is part and parcel of the New Jersey Libertarian Party (NJLP).
- b. **PURPOSE:** The purpose of the SJLP is to organize the means for promoting Libertarian ideas and institutions in the counties of Southern New Jersey which include and are limited to: Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Ocean, and Salem counties.

Specifically, the SJLP is a political organization organized and operated primarily for the purpose of achieving or otherwise influencing the selection, nomination, election, or appointment of Libertarian candidates to federal, state, county, municipal, or regional public or political office; the election of Presidential and Vice-Presidential electors; and the passage or defeat of public questions.

B. STATEMENT OF PRINCIPLES AND PLATFORM

The Statement of Principles of SJLP mirrors that of the NJLP's Statement of Principles as set forth in its bylaws. In the event that there are any changes to the NJLP Statement of Principles, the SJLP reserves the right to make any changes to its Statement of Principles.

- C. MEMBERSHIP:** Membership is open to anyone who resides in at least one of the New Jersey counties listed above in Section A(b) and is a dues-paying member of the New Jersey Libertarian Party. However, any general monthly meeting is open to any persons who are interested in becoming a member of the NJLP and/or has been invited by the SJLP to speak to the membership or provide a service to the SJLP.

D. MEETINGS AND COMMITTEES:

- a. Meetings:

- i. **General Meetings**

1. General meetings shall be conducted on the first Thursday of the month at a location chosen by the Chair. This location shall be chosen with the convenience of the Board and general membership in mind. Furthermore, this location shall be situated in one of the counties delineated in Section A(b).
 2. General Meetings are open to all SJLP members and any persons who are interested in becoming a member of the SJLP and/or has been invited by the SJLP to speak to the membership or provide a service to the SJLP.
 3. Full authority shall be vested in every General Meeting.

4. General meetings shall be conducted at a minimum every January, April, July, and October.
5. The Chair has the authority to call for a general meeting, provided that notice of at least 14 days is given to all relevant parties.
6. All official business shall be addressed at the beginning of each general meeting, with any remaining agenda items to be discussed and events held thereafter.

ii. **Regional Board Meetings:**

1. Regional Board meetings shall take place on the first Thursday of each month that is not designated as a general meeting month, at a location chosen by the Chair. The chosen location should prioritize the convenience of Board members and the general membership. Furthermore, the location should be situated within one of the counties specified in Section A(b)
2. Regional Board meetings shall be convened at least six times per year, with the schedule and frequency determined by the Chair provided that notice of at least 14 days is given to all relevant parties.
3. The Chair has the authority to call for a regional board meeting, provided that notice of at least 14 days is given to all relevant parties.
4. Any member may attend a Regional Board Meeting, but only board members will be able to vote

iii. **Ancillary Meetings:**

1. Any Ancillary meetings may be called by the Chair *or* any Board member plus 3 SJLP members. This location shall be chosen with the convenience of the Board and general membership in mind. Furthermore, this location shall be situated in one of the counties delineated in A(b).
 2. Ancillary Meetings are only open to members of the SJLP.
- b. At least seven (7) days written notice shall be given for any General Meeting and ten (10) days for any Ancillary Meeting unless exigent circumstances exist. If an exigent circumstance does exist, the Chair shall have the authority to determine the appropriate amount of notice.
 - c. There shall be no limit to how many meetings take place so long as the requirements of Section D(b) are satisfied unless the majority of the Board believes the proposed meetings are redundant or are not within the scope or purpose of the SJLP.
 - d. A Board Member may designate in writing or by e-mail an alternative for a meeting that said Board Member cannot attend. This designee shall count toward the quorum.
 - e. Openness Policy: All SJLP meetings are open to all NJLP members, and such attendees may offer their comments on business of the meeting, if time permits.
 - i. On rare occasions when a meeting must deal with confidential matters, part of a meeting may be closed to non-members. These exclusive meetings may be called by a Member or Officer, but the Chair must give consent

- ii. Any board member, with the consent of the Chair, can call an Executive Session in which only Board members can attend. The Chair shall determine whether said session shall be on the record.
- iii. Members excluded from any aforementioned exclusive or executive meetings shall be provided with an explanation for the meeting, and the remaining meeting participants will provide a summary of actions decided to those excluded after the executive session is concluded if deemed proper by the Chair.

E. Bylaws Committee

The Bylaws Committee shall consider proposals for amendments to the Bylaws and report to the membership at General Meetings. The Chair of this Committee shall be chosen by the members of the Committee. Any member who is absent for three (3) consecutive meetings shall be dropped from the Committee. Meetings may be held by teleconference or videoconference, and the Committee shall have the power to adopt Special Rules of Order and Standing Rules to facilitate the conduct of business by teleconference or videoconference. Agenda preference at General Meetings is to be given proposals that have been considered by the Bylaws Committee.

F. OFFICERS:

- a. Sections 11(c) through (e) of the Bylaws and Rules of the New Jersey Libertarian Party pertaining to "Regional Organizations" and their Composition, Selection of Candidates, Selection of Officers, Meetings, and Powers are incorporated herein.
- b. The SJLP Board shall consist of the following Officer positions:
 - i. Chair, Vice Chair, VP of Membership, Secretary, Treasurer, the Representative to the State Board, and the Representatives from the County organizations (if any exist). In addition, officers shall be: VP of Public Relations, VP of Political Affairs, VP of Programs. Under the VP of Membership is the VP of Candidate Outreach (tasked with helping county committees find and train potential candidates for office).
 - ii. The Chair and Regional Representative to the State shall serve for a term to expire at the conclusion of the next State Convention or when their successors are elected.
 - iii. All other Positions shall not have a term limit and shall be chosen by a majority of the Board.
 - iv. Any member of the SJLP eighteen years of age or older may be elected an Officer.
 - v. Apart from the Regional Representative, no member of the Southern Regional Board shall be permitted to serve on the State Board or any Countee Committee.
 - vi. Unless exigent circumstances occur, no person shall serve as the Regional Chair or Vice-Chair unless they have been a member of the NJLP for at least one (1) year at the time of the Convention.
 - vii. At the State Convention, if both the outgoing Chair and outgoing Vice-Chair run for the office of Chair, an ad hoc Chair shall be elected by the members of the Region at the Convention and shall serve in that capacity until the vote is tallied and a winner is determined.

c. Roles of Officers:

- i. Chair: The Chair shall preside over all SJLP meetings; be a general spokesperson for the SJLP; execute all resolutions by the Board and General Meetings; create and appoint standing and special committees.
 - ii. Vice Chair: The Vice Chair shall support the Chair, and in the event that the Chair cannot attend a scheduled meeting, serve as Chair for that meeting only.
 - iii. Secretary: The Secretary shall maintain, record, and report minutes of all meetings, carry out other duties as directed by the Chair; and assume the duties of the Chair if that person and the Regional Representative are both unavailable.
 - iv. Treasurer: The Treasurer shall maintain and make available proper financial records and report them to all meetings; prepare and submit any government or other financial or tax reports as required; and prepare and mail renewal notices.
 - v. Vice Chair of Membership: The Vice Chair of Membership shall be responsible for new member and prospect outreach, college outreach, member retention, Members e-list (and its moderator), Announce e-list (and its moderator), Activists e-list (and its moderator), and regional e-lists. They will also work with their analogs at the State and County levels.
 - vi. VP PROGRAMS: The VP Programs has overall responsibility for developing educational and outreach programs designed to educate the public to libertarian ideas and the Libertarian Party. They will also work to find tabling outreach events, and to develop County Officers to do the same.
 - vii. Regional Representative: The Region Representative is a member of the State Board and the Southern Regional Board. They are expected to attend State Board meetings to give reports on the activity of the county they represent. They are also required to attend Regional Board meetings. They will deliver a report on the previous State Board Meeting. If they cannot attend a regional meeting, they must submit, in writing, to deliver a report of the State Board to the Regional Board.
 - viii. VP Public Relations: The VP of Public Relations has overall responsibility for promoting the Party and its activities to the media and the general public. The VP will create an annual strategic plan for marketing for review by the State Board. They will work with the County Committees to promote their activities within the Regions. They will also develop a system to write Press Releases and disseminate them to media outlets in the Region.
- d. All SJLP officers shall be NJLP members.
- e. A 2/3 vote at any General Meeting may remove any person from office in the SJLP, provided that notice of consideration of the removal of that person from office was included in the written notice of the General Meeting. If, however, the Chair feels it is necessary and proper to schedule an Ancillary Meeting to address/vote on a Removal of an Officer, they may schedule it pursuant to the notice requirements of Section D(b) and the geographical requirement set forth in Section D(a)(i)(l) and D(a)(ii)(l).

- a. In the event an Officer of the SJLP is temporarily or indefinitely unable to serve in his/her official capacities with the SJLP, an Ancillary or General Meeting shall be called to vote on his/her temporary replacement. The replacement will require a 2/3 vote.

G. AFFILIATIONS:

- a. The SJLP shall be affiliated with the New Jersey Libertarian Party.
- b. Any officer or SJLP official shall be deemed to have resigned if he or she is a candidate for office representing any political group other than the Libertarian Party in a partisan election.
- c. All candidates must be NJLP members in good standing and run under the designation of "Libertarian Party" in partisan elections. The NJLP Secretary shall provide written certification to pertinent election officials that approved SJLP candidates are authorized to run under that designation.
- d. Except as provided in this section, the SJLP has no affiliation with any organization designating itself as a Libertarian Party of a particular county or counties or of a particular municipality or municipalities. The SJLP, however, may otherwise transact business with such parties consistent with its Purpose set forth in Section A(b).

H. IMPLEMENTATION

- a. The SJLP Board shall have the authority to adopt rules to implement these Bylaws and the Certificate of Incorporation. Such rules may be adopted, amended, or abolished by any General Meeting.
- b. Except as otherwise provided in the Bylaws and the Certificate of Incorporation, the current edition of *Robert's Rules of Order* should govern all SJLP meetings to the greatest extent possible.

I. QUORUM

- a. Unless otherwise specified, a majority of the members of any SJLP committee or board constitute a quorum for that committee or board.
- b. A quorum for any Meeting shall be 5 SJLP members, including Board members.

J. VOTE

- a. Unless otherwise specified, the number of votes required (such as two-thirds, majority, *etc.*) to carry a motion is determined by those voting with abstentions not counted.

K. AMENDMENTS

- a. These Bylaws may be amended by a two-thirds vote at any meeting provided notice of the proposed amendments has been given in the notice for the meeting.
- b. Except for the Statement of Principles, as defined elsewhere, the SJLP Platform may be amended by a two-thirds vote. Written notice of the modifications proposed must be given to all members in accordance with notice requirements stated elsewhere in these Bylaws. Every attempt should be made to stay as uniform as possible with the NJLP's Statement of Principles.
- c. The Certificate of Incorporation may be amended by 2/3 vote of the entire membership at any General Meeting.
- d. Written notice of the proposed amendments to these Bylaws, the Statement of Principles, or the SJLP Platform planks shall include the proposed text deletions, insertions, and additions.
- e. Any Business Rule noted below may be suspended, rescinded, or amended by a majority vote of a body that is larger than the body that adopted it. Any Business Rule may be suspended, rescinded, or amended by a two-thirds (2/3) vote of the body that adopted it. No Business Rule may be suspended, rescinded, or amended by a body that is smaller than the body that adopted it.
- f. Amendments of any Business Rule causes that Rule to become adopted by the amending body.

L. DISSOLUTION

The Board has the authority to propose to dissolve the SJLP and following such proposal to present to the membership a plan of dissolution in accordance with Title 15A of the laws of the State of New Jersey. Such a presentation shall be made at a General Meeting.

M. RATIFICATION

- a. These Bylaws shall take effect immediately upon approval by 2/3 vote. Additional resolutions can be made to allow clerical adjustments.

Resolved, that the SJLP Secretary be authorized to correct article and section designations, punctuation, and cross-references and to make such other technical changes as may be necessary to reflect the intent of the SJLP in connection with any amendments.

Certified by _____ SJLP Secretary, on this

day ____ of _____, 2018

Signature of SJLP Secretary, Michael Rufo

Note: Jay Edgar made formatting changes that included the renumber of paragraphs to a version of this bylaws that was provided to him on 4/13/2023. The current secretary shall be asked to compare the versions.

Business Rules A.

FISCAL POLICY

a. SJLP Expense Reimbursement Policy:

- i. The NJLP will reimburse the reasonable and necessary expenses of its members when they undertake activities authorized by the Board, or a General Meeting. Expenses must be documented.
- ii. Minor expenses not exceeding \$100.00 may be authorized by the Chair. All other expenses must be approved a majority of the Board. iii. Examples of reasonable and necessary expenses include the following items:
 1. Photocopying, printing, tolls, postage, parking, phone calls, and faxes.
 2. Mileage: per Federal rate at the time the expense is made.
 3. Meals: up to \$10 per person for lunch and breakfast, \$20 for dinner.
- iv. Examples of items *not* nonnally reimbursed include (coverage for the following may be granted for some of the items on a case by case basis through prior review and approval):
 1. Auto fuel: already included in the standard mileage allowance.
 2. Insurance (auto and personal liability), parking tickets and other violations are the responsibility of the individual.
 3. Time: "volunteer" is assumed, unless prior agreement is made.
 4. Car rental.
 5. Alcoholic beverages.
 6. Legal expenses.
 7. Political campaign expenses: campaign expenses must pay for these, not SJLP General Funds.
 8. Committee meeting expenses: National LP and NJLP Convention charges, meals, and travel costs are covered by the individual member.

The reimbursement policy should not be interpreted as requiring SJLP volunteers to submit their expenses for reimbursement.

