



## Regional Chapter Policies

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## **ARTICLE I: NAME, MISSION STATEMENT, AND PRINCIPLES**

### **1. Name**

The name of the chapter is **[name]** (hereinafter referred to as “the chapter”).

### **2. Mission Statement**

The following is the Mission Statement of Our Revolution National:

*Our Revolution will reclaim democracy for the working people of our country by harnessing the transformative energy of the “political revolution.” Through supporting a new generation of progressive leaders, empowering millions to fight for progressive change and elevating the political consciousness, Our Revolution will transform American politics to make our political and economic systems once again responsive to the needs of working families.*

*Our Revolution has three intertwined goals: to revitalize American democracy, empower progressive leaders and elevate the political consciousness.*

### **3. Organizing Principles**

The chapter shall organize behind a progressive platform derived from the Mission Statement and issue positions of Our Revolution National, and in recognition of the following principles:

- That any just and ethical platform requires a philosophy of nonviolence and a firm basis in human rights and equality;
- That all instances of injustice are rooted in the same framework of oppression, and any resolutions must be intersectional to be effective;
- That many who commit injustice are also victims, and that seeking to resolve oppression achieves far more than attacking the oppressors;
- That collaboration and inclusion are always more effective tools than division and exclusion;
- That achieving our goals involves both working within existing power structures and organizing outside of them.

## **ARTICLE II: ARIZONA COALITION**

### **1. Intent To Participate**

- 1.1.** It is the intention of the chapter to participate with and/or assist in the creation of other Our Revolution chapters in an effort to form a collaborative organization (hereinafter referred to as “the Arizona Coalition”) capable of operation within every district and territory within the state of Arizona.
- 1.2.** It is the intention of the chapter to assist the Arizona Coalition with incorporation as a central 501(c)(4) organization, with the chapter and other recognized chapters participating as affiliate groups subordinate to the Arizona Coalition.

- 1.3. As a participating chapter of the Arizona Coalition, the chapter shall operate as a social welfare organization within the meaning of Section 501(c)(4) of the Internal Revenue Code and as described within any Arizona Coalition Bylaws, resolutions, or organizational documents approved by the State Committee or State Board of the Arizona Coalition.

## 2. Chapter Hierarchy

- 2.1. Recognized chapters of the Arizona Coalition may operate as Regional Chapters, Local Chapters, or Campus Clubs. The number of Regional Chapters shall be limited to one per region as defined by the Arizona Coalition. The number of Local Chapters shall not be limited, although the Arizona Coalition may require each Local Chapter to work within a defined city, district, or territory. There shall be no more than one Campus Club per college or university. Definitions of regions and territories shall be contained within the Arizona Coalition *Guide To Territory*.
- 2.2. Regional Chapters shall operate as the parent group of any Campus Clubs and Local Chapters active within that region. To be recognized by the Arizona Coalition, a Regional Chapter must: (a) conduct official monthly meetings as detailed in Article IV; (b) have at least fifty members living within the defined region who have registered via a standardized and accessible registration process; (c) adopt the most current version of the *Regional Chapter Policies* utilized by the Arizona Coalition.
- 2.3. Local Chapters shall operate as sub-groups of any recognized Regional Chapters operating within that region. To be recognized by the Arizona Coalition, a Local Chapter must: (a) conduct official monthly meetings as detailed in Article IV; (b) have at least ten members living within a defined local area who have registered via a standardized and accessible registration process; and (c) adopt the most current version of the *Local Chapter Policies* utilized by the Arizona Coalition.
- 2.4. Campus Clubs shall operate as sub-groups of any Local and/or Regional Chapters operating within that territory or region. To be recognized by the Arizona Coalition, a Campus Club must: (a) gain recognition by a college or university as an official club; (b) conduct monthly campus meetings; (c) have at least ten student members who have registered via a standardized and accessible registration process; and (d) adopt the most current version of the *Campus Club Policies* utilized by the Arizona Coalition.
- 2.5. It is the intention of the chapter to become a recognized **Regional Chapter** of the Arizona Coalition.

## 3. State Committee

Until a permanent State Board is formed, or in the event the elected State Board cannot function as a governing body, the Arizona Coalition shall be governed by a State Committee consisting of one representative from each recognized Regional Chapter. If the State Committee is in operation at the time the Regional Chapter achieves recognized status, the Chief Operating Officer of the chapter shall be appointed to serve on the State Committee, or shall appoint a qualified member to serve in their stead. The purpose of the State Committee is to: (a) oversee collaboration between recognized chapters; (b) preserve a list of statewide members; (c) create and/or maintain documents to guide chapter and state

organization including a *Local Organizing Manual*, a *Guide to Territory*, and an *Issue Evaluation Questionnaire* for the vetting of candidates and/or elected officials (d) draft and approve Arizona Coalition Bylaws; and (e) oversee the creation of a permanent State Board.

#### **4. Chapter Autonomy**

As long as consistent with these policies, any approved Arizona Coalition Bylaws, and any resolutions or organizational documents approved by the State Committee or State Board of the Arizona Coalition, chapters are autonomous to choose their areas of activity.

### **ARTICLE III: CHAPTER MEMBERS**

#### **1. Membership Requirements**

The chapter may admit members for no consideration or for such consideration as may be determined by the Arizona Coalition and any criteria set forth in these policies. Membership is open to anyone who wishes to become a member who: (a) resides within the state of Arizona on a full or part-time basis; (b) has completed a membership registration process; and (c) has pledged support to the principles of the chapter as stated within any membership forms, Arizona Coalition approved documents, and these policies.

#### **2. Arizona Coalition Parent And Sub-Groups**

If the chapter operates as a sub-group of one or more chapters of the Arizona Coalition, then members of the chapter shall automatically be registered as members of all parent chapters. If the chapter operates as a parent chapter for one or more sub-groups, then members within the stated territory of those sub-groups shall automatically be registered as members of those chapters. All members of the chapter shall automatically be registered as members of the Arizona Coalition and Our Revolution National. Member registration for Local Chapters and Campus Clubs may be managed by the appropriate Regional Chapter.

#### **3. Member Rights**

All members are entitled to full participation in group activities which include, but are not limited to: meetings and debates, joining a committee, running for office, and voting. With respect to member voting, all members shall have the same rights and responsibilities.

#### **4. Non-Discrimination**

The chapter will not discriminate against any member on the basis of their race, color, religion, creed, age, sex, gender identity, gender expression, sexual orientation, place of origin, ancestry, disability, marital status, military status, or socio-economic status.

#### **5. Expulsion**

**5.1.** If any member who has completed their membership registration form using a specific technical platform uses that same platform to unsubscribe from member communications, that member has voluntarily relinquished all membership rights. The member shall be notified that their membership rights have been relinquished and shall be provided instructions to re-register should they desire to do so.

- 5.2.** No member can be involuntarily deprived of membership rights except through disciplinary proceedings. Grounds for expulsion include, but are not limited to: aggression or verbal harassment, misuse of chapter name or resources, or violation of chapter principles. Any member may initiate disciplinary proceedings against any other member by filing a petition for expulsion, which must include an allegation of misconduct and the signatures of no less than five registered members, and must be filed with the appropriate Local or Regional Board Of Directors. In the case that a petition is filed against a Chapter Leader and the permanent State Board of the Arizona Coalition has been formed, then the investigation into the alleged misconduct shall be conducted by the State Board. Otherwise, the investigation shall be conducted by the Regional Board with any members accused of misconduct being recused. A three-fifths majority vote of the appropriate Board Of Directors is required for the expulsion of any member.

## **ARTICLE IV: CHAPTER MEETINGS**

### **1. Meeting Schedule**

The chapter shall conduct and promote official chapter meetings at least once per calendar month. Chapter Leaders shall attempt to ensure a consistent meeting time, day, and venue.

### **2. Agenda And Minutes**

The chapter shall produce an agenda for all official meetings. Meeting minutes shall be taken and kept in a manner which allows all chapter business to be tracked and permanently recorded.

### **3. Quorum**

For member votes at official chapter meetings, one-fourth of all registered members shall constitute a quorum. A minimum of ten registered members including at least one elected Chapter Leader is required to constitute a quorum.

### **4. Meeting Structure**

- 4.1.** All official chapter meetings shall consist of three parts: Part 1: Chapter Business, Part 2: Speakers And/Or Topical Discussion, and Part 3: Committee Work.

- 4.2.** Part 1 of the meeting shall be guided by an appointed Moderator and, unless otherwise specified in these policies, shall be generally conducted according to the rules of parliamentary procedure and as follows:

- Introductions and Quorum - The Moderator shall call roll and/or facilitate group introductions. Using roll call or member sign-in, the Moderator shall determine if a quorum has been reached.
- Announcements and Reports - Chapter Leaders and/or Officers shall make any necessary announcements and report on any ongoing chapter or committee business.

- Old Business - The Moderator or an appointed Secretary shall review the agenda and/or minutes of the previous meeting. Matters under review by the Board Of Directors shall be announced, as well as the result of any votes conducted by the Board since the prior meeting. Any motions pending from previous meetings should be considered at this time.
- New Business - Members can propose new items of business for discussion or introduce motions and/or Member Initiatives. The chapter may require that members intending to introduce new business provide reasonable notice in advance of the meeting to be included on the agenda.

**4.3.** Part 2 of the meeting is optional, shall be tailored to the needs of the chapter, and may vary in structure from meeting to meeting. This part of the meeting may include: topical or issue-based speakers, candidate presentations, moderated or roundtable discussions, forums, or debates. In the case that Part 2 is unnecessary, Parts 1 and 3 can be expanded on the meeting agenda as needed.

**4.4.** Part 3 of the meeting shall consist of chapter members breaking into individual committees or active workgroups. Committee Chairs or acting members shall introduce the committee and its responsibilities to any new committee members before conducting committee business. Committee work at official meetings may include: member training, event planning, strategy sessions, or administrative tasks. The chapter Board Of Directors may also convene during this part of the meeting.

## **5. Combined Meetings**

Multiple chapters may combine meetings and still fulfill meeting criteria for recognition by the Arizona Coalition. To foster growth and development, new or potential Local Chapters shall be encouraged to combine their initial meetings with their Regional Chapter.

## **6. Unofficial Meetings**

So long as the chapter conducts at least one official meeting per calendar month, the chapter may also hold unofficial meetings at which the official meeting structure may not apply. Unofficial meetings may include: affiliate group or coalition meetings, social gatherings, committee work sessions, candidate events, or any gathering conducted for specific purpose as needed.

# **ARTICLE V: CHAPTER LEADERS**

## **1. Number And Kinds Of Chapter Leaders**

- 1.1.** The chapter shall have two elected Directors serving staggered two-year terms, one of which shall serve as Executive Director and the other as Assistant Director.
- 1.2.** In addition to elected Directors, a **Regional Chapter** shall have three elected Board Members serving staggered three-year terms. To ensure the representation of marginalized groups and oppressed communities, elected Chapter Leaders may

appoint up to four additional Board Members to one-year terms by the process described in Article VII, Section 3 of these policies and the *Local Organizing Manual*.

- 1.3. The Executive Director, Assistant Director, and any elected and/or appointed Board Members of the **Regional Chapter** shall constitute the Regional Board Of Directors.
- 1.4. If the chapter's has not yet held its first elections, if no qualified candidates should seek office, or if the current elected body is unable to function as intended, Chapter Leaders may serve in an unelected, interim capacity.

## 2. Responsibilities

2.1. The **Executive Director** is responsible for:

- Facilitating discussion of the focus, strategy, and direction of the chapter;
- Choosing and assuming one Officer role as described in Article VII based on personal strengths and chapter needs;
- Overseeing the performance of all Officers and any individuals with appointed roles and delegated responsibilities;
- Making decisions in matters not otherwise delegated within these policies.

2.2. The **Assistant Director** is responsible for:

- Learning all Executive Director responsibilities and providing guidance and advice to the Executive Director in their actions;
- Choosing and assuming one Officer role not already filled by the Executive Director based on personal strengths and chapter needs;
- Fulfilling all roles of the Executive Director in their absence.

2.3. **Chapter Leaders** are collectively responsible for:

- Ensuring that business is conducted in a way that follows all rules or policies and upholds the rights of all members;
- Resolving member complaints and internal disputes;
- Directly assuming or appointing members to perform the duties of unfilled Officer roles or appointed roles vacated by other members.
- Creating new appointed roles with specific delegated responsibilities as outlined in Article VII, Section 3 and the *Local Organizing Manual*;
- Focusing member efforts on core chapter activities.

## 3. Qualifications

Any Chapter Leader must be a natural person, a full-time Arizona resident eighteen years of age or older, and a member that has attended at least three official chapter meetings.

## 4. Conflicts Of Interest

No person shall serve as a Chapter Leader if they have any direct or indirect personal or financial relationship which would significantly and materially impair their ability to act in the interests of the chapter. Members in elected positions are required to recuse themselves from any action that could be perceived as a conflict of interest. A conflict of interest is

defined as a decision that would benefit the elected member personally and excludes actions that are beneficial to an entire class of individuals.

## **5. Term Lengths**

With the exception of the chapter's first elected leaders, terms of office shall be two calendar years for elected Directors, three calendar years for elected Board Members, and one calendar year for appointed Board Members and all other appointed positions.

## **6. Elections**

- 6.1.** The chapter's first elections shall be conducted no more than six months from the date the chapter becomes a recognized chapter of the Arizona Coalition. Should the chapter's first elections occur on or prior to August 31st of the calendar year, then the remainder of that calendar year shall count as one year toward elected terms of office. Should the chapter's first elections occur after August 31st, then the remainder of that calendar year shall not count toward elected terms of office.
- 6.2.** After the chapter's first elections, standard elections shall be conducted during the final quarter of each calendar year for terms of office beginning the following year.
- 6.3.** Any qualified member wishing to run for an elected position must file a Petition of Candidacy with Chapter Leaders which shall include a statement of no more than 300 words on their qualifications and motivation for seeking office and the signatures of no less than two chapter members who have not already signed petitions for the same elected office.
- 6.4.** All chapter elections shall be conducted as follows:
  - Announcement Of Election - Any chapter election shall be announced at an official meeting and potential candidates notified that Petitions of Candidacy must be submitted no later than the start of the subsequent meeting. Within 72 hours of the meeting's conclusion, the announcement of election and notice to potential candidates shall be publicized to all members via email and/or direct message.
  - Determination Of Candidates And Voting Method - At the subsequent meeting, all outstanding Petitions of Candidacy shall be collected and reviewed for validity. Within 72 hours of the meeting's conclusion, all election details including voting date, voting method, the full names of all candidates, and the content of all valid candidate petitions shall be publicized to all members via email and/or direct message.
  - Member Vote - A member vote shall be conducted. Ties shall be settled by immediate runoff election. All member votes must adhere to the specifications outlined within these policies.
  - Inauguration - In the case of the chapter's first elections or a special election, newly elected leaders are inaugurated and officially begin their terms at the first meeting after the election is conducted. For standard

elections, newly elected leaders are inaugurated and officially begin their terms at the first meeting of the new calendar year.

- 6.5. The first election of the chapter's two Directors shall be conducted with all candidates for Director appearing on a multiple-selection ballot. Each voting chapter member shall receive two votes. The candidate receiving the most votes shall receive the title of Executive Director and a two year term of office, and the candidate receiving the second-most votes shall receive the title of Assistant Director and a one year term of office. Thereafter, as a vacancy occurs each year, a new Director shall be elected to a two-year staggered term. Each newly-elected Director shall receive the title of Assistant Director, while the remaining Director shall either maintain or succeed to the title of Executive Director.
- 6.6. The first election of the chapter's three Board Members shall be conducted with all candidates appearing on a single ballot. Each voting chapter member shall receive three votes. The candidate receiving the most votes shall receive a three year term of office, the candidate receiving the second-most votes shall receive a two year term of office, and the candidate receiving the third-most votes shall receive a one year term of office. Thereafter, as a vacancy occurs each year, a new Board Member shall be elected to a three-year staggered term.

## **7. Recall And Replacement**

- 7.1. Any Chapter Leader, whether elected or appointed, may be subject to recall if negligent in fulfilling the duties of their position. Any member may initiate recall proceedings against a Chapter Leader by filing a recall petition, which must include an allegation of negligence and the signatures of no less than five registered members, and must be filed with the appropriate Regional Board Of Directors. If a permanent State Board of the Arizona Coalition has been formed, then an investigation into the alleged negligence shall be conducted by the State Board. Otherwise the investigation shall be conducted by the appropriate Regional Board with any member accused of negligence being recused. A three-fifths majority vote of the Regional or State Board is required for the recall of any Chapter Leader.
- 7.2. Should the position of an elected Executive Director become vacant by resignation, recall, or expulsion, then the Assistant Director shall succeed to the position of Executive Director for the remainder of the the successor's elected term, and a special election shall be held to fill the position of Assistant Director for the remainder of the departed Director's elected term.
- 7.3. Should the position of an elected Assistant Director or Board Member become vacant by resignation, recall, or expulsion, then a special election shall be held to fill the vacancy for the remainder of the departed leader's elected term.

## **ARTICLE VI: COMMITTEES**

### **1. Names And Kinds Of Standing Committees**

The Standing Committees of the chapter shall consist of a Membership Committee, an Outreach Committee, an Electoral Committee, and a Field Operations Committee.

## 2. Responsibilities

2.1. The **Membership Committee** is responsible for:

- Growing chapter membership, including promoting the chapter and gathering new signups at marches, rallies, and other local events;
- Contacting all new signups to introduce them to the chapter, determine their level of involvement, and schedule one-on-one introduction meetings;
- Designing and conducting training for new members (i.e. issue basics, how to promote the chapter, etc.).

2.2. The **Outreach Committee** is responsible for:

- Creating and maintaining a spreadsheet or database of external groups with leaders, contact information, issue focus, mission statements, etc;
- Enhancing collaboration and creating affiliations with external groups that share the chapter's issue positions and goals;
- Encouraging affiliate groups to join the Arizona Coalition as Local Chapters;
- Organizing events to foster collaboration with affiliate groups, enhance member growth, and increase member morale.

2.3. The **Electoral Committee** is responsible for:

- Creating and maintaining a spreadsheet or database of elected officials and candidates with contact information, issue positions, voting records, etc;
- Distributing questionnaires to local progressive candidates and/or elected officials, conducting vetting, and making recommendations for possible chapter support or endorsement;
- Pressuring candidates and/or elected officials to move toward more progressive platforms.

2.4. The **Field Operations Committee** is responsible for:

- Creating comprehensive, issue-based campaigns which simultaneously promote the chapter, selected issues, and supported candidates/officials;
- Organizing events to promote issue positions or to increase the visibility of supported candidates/officials;
- Designing and conducting training for field volunteers (i.e. canvassing, phone banking, etc.);
- Providing on-site and behind the scenes coordination of event volunteers.

## 3. Serving On Committees

All members are encouraged to serve on at least one committee. Committees are open to any member who wishes to serve.

## 4. Forming New Committees

4.1. New committees may be created on a temporary basis by a three-fifths majority vote of Chapter Leaders or the Board Of Directors. All new committees shall be

formed for a term of three months or three consecutive meetings. This term shall be renewable by an additional two-thirds majority vote.

- 4.2. Any temporary committee operating for at least six months may be made into a permanent Standing Committee through a unanimous vote of elected Chapter Leaders or a two-thirds majority vote of the Board Of Directors. The name and responsibilities of any new Standing Committee shall be recorded and added to these policies as an amendment.

## **ARTICLE VII: OFFICERS**

### **1. Names And Kinds Of Officers**

- 1.1. The Officers of the chapter shall consist of a Chief Operating Officer, as well as the Chairs of each Standing Committee.
- 1.2. The Chief Operating Officer position must be filled by an elected Chapter Leader. Committee Chair positions may be filled by Chapter Leaders, or may be appointed to willing and qualified members by the unanimous decision of elected Chapter Leaders.

### **2. Responsibilities**

- 2.1. The **Chief Operating Officer** is responsible for:
  - Maintaining direct control over all chapter lists, databases, membership rolls, and materials;
  - Organizing and supervising the management of all chapter meetings including locating a venue, approving and distributing meeting agendas, and assuming or overseeing the roles of Moderator and Secretary;
  - Coordinating all internal and external communications including sending regular member emails, managing the chapter's online presence, ensuring consistency of messaging across all platforms, and responding to messages sent to the official chapter inbox in a timely fashion;
  - Assuming or overseeing the role of Treasurer and maintaining accountability for the management all funds raised by the chapter or provided to the chapter by the Arizona Coalition;
  - Overseeing all members appointed to roles pertaining to any of the duties mentioned above.
- 2.2. The **Committee Chairs** are responsible for:
  - Maintaining focus on all committee responsibilities as detailed in Article VI;
  - Organizing and managing committee breakout sessions during official chapter meetings;
  - Delegating work to committee members and directing the actions of all committee volunteers;
  - Overseeing all members appointed to committee roles.

### **3. Appointed Offices And Roles**

The chapter may, through a unanimous vote of elected Chapter Leaders or a three-fifths majority vote of the Board Of Directors, appoint titled roles with specific delegated responsibilities to individual members as needed. The term for any appointed position is one calendar year, with terms renewable by incoming elected Chapter Leaders at the beginning of each new calendar year. Only elected Board Members may vote on appointments to the Board Of Directors. All members holding appointed positions serve on a voluntary basis at the pleasure of Chapter Leaders.

## **ARTICLE VIII: DECISION-MAKING**

### **1. Executive Director**

The Executive Director retains final authority over all decisions not otherwise addressed within these policies. The Executive Director may delegate decision-making for specific matters to the Board Of Directors, specific Officers or committees, or the members at large by process of a member vote. As detailed in Article VIII, Section 4.2, Executive Director decisions can be overruled by Member Initiative and a three-fifths majority vote of the Board Of Directors of the Local or Regional Chapter.

### **2. Board Of Directors**

The Board Of Directors guides the direction of the chapter via specific decision-making responsibilities including the resolution of expulsion and recall petitions, the creation of new committees, the resolution of Member Initiatives, and the appointment of titled roles to members with specific delegated responsibilities. Matters being decided by the Board Of Directors shall be publicized at the first possible official chapter meeting, and voted upon prior to the following meeting. Board votes may be conducted via email and/or direct message, at meetings, or by any other method deemed appropriate by the Board which allows all votes to be tracked and recorded. Unless otherwise specified in these policies, all votes conducted by the Board of Directors require a three-fifths majority to pass. If a Local Chapter lacks an elected Board Of Directors, any situation requiring the vote of a Board Of Directors shall be advanced to the Regional Board.

### **3. Officers**

Unless specifically overruled by the Executive Director or Board Of Directors, all Officers retain final authority over all decisions which pertain to their delegated responsibilities and are not otherwise addressed within these policies.

### **4. Motions And Member Initiatives**

**4.1.** Motions to take specific action or debate a certain topic can be introduced by any member during the Chapter Business portion of official meetings so long as no other motion is already on the table. If a motion is introduced and seconded, the Executive Director is responsible for a decision on that motion. The Executive Director may call for debate, make a direct decision, refer the motion to committee, table the motion, initiate a member poll, or call for a vote of the Board Of Directors or the members at large.

- 4.2.** A Member Initiative is a petition by members to initiate a vote by the Board Of Directors on a specific action. A valid Member Initiative may take the form of a physical or online petition and must (a) include the signatures of no less than five chapter members; (b) be filed with an elected Chapter Leader; (c) include the specifics of the desired action; and (d) specify whether the desired action can be altered or amended by the Board Of Directors. A valid Member Initiative shall trigger a vote of the Board Of Directors, with a three-fifths majority vote resulting in the specified action being taken.

## **5. Member Votes**

- 5.1.** Member votes may be conducted online or during the chapter business portion of an official meeting.
- 5.2.** Online member votes must be conducted in a manner which allows all individual votes to be tracked and permanently recorded. Advance notice of an online vote must be provided to all voting members via an email and/or direct message containing a link to the online voting form. Notice of a vote must also be published on all media platforms utilized by the chapter. Online voting forms must remain open and accessible for no less than 72 hours after notice of a vote is provided. Majorities shall be calculated based on total ballots cast, not total members. Voting results by percentage shall be calculated and made publicly available to all members within 72 hours of the vote's conclusion. For the purposes of transparency and auditability, online voting records may be released upon reasonable request to any elected Chapter Leader.
- 5.3.** Member votes conducted at official meetings shall be considered final decisions when a quorum is present. In the absence of a quorum, a member vote at official meetings shall advance the matter to a vote of the Board Of Directors.

## **ARTICLE IX: CHAPTER SUPPORT AND ENDORSEMENT**

### **1. Summary**

One method the chapter shall use to advance the social welfare of its communities is to support and/or endorse candidates and elected officials. Chapter support may be extended to any individual that is actively advancing the positions and principles of the chapter. Endorsement may be extended only to supported candidates appearing on an upcoming ballot for elected office, and only to a number of candidates in each race equal to the number of candidates to be elected to office. The chapter shall determine whether to extend support or endorsement by process of member vote. Votes shall be conducted online or at a meeting publicized to all members at least 72 hours prior to the voting date.

### **2. Vetting**

Prior to voting on the support or endorsement of any individual, the chapter shall request that the individual complete an *Issue Evaluation Questionnaire*. Using this questionnaire and any public resources available, the Electoral Committee shall evaluate and document the individual's history and issue positions.

### **3. Territory**

Member votes for support or endorsement of any individual shall be conducted by the Local or Regional Chapters which most closely encapsulate the appropriate district or territory. A list of recognized chapters and their territories shall be contained within the Arizona Coalition *Guide To Territory*. Initial vetting may be conducted by any chapter so long as it may be evaluated and added by all affected chapters.

### **4. Chapter Support Process**

- 4.1.** The Electoral Committee may proactively seek out progressive candidates or elected officials operating within the stated territory of the chapter and initiate vetting for those individuals. If the Electoral Committee determines that an individual is actively advancing chapter positions and principles, the chapter may conduct a member vote to determine whether the chapter will extend support to that individual. Any completed questionnaires or vetting documentation shall be attached to the voting form if conducted online, or publicized and made available to all members at least 72 hours prior to an announced meeting at which the vote will be conducted. A simple majority of members is required to extend chapter support.
- 4.2.** Following a successful vote for chapter support, the chapter may extend certain resources to the supported individual. These may include, but are not limited to: public support online and on social media, volunteer recruitment, promotion at events, and assistance with organization and outreach.

### **5. Candidate Endorsement Process**

- 5.1.** The chapter shall conduct member votes for candidate endorsement only after all filing deadlines for a given electoral race have passed and a list of candidates appearing on the ballot has been finalized.
- 5.2.** Member votes for candidate endorsement shall be conducted using a two-round voting system as follows:
  - First Round - The first round ballot shall contain all candidates for the given race regardless of party. Voting members shall receive as many votes as needed up to the number of candidates, and shall be instructed to cast one vote for each candidate whom they would support in office. Each candidate that receives a vote on a majority of cast ballots shall advance to the second round of voting. If a candidate receives a vote on at least three-fifths of cast ballots and no other candidate receives a majority, then that candidate shall be endorsed without further voting. If no candidate receives a majority, the chapter shall not make an endorsement in the race.
  - Vetting And Publication - Prior to the second round of voting, the Electoral Committee shall ensure that each advancing candidate has received at least seven days to complete an *Issue Evaluation Questionnaire*. Any completed questionnaires or vetting documentation shall be attached to the voting form if conducted online, or publicized and made available to all members at least 72 hours prior to an announced meeting at which the second round vote will be conducted.

- Second Round - The second round ballot shall contain all candidates that have advanced from the first round. Voting chapter members shall be given one vote to cast for the candidate they wish to endorse. If a candidate receives a vote on three-fifths of cast ballots, then the candidate is endorsed. If no candidate receives a three-fifths majority, the chapter shall not make an endorsement in the race.
- 5.3.** Following a successful vote for endorsement, the chapter may extend certain resources to the endorsed candidate. These may include, but are not limited to: public support online and on social media, volunteer recruitment, promotion at events, organization of candidate-specific events, and fundraising.
- 5.4.** The chapter shall not publicize endorsements in any Federal race (i.e. House, Senate, or President) or in any statewide race (i.e. Governor, Secretary of State, etc.) in which no endorsement has been made by Our Revolution National unless the chapter first obtains clearance from Our Revolution National.

## **6. Revocation Of Support Or Endorsement**

Chapter support or candidate endorsement extended by the chapter may be revoked for just cause. Grounds for revocation include, but are not limited to: aggression or verbal harassment, violation of chapter principles, or acting in a manner inconsistent with stated issue positions. Any member may initiate revocation proceedings by filing a petition to revoke support or endorsement, which must include an allegation of misconduct and the signatures of no less than five registered members, and must be filed with the Board Of Directors. A three-fifths majority vote of the Board Of Directors is required for the revocation of chapter support or endorsement.

## **ARTICLE X: CHANGES AND AMENDMENTS**

### **1. Working Draft**

Until December 31, 2018 these policies shall be considered a “Working Draft” and may be amended with the unanimous consent of the State Committee or State Board of the Arizona Coalition. If any changes are made to these policies prior to December 31, 2018 but after the chapter has ratified them, then all members of the chapter shall be notified of the changes and provided the opportunity to provide feedback. All member feedback must be publicly addressed prior to December 31, 2018.

### **2. Changing Existing Policies**

The chapter may update the Mission Statement upon any changes approved by Our Revolution National, and may add chapter-specific amendments to these policies as described in Article X, Section 3. The chapter shall not otherwise remove, modify, or replace any Article or Section of these policies as they currently exist. After December 31, 2018, any proposal to change these policies must be unanimously approved by the State Committee or State Board of the Arizona Coalition to be advanced to a member vote. To take effect, changes must be ratified by a two-thirds majority vote of all Arizona Coalition members. All

changes must be documented as an amendment which preserves all text which has been removed or replaced, and must include the date of ratification.

### **3. Addition Of New Chapter Amendments**

The chapter may add amendments to these policies only for the purpose of adding new committees as described in Article VI, Section 3.2, or to address specific chapter issues not already addressed within. Any proposal to add an amendment to these policies must be approved by a unanimous vote of chapter leaders for Local Chapters or a two-thirds majority vote the Board Of Directors for Regional Chapters. To take effect, additions must be ratified by a two-thirds majority vote of all members. All added amendments must include the date of ratification.

## REVISION / APPROVAL HISTORY

| Ver. | Documentation Of Changes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Revised By    | Pub. Date | Ratified On |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-----------|-------------|
| 1.0  | <b>Initial Draft</b> - Made draft publicly available to all registered OR Phoenix members for feedback via email.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Damien Walker | 06/12/18  | N/A         |
| 1.1  | <p><b>Implementation of Member Feedback</b></p> <p>TITLE - Changed title from "Regional Chapter Bylaws" to "Regional Chapter Policies". Replaced instances of "bylaws" throughout document as appropriate.</p> <p>ARTICLE I, SECTION 2 - Added clarification that Mission Statement shall remain identical to OR National.</p> <p>ARTICLE II, SECTION 2 - Replaced instances of "standardized registration form" with "standardized and accessible registration process".</p> <p>ARTICLE III, SECTION 1 - Revised language to specify that part-time AZ residents may be members, and clarify that the member registration process is not limited to a physical document.</p> <p>ARTICLE IV, SECTION 2 - Added new section to codify requirements for meeting agenda and minutes.</p> <p>ARTICLE IV, SECTION 3- Revised definition of a quorum to include a minimum of 10 members.</p> <p>ARTICLE IV, SECTION 4 - Removed time restrictions for meeting parts. Guidelines will be included in <i>Local Organizing Manual</i>.</p> <p>ARTICLE V, SECTION 2.1 - Changed incorrect reference to Article VI to correctly refer to Article VII.</p> <p>ARTICLE V, SECTION 3 - Revised language to specify that Chapter Leaders must be full-time AZ residents.</p> <p>ARTICLE V, SECTION 6.4 - Added language to specify that ties in chapter elections shall be settled by immediate runoff election.</p> <p>ARTICLE VIII, SECTION 5.2 - Added requirement to calculate voting results by percentage and make publicly available to members within 72 hours of the vote's conclusion.</p> <p>ARTICLE IX, SECTION 6 - Added new section to address potential need to revoke chapter support or endorsement.</p> <p>ARTICLE X, SECTION 2 - Added ability to update Mission Statement upon any changes by Our Revolution National.</p> | Damien Walker | 06/17/18  | N/A         |
| 1.1  | <b>Ratified by Our Revolution Phoenix</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |               |           | 06/22/18    |