Affiliation Manual

Green Party of Arkansas – Affiliation Manual
Adopted by the State Committee on the 4th day of May 2002.

I. The following criteria apply to any Arkansas group of greens wishing to form a local county chapter and be recognized (affiliated) by the Green Party of Arkansas (GPA).

1. Acceptance of the "Ten Key Values" as guiding principles of chapter. Each local accepts these values and each member signs a statement to that effect.

2. Has applied to the GPA Secretary for accreditation, and has included written rules, platform, and other documentation with that application. Further, applicant agrees to be organized and run in accordance with the “Ten Key Values”. Agrees that the organization is to be transparent, i.e. minutes, rules, platform, publications are readily available. Agrees that the local’s membership list will be shared with the state and updates, along with copies of meeting minutes, and attendance list, will be submitted to the State Committee Secretary on or before the last day of each calendar quarter. (“Membership list” is defined as the legal name and address that would be accepted for voter registration, along with phone number and email address, if available.)

3. Elects a minimum of three officers to perform the functions of a chair, a secretary and a treasurer, in accordance with state and federal laws, and delegates to the state committee.

4. Agrees to operate as a countywide organization open to, and striving to be reflective of, countywide diversity. Assures there are no barriers to membership, including financial (no membership fees). Assures that all those within the county on the state database are invited to participate. Assures that at least three of the organizing members live within the county. All officers, delegates and any representative operating in an official capacity must be residents of the county. Otherwise, locals are free to decide the status of non-resident greens in their local.

5. Agrees not to actively oppose state candidates selected by a state green convention, green caucus, or green primary.

6. Agrees where reasonable, to assist the state party achieve ballot status.

7. Agrees to run local candidates and/or participate in other political activity relevant to the county represented. (i.e. monitoring and supporting positions on issues of interest to the local greens … city planning, water quality, education, recycling, etc.)
II. The following assistance will be offered by the GPA to any group of greens wishing to organize within a county:

1. A sample set of rules will be furnished for their consideration.

2. An organizing meeting will be planned by the organizing local in coordination with the GPA, and a member of the GPA executive committee (ExeCom) will be in attendance.

3. The secretary of the GPA will give timely notice of the meeting to all greens from that county on the state database, and will also post the notice on the green list-serve(s), and the GPA website.

4. After the group has voted to adopt the rules, elected officers, and declared their desire to affiliate, the ExeCom member present will report on the group’s application at the next GPA state meeting, where the application will be considered by the state committee.

5. Approval of the state committee is required for affiliation. A simple majority is sufficient if a vote is required.

III. Self-organized groups must follow the procedures below.

1. A request for an affiliation application is made to the Secretary of the GPA.

2. The GPA secretary is notified at least two weeks in advance of the next meeting of the group so that notification can be sent to all residents of that county on the state database, and posted on the green list-serve(s), and GPA website. Full membership list information for all members is received by the GPA. Additionally, the group is strongly urged to provide public notice of the meeting.
   (“Public” is defined as accessible to or shared by all members of the community and exposed to general view.)

3. A member of the ExeCom will attend that meeting, and after the group has declared their desire to affiliate, the ExeCom member present will report on the group’s application at the next GPA state meeting, where the application will be considered by the state committee.

4. Application is made to the Secretary of the GPA and the criteria listed in Section I have been met.
5. Approval of the state committee is required for affiliation. A simple majority is sufficient if a vote is required.

IV. County locals affiliated with GPA before May 2002, and any local accepted for affiliation after that date will have the following rights and responsibilities:

1. The GPA will provide a copy of the county membership list to the secretary of the new local. It will also provide any web site referrals of people within their county. It is the local’s responsibility to send mailing list updates to the state secretary by the last day of each calendar quarter.

   (‘Membership list’ is defined as the legal name and address that would be accepted for voter registration, along with phone number and email address, if available.)

2. The new local will elect and send voting representatives to each state meeting in accordance with the rules of the GPA. Attendance in at least 2 state meetings per year is required to maintain active status as a chapter.

3. It is strongly recommended that the local will have at least one member on the state business email list serve, or with an email address, in order to expedite communications. If no electronic means of communication is available, the local may not receive timely notification on all issues.

4. It is strongly recommended that the local hold monthly meetings. These meetings are to be publicly announced and held in a public location. If necessary, the StaCom will assist the local in obtaining a public location for meetings.

   (‘Public’ is defined as accessible to or shared by all members of the community and exposed to general view.)

5. The local will present copies of meeting minutes and attendance lists to the state secretary on disk, if possible, and in hardcopy form, on or before the last day in each calendar quarter.

6. The local will make an effort to build local membership.

7. The local may choose to, or may be asked by the StaCom or ExeCom to deliver a brief “State of the Chapter” report to the state committee. This report will consist of a brief summary of the activities of the chapter during the preceding year and a short list of goals for the following year.
8. The local will not actively oppose candidates selected by state green convention, green caucus, or green primary.

9. The local will, where reasonable, assist the state party achieve ballot status.

10. The local will run local candidates and/or participate in other political activity relevant to the county represented. (i.e. monitoring and supporting positions on issues of interest to the local greens … city planning, water quality, education, recycling, etc.)

11. Members are eligible to participate in any green committee activity as per the GPA rules.

V. A chapter may have affiliation revoked by consensus or by three fourths vote of the state committee, provided the procedures below are followed. All voluntary disaffiliations shall be accepted automatically, without vote.

1. An affiliated local has notified the ExeCom of some violation of green values, or conditions of affiliation, or a chapter has remained inactive for two years and has not satisfactorily responded to inquiries.

2. The ExeCom informs the accused local of the complaint and performs a fact finding investigation.

3. If the initial investigation by the ExeCom finds the accusation to be frivolous or without merit no further action will be taken.

4. If the initial investigation by the ExeCom finds the accusation to be credible and serious it will inform the state committee of the complaint at the next GPA state committee meeting. The ExeCom will also notify the accused local of the impending action. The accused local will prepare its arguments for the following GPA state committee meeting.

5. The accuser and the accused will be given the opportunity to present their cases at the state meeting. (Failure of the “accused” to respond will not delay the action.)

6. After both sides have had the opportunity to present their case, the GPA state committee will decide by consensus or, if necessary, by a three fourths vote whether the accused local will be put on probation. (A local that is on probation will have no voting delegates on the StaCom or any standing committee.)
7. Upon being put on probation the local will have until the next GPA state committee meeting to present evidence to the StaCom that the condition leading to probation has been rectified and steps have been taken to prevent the offense in the future.

8. After review by the StaCom of such evidence the following actions may be taken:
   a) StaCom may accept the local’s evidence and by consensus or by a simple majority vote reinstate the local to active status.
   b) StaCom may reject the local’s evidence and by consensus or by a three-fourths vote revoke the local’s affiliation.

9. If the local on probation fails to appear at the next GPA meeting or fails to present any evidence to the StaCom that the condition leading to probation has been rectified and steps have been taken to prevent the offense in the future, the StaCom may by consensus, or by a three-fourths vote revoke the local’s affiliation.

10. A local whose affiliation has been revoked may reapply for affiliation after one year, by meeting the criteria listed in Section III, and additionally, presenting evidence to the GPA state committee that the condition that lead to the revocation of their affiliation has been rectified and steps have been taken to prevent the offense in the future.

11. Approval by the GPA state committee for reinstatement of the local’s affiliation will be by consensus or by simple majority if a vote is required.