

**GREEN SPIRAL**  
**CORPORATE BYLAWS**  
*As passed April 3, 2008*

**I. Definitions**

- a. "Administration" means the officers and board of directors collectively.

**II. Diversity**

- a. Green Spiral strongly believes in, and supports, diversity and will not discriminate on the basis of age, color, gender, gender identity, disability, height, weight, marital status, national origin, political persuasion, race, religion, sexual orientation, or veteran status.

**III. Meetings**

- a. Official meeting times and locations shall be determined by the officers.
- b. At meetings, the membership shall discuss all matters of:
- Program planning and activities
  - General membership issues
  - Outreach, networking, and affiliations
  - Proposals as brought forth by members
- c. Interested parties may attend all open meetings and activities, as long as he/she abides by the rules set forth in the Green Spiral Code of Conduct. In the event that a guest does not follow the codes of conduct, he/she shall be asked to leave and may be banned from future Green Spiral events, as set forth in the codes of conduct.

**IV. Revocation and reinstatement of membership**

- a. All members are expected to abide by the code of conduct as set forth by the administration. Membership is considered a privilege, and can be revoked at the discretion of the administration based on violation of the code of conduct or patently unseemly online, event, or meeting behavior.
- b. At the discretion of the administration and in consideration of the severity of the offense, membership may be revoked with or without a number of warnings.
- c. An individual may appeal his or her revocation, once, to the general membership at a meeting. The assembly may reinstate the individual's membership with a quorum of one-fourth of the membership, and by a consenting majority vote.
- d. After a period of one year from date of revocation of membership, an individual with revoked membership may apply for new membership after undergoing interview by and receiving approval from the administration.
- e. Except as explicitly provided by section C of this chapter, no individual with revoked membership shall be eligible for membership before a period of one year after revocation.

**V. Officers and officer responsibilities**

- a. Officers shall oversee the day-to-day operations of the organization and shall handle the financial, budgetary, and business operations of the group.
- b. There must be a president, treasurer, and secretary for each semester of Green Spiral. Optional positions are as follows: vice president and web facilitator.
- c. No person may hold more than two officer positions simultaneously. Additionally, no person shall hold the positions of president and vice-president simultaneously.
- d. Each person elected to a position shall have a clear understanding of his or her responsibilities by way of comprehensive instructions during, and as a result of

administrative meetings, and by the duties and responsibilities outlined in the corporate bylaws, articles of incorporation, and Michigan law.

- e. The president shall lead all official meetings of Green Spiral, provide overall guidance to the work of the group, and leads day-to-day operations of the organization.
- f. The treasurer shall collect membership dues, keep accounts, make purchases or reimburse others for authorized purchases, and keep files of all financial records. The treasurer must receive approval from the administration for expenditures exceeding USD\$50.
- g. The secretary shall keep minutes of meetings, and file required paperwork with the university and state.
- h. An officer must be an undergraduate student currently enrolled at Michigan State University and must have been a general member of Green Spiral for at least one fall or spring MSU semester prior to his or her nomination.
- i. An officer cannot automatically assume the position they held the previous session. Said officer must apply for reelection pursuant to the corporate bylaws, articles of incorporation, and Michigan law.
- j. Officers must maintain and review the Code of Conduct each semester.
- k. Officers shall not miss more than two official meetings per Michigan State University semester. "Miss" shall be defined here as the absence of personal presence. A violation of this section shall result in automatic dissolution of said officer's position(s).
- l. Officer duties may not be carried out via proxy.

#### **VI. Board of directors**

- a. Directors shall act as advisors for the officers. Directors shall not lead day-to-day operations nor lead general meetings except as explicitly provided in this chapter.
- b. Under no circumstances shall the board of directors be authorized to appoint or dismiss officers.
- c. The board of directors shall be authorized to suspend the authority of the officers and assume all officer authority for a period of not longer than 14 days if, at the discretion of the board, the officers are unable to effectively carry out the tasks demanded by their positions and operate the organization.
- d. In the event that the provisions of section C are invoked, the board of directors shall be required to convene a meeting with the assembly to discuss and take appropriate measures to resume normal operation of the organization, including but not limited to the appointment or removal of officers as provided for in the corporate bylaws.

#### **VII. Finances**

- a. Group income shall include membership dues, donations, profits from fundraising projects, and interest earned from banking accounts.
- b. A budget shall be developed as necessary and as approved by the officers.
- c. Full accounting of income and expenditures shall be regularly reported in the officer's section of the Green Spiral forum.
- d. Membership dues are USD\$10 for one MSU semester, or USD\$15 for two MSU semesters, and are nonrefundable.
- e. All required forms and reports shall be filed by the secretary with the university, state of Michigan, and federal governments as required to maintain Green Spiral's legal and non-profit status.

#### **VIII. Privacy of members**

- a. The names and contact information relating to individual members shall be considered confidential unless permission from said individual is obtained.
- b. Disclosure of confidential information may, at the discretion of the membership, be considered a violation of the codes of conduct and be grounds for revocation of membership as provided for in the corporate bylaws.

**IX. Forums**

- a. Green Spiral's online forums shall be maintained jointly by the web facilitator and the administrator of the server on which the forums are hosted.
- b. No user account shall be deleted from the forums under any circumstances. Lapsed and revoked membership accounts shall have their access removed, but the accounts shall not be deleted.
- c. No person shall make available any text, images, or other correspondence posted on the Green Spiral forums without the express approval of the author(s) of said correspondence.
- d. No person shall share his or her Green Spiral forums account with any other individual, with the exception of administrative daemon accounts.
- e. No person shall disclose initiatory secrets or oath-bound information of any Pagan organization or tradition on the forums unless the material is already within the public realm.
- f. No person shall use the forums to violate any state, federal, or international law.
- g. Any member of Green Spiral may operate private boards within the forums and may give access to their private boards to non-Green Spiral members. Private boards shall be debranded of the Green Spiral logo.

**X. Proxies**

- a. Proxy representation as provided for by Michigan law shall be authorized for this corporation, with the following exceptions:
  - i. Officer and director authority or responsibility shall not be transferred through proxy.
  - ii. In the event that a proxy's vote serves his or her best interests in elections, every reasonable effort shall be made to contact the proxy issuer remotely as provided for in the following chapter. If this is not possible, the proxy issuer must verify or deny the vote(s) of the proxy within one week of voting. A denial of verification shall:
    - Terminate the proxy agreement between the proxy and the issuer, and,
    - Result in re-election if necessary.

**XI. Remote participation in meetings and/or elections**

- a. Remote participation in meetings or elections, as provided for by Michigan law, shall be authorized in full for this corporation.

**XII. Appointment and removal of officers or directors**

- a. Outside of normal election procedures, any member may propose to a quorum of at least one-third of the membership that a director or officer be removed or appointed from or to a position.
- b. A proposal to remove or appoint an officer or director, as outlined in section A, shall be effective after majority consent of the assembly.

**XIII. Elections**

- a. The election of officers and directors shall take place in April of each year, with the effective term of officers and directors lasting for the following MSU fall and spring semesters.
- b. The date, time, and location of elections shall be determined by the administration.
- c. At least 10 days prior notice of elections to all Green Spiral members shall be given in accordance with Michigan law.
- d. Individuals wishing to run for an officer or director position, who meet the qualifications for said position(s), must submit their nomination to the secretary no later than one week before the election.
- e. Election procedures for officers shall be conducted by directors who are not running for officer positions.
- f. Election procedures for directors shall be conducted by officers who are not running for director positions.
- g. Elections for each position shall be conducted sequentially in the order of president, vice-president, secretary, treasurer, and web facilitator.
- h. Any individual who fails to be elected for a position may choose to run for any subsequently elected positions.
- i. Only registered Green Spiral members shall be eligible to cast ballots. Ballots shall be cryptographically verifiable.
- j. No officer or director position shall be awarded by default. All candidates shall require majority consent of the assembly for awarding of a position.

**XIV. Ties**

- a. A tie in any vote, pertaining to elections or otherwise, shall be broken by the board of directors.

**XV. Amendments**

- a. Amendments to the bylaws or articles of incorporation may be made by majority consensus from the general membership.