

Community Coalition for Social Justice
By-laws
Approved by CCSJ Membership, 14 March 2000
Substantial Revisions Effective, October 1, 2015

Article I: Purpose

The Community Coalition for Social Justice (CCSJ) is a coalition of organizations and individuals dedicated to promoting the principles of social and economic justice and respect for all persons and to opposing discrimination and hate-motivated violence in Morgantown and surrounding communities.

To this end, the Coalition will undertake activities that include:

- * promoting educational efforts in our schools, both public and private, that encourage respect, non-violence, tolerance, and commitment to justice;
- * supporting the efforts of member organizations that seek to achieve these goals;
- * working with people to overcome barriers erected as a result of discrimination and intolerance and to promote nonviolent means of resolving conflict;
- * assisting individuals and groups who are the victims of hate crimes or discrimination;
- * working to promote tolerance and non-discrimination by the police, in the courts, and in local government;
- * working with private enterprises, civic and religious organizations, and local government to promote social and economic justice in our community;
- * organizing community responses to attacks on these basic principles, including media campaigns, educational efforts, meetings, and rallies; and
- * working with the local media to promote these values.

Article II: Membership

Section 1: Definitions

Membership in the CCSJ shall be open to all individuals and organizations who support the purpose of the CCSJ. Organizations shall include both governmental and non-governmental agencies and organizations, including schools or components of schools (e.g., classes).

Section 2: Organizations

Organizations may include voluntary and charitable associations, labor organizations, religious institutions, businesses and partnerships, government agencies, and informal alliances. All organizations joining the CCSJ will be required to provide the name, address, phone number, and e-mail address (if available) for one individual who shall serve as the representative and contact person between the CCSJ and the organization. Members of organizations may also belong to CCSJ as individuals but shall not speak officially on behalf of that organization unless they are also the official CCSJ organization representative.

Section 3: Dues

There shall be a dues structure for individuals and for organizations. The steering committee shall propose a dues structure that shall be announced to the membership 15 days before the annual meeting to provide time for comment by the membership. The membership shall then vote on the dues structure at the annual meeting.

Section 4: Waiver of Dues

The CCSJ treasurer shall have the authority to waive or reduce the dues for any individual or organization who wishes to be a member but can show the treasurer good cause that paying dues would impose a hardship.

If the treasurer denies the waiver or reduction, the individual or organization may appeal to the executive committee, whose decision will be final.

Section 5: Membership list

The CCSJ will not distribute the list to non-members or sell the membership list or, in any other way, use this list for income-producing purposes. Members who do not wish to have their names and/or contact information published may so indicate on their membership form.

Section 6: Annual Meeting

CCSJ shall sponsor an event to meet the requirements of a non-profit organization to hold an annual meeting. This will be held in September of each year on a date to be established by the steering committee and announced to the membership by mail or e-mail at least 30 days before the meeting.

Section 7: Meeting Locations

All meetings of the membership, steering committee, committees, and task groups shall be held in locations that are fully accessible to people with disabilities.

Article III: Steering Committee

Section 1: Governing Authority

The affairs of the organization will be under the direction of a Board of Directors which will be known as the Steering Committee of the CCSJ. All members of the steering committee must be members in good standing of the CCSJ.

Section 2: Composition

The steering committee shall consist of 8-12 individuals. Individuals who serve as representatives for organizations may serve on the steering committee and will be assumed to be speaking on behalf of those organizations while on the steering committee. All members of the steering committee, however, shall be expected to represent the broadest interests of the coalition in their deliberations.

Section 3: Terms of Service and Selection of Steering Committee Members and Offices.

Members shall nominate candidates for members of the steering committee and officers from the floor at the annual meeting with the advanced approval of the candidates.

Members shall vote for members of the steering committee and officers at the annual meeting.

Steering committee members and officers shall serve 3-year terms and may be re-elected.

Section 4: Meetings of Steering Committee

The steering committee shall meet no less than every other month at a time and place to be determined. The membership of the CCSJ shall be notified of these meetings in the monthly *Update*. All steering committee meetings are open to the general membership.

Section 5: Officers

The duties of the officers of the CCSJ shall be those normally associated with the positions of president, vice-president, secretary, and treasurer. In lieu of a president and vice president, there may be two co-chairs. The same person may serve as secretary and treasurer.

Section 6: Vacancies on Steering Committee –

The steering committee shall have the authority to fill vacancies in its membership until the next election.

Section 7: Compensation for Steering Committee Members

No member of the steering committee shall be compensated for her/his time spent as a member of the steering committee, although members and officers may be reimbursed for reasonable expenses incurred as part of their responsibilities as members of the steering committee.

Section 8: Conflict of Interest

All members and officers are expected to represent the best interests of the CCSJ in their deliberations. Members and officers must excuse themselves from the board's deliberations about a particular topic if they feel that participating in these deliberations will place them in a financial conflict of interest.

Article IV: Committees

Section 1: Committees

The steering committee may create ad hoc committees or permanent committees as needed to meet CCSJ goals.

Article V: Fiscal Year

Section 1: The fiscal year for the CCSJ shall begin October 1 and conclude September 30 of the following year.

Article VI: Amendments

Section 1: The steering committee shall propose changes to the bylaws that are submitted to the membership in the monthly *Update* at least 30 days in advance. The changes will become effective at

that date, unless a majority of the dues-paying members object in writing or by email to the secretary no later than 10 days before the effective date.

Article VII: Dissolution

Section 1: In the case of dissolution of this organization, the assets of the CCSJ shall be distributed to the organization or organizations that best share its purpose; this must be a 501-(c)-3 organization. It shall be the responsibility of the steering committee to make this decision, but the committee shall seek the recommendations of the membership at least 30 days in advance of the vote.

Article VIII: Non-Profit Statutory Requirements

Section 1: Said corporation is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (C) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Section 2: No part of the net earnings of the corporations shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in article three hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501 (C) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170 (C) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Section 3. Upon the dissolution of the corporation, assets shall be distributed according to Article VII and shall only be distributed for one or more exempt purposes within the meaning of section 501 (C) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.