

COALITION OF CONSERVATIVES IN ACTION BYLAWS

Approval Date: November 21, 2024

ARTICLE I: ORGANIZATION NAME

The name of this organization shall be the Coalition of Conservatives in Action (“CCIA”).

ARTICLE II: MISSION AND PURPOSE

Purpose & Beliefs: CCIA is a grassroots, in-action, advocacy organization that is independent, non-partisan, and non-denominational. As a coalition, we work towards a common goal to improve our community in Las Cruces, New Mexico. Our foundation is based on three main values of faith, family, and freedom. We believe in the core American beliefs of liberty, self-governance, volunteerism, patriotism, pragmatism, individualism, and unity.

As “We the People,” we stand firm in upholding our God-given freedoms and rights by engaging in all aspects of the political process, regardless of party affiliation. We seek to hold all elected officials accountable and ensure that citizens who reflect core American values (such as freedom, equality, and justice) are elected to office. Our civic duty is to challenge government overreach, hypocrisy and injustices through advocacy and civil discourse.

Mission Statement: The mission of the Coalition of Conservatives in Action is to improve the quality of life in Las Cruces by educating the community and engaging with elected officials to effect change through civil discourse and advocacy.

CCIA Motto: Educate > Engage > Reform

1. Specifically, CCIA:

- 1.1 Conducts regular meetings open to all citizens who value traditional and/or conservative values, regardless of party or affiliation.
- 1.2 Advocates for conservative principles and laws in the areas of public policy and local government at City Council, County Commission, School Board, and State Legislature.
- 1.3 Researches and provides factual data on topics of current concern and local issues that affect the quality of life and security of citizens in our local communities.

- 1.4 Organizes events, workshops, and other educational activities to increase awareness and promote conservative ideals through citizen participation.
- 1.5 Collaborates with other like-minded organizations, elected officials, and candidates to further the purpose and mission of the coalition.

ARTICLE III: ELIGIBILITY AND MEMBERSHIP

1. Membership Eligibility

- 1.1. Any individual is eligible who supports the mission and purposes of the Coalition of Conservatives in Action and abides by these Bylaws.
- 1.2. Members are registered by the CCIA Secretary.

2. Membership Dues

- 2.1. Members are requested to pay dues on joining CCIA and then once per year at the beginning of the calendar year.
- 2.2. At the discretion of the Leadership Team, a membership may be granted with no dues required, as determined by a simple majority of the Leadership Team vote.

3. Members

- 3.1. Any person who has registered, paid yearly dues, is an active contributing member of CCIA, and conforms to the CCIA culture of exchanging information and engaging in initiatives is a Member.
- 3.2. Members are eligible to attend CCIA Voting Meetings, where they shall be able to entertain motions, be nominated for office, and vote with the membership at large.

4. Honorary Members

- 4.1. Members who demonstrate exemplary behavior and contributions to the Coalition may be made Honorary Members (with no dues required), as determined by a simple majority of the Leadership Team vote.
- 4.2. Honorary members are entitled to all the same privileges as Members.

5. Guests

- 5.1. Guests may attend CCIA meetings, events, and functions. Guests may be on the CCIA email list.
- 5.2. Guests may not vote at CCIA Election Meetings. Guests may not hold office.

6. Removal of a Member from Membership

- 6.1. A member may be removed from membership by CCIA Leadership Team by simple majority vote for the following reasons:

- 6.1.1. Failure to abide by CCIA bylaws
- 6.1.2. Conduct unbecoming a member while in the course of conducting activities on behalf of CCIA, as described in Article IV Sec 1.

ARTICLE IV: RULES OF BEHAVIOR AND CONDUCT

1. Rules of Behavior

- 1.1. Interactions with members, elected officials and/or candidates while representing CCIA will be conducted in a civil and courteous manner.
- 1.2. No emotional, verbal, physical or electronic/digital abuse, harassment, or bullying is acceptable.
- 1.3. Any violation of local or federal law while serving CCIA, in manner or matters relevant to the CCIA, will be considered a violation of the CCIA mission.

2. Enforcement of Rules of Behavior

- 2.1. In the case of misconduct, members are encouraged to report such an occurrence to the Leadership Team.
- 2.2. If warranted, the Leadership Team will discuss the reported behavior, and if appropriate, designate a member of the Leadership Team member to investigate.
 - 2.2.1. The designated member will talk with both the person reporting the behavior and the person whose behavior was reported.
 - 2.2.2. Additionally, if investigation proves factual, the person whose behavior was reported will be issued a verbal warning.
- 2.3. Registered members may be removed from the membership for misconduct, as described in Article III Sec 6.

ARTICLE V: ORGANIZATIONAL STRUCTURE

1. Officers

- 1.1 Officers of the Coalition of Conservatives in Action shall include the following and have such duties as described under Article VI:
 - 1) Chairperson; 2) 1st Vice Chair; 3) 2nd Vice Chair; 4) 3rd Vice Chair
 - 5) Secretary; and 6) Treasurer

2. Action Committees

- 2.1 Committees may be formed to carry out the objectives of the Coalition as described in Article IX.
- 2.2 Action Committee Leads are voting members of the Leadership Team.

3 Leadership Team

3.1 The Leadership Team shall be composed of officers and action committee leads.

4 Terms of Office

4.1 There are no specific terms of office for officers.

5 Election of Officers

5.1 At the discretion of the Leadership Team, a CCIA Voting Meeting will be called in order to vote on vacant officer positions.

5.2 Nominations for the officer positions shall be announced to the membership no less than 5 days before the Election Meeting.

5.3 At the Election Meeting, Members will vote for the vacant Officer positions. The successful candidate for each position will be the candidate with the simple majority of votes cast.

5.4 Voting by proxy will be allowed by providing written authorization to the Secretary in advance of the meeting. Such votes may be cast during an election only by a Member.

6 Resignation of Officer

6.1 Written resignation of an Officer may be accepted upon presentation to the Chairperson.

6.2 In the event that one of the elected officers resigns, a majority vote by the Leadership Team shall have the authority to designate the successor to fill the position until such time as an Election Meeting may be held.

7 Absences

7.1 Any officer who is unexcused from three (3) consecutive meetings or six (6), in any twelve-month period, may be removed at the discretion of the Leadership Team.

8 Meetings

8.1 Regular Leadership Team meetings will be held at least once per month in person, by telephone, or video.

8.2 Special meetings may be called by the Chairperson as required.

9 Quorum

9.1 A quorum for CCIA shall be a simple majority of the Leadership Team and has the authority to make decisions or take actions.

ARTICLE VI: DUTIES OF OFFICERS

1. Chairperson

- 1.1 The Chairperson shall preside over all CCIA meetings and Leadership Team.
- 1.2 The Chairperson shall be an ex-officio member of all committees.
- 1.3 The Chairperson is responsible for promoting the organization and establishing relationships with fellow grassroots organizations, elected officials, and political organizations.

2. 1st Vice-Chair

- 2.1 The 1st Vice-Chair shall perform the duties of the Chairperson in his/her absence or inability to serve.
- 2.2 The 1st Vice-Chair shall perform duties as may be assigned by the Chairperson or the Leadership Team
- 2.3 The 1st Vice Chair shall perform duties related to special projects, marketing and events in support of CCIA.

3. 2nd Vice-Chair

- 3.1 The 2nd Vice-Chair shall perform the duties of the 1st Vice-Chair in his/her absence or inability to serve.
- 3.2 The 2nd Vice-Chair shall act as the central point of communications and promotions in the public sphere.
- 3.3 The 2nd Vice Chair shall coordinate guest speaker participation and maintains the event calendar.
- 3.4 The 2nd Vice-Chair shall perform duties as may be assigned by the Chairperson or the Leadership Team.

4. 3rd Vice-Chair

- 4.1 The 3rd Vice-Chair shall perform duties of leveraging and coordinating resources across all the Action Committees.
- 4.2 The 3rd Vice-Chair shall perform duties as may be assigned by the Chairperson or the Leadership Team.

5. Secretary

- 5.1 The Secretary shall be the custodian of accurate records, minutes of Election Meetings, and rosters for Members & guests.
- 5.2 The Secretary shall be responsible to facilitate the membership registration process, maintain member and guest rosters, guest registers, along with other such duties as may be necessary in the course of hosting and welcoming members and guests to CCIA meetings and events.
- 5.3 The Secretary shall receive and record all registrations for Membership along with the tendered dues. Membership dues shall be immediately turned over to the Treasurer.

6. Treasurer

- 6.1 The Treasurer shall be the custodian of all CCIA funds and financial records.
- 6.2 The Treasurer shall maintain a listing of all assets acquired on behalf of, donated to, or purchased by CCIA.
- 6.3 The Treasurer shall collect all funds to be deposited in a federally insured banking institution as approved by the Leadership Team.
- 6.4 The Treasurer shall present monthly financial reports to the Leadership Team at the first regularly scheduled meeting of the month for the prior month.
- 6.5 The Treasurer shall submit financial reports, when requested by the Leadership Team, which shall report on all funds received including donations and membership dues.
- 6.6 The Treasurer will receive dues paid by the members, as received by the Secretary.
- 6.7 The Treasurer shall perform other duties as may be requested by the Leadership Team.

7. Action Committee Leaders

- 7.1 Action Committee Leaders are appointed by simple majority of the Leadership Team.
- 7.2 Action Committee Leaders are voting members of the Leadership Team and shall attend and report on their activities in Leadership Team meetings.

ARTICLE VII: FINANCES

1. Dues Determination

- 1.1 CCIA Leadership Team shall consider on an annual basis, and at any time deemed advisable, the amount of Membership Dues.
- 1.2 A simple majority of the Leadership Team must approve any change in the amounts of annual dues. Notice of a change of dues must be published in the CCIA newsletter at least one (1) month prior to the date of change.

2. Membership Dues

- 2.1 The annual membership dues of the CCIA shall be due upon registration for membership, and renewable on January 1 each year thereafter.
- 2.2 New members who register and pay dues on or after September 1st will not be required to pay dues for the following calendar year. Such members are not eligible to be nominated for the Leadership Team (unless otherwise approved by the Leadership Team).
- 2.3 Renewal of Membership Dues shall be considered timely if paid no later than January 31st of each year. Non-payment of dues shall result in suspension of

membership privileges.

3. Other Revenue

3.1 Revenue from sources other than annual dues may be raised as determined by the Leadership Team.

4. Expenditures

4.1 All expenses in excess of \$200 shall be approved by simple majority of the Leadership Team.

ARTICLE IX: ACTION COMMITTEES

1. Action Committees

1.1 CCIA Action Committees may include, but are not limited to, the following:

- Election Integrity
- Faith Outreach
- Education
- Crime and Public Policy
- Political Liaison

2. Action Committee Lead Responsibilities:

2.1 Each Action Committee Lead is responsible for the overall management, organization and outcomes of their committee.

2.2 Each Action Committee Lead is responsible for recruiting and appointing members to their respective sub-committees.

2.3 Each Action Committee Lead is expected to report to the Leadership Team the status of current activities during meetings.

ARTICLE X: DISSOLUTION

In the event of the dissolution of the Coalition of Conservatives in Action, all assets shall be donated to a non-profit organization at the discretion of the Leadership Team.

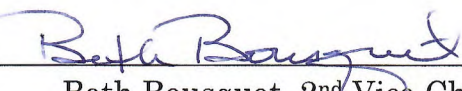
ARTICLE XI: AMENDMENT PROCEDURE

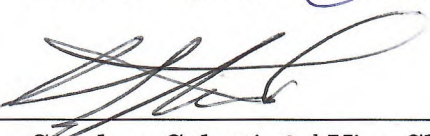
These Bylaws shall remain in place with a periodic review by the Leadership Team and may be amended by a simple majority of the Leadership Team. Should an emergency present itself requiring an amendment to these Bylaws, a special session of the Leadership Team should be called to amend the affected section of the Bylaws. The members shall be notified when updated by-laws are approved by the Leadership Team.

Coalition of Conservatives in Action: Signature of Officers

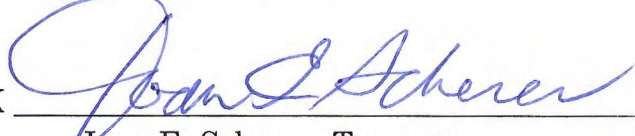
X  Date 4/10/2025
Juan Garcia, Chair

X  Date 4/12/25
Sarah Smith, 1st Vice Chair

X  Date 4/12/2025
Beth Bousquet, 2nd Vice Chair

X  Date 10 APR 25
Stephen Coletti, 3rd Vice Chair

X  Date 4/10/25
Lisa Bertoni, Secretary

X  Date 4/10/25
Joan E. Scherer, Treasurer