HOUSTON GLBT POLITICAL CAUCUS

General Membership Meeting Agenda: Wednesday, September 2, 2020

Mission: Founded in 1975, the Houston GLBT Political Caucus is dedicated to eliminating prejudice, violence, and injustice against gay, lesbian, bisexual, and transgender people through education, activism, and political advocacy. Our goal is to create a world where all human beings are guaranteed freedom, equality, and opportunity.

CALL TO ORDER.

ADOPTION OF THE AGENDA.

PARLIAMENTARY PROCEDURE REVIEW. Adoption of the Special Rules for the September 2, 2020 General Membership Meeting of the Houston GLBT Political Caucus (see Rules below).

WELCOME.

I. **Introduction of Guests/Recognition of Elected Officials –** *(1 Minute each please)*

PRESIDENT'S REPORT.

I. Special THANK YOU to the Caucus Board Members, Leadership Team, and Volunteers – namely Judson Dunn, Austin Ruiz, Ken Council, and Luis Adame.

II. Recognize and thank Jonah Baumgarten and Andrea Segovia for serving on the Board. Good luck in all you do going forward!

III. Honoring Pokey Anderson with Lifetime Membership

OLD BUSINESS

I. Nominations to elect a Board Member Trustee Position 1

   a. As discussed in the August 5, 2020 General Meeting, the by-laws (6.16), and due the change in leadership a special election is necessary to fill the vacancy of the seat. At the last meeting, the body opened the floor for nominations to fill the seat to serve the remainder of the term… August 2020 to December 2020.

      i. Current Nominations: Toni T. Mascione and Austin Davis-Ruiz

      ii. Open the floor to receive nominations

         1. To be eligible to serve on the Board, a person must be in good standing with the Caucus (current membership status; 7.03); and

         2. Such person cannot current serve as a political party chair or a candidate or holder of an elected public office (7.04).

         3. Any board member who holds an official unpaid or paid position with a candidate, campaign, public official, or outside organization must disclose that relationship when speaking to the Board or Membership about any business directly affecting that candidate, campaign, public official, or outside organization. All disclosures made under this section will be reflected in the meeting minutes of the respective meeting (7.10).

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4. Any Board member who holds an official unpaid or paid position with a candidate, campaign, public official, or outside organization shall abstain from any board vote in which the interests of the candidate, campaign, public official, or outside organization and the interest of the Caucus are in direct conflict (7.11).

iii. Close Nominations.

iv. Nominees address the body (3 minutes each).

FINANCE REPORT. *July 2020 reports Presented by John Humphries.*

I. Financial Review Committee –

a. Robert Icsezen, Jim Taylor, Andrea Segovia

CONSENT AGENDA

I. COMMITTEE REPORTS.

a. Communications Committee – Chairperson: Austin Davis Ruiz
b. Elections Committee – Chairperson: John Humphries
c. Rules & Administration Committee – Chairpersons: Chris Busby
d. Screening Committee – Chairpersons: Brandon Mack
e. Fundraising Committee – Chairperson:
f. General Operations Committee – Chairperson: Judson Dunn
g. Membership Committee – Katharine Ligon
h. Education and Advocacy Committee – Chairperson: Kendrick Clack & Brandon Mack
i. Volunteer Committee – Chairpersons: Austin Stelter
j. Budget Committee – Chairperson:
k. Expansion Committee – Scott Barish
l. Accountability Committee – Andrea Segovia
m. The Caucus Coronavirus Task Force – Kendrick Clack
n. Equality Brunch – Januari Fox and Mario Castillo
o. Transgender and Gender Non-Conforming Advisory Council – Dee-Dee Waters and Eric Schell

ANNOUNCEMENTS

I. Next Membership Meeting – October 7, 2020.

NEW BUSINESS

I. Nominations to fill Board Trustee Positions 4 and 6. This term ends January 2022. We are seeking a Caucus member in good standing to join the Board to complete the term.

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a. Nominations to fill positions 4 and 6 will be open again at the Election Meeting, which will be the following General Membership meeting, October 7, 2020.

ADJOURNMENT.

SEPTEMBER 2, 2020 GENERAL MEMBERSHIP MEETING OF THE HOUSTON GLBT POLITICAL CAUCUS: PROPOSED SPECIAL RULES

1. **Purpose:** The purpose of these rules is to facilitate the running of a general meeting during the 2020 Covid-19 Crisis. Every attempt will be made to conform to the existing practices of the Houston GLBT Political Caucus, while allowing members to participate in the process in a safe, socially distant manner.
2. **Effect:** Once adopted by two-thirds (⅔) majority, these rules have effect only during the August 5, 2020 General Membership Meeting.
3. **Precedence:** Where in conflict, these rules supersede any other standing rule of the Houston GLBT Political Caucus. Where not in conflict other standing rules remain in effect. Where these rules, Texas and Federal Law, the Bylaws, and standing rules are silent, the current edition of Robert's Rules of Order, Newly Revised, governs.
4. **Registration:** In order to vote members must register by 12 pm, September 1, 2020 by completing the registration form available on the Caucus website under Events. In accordance with Bylaw 4.01 "The right to vote on any Caucus business shall be extended only to any person who has been a Member for at least 30 days or since the date of the last regular meeting, whichever is later. A person who renews membership within 365 days of the expiration date of the previous membership shall be eligible to vote immediately upon renewing membership." A membership will be considered to have expired in the previous 365 if it expired on or after August 1, 2019.
5. **Venue:** Upon registering, members will receive a unique Zoom link. The General Membership Meeting on September 2, 2020 of the Houston GLBT Political Caucus will be held only through Zoom. No in person venue will be available.
6. **Meeting Participation Eligibility:** Due to limitations related to Zoom and the dynamics of the Caucus by-laws, only current voting members will be able to participate in the September 2, 2020 General Membership meeting. Voting members who would like to participate must register by Tuesday, September 1, 2020. Once registered, the chair or their designee will verify membership status and send a unique link to access the Zoom meeting. Only the individual member who is verified to participate is able to vote via Zoom functions. Current members who are ineligible to vote and the general public are not able to observe the endorsement meeting. The chair or their designee will provide candidates seeking the Caucus endorsement who do not have a membership a Zoom link to join the meeting.

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7. **Speaking before the Membership:** The chair will permit political candidates and elected officials to speak for no more than one (1) minute before the body considers the consent agenda. Nominee for Caucus President will be granted three (3) minutes to address the membership before debate on their race commences. The order in which nominees speak will be determined by the order in which candidates were nominated; thus determining ballot order.

8. **Nominations for Caucus Board Position 6:** On August 5, 2020, the President of the Caucus declared the board position vacant in which nominations to fill the seat were open. According to the Caucus by-laws (6.03), elections shall be announced at both the Election Meeting (September 2, 2020) and the general membership meeting immediately preceding the Election Meeting (occurred August 5, 2020). Candidates may be nominated at either of these two meetings. Candidates may be self-nominated, may be nominated by another member in good-standing, or may be nominated by a three member committee appointed by the President. Consent of a candidate must be secured before their name is place into nomination. All Board Trustee positions are open to any member who is eligible to vote at the Election Meeting (September 2, 2020; 6.04 Caucus By-Laws). Except for political party precinct chairs, a candidate for or holder of any elective public office may not serve as a board member of the Caucus (Caucus By-Law 6.04). Under the Consent Agenda, the Chair will reopen nominations to elect a current member in good-standing to the board position of President. The chair will call for nominations until no further nominations are presented. When there are no further nominations, the Chair will declare nominations closed.

9. Members wishing to speak will use Zoom's "Raise Hand" feature and wait to be recognized by the chair. Each member is limited to no more than 2 minutes of debate on each race and may speak only once for each race. Each speaker must state whether they are "For," or "Against" the motion to endorse before speaking further. The chair, or their designee, may mute members exceeding their time, or speaking out of turn. Debate for each item on the regular order of business is restricted to fifteen (15) minutes.

10. **Motion to "Call the Question":** In accordance with Robert's Rules of Order **§**15, a motion to call the question before the body is in order by any member who has been recognized by the chair to speak. Such a motion requires a two-thirds (⅔) majority and is not debatable or amendable. Voting members who have used the "Raise Hand" feature in Zoom to be recognized to speak are considered to have been recognized by the chair to speak, and will be permitted to do so after a motion to call the question has passed.

11. **Extensions of time:** In accordance with Robert's Rules of Order **§**15, if a member exceeds their allotted time to speak a motion to extend time is in order, time to be extended in 1 min increments. Such a motion requires a two-thirds (⅔) majority and is not debatable, or amendable. The chair may extend time by acclimation.

12. **Extensions of debate:** In accordance with Robert's Rules of Order **§**15, a motion to extend debate time is in order. Extensions of debate will be made in fifteen (15) minute increments. Such a motion requires a two-thirds (⅔) majority and is not debatable, or amendable. The chair may extend debate time by acclimation.

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13. **Voting:** Voting members will vote through Zoom's Yes/No function, found in the "Participants" tab. Rules requiring a specific percentage of votes apply to the number of "yes" votes when compared to the total number of "yes" and "no" votes cast.
14. Each voting member must participate using a unique device, as each device is associated with a single vote. Multiple members viewing, and attempting to vote, through a single device will be counted as a single vote. Only votes through the Zoom link will be counted towards the vote tally. Verbal votes or votes in chat are not valid votes. Members are encouraged to participate through a computer as difficulties with voting may arise for those using mobile devices or iPads.

15. **Presence of candidates during debate:** Out of consideration for our members, the chair will ask nominees for office to identify themselves and a designated administrator of Zoom will place the nominees in the waiting room during the time members are debating and voting on their race. We trust nominees will abide by this request. Nominees who are eligible to vote may inform the chair, or their designated agent, of that fact before being placed in the waiting room. The chair will add a single vote in favor of their preferred candidate.

16. **No Seconds:** Due to the challenge of recognizing speakers to make seconds in the context of a Zoom meeting, all motions which normally require a second do not. The chair trusts that membership will not abuse this circumstance to offer deleterious motions.

17. **Division Vote:** A motion of Division of the Assembly (Robert's Rules of Order **§**29) is not physically possible in a Zoom meeting and is not in order.

18. **Parliamentary Inquiries:** parliamentary questions may be posed in the text chat to parliamentarian(s) designated by the chair. However, the chair retains authority to rule on parliamentary questions and any information provided by parliamentarian(s) is solely informational. *Members may unmute to verbally call a point of order, point of info, etc…*

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