



BY-LAWS

Established October 22, 2019

Amended October 19, 2020

ARTICLE I. NAME

SECTION I.1. This group shall be known as The Southwest Collective.

ARTICLE II. PURPOSE & MISSION

Section II. 1. The Southwest Collective is an inclusive and welcoming group of civic-minded residents of Chicago's southwest side. We believe everybody should have a say in the future of their community and that institutional, economic, and linguistic barriers are preventing too many residents from participating in civic life. The mission of The Southwest Collective is to provide an open forum for southwest side residents to voice their concerns; hear new perspectives from their neighbors; learn about existing public resources; and launch economic, educational, and recreational initiatives that bring our various communities together.

ARTICLE III. MEMBERSHIP

Section III. 1. The Southwest Collective invites people who live in the greater Midway and Southwest Side areas. Anybody is welcome to join the group and attend the meetings.

Section III. 2. Members are established as such after attending three (3) or more monthly meetings consecutively, by joining the board or by becoming a group leader, or by spending 3 hours per month volunteering with the Collective in an approved capacity.

Section III. 3. Dues are not currently taken; however, as this organization grows, we may reassess this policy in order to fund initiatives such as registration drives, community outreach and similar efforts.

ARTICLE IV. ROLES

SECTION IV.1. Board: The purpose of this board is to decide on matters concerning the group as a whole. Responsibilities include the following:

- (1.a) Determines how the organization will carry out its mission through long and short-range planning
- (1.b) Recruits, orients, and develops board members
- (1.c) Evaluates its performance and overall performance of the organization in achieving the mission
- (1.d) Establishes policies for the effective management of the organization

SECTION IV.2.: Communication Coordinator: This position will work as the point of contact for the Collective. Responsibilities include the following:

- (2.a) Manage any written correspondence, messages via social media, and e-mail
- (2.b) Plan and implement a communications strategy
- (2.c) Monitor the organization's social media and online presence.
- (2.d) Identify and resolve any pending requests/inquiries in a timely and professional manner
- (2.e) Serve as point of contact for media and public questions
- (2.f) Assess and report on the effectiveness of communication strategies

ARTICLE IV. ROLES

SECTION IV.3. Points of Contact: The Collective should keep an active roster of points of contact for every group that is currently active.

(1.a) Founder/President keeps and maintains this roster, notifying board via email when changes occur

SECTION IV.4.: Minutes Recorder: The purpose of this position is to have a person record notes during meetings, transcribe them into an email, and disseminate to members.

ARTICLE V. GROUPS

SECTION V.1. Members are free to organize groups around any issue or need. Groups are active as long as there is an existing point of contact. Each group should choose one member as the point of contact. In the event that a point of contact can no longer serve as such, the group must decide to appoint another one or disband.

SECTION V.2.: Groups should always send monthly updates to the member setting the agenda for the next upcoming monthly meeting.

SECTION V.3.: Groups can plan independently and take actions as necessary. At the group's request, all members can join in collective action.

ARTICLE VI. PRINCIPLES OF COMMUNICATION

SECTION VI.1. We are a solutions-based community organization. We do not believe that political affiliations should drive our understanding of the issues. As a member of The Southwest Collective, you agree to the following guiding principles for communication.

SECTION VI. 2.: Definitions:

(2.a) Political affiliation: the national political party with which members associate themselves (Democrat or Republican)

(2.b) Issue: A systematic problem or failure that affects the quality of life of a particular group

(2.c) Hate Speech: abusive or threatening speech or writing that expresses prejudice against a particular group, especially on the basis of race, religion, sexual orientation, gender identity, disability or age

SECTION VI.3: Every member should be able to bring forth an issue.

(3.a) Members have the opportunity to present an issue during meetings

(3.b) Members should do their best to include their issue as an agenda item before every meeting

(3.c) Issues cannot be personal, as in something that only affects the member. The issue must affect or have the potential to affect a large group of people.

(3.d) Issues cannot be against people of a particular social group

(3.e) If possible, the issue should be fact-based or supported by available research and data from trusted sources

ARTICLE VI. PRINCIPLES OF COMMUNICATION

SECTION VI.4: Every member has a right to agree or disagree about an issue.

(4.a) Members must focus on the issue itself.

(4.b) Members cannot deliberate on an issue if it brings forth personal attacks or insults. We will especially not tolerate hate speech.

ARTICLE VII. POLITICIAN PARTICIPATION

SECTION VII.1: Politicians: We do not and will not tolerate hate speech, race baiting, sexism, agism, or any tactics meant to cause divisiveness among our members and participants.

(1.a) We do not and will not allow active political candidates to pitch, solicit or recruit volunteers at our meetings or outings.

(1.b) We will not endorse any political candidates, past or present, and will not support them as The Southwest Collective. (Members are free to do as they wish as individuals, of course.)

(1.c) If an active or former candidate chooses to join The Collective, they do so with the understanding that they are not going to receive anything in exchange, other than details on what their constituents are trying to change.

(1.d) Political candidates can and should be ready to offer contacts or information needed to help The Collective achieve a goal, as good faith effort in working together to better the community.

{1.e) If a board member chooses to run for office, they must step down from the board seat. They are permitted to continue attending general monthly meetings and volunteering, so long as they do not use them as a forum for their political campaign or agenda.

ARTICLE VIII. BOARD MEMBER ROLES & PROCEDURE

SECTION VIII.1: Nomination: board members are nominated for their positions, by current Collective members or by themselves, as positions become available.

(1.a) This process will be addressed annually at the September monthly meeting

(1.b) Nominations are typically shared and voted upon at this meeting; however a nomination can be made at any time.

SECTION VIII. 2: Board member roles and responsibilities are as follows.

(2.a) Founder/President:

- Conducts business at full Collective level, overseeing groups and meeting as needed with group leads
- Serves as tie-breaking vote among board members
- Makes judgements regarding board disputes
- Raises issues for votes

(2.b) Vice President/Executive Director

- Supports and co-leads the Collective with the President
- Advises on long-term vision and direction of the Collective
- Oversees groups' progress
- Raises issues for votes

(2.c) Treasurer

- Responsible for balancing bank account & reporting numbers at monthly Board meetings
- Opens & maintains the Collective bank account, issuing payments and tracking donations

ARTICLE VIII. BOARD MEMBER ROLES & PROCEDURE

SECTION VIII. 2: (con'd.) Board member roles and responsibilities are as follows.

(2.d) Group Leads (3-4 members)

- Communicates group's progress to the rest of the board
- Leads group-specific meetings and events
- Provides group updates at monthly meetings of the Collective

ARTICLE IX. INSTALLATION & REMOVAL OF BOARD MEMBERS

SECTION I. Installation Process

A board member is either installed or re-installed annually. NEW BOARD MEMBERS can be brought on at any time, but must be nominated for a seat. After consideration, as well as an in-person interview, the board votes in the Facebook group, and a 2/3 majority (with 8 of us, we agreed that would be 6) clinches the decision.

Regardless of when a member is brought on, the position is re-upped or resigned that following September, along with everyone else. Onboarding will consist of formal introduction at next monthly meeting, and signing of a membership contract. The contract details the following expectations:

ARTICLE IX. INSTALLATION & REMOVAL OF BOARD MEMBERS

SECTION I. Installation Process (cont'd.)

(1.a.) Contractual Obligations of Board Members

- When volunteering with or working for a political campaign, be upfront about it with SWC, and make sure you are volunteering as yourself, not as a rep of SWC.
- If you are considering a run for a political office, you must disclose this to SWC. A campaign run or self-promotion via SWC's initiatives is not permitted and can result in termination of a board member's position.
- Show up when you can, be clear about when you can't. Give notice if you'll miss an upcoming meeting - *ahead* of the meeting.
- Be active in the Facebook group, especially for votes. If you want to abstain from a vote, simply say so in the comment.
- Each board member must lead a project or group, and provide an update at the monthly meeting.
- Contribute financially to SWC - either \$10/monthly or \$150/annually, and execute both a birthday fundraiser for SWC, either on Facebook or in person, as well as recruit a volunteer that we can call on periodically to help with things like Freebies, the food drives, the library boxes, etc.

(1.b.) Maximum Number of Board Members

- The maximum allowable number of board members is 11; however, expansion may be necessary depending on funding/grant opportunities. In that instance, expanding board past 11 must be motioned by 2/3 majority of following Board members: President, Vice President and/or Treasurer.

ARTICLE IX. INSTALLATION & REMOVAL OF BOARD MEMBERS

SECTION II. Removal Process

(1.a.) Formal Hearing

- An emergency meeting must be called by a board member, and 2/3 majority must agree to start the process.
- The discussion must allow all board members to hear from the member in question as well as rebuttals.

(1.b.) Decision & Outcome

- The emergency meeting activates a 30-day probationary period, and generates a "performance review" that the member must follow, correcting the issue to satisfaction of the board.
- After the 30-day period, the board votes anonymously and a 2/3 majority (again, 6 of us) carries. If the vote is unanimous for removal, that occurs immediately.
- Once a decision is made, written notice must first be provided to board member by President or Vice President. Board members should not verbally or otherwise disclose this information prior to written notice being received by the board member in question.

ARTICLE X. ADVISORY BOARD

SECTION I. Installation, Responsibility & Assessment

(1.a.) Installation

- An Advisory Board shall be established, with no more than 5 members.
- Additional members can be added if a vote is introduced by 2/3 - President, Vice President and/or Treasurer.
- Advisory Board members are installed as needed, for a period of one quarter (three months). Service is assessed quarterly by the Board of Directors.

(1.b.) Responsibility

Advisory Board members are consulted as Subject Matter Experts (SMEs) - the subject is determined by potential member with guidance from the Board of Directors.

(1.c.) Assessment

- Advisory Board members may be nominated to join Board of Directors after one year of dedicated service. (Does not have to be served consecutively.)
- At each quarter's end, re-evaluate the role and responsibility: has it changed, is it still necessary, does member still want to serve?
- Assessments can be determined in person by board or via Facebook group, but a 2/3 majority must be reached within one week of assessment date.



BOARD MEMBERS

2019-2020



Jaime Groth Searle,
President



Enrique Mendoza,
Vice President



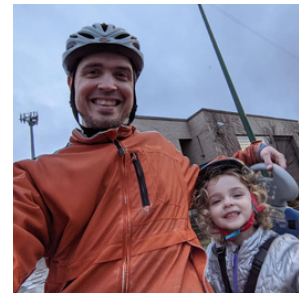
Adriana Vargas,
Treasurer, Families
Co-Lead, Chamber Co-
Lead



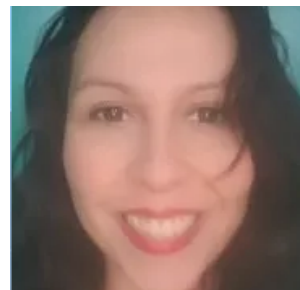
José Torrez,
Board Member



Rolando Favela,
Green Spaces Group
Lead



Dixon Galvez-Searle,
Fundraising Lead,
Community Biking
Advocate



Michelle M. Valdez,
Board Member



Onintze Contreras,
Youth Outreach