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Article I. Name

Section 1: Name

The organization shall be known as Symbiosis PDX.

Article II. Purpose

Section 1: Vision

We are working to develop communities where everyone is empowered to shape and co-create the world around them. Where everyone's basic needs of food, water and shelter are met without enduring exploitation. A world where everyone's voice is heard and people are treated with dignity and respect.

A world where we recognize our interdependence and reliance upon nature's ecological processes as essential to our survival. A culture where we begin thinking of the impact of our actions 7 generations into the future and where we work to end the harm caused by systems of [capitalist modernity](#). We envision a world beyond borders, of interconnected culturally diverse communities. We are inspired by the revolutionary social experiment in [democratic confederalism](#) in Rojava, the autonomous federated [Zapatista](#) communities in Mexico and the alternative economic strategies of [Cooperation Jackson](#) in Mississippi.

Section 2: Mission

Our mission is no less than to generate systemic change through advancing the self-organization of our communities to achieve economic and political autonomy. To achieve this goal we look to develop a dual power network of grassroots participatory political and economic institutions that brings thousands of people into a web of relations able to make the cultural change from isolated disempowered individuals into empowered interdependent community members. We aim to build a cultural rooted in the ethics of ecology, feminism, consent based decision making, anti-capitalism, decolonization and abolitionism.

Section 3: Principles

Truth and Reconciliation

The city of Portland sits on the traditional lands of many tribal groups who made homes on the confluence of the Willamette and Columbia Rivers, including Multnomah, Wasco, Cowlitz, Kathlamet, Clackamas, Bands of Chinook, Tualatin, Kalapuya, and Molalla. We seek to work directly in solidarity with indigenous peoples for sovereignty, autonomy and equitable land redistribution. Additionally, we must work to dismantle the oppressive punitive prison industrial complex and the carceral mentality.

Consent Based Decision Making

Everyone deserves to have their voice heard and leverage over decisions that impact them. Together we can co-create a society where everyone has an opportunity to shape the world around them where we reclaim control over our collective destiny from the destructive course set by those in power.

Gender Freedom

Patriarchal violence is the root of oppressive social structures. We oppose the patriarchy in all forms and collectively work to disengage from this form of acculturation towards a full and free expression of gender in all its diversity.

Social Ecology

We recognize that our ecological problems are rooted in our social problems. As such we must become stewards of the land and see ourselves as interdependent with the natural world.

Solidarity Economy & Mutual Aid

Through building grassroots economic institutions we can grow our own food, build our own housing and develop ways of communal physical, mental and emotional care beyond the isolated individualistic drudgery of our current capitalist economic system.

Municipalism

The political and economic self-determination of our communities and the autonomy of our municipalities is essential. By developing new forms of popular civic engagement on a local level, such as neighborhood assemblies and councils, we can begin shifting power over municipal governments from serving the interests of a powerful few to full community control.

Article III. Membership

Section 1: Qualifications

Membership shall be open to everyone who agrees to our principles.

Section 2: Tiers

Symbiosis PDX shall have several tiers of membership.

1. Community Member

A community member is anyone who volunteers time to any of the various projects of Symbiosis PDX but doesn't hold voting power, during consent rounds, within the organization.

- a. A community member has the right to attend and have voice in discussions and bring proposals in the seasonal community assemblies and participate in any timebank activities.
- b. They are guaranteed a voice in any Symbiosis domain activities they are directly participating in and that involve their ongoing labor.
- c. They have a right to minority opinions, provided that they do not work to subvert the organization.
- d. They may join caucuses, factions, or other friendly associations within the organization.
- e. They do not have to meet the dues requirement.
- f. As such, they may not participate in consent rounds for any organizational matters, unless otherwise stated in the membership rules of specific domains or circles.

2. General Member

A general member is a dues contributing member of Symbiosis PDX who has full voting rights during consent rounds.

- a. General members have full voting rights and access to the organization with the exception of any conditions stated elsewhere in these by-laws or within the membership rules of specific domains or circles.
- b. They have a right to minority opinions, provided that they do not work to subvert the organization.
- c. They may form caucuses, factions, or other friendly associations within the organization.

Section 2: Dues

All members who have decision making power in the organization should have minimal collective responsibilities to our ongoing collective effort. Membership dues will exist as an accountability mechanism to ensure those putting in the labor and resources are the ones deciding organizational matters that impact them. Dues can be contributed in non-monetary time credit hours earned from participating in organizational activities or through financial contributions depending on member preference.

1. All general members provide dues to Symbiosis PDX in the form of 5 time credit hours a month via any active timebank the organization is participating in or in the form of a minimum \$5 a month contribution depending on member preference.
2. An active timebank which Symbiosis PDX members can participate in and from which members may pay dues in the form of time credits to Symbiosis PDX must be established for dues collection to be a requirement for general membership or onboarding.
 - a. Members can earn time credit hours through the time bank for any organizational activities related to Symbiosis PDX.
 - b. The timebank will be operated as a unique initiative of a designated domain circle. If no domain circle is designated, the timebank's operation will be the responsibility of secretaries of the assembly.
 - c. General Members who are also members in federated organizations may earn time credits for the work they do with their own organizations through Symbiosis PDX if the organization does not have its own representation within the timebank.
3. Community Members do not pay dues.

Section 4: Onboarding

1. All new members must complete a short form giving basic information about themselves, demonstrate they agree to our principles and a working understanding of our by-laws.
2. Members of organizations who have federated with Symbiosis PDX will instantly be considered as having Community Member status.
3. Secretaries of the Assembly will be in charge of developing membership onboarding procedures and gaining consent on these procedures by the coordinating circle. They will also coordinate with other secretaries of circles to ensure knowledge of the onboarding process.
4. Secretaries of various circles will be the only individuals with the power to onboard new members. The Secretaries of the Assembly must be informed of all newly enrolled members.

A. General Members

1. General Members must contribute first months dues prior to being admitted as a general member.
2. New General Members shall have a trial period of 6 months; wherein, general membership will be instantly revoked upon any conflict resolution request submitted on behalf of 3 or more members where such action has been requested, and which has been undersigned by a vote of any domain circle, any sub-circles the individual has been active in. The conflict resolution process must still proceed and the individual could be reinstated after the Conflict Resolution Circle has decided on this course of action.
3. New General members must make direct contact with a circle secretary who confirms the identity of the individual and walks them through the onboarding process as aligned with any policies established by the coordinating circle.
4. New General Members will be given a membership card.

Section 5: “ Good Standing”

Members are considered in “good standing” provided that they have provided their dues

Article II. Limitations placed on membership participation are further defined in Article VI Section 2, Limits of Consent.

Section 6: “ Active”

Members are considered “active” provided they have attended three official working circle or assembly meetings in the prior fiscal quarter.

Section 7: Suspension and Expulsion

Members may be expelled or suspended from the organization by a formal decision of the Conflict Resolution Circle, or by consent of the General Assembly provided they are found to be in substantial disagreement with the principles or policies of the organization or if they consistently engage in undemocratic, disruptive behavior or if they are under the discipline of any self-defined democratic centralist organization. Additionally, individuals who have acted or currently act as agents of the carceral state (defined as the institutions of law enforcement, punishment, and surveillance supporting law enforcement and extra-legal state violence, including, but not limited to, the police, prison guards, and the bargaining units of unions that act as collective bargaining agents for employees of police, security and prison agencies) will be barred from membership if they do not renounce their positions and work substantively to abolish the carceral state.

Should there exist a conflict between the Conflict Resolution Circle and the General Assembly, any decision by consent of the General Assembly shall be considered final. Members facing expulsion must receive written notice of charges against them and must be given the opportunity to be heard before the Conflict Resolution Circle.

All new general members under a trial membership will be subject to the rules described in Article III, Section 4 A, 2.

Article IV. Sociocratic Governance

Section 1: Definition

Sociocratic governance shall be defined as a method of governance that delegates policy making to all levels of the organization and establishes equivalence between its members within their domain of responsibility.

Section 2: Purpose and Benefits

The principles and methods of sociocratic governance develop in all members:

- A. Strong leadership and clear delegation;
- B. Self-governance, self-organization, and cooperation;
- C. The ability to apply scientific theory and methods; and
- D. Responsibility for continuing communal development.

We have chosen to adopt these principles and methods to develop and hone the skills and cultural knowledge needed to put our Vision as expressed in Article II Section 1 into practice now within the organization and to prefigure a more radically egalitarian future.

Section 3: Governing Principles

- A. The Principle of Consent: Consent governs policy decision-making. Except as otherwise stated in these bylaws, policy decisions shall be made with the consent of those they directly affect. Consent shall be defined as having “no reasoned objections” and as further defined in Article VII Section 2, Consent and Article VI Section 2, Limitations of Consent.
- B. The Principle of Circles: The organization shall govern itself through a circular hierarchy of semi-autonomous, self-organizing circles that are responsible for policy decisions within their domain. Circles and the circular hierarchy are further defined and described in Article V, Governance Structure.
- C. The Principle of Double-Links: In the hierarchical structure of circles, a lower circle shall be double-linked to the next higher circle by one or more representatives of the lower circle as described in Article VI, Governance Structure and Article VI Section 3, Circle Officers. Circles with a relevant common interest may also choose to create cross links, where dual members of both circles are appointed as representatives between the two.
- D. The Principle of Consent Elections: Circle members shall elect people to functions and tasks by consent as described in Article IX Section 1, Election Process.

Article V. Governance Structure

Section 1: Circles

The governance of Symbiosis PDX shall be structured as a circular hierarchy formed by double linked, semi-autonomous circles that reflect the operations of the organization. A circular hierarchy shall be defined as one in which each circle by means of representative participation in the next higher circle must consent to the policy decisions that affect its domain. Circles are thus linked in an apparently linear hierarchy but policy decision-making forms a feedback loop with each circle occupying a place in the loop.

Section 2: Circle Definition

A circle includes every person with a common aim who has a significant role in the operations of a domain circle or other unit of Symbiosis PDX as designated by the General Assembly. Circle members meet to make policy decisions within their domain of responsibility. Circle responsibilities are further defined in Article VII Section 1 Aim and Domain of Decision-making and Article VI Circle Governance.

Section 3: Circle Limitations

No circle's policies shall conflict with these bylaws, the principles and methods of sociocratic governance as defined in these bylaws, or the policies of other circles.

Section 4: Circle Membership

- A. Definition: Except for the General Assembly as defined in Article VIII General Assembly, a circle shall include all active members of the organization who have significant roles in the circle's operations. Each circle shall define 'significant roles' and shall be as inclusive as possible while ensuring (1) the stable functioning of the circle and (2) the ability of its members to deliberate with a consistent membership.
- B. Consent to Members: Circle members shall have the right to consent to new members.
- C. Equivalence: Within the circle meeting, the principle of consent shall be used to ensure that all circle general members are equivalent in decision-making.
- D. Size: Circles shall be of a size that allows inclusive and efficient deliberations, no larger than 50 members without consent of the coordination circle, with 12 being the optimal maximum.

Section 5: Coordinating Circle

The Coordinating Circle shall manage the operations of the organization within the limits set by the General Assembly and consent of the motivator of the domain circles. It shall consist of the Secretary(ies) of the Assembly, Motivators of the Assembly, representatives from federated organizations, and the motivator or secretary and one or more representatives from each domain circle. It is responsible for ensuring the organization of regular general assembly meetings.

Assembly advisors may also participate in the coordinating circle; however, only two members of the conflict resolution circle may participate at most (the representative and either the motivator or secretary).

Section 6: Domain Circles

Each domain circle shall consist of a motivator or secretary and members of the domain circle and, if it has responsibility for other circles, the motivator or secretaries or at least one representative from each of those circles. Circles may consent to observers who may act in an advisory capacity to the circle, however the consent of such observers shall not be required for decisions made by the circle.

Section 7: Further Subdivision

Circles may consent to create and empower sub-circles to carry out a particular set of tasks or to have authority over some portion of the circle's domain. The hierarchical pattern established in Article V Sections 2-3, shall be repeated throughout the organization.

Section 8: Circle Names

Circle names are for illustration only and may be changed as desired and appropriate as long as the hierarchical chain of representation and delegation is clear.

Section 9: The General Assembly or Top Circle

The General Assembly shall consist of all Community Members and General Members.

Section 10: The Conflict Resolution Circle

The consent of the General Assembly shall be required for the election of all members of the Conflict Resolution Circle, who shall have, as a further prerequisite, the demonstrated capability of acting as a neutral arbiter in accordance with the principles of restorative justice as agreed upon by the General Assembly.

Article VI. Circle Governance

Section 1: Circle Responsibilities

Each Circle, within the limits set by the next higher circle, shall:

- A. Determine and control its own policies to achieve its aims as defined by the next higher circle
- B. Assign the leading, doing, and measuring of circle roles and responsibilities to its own members to achieve its aim and execute its own policies

- C. Maintain a record keeping system of policy decisions and other information as specified in Article VI Section 5, Circle Record Keeping
- D. Assume responsibility for the communal development of the circle and its members
- E. Elect one or more representatives from its members to serve as the circle's representative(s) to the next higher circle
- F. Decide how to allocate the resources included in its budget
- G. Create lower circles as it determines appropriate, assigning an aim and allocating part of its resources to those circles
- H. Decide whether lower circles shall be subdivided, combined, or dissolved
- I. Consent to the member(s) within the lower circle taking on the role of motivator as defined in Article VI Section 3.a Motivator.

Section 2: Limitations of Consent

The principle of consent shall not apply to all circle members in two classes of circle decisions:

1. Circle Elimination or Redefinition: The motivator or secretary and representative(s) of the lower circle may participate in any discussion of dissolution or restructuring of their circle but their consent shall not be required for the higher circle to make a decision.
2. Personnel Decisions: A circle member or members about whom decisions are being made may participate in any discussions but shall be excluded from participation in consent decisions related to their own compensation, service or conflict resolution decision if deemed necessary by the conflict resolution circle or any other circle making decisions related to a conflict resolution request.
3. Motivators of the Assembly may not participate in consent rounds in any circle decision making related to special project review as referenced in Article VIII Section 8. Special Project.

Additionally, community members and general members not in good standing with Symbiosis PDX may participate in any discussions; however, their consent shall not be required for decisions related to the organizations decisions.

Section 3: Circle Officers

With exception to the General Assembly, each circle shall have an individual fill the following roles:

- A. Motivator: A motivator shall be elected by each circle to ensure that the work of the circle is being done in a timely fashion according to the guidelines set by the circle. The motivator may also communicate the work of the circle to the community, explore and suggest new opportunities and circle activities. Note that it is not the role of the motivator to assign tasks, set circle policies, or make decisions on behalf of the circle except where

specified to do so by consent of the circle's members or as defined in Article VII Section 5, Operations Decisions without a Policy.

- B. Facilitator: A facilitator shall be elected by each circle to conduct circle meetings, provide the opportunity for all circle members to fully participate in decision-making, and ensure that the circle is functioning according to the principles and methods of sociocratic governance. Arranging and announcing circle meetings, Preparing the agenda in consultation with the facilitator and operations motivator, and other circle members, Distributing study materials and proposals.
- C. Secretary: Each circle shall elect an administrative secretary to manage the affairs of the circle and perform tasks related to its functioning:
 - 1. Recording and inputting participant hours into the timebank after meetings, events or other activities
 - 2. Taking and distributing minutes of circle meetings
 - 3. Onboarding new members to the circle and/or Symbiosis PDX at large
 - 4. Development of and suggestion of new onboarding procedures
 - 5. Performing any other tasks assigned by the circle
 - 6. Maintain documentation of circle's aim, scope, budget, policy decisions, meeting notes, membership, and any other information deemed important.
- D. Representative(s): One or more representatives shall be elected by the circle to participate in the next higher circle. The circle representative(s) participates as a full member in both the lower and higher circles.

Any circle member may fill more than one officer role and roles may be combined so long as the duties of all the roles designated herein are fulfilled to the satisfaction of the next higher circle.

Section 4: Circle Meetings

All circles shall meet at least monthly to review their policies, evaluate their effectiveness, adopt new policies if necessary, and review development plans and progress. Requirements for time, place and manner of circle meetings are defined in Article X Section 2, Circle Meetings.

Section 5: Officer Qualifications and Equity

- 1. In order to promote gender equity in appointed positions, In total, appointed officers within a circle maintain a minimum 1:1 ratio of male to non-male officers, in favor of non-male officers. This ratio is not to be exceeded, as such new male officers will not be appointed if this ratio is met.
- 2. In order to promote racial equity in appointed positions, Appointed officers may not exceed a ratio of 2:1 white to non-white, in favor of non-white, whenever possible.

Section 6: Circle Reflection (Forum) Meetings

Circles shall hold a meeting at least once per quarter to reflect on group processes , conflicts and potential conflicts. These meetings will also be times for circle members to provide constructive feedback to one another. Each Circle may decide on their own process. The Conflict Resolution Circle and the Coordinating Circle shall provide general guidance and suggest practices for Circle Reflection Meetings.

Article VII: Decision-Making

Section 1: Aim and Domain of Decision-Making

A circle's aim shall be determined by the next higher circle and defines the circle's domain of responsibility. In order to accomplish their aim, circles shall be responsible for making the policy decisions governing operations within their domain.

Section 2: Consent

The principle of consent shall be applied to all circle decisions. Objections to a proposed decision must be

- A. based on the decision's adverse effect on the circle member's ability to fulfill their roles and responsibilities in achieving the aim of the circle, and
- B. reasoned, meaning that reasons for the objection must be explained clearly enough for the objection to be resolved. For all or some decisions, other methods of decision-making can be used by the circle if the decision is made by consent and like all policy decisions is reviewed on a regular basis.

Section 3: Definition of Policy

Policy decisions govern the day-to-day operations activities of the organization and include, but are not limited to:

- A. Setting aims
- B. Defining the scope of work
- C. Designing the work process
- D. Allocating resources
- E. Delegating functions and tasks
- F. Evaluating group and individual performance
- G. Determining compensation
- H. Planning communal development

Section 4: Operations Decisions

Day-to-day operations in a circle's domain shall be governed by the circle's policy decisions and directed by consent of the circle's membership. A circle shall establish policies that determine which methods of decision-making will govern operational decisions.

Section 5: Operations Decisions without a Policy

If a necessary operational decision is not covered by an existing policy and where a special meeting cannot feasibly be held to consent to a decision, the circle's motivator shall make the decision and request that it be reviewed at the next circle meeting or at a special circle meeting called for this purpose as described in Article X, Meetings.

Section 6: Failure to Reach Consent

If after all options have been exhausted, a circle other than the General Assembly cannot achieve consent on a proposed action, the decision shall be referred to the next higher circle.

Section 7: Proxies

The right to participate in decision-making or any other action of any circle, including the General Assembly, may not be delegated or exercised by proxy.

Article VIII: General Assembly

Section 1: Authority

The General Assembly, as the top circle of the organization, shall oversee and guide the business of the organization with full power to engage in any lawful act unless otherwise limited by these bylaws.

Section 2: Responsibilities

The Assembly is responsible for ensuring that the organization is acting in accordance with the trust of the communities of Portland, as well as the principles articulated in Article II. Other responsibilities include, but are not limited to:

- a) Setting and overseeing the execution of a strategic plan,
- b) Ensuring fiscal responsibility,
- c) Maintaining long-term viability,
- d) Generating new ideas and directions, and
- e) Maintaining connections with external persons, organizations, agencies, and any other bodies necessary to the development and functioning of Symbiosis PDX.

The Assembly may consent to delegate any of its responsibilities to a member in good standing or to a circle created for this purpose.

Section 3: Officers of the Assembly

The Assembly shall elect from its members in good standing:

1. Secretary of the Assembly: the General Assembly shall elect no fewer than one (1) and no more than 4 (4) secretaries, who shall perform all the functions specified for secretaries of all circles in Article VI Section 3.b, Secretary and Section 3. A Facilitator. In addition, the secretary(ies) of the assembly shall:

- A. Give, or cause to be given, any notices required by these bylaws
 - B. Assume responsibility for Organizations and Assembly circle records
 - C. Execute all instruments requiring a signature on behalf of Symbiosis PDX
 - D. Work with the members and circles of the Organization to ensure that the functions and responsibilities delegated by the Assembly are being carried out in a timely fashion in accordance with the policies and decision of the Assembly
 - E. Ensure circles are following the order of these by-laws and providing assistance in their implementation.
 - F. Ensure the operation of a local timebank in which all Symbiosis PDX members are able to participate in if no others have been assigned this role or no active circle has been formed which facilitates this effort.
 - G. Coordinate membership records, update membership standings, facilitate onboarding of new members.
 - H. Perform other duties necessary to the office or as required by the Assembly, and
 - I. Perform the duties of other officers if they are unable or unwilling to complete them as stated in these bylaws or at the direction of the Assembly
2. Motivator of the Assembly: the General Assembly shall elect no fewer than one (1) and no more than two (2) motivators, who shall perform all the functions specified for motivators of all circles in Article VI Section 3.a, Motivator, it is also subject to the qualifications laid out in Article IX Section V, and must maintain a ratio of 1:1 male, non-male motivators in favor of non-male. In addition, the motivators of the assembly shall: .
- a. Be allowed to independently initiate or organize one “special project” at a time on behalf of the organization subject to the rules described in Article VIII Section 8 Special Project.
 - b. Help keep up group morale and focus the vision and purpose of the organization.
 - c. Actively seek out opportunities to communicate the work, vision and principles of the organization to the community at large and solicit collaboration.
3. Treasurer: the treasurer shall:
- a. Oversee financial affairs
 - b. Have custody of all funds and securities until otherwise assigned
 - c. Establish or cause to be established appropriate financial records, accounts, and practices to ensure judicious use and care
 - d. Prepare or cause to be prepared budgets, fundraising plans, and financial reports
 - e. Make the financial records available in accessible format in accordance with the practice of sociocratic organizations for transparency as required by Article XI Financial Practices
 - f. Ensure the operation of a timebank the organization can participate in.
 - g. Perform the duties of the secretary(ies) if they unable or unwilling to perform them
 - h. Perform other duties as required by the Assembly

Section 4: Advisors

At the Assembly's discretion, advisors shall be elected by the Assembly to provide expertise in specific areas and/or to serve as independent connections to the larger social, financial, governmental, and sociocratic environment. They may also participate in the coordinating circle.

- A. Federation Representative: Unless none are available to serve, one or more of the expert advisors shall be a representative from and to Symbiosis Federation for the purpose of maintaining clear and consistent lines of communication between the organization and Symbiosis Federation and to advise the organization of the goals and policies of the Federation.
- B. Other Advisors:, at the assemblies discretion new advisors could be appointed to advise on affairs including but not limited to:
 - a. Financial management of nonprofit organizations
 - b. Fundraising and development
 - c. Legal affairs
 - d. Social and environmental concerns.
 - e. Timebank or solidarity economy advisor
 - f. Sociocracy advisor.
 - g. Specific inclusivity concerns relating to historically and currently oppressed and marginalized groups or communities, including relationships with federated organizations of such groups or communities and their constituencies
- C. Members of the Conflict Resolution Circle: these members shall be considered advisors to the Assembly in matters of Code of Conduct enforcement and in resolving tensions and conflicts between organization members, and between organization members and those outside the organization.

Expert advisors may have more than one designated area of expertise as determined by the Assembly and may be granted status as full members of the Assembly. Such advisors may choose to participate fully in the decision-making and the affairs of the Assembly, subject to the exemptions defined in Article V Section 2, Limitations of Consent

Section 5: Accountability

Each Officer of the Assembly shall exercise independent judgment in good faith and in the best interests of the organization with the care of an ordinarily prudent person under similar circumstances.

Section 6: Conflict of Interest and Confidentiality

Each Officer shall sign and the secretary(ies) shall retain or cause to be retained in the files of the organization a copy of the conflict of interest and confidentiality policy should the General Assembly choose to enact one.

Section 7: Transparency

Whenever possible, the Assembly shall ensure compliance with the practice of sociocratic organizations to make records of all transactions transparent and available to the members, staff, and other interested parties.

In order to address a reasoned objection to any information being classified confidential, the General Assembly shall establish policies providing for examination that protects the information and makes it available for review as is needed.

Section 8: Special Project

As it is necessary for our organization to be able to be flexible and meet rapidly changing circumstances or to meet unique temporary opportunities in between official meetings, there is a need for special projects.

1. **Definition:** A special project is a task, initiative, event, action, activity, or ad-hoc project aligned with the vision, principles and mission of the organization created on the initiative of the Motivator of the Assembly that has not been consented on by a circle of the organization.
2. **Initiation:** Each Motivator of the Assembly will be allowed to conduct one special project at a time. They may choose the scope, objective and goals of the initiative and invite any additional assistance they need to complete the objective of the project from other individuals or circles, inside or outside the organization. To begin a special project they must...
 - a. Must have two other members of the coordinating circle agree to the initiation of the special project.
 - b. Ensure special project doesn't interfere with or infringe on the work of any of the established circles.
 - c. The coordinating circle and any other relevant circles whose domain falls within the scope of the special project must be alerted about the creation of a new special project and when it has been completed.
3. **Limitations:**
 - a. A special project who has the active participation of 3 or more members in it and has existed for more than 30 days must move its work into an active circle or establish a new one aligned with the normal organizational procedures.
 - b. Non-members of the organization will not be granted access to any internal organizational communications nor granted access to member information.
4. **Review & Accountability:**
 - a. The Coordinating Circle has the ultimate decision making authority over any special project. They may call to alter the scope, objectives, or goals of any special project or any other change including its elimination.
 - b. Motivators of the Assembly will make regular reports on their special project at coordinating circle meetings.
 - c. Any member of the coordinating circle may call for a consent round pertaining to any element of an ongoing special project in which the Motivator of the Assembly may not participate; however, they may participate in and discussion.

Article IX: Election & Terms

Section 1: Selection Process

Assembly officers, members of the Conflict Resolution Circle, and circle officers shall be selected applying the principle of consent elections as required in Article III Section 3.d The Principle of Consent Elections. Elections may be conducted as an item of business on any meeting agenda or in a meeting called for this purpose. The process shall include but is not limited to:

- a) Nominations with rationale
- b) Discussion and resolution of objections, if necessary
- c) Consent

The facilitator or another person elected for this purpose shall conduct the process and may propose what appears to be the best choice given the reasons presented in the nominations and discussion. Consent to the facilitator's proposal must be confirmed.

An ordinary circle may choose to forgo the formal elections process for circle officers provided that all the duties and responsibilities of those offices are carried out by the membership of the circle.

Section 2: Date of Selections

Selections of assembly officers shall be conducted at the assembly's selection meeting, as specified in Article X Section 1, Selection Meetings, and as necessary to fill vacant positions. The General Assembly shall make every reasonable effort to elect delegates to Symbiosis Federation Congress no later than one (1) month prior to the date of the gathering.

Section 3: Terms of Office

Except as limited by Article IX Section 6, Completion of Terms, officers of the assembly shall be elected for one-year terms in the first selection meeting of the assembly and annually thereafter, and shall be eligible for reelection.

The terms for Circle officers shall not exceed one year.

Section 4: Resignation

Resignations must be made in writing and received by the circle secretary. In the case of a resignation by the secretary, written notice shall be delivered to the facilitator who shall record the resignation.

Section 5: Removal

A circle officer may be removed at any time by consent decision of the assembly or circle without their consent as required by Article VI Section 2 Limitations of Consent.

Section 6: Completion of Terms

1. Officers of the Assembly: any officer of the assembly elected to complete the term of an officer who has left their office shall be elected to serve the remainder of that term only.
2. Circle Officers: Circles other than the Conflict Resolution Circle, whose terms shall be set by consent of the General Assembly, may establish their own rules for the completion of terms including electing for the remainder of the term plus one year.
3. Vacant Positions: The officers of the assembly and other circle officers shall be replaced as soon as possible. Except as otherwise required by these bylaws, circles may decide not to fill a vacant position.

Section 7: Qualifications

1. In total, officers of the assembly must maintain a minimum 1:1 ratio of male to non-male officers, in favor of non-male officers. This ratio is not to be exceeded, as such new male officers will not be appointed if this ratio is met.
2. Appointed officers must also maintain a minimum ratio of 1:2 ratio of non-white to white in favor of non-white whenever possible.

Article X: Meetings

Section 1: Annual Meetings

One circle meeting a year shall be designated the annual meeting for purposes of conducting elections as specified in Article IX Elections & Terms. Other business may also be conducted at this meeting as determined by the circle.

Section 2: Circle Meetings

Circles shall meet at least monthly at an agreed upon time and place including by any telephonic, digital electronic means, or any other method that allows circle members to deliberate, resolve objections, and consent to decisions.

Section 3: Special Circle Meetings

Special meetings may be held at the request of any circle member at a time convenient to a sufficient number of other circle members to constitute a quorum, if required by the circle's policies. Such requests should be made to the secretary of the circle or as otherwise determined by the circle.

Section 4: Notice

At least seven (7) days advance notice must be given to each circle member for any meeting in which decisions or other actions are to be made, subject to Article X Section 5 Waiver of Notice. Methods of notification include a note in the records of the last circle meeting; notification by mail, facsimile, telephonic, or digital electronic; or any other method as determined by the circle.

When possible, such notice shall include proposed agenda items and any supporting documents.

Section 5: Waiver of Notice

The circle may determine in its policies when notice of meetings, including special meetings, may be waived.

Presence at a meeting or failure to pay attention to methods of communication established by the circle shall constitute waiver of notice.

Section 6: Quorum

Members present by telephonic or other means that allow them to participate in the discussion, resolve objections, and consent or vote, as appropriate, shall be included in the quorum.

1. General Assembly: a minimum of one half plus one (1) of all active members in good standing, or five (5), whichever shall be greater, shall be necessary to constitute a quorum in the General Assembly for the purpose of making decisions on behalf of the organization.
2. Circles other than the General Assembly: circles other than the General Assembly may determine their own quorums for all meetings, for a specific purpose, or for a class of meetings.

Section 7: Actions without a Meeting

1. General Assembly: any actions required or permitted at a meeting of the assembly may be taken without a meeting if reasonable measures have been taken to ensure all members entitled to vote or consent have the opportunity to do so as appropriate. Written consent may include notices by mail, facsimile, electronic means, or other methods as determined by the Assembly and such notices shall be filed with the minutes of the assembly. Consent to an action without a meeting shall have the same force and effect as consent or unanimous vote given in a meeting.
2. Other Circles: any action required or permitted at a circle meeting may be taken without a meeting by consent of all members as specified in this section for the General Assembly or according to any process set by circle policy.
3. Special Projects: Motivators of the Assembly may initiate special projects which do not require a meeting as subject to the rules described in Article VIII Section 8 Special Projects.

Article XI: Financial Practices

Section 1: Financial Practices

The financial practices of the organization shall follow the highest standards of accountability and transparency. Unless doing so would reveal personal information of members, donors, or other persons; or otherwise compromise the stability of the organization's financial records will be available to all members of Symbiosis PDX and to other such persons as the Assembly determines.

Section 2: Use of Funds

Organizational funds shall only be used for activities related to the organization's mission as stated in Article II Section 1, Mission.

Article XII. Electoral Endorsements

Candidates running for municipal, local, city or county political office may be endorsed by consent of the General Assembly, or by the Local Assembly in which the office solely resides. The endorsement vote must be published on the agenda or announced to the membership at least 15 days prior to the meeting. Candidates running in state or federal elections may not be endorsed.

Article XIII. Amendments

Section 1. Proposal

Proposals for amendments to the Bylaws may be submitted for consideration to the General Assembly by any member in good standing with the local at any Assembly meeting. All amendments must be consistent with the principles of sociocracy as defined in these Bylaws.

Section 2. Ratification

Amendments to the Bylaws may be ratified by consent of the general membership at a General Assembly Meeting or Special Meeting. Proposals must be presented to Assembly(ies) no less than one (1) month prior to vote.

Article XIV. Federated Organizations

Section 1: Definitions

Federated Organizations are groups in the Portland Metro Area who agree to our organizational principles, mission and vision that share membership with Symbiosis PDX.

Section 2: Rights

- A. Federated Organizations will be guaranteed two representatives at General Assemblies who have voting power. They will be guaranteed space at these meetings to discuss their work and the needs/wishes of their organizations.
- B. All members of federated organizations will be treated as community members for all purposes described in Article III so long as they register with a secretary of any relevant circle. They may also become general members of Symbiosis PDX if they so choose so long as they meet all criteria described in Article III.
- C. Federated Organizations may create and access any timebank models used by Symbiosis PDX to award members hours for participation in their own initiatives.
- D. Federated Organizations may appoint two representatives to participate in the Coordinating Circle so long as they meet the following requirements. These representatives must be general members of Symbiosis PDX as described in Article III in order to meet the dual linking principle.

Section 3: Responsibilities

- A. It is the responsibility of federated organizations to send representatives to the general assembly
- B. To ensure representatives participate in the coordinating circle if so desired
- C. Agreeing with any policy, initiatives, directives or calls to action agreed upon at the general assembly or coordinating circle wherein consent, having included a representative of their organization, has been achieved.
- D. Inform their membership of their rights as a community member of Symbiosis PDX and provide information on how to register with a secretary

Section 4: New Federated Organizations

Organizations may federate with Symbiosis PDX if their membership is approved by consent at a General Assembly meeting. Prior to a vote federating organizations must

- A. Agree to our organizational principles, mission and vision
- B. Demonstrate they have a working knowledge of these by-laws and their organizational rights and responsibilities as described in Article XIX
- C. Submit a written request to join the federation

Section 5: Removal of an Organization

If any organization is found to be acting out of line with the established principles of Symbiosis PDX, has acted in a way that unduly jeopardizes the safety or security of the federation, or has not met their responsibilities as listed in Article XIX Section 2, they may be removed from the federation. In order to remove an organization

- A. A proposal recommending the removal of the organization must be brought by either the coordinating circle or the conflict resolution circle to the general assembly.
- B. The organization in question will be notified of the reason for this recommendation at least one month in advance and have the opportunity to resolve any differences with the conflict resolution circle prior to the general assembly. The conflict resolution circle has the authority to rescind any removal proposals if they so choose, or to allow the proposal to be forwarded to the assembly.

- C. If no resolution is possible and a vote on removal continues the group in question will have the right to send a representative to speak on their behalf at the general assembly prior; however, their consent shall not be required.