

Bylaws of Live Free, USA
Revised and approved March 30, 2019

Section I: Title and Mission

1. The name of this organization shall be Live Free, USA
2. The mission of this organization shall be to promote and support individual emergency preparedness, self-reliance, self-protection, general self-sufficiency and personnel freedom for responsible people of all races, religions and nationalities. These goals will be pursued through advocacy, education, publication, technology, exploration and leadership development.

Section II: The Governing Body

1. This organization shall be governed by the elected Board of Directors.
2. Permanent officers on the Board of Directors composed of the following members.
 - (a) President Duties:
 - Arrange and facilitate meetings of the Board of Directors consisting of all officers and team leaders in order to establish plans, goals and policies that will strengthen the organization and achieve its mission.
 - Continuously communicate with officers and members through reports, letters and electronic communications to sustain the most effective use of personnel and funds towards achieving the organizations mission.
 - Represent the organizations positions and programs to outside organizations and the public.
 - Present an annual report to the members on the state of the organization and its plans for the coming year.
 - (b) Vice President Duties:
 - Support the President in the performance of all duties.
 - Maintain regular communications with all member of the Board of Directors so that in the event of the disability of the President the organizations activities will be sustained.
 - Temporarily fulfill the most critical functions of vacant officer positions until those positions are filled.
 - (c) Treasurer Duties:
 - Maintain the organizations bank accounts and financial records.
 - Report the organizations income and expenses quarterly to the Board of Directors.
 - Report the organizations income, expenses and financial condition annually to the members through a short written report.
 - Prepare an annual financial report and budget for the coming year to the Board of Directors in January, Administer all tax reports as needed.
 - (d) Recording Secretary Duties:
 - Maintain records of official meetings and documents.
 - Assure photographic and video records of important meetings and events.
 - (e) Membership Secretary / Director Duties:
 - Develop programs to increase membership.
 - Provide membership cards and other documents to members.
 - Recommend membership benefits and dues rates.
 - Administer the maintenance of membership records and mailing lists.
 - (f) Seven Elected Directors Duties:
 - Assure that all tasks and duties necessary for the efficient operation of the

organization are performed, designated and assigned.

- Represent the organization in the administration of necessary supporting activities.

(g) Founding Board Member:

Jim Jones Appointed to this position of honor on March 30, 2019 to be held by Jim for as long as he so chooses, after which position shall be eliminated.

3. Offices of the Board of Directors may be added, removed or redefined only by amendment to these bylaws.
4. No member may hold any voting office on the Board of Directors for more than two consecutive terms. A term being defined as the period between group election/reelection rotations
5. No member on the Board of Directors may hold more than one voting office at any one time.
6. Each elected or selected officer of this organization will take the following oath prior to assuming the duties of office: I (insert your name) promise to perform the duties of the office of (insert the title of the office you are accepting) to the best of my abilities and to uphold and support the mission and goals of the Live Free organization. So help me God.
10. Election of all members will be held between Board of Directors March 1st and April 15th of each year.
11. Board of Directors members must have been a paid and active members of the organization for at least twelve months prior to nomination.
12. The President must have been a paid and active member for at least two full years prior to election.
13. The Board of Directors will meet no less than two times each year. These meetings may be face-to-face or through other methods of communication and consultation.
14. All Board of Directors members must be notified of the meeting, time, date, location and agenda thirty days in advance.
15. Members of the Board of Directors not able to physically attend may submit proposals and position papers no later than ten days before the meeting. These documents must be provided to all Board of Directors members for consideration before the meeting.
16. A Board Member who submits documents, or provides a documented proxy to an attending member will be considered as in attendance for establishing a quorum or voting on an issue.
17. A quorum for an official meeting of the Board of Directors meeting shall be The President or Vice President and three other voting members.
18. A member of the Board of Directors may be removed from office by the President if they fail to be in to attendance at two or more meetings (as defined above).
19. A member of the Board of Directors may be removed from office by a two thirds vote of attending members for failure to perform the duties of their office or actions that are deemed disruptive or in conflict with the mission and welfare of the organization.
20. In the event that a Board of Directors member is removed, resigns or is incapacitated, the remaining members may designate a provisional replacement to serve until the next election.
21. In the event that a President is removed, resigns or is incapacitated, the remaining members must designate a replacement within sixty days.
22. The Board of Directors may establish "Special Teams," Subcommittees," or Temporary Committees" as needed to carry out specific tasks. The leaders of these groups will participate in Board of Directors meetings but will not have a vote.
23. Proposals and resolutions for a vote of the Board of Directors may be introduced by: any Mission and Strategy Team member, any established subcommittee or special team, certified chapter or any group of ten or more members.
23. Serving Officers and Directors are authorized to designate non-voting Deputy Directors and

Coordinators as needed for specific tasks. Deputy Directors must be confirmed by the Board of Directors within sixty-days of designation. When a new Director takes office the Deputy Directors established by the previous Director must be confirmed within sixty-days by the new Director, but do not require confirmation by the full Board of Directors. Deputy Directors may be removed at any time by the serving Director that made the appointment.

24. The passing of proposals, resolutions and other issues by the Board of Directors will require a simple majority vote of the attending members unless otherwise specified here in. In the event of a tie vote the President may cast a tie-breaking vote.
25. The President may call an emergency meeting with only twenty-four hours' notice. A documented effort must be made to contact all members before the meeting and facilitate their participation. An emergency meeting may pass temporary proposals and resolutions without a quorum. Any proposals, resolutions or actions taken at an emergency meeting will be in effect for no more than sixty-days unless confirmed by a majority of the Board of Directors.
26. Directors at Large may be designated by the Board of Directors for specific duties or to represent the organization in various capacities. Directors at Large do not have a vote on the Board of Directors, but may attend meetings and submit proposals. The number of authorized Directors at Large will be established and modified by majority vote of members attending at the annual meeting. The number of authorized Directors at Large is Ten (authorized 3/22/2015)

Section III: Staff and Support

1. Each Board of Directors member is responsible for the recruitment, management, organization, training and support of such volunteer staff and officers as may be required to complete their duties.
2. The Board of Directors may hire such paid staff members or subcontractors as may be needed to maintain operations and achieve specific goals of the organization when justified and necessary.
3. Such proposals must detail the exact work requirements, payments to be made and what officer will be responsible for hiring and managing such personnel or contractors.
4. All related labor laws, taxes, and legal obligations must be complied with in these proposals.
5. The task specified below may be assumed by elected Directors, assigned by elected Directors to designated Deputy Directors or allotted and distributed to Coordinators as needed.

Publications Duties:

- a) Publish the official organization newsletter.
- b) Maintain the official organization websites and other electronic communications systems.
- c) Administer programs for the production and sale of all official paper and electronic publications.

Training Duties:

- a) Schedule and administer training programs and events for members and the public.
- b) Develop, recruit and maintain a staff of available instructors.
- c) Support and coordinate the development of training courses and materials.

Public Relations Duties:

- a) Administer advertising campaigns.
- b) Prepare promotional flyers and advertisements.
- c) Issue news releases.
- d) Administer participation in exhibitions and shows.

Fund Raising Duties:

- a) Administer the production and sale of all organization logo products and other items to be sold by the organization.
- b) Develop and administer programs to raise fund for the organization.

Safety and Security Coordinator Duties:

- a) Assuring that security is provided at organization meetings and events.
- b) Developing security rules and procedures for organization operations.
- c) Providing training for members assigned to provide safety and security for the organization.
- d) Making recommendations related to safety and security for the organization.
- e) Development of emergency medical aid personnel for organization events.

NOTE: Tasks can be added or shifted as needed for efficiency. Those who take on a specific area of responsibility should be able to provide a plan of action and proposals.

Section IV: Nominations and Elections

1. Each year one-third of the Board of Directors will be elected/re-elected while the other two-thirds will be retained. The election rotation will be as follows:

Group #1 will consist of the Membership Secy. and Directors designated as number one (1), number two (2) and number five (5). This group will be elected/re-elected in 2022, 2025, 2028 etc.

Group #2 will consist of the President, Recording Secy. and Director designated as number three (3) and number six (6). This group will be elected/re-elected in 2020, 2023, 2026 etc.

Group #3 will consist of the Vice President, Treasurer and the Director designated as number four (4) and number seven (7). This group will be elected/re-elected in 2021, 2024, 2027 etc.

2. In order to maintain balance any increase in the number of Directors on the Board must be approved by vote at the annual meeting and must be in increments of three with one new Director added to each group.
3. The Nominating Committee will consist of one Director from each group as indicated above.
4. The Nominating Committee will communicate to all members that nominations are open for all elected offices at least sixty-days prior to the election/annual meeting.
5. Nominations may be made by a majority vote of the sitting Board of Directors, a petition supported by five-percent of the membership, any certified chapter or by a sitting member of the Board of Directors by stating his/her intentions to seek reelection.
6. The Nominating Committee will evaluate all proposed candidates and create a slate of recommended officers before February first. This slate must be available to all members at least thirty-day prior to the election/ annual meeting.
7. The names of candidates who were not slated but who have been submitted must be included with the slate.
8. The Nominating Committee will present the slate for a vote at the Annual Meeting. If the slate is not approved unanimously by those attending and by proxy then a vote must be taken on each office individually.

Section V: Annual Meetings

1. An annual meeting of this organization will be held between January 15th and April 15th of each year. This meeting may be conducted through a physical gathering of members, a network of communications or a combination of methods.

2. All members must be notified of the time, date, place and methods of participation for this meeting at least thirty-days in advance.
3. All members must be allowed to attend and vote directly or by proxy.
4. The following actions must be completed at the annual meeting:
 - The President must make a “State of the Organization” report.
 - The Treasure must make a financial status and budget report.
 - The Nominating Committee will present the slate of officers for the terms starting in June and will conduct the vote and oath of office.
 - All proposed amendments to the bylaws and resolutions will be voted upon.
 - All members of the Board of Directors will make a brief verbal report or make available a written report on the progress of their activities and their plans and goal for the next year.

Section VI: Membership Rights and Requirements

1. No one shall be denied membership because of race, religion, national origin, sex or other reason not related to the mission of this organization.
2. There shall be no special privileges or classes of membership established.
3. All members in attendance at the annual meeting or who have authorized a proxy voter in writing may vote for officers, present proposals and be elected or selected to office in accordance with these bylaws.
4. Members have the right to participate in all programs, events, communication systems, networks and campaigns of the organization.
5. Board of Directors may reject or expell any member from the organization for actions that endanger members, harm the organization or are deemed inconsistent with the mission of the organization.
6. A member may appeal expulsion by showing cause to the Board of Directors or by presenting a petition signed by at least twenty members and requesting a second vote.
7. The Board of Directors may establish discounted rates and/or rewards for new members and for extended and life memberships. These rewards may not include any special voting rights or general privileges.

Section VII: Funds and Financing

1. This organization will operate as a not-for-profit organization. To this end no member or elected officer will receive any form of remuneration beyond documented expense reimbursements and appropriate professional service fees when approved by Board of Directors.
2. Fund raising activities and programs must be legal and appropriate to the organizations legal statues and mission. All fund raising activities must be approved by Board of Directors.
3. Contributions and bequests must be in compliance with all applicable legal requirements and may not include conditions that conflict with the mission or bylaws.
4. Expense appropriations of up to five hundred dollars and not exceeding two thousand dollars per year may be authorized by the President without the approval of the Board of Directors.
5. Individual officers may spend funds appropriated in approved budgets or proposals provided that these expenditures are documented and directly support the purpose for which they were appropriated.
6. The Treasurer shall take in all funds, maintain all accounts and issue all funds as required by the actions of the Board of Directors.

Section VIII: Organization Property

1. The Treasurer shall maintain a list of all the organizations physical property.
2. Physical property may be purchased by any officer or authorized staff member in compliance with their duties, approved operations and programs.
3. Purchases of real estate or those exceeding fifty-percent of the organizations net worth must be submitted to the general membership for comment and voted by a two-thirds of the Board of Directors to be approved.

Any two Board of Directors members or a petition of twenty-percent of the general membership may require an outside audit of the organizations financial records.

Section IX: Affiliations

1. The Board of Directors may establish and approve chapters and affiliations to the organization.
2. Such chapters and affiliated groups must be in compliance with the mission and spirit of the organization and must operate in harmony with these bylaws.
3. At least two directing officers of such chapters and affiliate groups must be current members of this organization.
4. Such Chapters and affiliate groups will be supported thorough, membership referral, training, information, activity participation, publicity and listing, inclusion in various programs and campaigns, and special funding when approved.
5. Affiliation fees for such chapters and affiliate groups will be established by the Board of Directors.
6. Such chapters and affiliate groups are required to make an annual written report the Board of Directors specifying what activities and programs they have that support the mission and goals of this organization.
7. Chapters and affiliate group status may be terminated by a vote of the Board of Directors if it is determined that the group is operating in violation of the mission, and spirit of this organization, or is engaged in harmful or illegal activities.

Section X: Alliances and Associations

1. There shall be no alliances and associations between this organization and any organization that operates in conflict with the mission and spirit of this organization.
2. Proposed alliances and associations between this organization and other organizations must show how such an action will support and enhance the mission and functions of this organization without potential harm or conflict of interests.
3. Proposed alliances and associations between this organization and other organizations must be presented to the membership for comment at least 30 days before a vote.
4. Proposed alliances and associations between this organization and other organizations must be approved by a two-thirds vote of the Board of Directors.

Section XI: Adoption and Amendments to the Bylaws

1. These bylaws shall be available to the members of this organization no later than April 1st, 2004 and the final vote for adoption shall be held no later than April 30th at the annual meeting.
2. The amended bylaws of May 22nd 2015 shall be available to members no later than June 30th 2015.
3. These (original) bylaws will take effect on May 15th, 2005.
4. The amended Bylaws of May 22nd 2015 are in effect as of May 22nd 2015.

5. The amended Bylaws of March 30th 2019 are in effect as of March 30, 2019.
6. Proposed amendments to the bylaws may be proposed by any two members of the Board of Directors, by any certified chapter or by a petition of Twenty-percent of the membership.
7. Proposed amendments to the bylaws must be presented to the membership for consideration at least sixty-days prior to a vote at the annual meeting.
8. Proposed amendments to the bylaws can only be adopted by a two-thirds vote of the members in attendance or by proxy at the annual meeting.

Section XII: Dissolution of the Organization

1. In the event of the dissolution of this organization all funds and assets remaining shall be contributed to not-for-profit organizations that advocate, support emergency preparedness, public safety and survival education.

Record of Amendments and Revisions

The (original) bylaws were adopted this 23rd day of April 2004 for Live Free, USA by the duly elected officer at River State Park Indiana.

These bylaws are amended and revised by vote of the membership in attendance on May 22nd 2015 at the annual meeting held in Hammond IN. All revisions took effect on that date.

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