



Libertarian Party of New Mexico

Provisional Charter

Technology Committee

This charter is provisional until approved and adopted by a majority vote of the Central Committee.

I. Purpose

The LPNM Technology Committee is a standing committee that is appointed and charged with responsibilities associated with the development of technology policies, processes and procedures, as well as the evaluation, recommendation and implementation of technology solutions for the organization.

The Committee shall perform needs assessments, plan, develop, guide implementation, and evaluate technology systems, hardware and software, to include (but is not limited to) internet, networks, telephone systems, applications, online publishing and any other technology-related matters. The Technology Committee will need to work closely with all other LPNM Committees, as well as administrative staff, to support a robust technology infrastructure.

II. Membership

The Committee shall consist of one (1) member from the Executive Committee, one (1) Cabinet Officer appointed by the LPNM chair with the advice and consent of the Central Committee, and at least two (2) volunteers. The volunteer members of the Committee shall be appointed by the Technology Committee's Cabinet Officer. Should more than two (2) individuals volunteer to serve on the Committee, members shall be elected by a majority vote of the Central Committee at their next usual meeting. Each member shall serve a two year term. At the expiration of the Cabinet Officer's term, a new Cabinet Officer shall be appointed by the LPNM chair, with the advice and consent of the Central Committee. Should a member of the Committee resign or end their position on the Committee prior to the completion of the term, the vacancy will be

appointed by the Cabinet Officer (or by the LPNM chair, should the Cabinet Officer vacate) with the advice and consent of the Central Committee.

III. Decision Rights

The Committee is designed to serve in a both an advisory and administrative role regarding the technology matters of the organization. The Committee shall have the authority to develop proposed policies and procedures related to technology, to make recommendations and to present such policies, procedures or recommendations to the Central Committee for adoption by a two-thirds (2/3) vote.

When such policies, procedures or recommendations have been approved by the Central Committee, then the Technology Committee shall have the authority to implement them, except that the Technology Committee may not spend organization funds other than in accordance with the procedures and regulations set forth by the Finance Committee.

IV. Meetings

1. Meetings shall be held at least monthly, and more frequently if required due to the urgency of any issues at hand. Meetings may be conducted in person or via conference call or web meeting. The meeting schedule shall be determined by the Committee and published to the Central Committee.
2. Meetings shall be conducted using Robert's Rules of Order.
3. The Committee shall maintain minutes of the meeting and report regularly to the Central Committee.

V. Time Commitment

1. The members of the Committee should plan on a minimum of one one-hour conference call per month.
2. The members of the Committee should also plan on spending an additional 1-2 hours monthly on follow up tasks associated with the Committee.

VI. 2017 Priorities

1. Refine this Committee's provisional charter as necessary or desirable to accomplish the stated objectives and present to the Central Committee for debate and adoption by two-thirds (2/3) vote
2. Evaluate staffing needs, to include volunteer staff and/or interns
3. Inventory organization's tech equipment, supplies and other tangible items (if any)
4. Evaluate the organization's tech needs and draft a strategy for acquisition and deployment of hardware, software, etc.
5. Develop a five-year organizational technology budget

6. Develop policies and procedures related to how administrative staff, the Executive Committee, Central Committee and others will interact with the Technology Committee to obtain tech support, supplies, etc.
7. Develop a Technology Committee budget, to include costs like office supplies (separate from the LPNM technology budget; the Committee budget should cover only the costs required for the Committee to operate)