

## Bylaws of the Internet Society Community Networks Special Interest Group

### **Article I. - Name**

This organization shall be called the Internet Society Community Networks Special Interest Group (CNSIG)

### **Article II. - Purpose**

The CNSIG serves as a vehicle through which Community Networks\* from around the world can develop, strengthen and promote the Community Network model, draft common strategies, share experiences and expertise, debate policy and regulatory issues and present their views through their direct involvement and participation.

This Special Interest Group will serve persons who live or work on planet earth.

The Internet Society charters this Special Interest Group. These bylaws neither supersede nor abrogate any of the Bylaws of the Internet Society that regulate Chapter and Special Interest Groups affairs.

\* according to ISOCs definition: network infrastructures built, managed, and used by local communities.

### **Article III. - Membership**

Membership in the Special Interest Group shall be open to all Internet Society members globally.

The CNSIG, as a collective of Community Networks, will actively reach out to members of Community Networks and organizations whose purpose is directly related to the development of Community Networks (both referred to as Organizations in this document).

All members of the CNSIG shall also be members of the Internet Society. Membership is not necessary, however, for participation in activities of the society or its chapters and Special Interest Groups.

All individuals and organizations falling within the defined scope of the Special Interest Group shall be eligible for membership without discrimination.

The Special Interest Group may request payment of dues, the amount of which will be determined by the Executive Council.

Student membership shall be open to all full-time students; student membership dues shall be determined by the Executive Council but shall not exceed 75 percent of regular member dues

The CNSIG will also have a special membership class for Trusted Advisors; these will be proposed and accepted by the Executive Council. Their advisory role shall be explicit. The Executive Council may require their presence in their meetings, with a voice but with no vote.

#### **Article IV. - Executive Council**

The Executive Council is the CNSIG governing body. It shall consist of up to three members from each Organization.

The term of the members of the Council shall have a duration of one (1) year.

Organizations will decide, according to their own rules and processes, their criteria for selecting their representatives and renewing their mandates. In case of more than 3 consecutive years of re-election of the same representative, Organizations will need to provide a written explanation why they didn't manage to appoint a different member as their representative.

Organizations will communicate to the CNSIG Council the identities of their new or renewed representatives at the Annual Council meeting. Shall they fail to communicate their representatives, they will not have representation in the council until they do so.

Only members of Community Networks and organizations whose purpose is directly related to the development of Community Networks will be allowed to take part in the Council. Council members must be directly involved in the implementation and operational affairs of community networks.

All decisions regarding the Special Interest Group's activities, staff (when applicable), expenditures, etc. will be resolved by the Executive Council.

#### **Article V. - Executive Council Officers**

The officers of the Executive council shall be Chair, Vice Chair, Secretary and Treasurer. Alternate members must be appointed for Secretary and Treasurer.

The officers shall be elected at the Annual Council Meeting. Officers must be members -representing an Organization- of the Executive Council to be eligible for office.

Officers shall take office immediately upon election and serve until their successor is elected. They shall serve for one (1) year. Consecutive re-election to occupy any office will only be allowed for three terms.

All candidates to officer positions shall present their candidacy, including a program and a declaration of interests, at least 30 business days before the Annual Council meeting.

An officer can be removed by a two-thirds majority of the Executive Council members. In the event that officers are removed, resign, or die, they will be replaced immediately by the alternate member, except for the position of Chair, who will be replaced by the Vice Chair, who will assume both functions (Chair and Vice-Chair) until the end of their period.

If a substitute officer has not been appointed, the Chair is bound to call an extraordinary Executive Council meeting to hold a new election to occupy said office, whose period lasts the time that was needed to fulfill the mandate of the outgoing authority.

#### **Article V. - Duties of Officers**

**The Chair** is responsible for representing the Special Interest Group and making sure its activities are in accordance with the policies and procedures of the Internet Society and these bylaws. The Chair shall preside at all meetings of the Executive Council.

The Chair is expected also to

- a) Conduct the calls for all official meetings and consolidate the meetings' agenda with input from the Executive Council.
- b) Give an account of their actions to the Executive Council as established by the SIG's internal regulations and at any time that is required.
- c) Convene general elections to occupy positions of authority or of any other type within the Group.
- d) Call elections to fill a position that has been vacated by resignation, vacancy, dismissal or death of an Officer and their alternates.
- e) Act as the main contact point for communications between the CNSIG and the ISOC.

**The Vice Chair** must comply with the same obligations as the Chair. They shall preside at meetings in the absence of the Chair. They shall assume representation of the Special Interest Group when the Chair is not available.

The Vice Chair can also exercise certain functions entrusted by the Chair.

**The Secretary** shall keep the minutes of the Executive Council meetings. Other duties of the Secretary include:

- a) Coordination, preparation, and submission of the SIG's annual Activity Report to the Internet Society Headquarters.
- b) Notification to the Internet Society of any changes in the elected officers of the CNSIG.
- c) Submission of any proposed amendment to the bylaws to Internet Society for approval.

**The Treasurer** shall collect dues, pay all bills, and maintain the SIG's financial records, if applicable. Duties of the Treasurer shall also include:

- a) Perform the bookkeeping of the CNSIG.
- b) Present financial reports and accounts to the Executive Council at intervals established by the SIG's internal regulations and at any time that is required.
- c) Prepare annual financial reports regarding the CNSIG for the Internet Society.

## **Article VII. - Working groups**

The Working Groups (WGs) focus on different aspects answering to the purpose of the CNSIG. Each working group will have to appoint a Coordinator who will act as the contact point that will report to the Executive Council regularly. The WG coordinator position will be examined and approved by the Executive Council. To that end, candidates to coordinator positions will submit a written statement of intention 30 days before the meeting.

Members of each working group shall have experience in the matter and commitment to actively pursue the Working Group's role.

The initial Working Groups of the SIG shall be:

### **Policy and regulation**

This WG will propose regulatory incidence strategies to the Executive Council and execute those actions that the Council decides on this matter. The WG's Coordinator will represent the SIG in the regulatory and policy arena.

Policy positions or statements shall be discussed with ISOC to ensure a coordinated and aligned approach in any submissions or publications.

## **Technical**

The technical WG will propose technical best practices, will share technical information, will investigate on technology adoption and development, It will propose and execute work in relation to standards adoption and development and any other action related to technical aspects of Community Networks.

## **Training, capacity building and knowledge sharing**

This WG will coordinate with the other committees and with the SIG Executive Council and members to effectively design and execute training, capacity building and knowledge sharing strategies, taking advantage of the material and courses developed among community members as well as proposing materials and actions to be taken directly by the SIG.

## **Social impact**

This WG has the task of assessing to what extent the activities and outputs of the CNSIG are aligned to the needs of the people served by the CNs, thus ensuring that they are sufficiently inclusive. The WG will liaise directly with the other WGs as a cross cutting WG adding interdisciplinary value. This WG will also share its findings and recommendations with the Council and the greater CN community.

The CNSIG Executive Council may appoint or dissolve additional Working Groups.

## **Article IX. - Meetings**

The SIG Council shall hold meetings only in places that are open and accessible to all members of the Society.

CNSIG Council meetings will be held physically and through digital platforms that allow collective participation.

The Annual Council meeting shall be held at the last meeting of the program year. At this meeting, the Secretary and Treasurer each shall present a report. Also, the election of officers for the Council, Standing committees and temporary committees shall be held.

Also, the Chair shall announce the results of the election of officers which may have been held through e-mail ballot, for the coming year.

Notices of the place and time of all meetings shall be distributed to all members at least two (2) weeks prior to any meeting, by Internet mail or by oral or written notice duly served on or mailed.

Council and WG meetings will be held at least quarterly. More regular meetings can be called at the discretion of the Council or WGs should the task at hand require it.

Meetings will only discuss matters included in the meeting call.

## **Article X. - Disbursements and Dues**

Disbursements from the Treasury for SIG expenditures shall be made by the Treasurer with authorization of the Executive Council and shall be included in the minutes of its meetings.

Dues shall be fixed annually by the Executive Council.

## **Article XI. - Amendment and Voting Procedures**

Voting takes place either in person or electronically. Each Organization in the Executive Council has the right to one vote.

No official business of the SIG shall be conducted unless the quorum of the SIG Council is reached.

The quorum of the SIG Council shall be reached when one representative from at least 51% of the Organizations is in attendance (physically or remotely).

Unless otherwise stated in these Bylaws for specific decisions, a simple majority of the members present and voting shall be required to carry a motion.

To vote on the Bylaws, the SIG Council should have a special quorum of at least one representative from at least 75% of the Organizations and the action will be passed by a plurality of affirmative votes (majority of those voting yes or no).

All proposed changes to these SIG Bylaws need to be approved by the Internet Society before being presented to the SIG Council for a vote.

Officers will be elected by a plurality of votes. If the election is conducted by mail ballot or electronically, sufficient ballots must be returned to have a quorum.

## **Article XII. - Dissolution of the CNSIG**

The organization can only be dissolved under the conditions established in these bylaws, by the Internet Society or by an authority that has competence in the matter.

Once the dissolution is approved, the Executive Council will elect a Commission of Liquidation that will be in charge of resolving the pending accounts of the organization, for which may require the support of the authorities of the Executive Council, of the Committees and of individual or institutional members.

In the event that there is a surplus of assets at the end of the work of the Liquidation Commission, these will be delivered in donation to the Internet Society.

Dissolution of this SIG by consent of the members shall consist of unanimous agreement of all its officers together with a majority vote at a Council meeting which has been publicized in advance to all members of the SIG Council for the purpose of taking this vote.

Should this SIG be dissolved, its assets shall be transferred to the Internet Society.