

Section 11: The General Assembly

<http://clipart-library.com/img/1565966.jpg>

The information in this section applies to both State and County level General Assemblies unless specifically noted otherwise.

The General Assembly is where the people on the land gather to address state (or county) level issues. During the assembling process, the main focus of the General Assembly is to **educate and inform** the people so they have the proper tools to become fully standing, self-governing communities.



General Assembly meetings are, generally speaking, public meetings. If the General Assembly wishes to conduct any private or sensitive intrastate business, they simply divide the agenda and close that portion of the meeting, so that only State Nationals and State Citizens participate. All State Nationals and State Citizens must be allowed to attend all General Assembly Meetings. Regular Assembly Meetings are scheduled and posted in advance. Adoption of Rules of Order for the conduct of meetings is highly encouraged. Publication of an Agenda at least a week prior to all regularly scheduled meetings is also highly recommended.



BBQ Anyone?

Public Meetings are open to everyone. Business Meetings are closed and restricted to State Citizens.

It is sometimes convenient to schedule both kinds of meetings on the same day --- for example, conduct current business from 5-6 pm, and then host a public barbeque from 6-7 pm, and have a Public Meeting from 7-8 to discuss the topics of the day, issue general announcements, and so on.

Who is Eligible?

American State Citizens are automatically a part of the Assembly... because they chose to be Citizens. American State Nationals may choose to join their assembly, but are not obligated to do so.

Sample Agendas

Sample State General Assembly Agenda

Sample County General Assembly Agenda

Officers of the General Assembly

Meeting Moderator



Description

The meeting moderator's job is to open and close the meeting and ensure that the agenda is followed. The moderator acts as a neutral party ensuring that all voices are heard as is appropriate in the context of the meeting. The moderator works with the Marshal at Arms to enforce any participation guidelines that have been set. A good meeting moderator speaks very little other than to keep the meeting on point and guide the discussions back to the items on the agenda.

Elected/Appointed

The meeting moderator is elected by the General Assembly.

Eligibility

The Moderator is an American State Citizen position, which requires completion of the 928 documentation package, no dual citizenships, and no licenses that create divided allegiances.

(Is this accurate?)

Vetting

Moderators for the State General Assembly must be vetted by the State Vetting Committee. Moderators for the County General Assembly can be vetted by the County Vetting Committee if there is one.

Qualities of a Good Moderator

Is fair and impartial when giving people time to speak

Remains neutral during meeting discussions

Can remain calm when things get heated and knows how to deescalate situations

Exercises restraint when speaking and does not dominate a meeting

Sets good boundaries and ground rules for the meeting and is not afraid to assist the Marshal at Arms in enforcing them

Marshal at Arms



Description

The Marshal at Arms ensures the safety and decorum at all meetings and events, providing safety and security of the meeting place itself and the people at the meeting. He or she trains others to handle the security of all the Assemblies and the people who work for the Assembly. He or she cares for the flag and works with the Elections Committee to secure ballots.

The Marshal at Arms serves all 4 pillars of the Assembly - all meetings, all people. He or she can appoint and train others to assist with various duties, but the responsibility remains with the Marshal.

A state level Marshal-at-Arms receives training from Federation level Continental Marshals, and county level Marshals in turn receive training from State or Federation level Marshals.

A State level Marshal serves as a “committee chair” for all of the County Marshals at Arms as a collective. Or, think of it this way: every county level Marshal at Arms becomes part of a state level team or “committee of the Whole, Marshal at Arms” for which the State Marshal at Arms acts as “chair”. The Marshals all work together, sometimes even with the Federation Marshals to handle larger security issues.

Qualities of a Good Marshal at Arms

- Is a natural protector
- Is strong without being egotistical
- Is patient and not easily triggered
- Knows how to deescalate situations
- Maintains composure and poise in difficult situations
- Remains neutral and unbiased
- Is well-trained in self-defense, community protection and arms use
- Can work well on a team with other Marshals when necessary

Elected/Appointed

The State Marshal-at-Arms is elected by the people of the State General Assembly.

The County Marshal-at-Arms is elected by the county General Assembly.

Eligibility

The Marshal at arms position is an American State Citizen position, which requires completion of the 928 documentation package, no dual citizenships and no licenses that create divided allegiances.

Vetting

This position is vetted by a Federation level vetting team that includes at least one Continental Marshal.

Requirements

- Knowledge of public safety procedures
- Firearm competency
- Communication skills that include the ability to diffuse heated situations
- The means to travel easily to areas requiring protection (a working car for example)

Treasurer



Description

The Treasurer handles the financial needs of the Assembly, collecting and depositing any funds received, distributing outgoing payments and maintaining an accurate and up-to-date ledger. He or she is the primary signatory on the Assembly's bank account.

Elected/Appointed

This is an American State Citizen position elected by the General Assembly.

Eligibility

The position of Treasurer, whether at the state or county level, is an American State Citizen position, which requires completion of the 928 documentation package, no dual citizenships and no licenses that create divided allegiances.

Vetting

Both state and county level Treasurers are vetted by a Federation level vetting team that includes at least one Continental Marshal. [This may have changed such that county Treasurers can be vetted by the state vetting team... or county vetting team?]

Requirements

- Knowledge of how to keep a ledger, whether on paper or via bookkeeping software
- Knowledge of carriage accounting, (simple ledgering) contrary to double accrual accounting used by corporations.

Qualities of a Good Treasurer

Trustworthiness

Good with numbers

Trustworthiness

Understands basic principles of bookkeeping and can keep the books current

Did we mention trustworthiness?

Is timely with all deposits and disbursements

Assembly Secretary



Description

The Assembly Secretary is responsible for taking minutes at the Assembly meetings and assisting the Coordinator with administrative tasks.

Elected/Appointed

This is an American State Citizen position elected by the General Assembly.

Eligibility

The Assembly Secretary is an American State Citizen position, which requires completion of the 928 documentation package, no dual citizenships, and no licenses that create divided allegiances. (Is this accurate?)

Vetting

Moderators for the State Secretaries must be vetted by the State Vetting Committee. Moderators for the County Secretaries can be vetted by the County Vetting Committee if there is one.

Other Requirements & Skills

- Computer and printer
- Knowledge of word processing software
- Is adept at organizing information

Qualities of a Good Secretary

Takes great notes!

Has good word processing skills

Is good at organizing information

Is easy to work with

Record Keeper



Description

The Record Keeper holds a very important position in the Assembly by safeguarding our records for not only our own use, but for the benefit of all historians of the future! We are making history here, and it is important that everything be documented and saved. They need to be very trustworthy because they will have direct access to all members personal information.

County level Record Keepers maintain the records for their county. State Record Keepers maintain a duplicate copy of all records from all counties on their state. So yes, there are two copies of everything... just in case!

The Record Keeper maintains neat, organized and easy to find records of the following:

- Paper copies of all status correction documents (with the exception of birth certificates) including baby deeds.
- Paper copies of all meeting minutes
- Digital copies of all meeting recordings

It is recommended that a very safe place be allocated for record keeping. When starting out on a county, a single fire proof file cabinet may be all you need for a while. And if it is a lockable cabinet stored in a secured home, that could be just fine. But as you grow, you may require a large space such as a fireproof vault or highly secure storage facility.

Qualities of a Good Record Keeper

Trustworthy

Extremely organized

Doesn't mind filing... lots of filing!

Has room to store multiple file cabinets

Elected/Appointed

The Record Keeper is an American State Citizen position elected by the General Assembly.

Eligibility

The position of Record Keeper, whether at the state or county level, is an American State Citizen position, which requires completion of the 928 documentation package, no dual citizenships and no licenses that create divided allegiances.

Vetting

The State Record Keeper can be vetted by the State Vetting Committee. The County Record Keeper can be vetted by the County Vetting committee.

Other Requirements

File cabinet(s), preferably fire proof, stored in a secure area
Computer with backup for storage of digital information
Printer

Committees & Committee Chairs

This section lists recommended committees that may be useful during the assembly process. Each State may have different needs which may change over time. In general, specific rules as to the number of members etc. can be determined on each state or county.



Committee Chairs



Committee Chairmen or Chairwomen are responsible for calling, hosting and moderating committee meetings. This includes setting/determining the agenda, making sure notes are taken and recordings are kept. **[& sent to the record keeper?]** All General Assembly Committee Chairs are typically elected by the General Assembly. The eligibility and type of vetting required depends upon the specific committee.

Committees

General Education Committee

Produces educational materials and programs for the General Membership and Public. Membership is limited to vetted nationals. The Chair is elected by the General Assembly, vetted by the State or County vetting committee and must have completed the 928 package.

New Member Orientation Committee

Provides support and educational guidance for new members to overcome prior indoctrination and fear and dependency issues. Similar to the Education Committee, but with the specific focus on helping new members. The membership eligibility as well as the Chair eligibility, election and vetting are the same as for the Education Committee Chair.

Events Committee

Plans and executes events, live meetings, and election set-up (see General Elections and Quorum Committee below for more about elections).

Need eligibility/election/vetting requirements

Records Committee

Assists and oversees the Recording Secretaries and supports all record keeping activities. This committee ensures that there is a specific, consistent format for keeping all records. For example, the naming conventions and content of files are consistent across all counties within a state. The Marshal at Arms ensures that there actually are records being kept and verifies the safety of those records.

Banking Committee

Assists and oversees banking functions for the state/county. Includes the Treasurer and the multiple signatories that are on the state or county bank account. The Treasurer position is described in the previous section. Signatories are American state Citizen positions elected by the General Assembly. Because these positions are responsible for handling money, State level signatories are vetted by the Federation. County level signatories are vetted by [REDACTED]

Oversight Committee

Provides general oversight (?) and a forum for complaints: Works with each of the other committees to ensure that they are operating with integrity and honor. Reviews complaints pertaining to the operation of a committee and presents to the General Assembly.

Ombudsman Committee

Provides conflict resolution and arbitration services. A highly functioning Ombudsman committee prevents the courts from being overloaded because they help bring resolution to perceived harm before it becomes a court issue. Provides arbitration services, general resolution services, etc.

Vetting Committee

Approves membership and reviews candidate eligibility for elected positions, including background checks and “interviews” applicable to the positions being applied for. This committee requires at least 3 members to function properly, but it is best to have more. The Chair is elected by the General Assembly and members are unelected volunteers.

State level vetting committee members and chair are all American State Citizens who have completed their 928s and have been vetted and trained by the Federation. County level vetting committee members and chair (also American State Citizens having completed their 928s) can be vetted and trained by either the Federation or state level vetting committee.

General Elections and Quorum Committee

Handles notices and candidate publications, sets dates, promotes participation in elections, provides ballots, poll watchers, and ballot security.

Need more on this one

Marshal at Arms standing committee of the whole (State level committee only)

All Marshals on the counties, parishes or boroughs are part of the Marshal at Arms committee of the whole to serve our neighborhoods and communities. They work directly with the Militia committee of the whole.

Outreach Committee

Provides timely responses (mainly via email) to the many inquiries that come in to the Assembly, mostly to the Coordinators. Uses resources of both Education Committees. The chair is an American State Citizen elected by the General Assembly. Members are volunteers. (Do they have to be vetted?)

IT Committee

Provides IT assistance, maintains Assembly website and other IT tools utilized by the Assembly. Creates new technologies and tools to benefit the Assembly as well as any applicable instruction manuals or procedures. The chair is an American State Citizen elected by the General Assembly. Members are volunteers. (Do they have to be vetted?)