

# TRIVALLEY DEMOCRATIC CLUB BYLAWS

As of 5/19/2014

## ARTICLE I: NAME

The name of this organization shall be the TriValley Democratic Club, hereinafter referred to as the "organization".

## ARTICLE II: PURPOSE

It shall be the purpose of this organization to promote the maximum participation in the election of Democratic candidates for public office at the local, state, and national levels, to promote the general goals of the Democratic Party among all citizens of the district, and to inform and educate the public on issues relevant to Democratic values.

## ARTICLE III: MEMBERSHIP

**Section 1. Qualifications.** Membership shall be open to all registered Democrats and likewise, to young people (sixteen to eighteen years of age) whose intention is to register Democratic. A new member shall be seated upon completion of application for membership and payment of dues.

**Section 2. Dues.** The Executive Committee shall prepare a proposal for annual dues for various classes of members, such as individual, family, student or senior, and present the proposal to the membership at the October meeting. Upon approval by a majority vote of those members present and voting, the proposal will take effect for the following year. Initial dues are due and payable upon receipt of application for membership in accordance with Section I of this Article, and annual dues shall thereafter become due and payable on January 1 each year. If annual dues are not received by January 31, the member is considered delinquent, not in good standing and not eligible to vote in the organization until their dues are paid for the current year. A member who has been delinquent for more than a year will be dropped from the rolls and must apply as a new member. The treasurer may accept dues in advance for the coming year from members who have paid for the current year already.

**Section 3. Removal of Members.** Any member who publicly supports a person of any other party for public office against a registered Democrat in any partisan election, or who authorizes his/her Democratic affiliation in any partisan election in support of a candidate other than that of the Democratic Party shall be subject to loss of membership or voting rights. Persistent disruptive behavior at meetings, public behavior that reflects unfavorably on the reputation of the organization, or other public behavior unbecoming of a member can also result in removal. Proceedings to remove must be initiated by a petition signed by at least ten members in good standing within the organization. Upon a 2/3 affirmative

vote of those present and voting, the member will be removed or lose voting rights for a specified, appropriate period of time.

**Section 4. Qualification for Voting.** The Secretary of this organization shall, upon request of the Chair, ascertain the qualifications of those present to vote on any issue brought before this organization. Those found to be disqualified shall be requested to abstain from voting, and their votes shall not be included in the tally of votes cast.

#### **ARTICLE IV: MEETINGS**

**Section 1. General Meetings.** General meetings of this organization shall be held at least once every three months in odd numbered years, and at least bimonthly in even numbered years. Such date and time of the regular scheduled meetings shall be set by the Executive Committee of this organization. Notice of said meeting, including agenda, shall be sent to the membership no later than 5 days prior to such meeting for any meeting which will include a vote on any candidate endorsement as defined in Article VII, on any change to the bylaws, or on removal of officers or members.

**Section 2. Special Meetings.** Special meetings of this organization shall be called by the President, or on written request of at least five voting members. Any business to be conducted at a special meeting shall be included as agenda items on an agenda which must be submitted to the membership at least 5 days before the date of such meeting. No business except that included in the agenda that was submitted to the membership will be added to the agenda or transacted at a Special Meeting.

**Section 3. Quorum.** Whenever there are more than 40 voting members in the club, a quorum shall be declared to exist at any general or special meeting at which 10 voting members are present. If the voting membership falls below 40 members, a quorum shall be declared when one-fourth of the voting membership is present. In determining the quorum, no proxies will be permitted. Voting shall be done in person, and no proxy voting shall be allowed.

#### **ARTICLE V: OFFICERS AND EXECUTIVE COMMITTEE**

**Section 1. Officers.** The officers of this organization and their duties shall be:

(A) **PRESIDENT:** The President shall: Preside at all meetings of this organization and the Executive Committee; with the Secretary, prepare the agenda and give notice for all meetings; appoint the chairs of the Standing Committees and Special Committees; be an ex-officio member of all Committees except the Nominating Committee; perform all other

duties assigned by the Executive Committee and those duties which are inherent in the Office.

(B) VICE-PRESIDENT: The Vice-President shall: In the absence or disability of the President, assume all the powers and duties of that office; perform such other duties that may be assigned by the President or the Executive Committee; serve as an ex-officio member of all committees except the Nominating Committee; perform all other duties inherent in the Office.

(C) SECRETARY: The Secretary shall: Keep all minutes of the meetings of this organization and that of the Executive Committee; with the President, prepare all agendas for such meetings and give notice of all special and regular meetings; at meetings with endorsement votes, be responsible for administering the voting, ballot counting and reporting results to the membership; perform all other duties as may be assigned by the President or the Executive Committee; perform such other duties which are inherent to the Office.

(D) TREASURER: The Treasurer shall: Be responsible for all funds of the organization; maintain complete records of income, expenditures, assets and liabilities; maintain a bank account for the organization and perform all banking transactions; ensure that dues notices are sent to members at the beginning of each year; receive and record all member dues, donations and other income, and provide a membership roster to the officers when requested; make disbursements to pay the bills of the organization; prepare and file all financial reports, documents and records required by law; present a monthly financial report to the organization; perform all other duties as may be assigned by the President or the Executive Committee; perform such other duties which are inherent to the Office.

**Section 2. Executive Committee.** The Executive Committee shall be comprised of all the elected officers of this organization, along with the Chairpersons of the Standing Committees. The meetings of this Committee will be on call of the President or on the request of three members of the Executive Committee and shall be open to all members of this organization. The Executive Committee shall act to carry out the duties of the organization in an emergency or time limit situation, other than endorsements. A quorum for the Executive Committee shall be three members thereof. The Executive Committee shall approve disbursements of only those funds needed for the general operation of this organization. All other disbursements shall be approved by the Membership.

## **ARTICLE VI: ELECTION OF OFFICERS**

**Section 1. Nominations.** At the October general meeting, the President, with concurrence of the Executive Committee, shall appoint a Nominating Committee consisting of 3 to 5 members. At the November general meeting, the Nominating Committee shall submit

nominations, and nominations will also be taken from the floor. Terms of office shall be for one year.

**Section 2. Elections of Officers.** The election of officers shall be held at the January meeting of this organization. If only one name is placed in nomination for a given office, the Secretary may be requested to declare that person elected.

**Section 3. Removal of Officers.** Any officer of this organization may be removed from office for reasons such as failure or inability to perform prescribed duties, conduct unbecoming of an officer, failure to attend meetings, and reasons described in Article III Section 3 of these bylaws. Proceedings to remove an officer must be initiated by a petition signed by at least ten members in good standing with the organization. Upon a 2/3 affirmative vote of those present and voting, the officer shall be removed from office.

## **ARTICLE VII: ENDORSEMENTS**

**Section 1. Endorsements Allowed.** The membership of this organization may endorse or withhold the endorsement of any candidate who is a registered Democrat in either partisan or non-partisan races, or any issue whether in an election or not.

**Section 2. Voting.** All endorsements held under the provisions of this Article require a 60% vote of eligible members present and voting; in the absence of a 60% vote for any one candidate or issue, the position of the organization shall be "No Endorsement." Members eligible to vote on endorsements are defined as those members who have complied with Sections 1-4 of Article III Membership, and have been members for at least twenty-eight days. Each candidate endorsement vote may be held only if it has been listed on an agenda sent to the membership at least 5 days prior to the meeting. Voting for endorsement of candidates shall be by secret ballot.

**Section 3. Prohibition on Other Endorsements.** No Officer or Member of this organization shall, in the name of the organization, endorse a candidate or an issue without the prior consent of the members of the organization as prescribed in Section 2 of this Article.