

Article I – Name

Section 1. The name of this organization shall be the Escondido Democratic Club.

Article II – Purpose

Section 1. Mission: The Escondido Democratic Club provides opportunities for active political participation for members of the California Democratic Party in the Escondido/Valley Center area. We unite in order to promote democratic principles, issues, and candidates, thereby contributing to the democratic process in America.

Section 2. Values: Each of us is equal and deserves protection under the law and the freedom to live life striving to obtain our full human potential. Diversity is a strength and a cause for celebration — not a reason to be divided.

Section 3. Vision: America will progress to become even better than its glorious past. The future belongs to those who can see it and are willing to work for it. The Democratic Party in Escondido/Valley Center serves as a viable force for change. Every registered Democrat will be contacted for each election. We will recruit, endorse and support candidates for city, county, state and federal offices.

Section 4. Goals:

- To educate our members.
- To support Democratic candidates.
- To advocate on behalf of important issues.
- To encourage participation in self-government.
- And to have fun doing it!

Article III – Membership

Section 1. Any person who is a registered Democrat, or, if unable to register, has expressed the intent to register as a Democrat, and who subscribes to the stated purpose of the Escondido Democratic Club, shall be eligible for membership in the club.

Section 2. Every person who is eligible to be a member of the Escondido Democratic Club and who has paid annual dues shall be a member in good standing. Questions of eligibility shall be determined by the Executive Board upon the recommendation of the Membership Committee.

Section 3. Any member whose actions are judged by a majority of the Executive Board to be prejudicial or detrimental to the Escondido Democratic Club may be expelled from the club, upon recommendation of the Executive Board, by a two-thirds vote of those members present and voting at a called meeting of the club.

Section 4. Individuals who are not registered as Democrats may become associates of the

Escondido Democratic Club. Associates are not considered members and are therefore not eligible to vote, hold a position on the Executive Board or represent the Club at Democratic Party activities.

Section 5. The annual dues shall be set by the Executive Board. Dues are payable once each year on the anniversary of membership.

Article IV – Officers

Section 1. The elected officers of the Escondido Democratic Club shall be the President, Vice President for Political Action, Vice President for Membership, Vice President for Communications, Secretary, and Treasurer. Elected officers shall take office at the first general membership meeting following their election and shall hold office for one year or until their successors are elected.

Section 2. The duties of the elected officers shall be as follows:

A. President. The President shall set the agenda for and preside over all meetings of the Executive Board and of the membership; serve as the official representative of the club in public forums; make decisions for the club on policy when specifically empowered to do so by the Executive Board; and advise the membership of pertinent matters affecting the welfare of the Democratic Party and the club. In addition the President will ensure that an annual plan is created that outlines the yearly goals and objectives of the club and that a supporting budget is developed. The President will also ensure that an annual review of the club treasury is conducted.

B. Vice President for Political Action. The Vice President for Political Action shall be the second-ranking officer of the Club, and shall preside at meetings of the Executive Board and of the membership in the absence or inability of the President. The VP for Political Action is responsible for coordinating the club's candidate evaluation, its political advocacy campaign, as well as legislative activities. The VP for Political Action shall oversee the activities of the Response Team and EDC participation in the GO Team, and perform such other duties as the President may direct. The VP for Political Action under the direction of the President shall create an annual prioritization of issues the club will engage in at the National, Regional and Local level.

C. Vice President for Membership. The Vice President for Membership recruits new members, maintains membership records and encourages renewals. The VP for Membership shall oversee the Volunteer Coordinator, the Youth Outreach Coordinator, and perform such other duties as the President may direct. The VP of membership shall work to attract members whose diversity reflects the values of the Democratic Party and the region served by the Club.

D. Vice President for Communications. The Vice President for Communications coordinates the communications activities of the Club, which include publicizing Club activities to local newsmedia, production and distribution of a newsletter, maintenance of

the web site, emailing messages to the list of members and friends, creation of such additional communications vehicles, print or electronic, as may be required by Club programs. The VP for Communications also seeks opportunities to increase awareness of the Club in the region and perform such other duties as the President may direct.

E. Secretary. The Secretary shall maintain a record of all meetings of the Executive Board and of the membership; be prepared to read the minutes of the previous meeting at the current meeting of the Executive Board or of the membership; receive and maintain in official club records the reports of elected officers, directors of standing committees and chairs of recognized caucuses; maintain a compendium of standing rules, resolutions and policies adopted by the Executive Board or the membership; handle correspondence as directed by the President or Executive Board; and perform such other duties as the President may direct.

F. Treasurer. The Treasurer shall maintain the financial records of the club; receive and disburse funds of the club; prepare an annual budget of anticipated revenues and expenses; provide addenda to the budget as required; report the financial status of the club to the Executive Board on a regular basis; make periodic reports to the membership; prepare and submit all required Political Action Committee reports on a timely basis; work with the President on the annual audit of Club finances and perform such other duties as the President may direct.

Section 3. An officer may be removed from office upon recommendation of a two-thirds majority of the Executive Board on a roll call vote or upon submission of a petition signed by at least 25 percent of the members. Such recommendation or petition must be submitted to the membership at a called meeting and shall require a two-thirds majority of the members present and voting to remove the officer.

Section 4. Succession. In case of vacancy in the office of president, the vice president for political action shall assume the duties of president pending election of a replacement. For any elected position, the vacancy shall be announced to the membership in the first newsletter and at the first meeting following its occurrence. The executive board shall identify and nominate a successor, and that nomination shall be presented to members at the next meeting. There shall be a call for nominations from the floor. Should there be none, a motion may be considered to elect the board nominee. Should there be nominees from the floor, the election will be held at the following meeting to allow one month for campaigning.

Article V – Committees

Section 1. There shall be permanent (standing) committees and temporary (ad hoc) committees. The permanent committees shall be:

- Political Action
- Volunteer Committee
- Membership Committee
- Program Committee

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- Meeting Committee
- Response Team
- Special Events Committee

Section 2. Each chair will report to an elected member of the Executive Board as specified below. Chairs will serve a one-year term concurrent with that of the elected officers. Chairs will be appointed by the member of the Executive Board to which they report, and will be approved by a vote of the membership at a regular monthly meeting. Chairs may be removed by a two-thirds vote of the Executive Board.

Section 3. Functions of the Standing Committees:

- A. Political Action Committee – supports Grassroots Organizing Team. Coordinates voter registration efforts. Conducts candidate evaluation program. Prepares and seeks responses to candidate questionnaires. Collaborates with VP for Political Action to set legislative priorities for each annual plan.
- B. Volunteer Committee – surveys members and friends to determine their willingness to volunteer and their preferred duties. Takes requests from committee chairs and executive board members and works to fill the requests. Reports to Vice President for Membership.
- C. Membership Committee -- Contacts current members to remind them of renewals, contacts friends to seek their membership, and works to encourage new members through recruiting programs and other activities. Reports to VP for Membership.
- D. Meeting Committee – handles all logistics for monthly meetings, including greeting guests and visitors, bringing and setting up refreshments, bringing and setting up bumper stickers and buttons, bringing and setting up literature for distribution. Reports to President.
- E. Program Committee – under the direction of the President and executive board, books locations and speakers for monthly programs, provides information to communications chair for publicity, newsletter and web site. Reports to President.
- F. Response Team – a group that is ready for quick response to events or issues. Is prepared to generate telephone calls, emails or letters in support of or in opposition to important issues. Recruits members and friends for demonstrations or to attend meetings as appropriate. Recruits members and friends to help with campaign activities for endorsed candidates or Club mailing projects. Reports to VP for Political Action.
- G. Special Events Committee – assembles a group to plan and conduct special events, such as the annual Big Blue BBQ and/or other similar events that advance the programs of the Club. Reports to President.
- H. Communications Committee – works to support the Club communications program by providing expertise on technical issues, web site creation and maintenance, email list maintenance and other issues as may arise. Reports to VP for Communications.
- I. Nominating Committee – appointed near the end of each calendar year to seek nominations and secure acceptances of candidates for Club elected offices for the coming year. Is appointed by and reports to the President. The nominating committee is generally chaired by a past president and is filled by four other Club

members, two of whom do not sit on the Executive Board.

Section 4. The Executive Board may create temporary (ad hoc) committees for special purposes. Composition and reporting lines for such committees shall be determined by the President.

Article VI – The Executive Board

Section 1. The Executive Board shall consist of the elected officers. The members of the Executive Board must be members in good standing of the Escondido Democratic Club.

Section 2. The Executive Board shall meet at the call of the President or upon call of a majority of the Executive Board. Meetings require five days notice, which may be waived in the case of an emergency by a two-thirds majority of the Executive Board. Emergency actions or funding to a maximum of \$250 may be authorized upon agreement of any four of the six elected officers. A "good faith" effort shall be made to poll all six. If necessary, the elected officers may be polled by telephone or email. Any action taken by this method shall be communicated to the other Executive Board members in a timely manner.

Section 3. The quorum for meetings of the Executive Board shall be four of the six elected members. Proxies shall not be valid at meetings of the Executive Board. No one member of the Executive Board shall have more than one vote, even if qualified by more than one criterion. Voting members include elected officers who have been approved by Club members.

Section 4. Meetings of the Executive Board shall be open to members in good standing unless the board by a two-thirds vote calls for a closed session. Discussion at any Executive Board meeting may be limited by a majority vote of the board to members of the board. Members may submit items for the Executive Board agenda to the President at least five days in advance of the meeting. Submissions must be in written form.

Section 5. The duties of the Executive Board shall be to approve the budget; approve the President's annual plan; authorize the receipt of revenue and payment of expenses; approve the annual audit of Club finances; set the membership dues; formulate policy and approve projects to carry out the purposes of the club; review all projects and activities of the committees of the club; and make decisions regarding the employment of any paid staff.

Article VII – Elections

Section 1. Officers of the club shall be elected at a membership meeting to be scheduled during October of each year and assume office at the general membership meeting the following January.

Section 2. Officers may be nominated in one of two ways: by the Nominating Committee or from the floor immediately prior to the voting for each office. The Nominating

Committee shall report to the meeting that precedes the election meeting.

Section 3. In developing its slate of nominees, the Nominating Committee shall make its best effort toward diversity and gender equity in elected offices.

Section 4. The officers may be elected as a group. If there are contested races, the officers shall be elected individually in the order of President, Vice President for Political Action, Vice President for Membership, Vice President for Communications, Treasurer, and Secretary. The election of officers shall be by voice vote or show of hands; however, if there is only one nominee for an office, and provided there is no objection, the candidate can be elected by acclamation. To be elected, a nominee must receive a majority of the votes cast for that office. If no nominee receives a majority on the first ballot, a runoff shall be held between the two nominees receiving the greatest number of votes. If there is only one nominee for an office, the ballot shall include a choice of no election for that office, which shall be included in tabulating the votes cast.

Section 5. In the event a position is not filled in the annual election of officers or there is a vacancy because of resignation or removal, a special election shall be held to fill the position according to the procedures for nominating and electing officers in the annual election. An officer elected in a special election shall take office immediately.

Section 6. To be eligible to vote in any election, members must have been in good standing for at least 90 days prior to the election. For the election of Club officers only, absentee ballots shall be accepted from members who are eligible to vote but unable to attend the meeting at which the election is held. Policies and procedures for absentee balloting shall be prescribed by the Executive Board. For the election of Club officers, absentee ballots shall count toward a quorum.

Section 7. Delegates and alternates from the club to caucuses, councils, conventions and other meetings shall be elected at a called meeting by plurality. Members may cast as many votes as there are delegates to be elected. Candidates for delegates must have been members in good standing for at least 90 days prior to their election as delegates. When delegates and alternates cannot be elected at a regular or specially called meeting, or there are not enough delegates or alternates to fill the positions allotted to the club, the President, or the President's designee, shall have the power to fill any vacancy with any member in good standing. Such appointments shall be temporary with the appointee subject to replacement upon the arrival of any regularly-elected delegate or alternate. When selecting delegates an effort shall be made to reflect the diversity of the membership

Article VIII – Meetings

Section 1. Meetings of the membership normally shall be held monthly.

Section 2. A quorum for meetings shall be 20 members in good standing at the time of the meeting. Proxies shall not be valid at membership meetings. For the election of Club officers only, absentee ballots shall be accepted from members who are eligible to vote

but are unable to attend the meeting at which the election is held. Policies and procedures for absentee balloting shall be prescribed by the Executive Board. For the election of Club officers, absentee ballots count toward a quorum. To be eligible to vote, members must have been in good standing for at least 90 days prior to the meeting.

Section 3. Notice shall be given to members of all meetings in a timely fashion.

Section 4. Meeting attendees should refrain from obnoxious behavior and treat others with mutual respect and courtesy at all times. Unruly members or guests may be removed from Club activities by approval of the Executive Board members present.

Article IX - Endorsements

Section 1. Endorsement of candidates and of ballot propositions shall be governed by the "Standing Rules for Endorsements" adopted by members at the September 21, 2006 meeting.

Section 2. The Standing Rules for Endorsements may be amended by a two-thirds vote of members present and voting at any meeting where a quorum is present and provided that notice of the amendment was included with notice of the meeting.

Article X - Rules of Procedure

Section 1. The current edition of *Robert's Rules of Order, Newly Revised* shall be the parliamentary authority for the club on all questions not covered by these bylaws.

Section 2. Questions of interpretation of these bylaws may be appealed to the Executive Board, whose decision shall be final.

Section 3. The Executive Board may designate an employee to be an ex-officio member of the board, but no employee shall be a voting member of the board.

Section 4. Membership records shall be confidential, and the use of the club mailing lists shall require a two-thirds vote of the Executive Board.

Article XI - Amendments

Section 1. These bylaws may be amended by a two-thirds vote at a membership meeting after the proposed amendment has been approved by majority vote at the preceding meeting. One week's notice must be provided of each meeting.