

# BYLAWS OF THE CLAIREMONT DEMOCRATIC CLUB

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## ARTICLE I – Name

**Section 1.** The name of this organization shall be the Clairemont Democratic Club, hereafter referred to as the CDC.

## ARTICLE II – Purpose

**Section 1.** The purpose of this Club shall be to foster democratic ideals by stimulating active interest in the Democratic Party, to support the Party Platform, contribute to Party leadership and responsibility, to provide a constructive role for the volunteer in Democratic politics, and to promote an activist base.

**Section 2.** To achieve this mission, the CDC shall: promote the growth and development of the Democratic Party, actively support Democratic candidates and incumbents who are pledged to fulfill the Democratic platform for both partisan and local non-partisan offices, and carry out the Democratic campaign under the general direction of the San Diego County Democratic Party (SDCDP) and the California Democratic Party (CADP).

## ARTICLE III – Membership

### **Section 1. Eligibility.**

Anyone registered to vote as a Democrat shall be eligible for membership in the CDC regardless of race, religion, national origin, gender or sexual orientation. Minors and others, who declare intent to register as a Democrat as soon as registration requirements have been met, shall also be eligible for membership in the CDC. Such a member shall register as a Democrat within two months of meeting registration requirements in order to remain a member in good standing. Failure to register as a Democrat, within two months of meeting registration requirements will render such membership revoked. In addition, any member whose actions are judged to be prejudicial or detrimental to the CDC by a majority of the Executive Board may be expelled from membership if two-thirds (2/3) vote for expelling at any general membership meeting at which a quorum is present.

**Section 2. – Good Standing** Everyone eligible to be a member of the CDC and whose annual dues are currently paid and who has attended at least two meetings per calendar year and has been a member for at least 60 days, shall be a member in good standing.

**Section 3. – Dues** One year's dues in an amount set by the Executive Board shall be due and payable upon joining the CDC. Thereafter dues shall be paid annually at the beginning of every calendar year.

**Section 4. – Voting** Only members in good standing shall be permitted to vote. Written, signed proxy voting shall be permitted when submitted via a club member in good standing present for the vote at a meeting.

### **Section 5. – Membership of the CDC on the SDCDP Central Committee (CC)**

The President of the CDC is the Representative of the CDC to the SDCDP CC as an Associate Member of the Central Committee. If the President is all ready a member of the CC, or chooses not to serve as CDC Representative, a different Representative may be elected to serve that term. A Central Committee Associate Member application must be submitted by that Representative to the SDCDP within thirty (30) days of the Club's selection.

### **Section 6. – Club Representatives are to be elected**

As per requirement of the SDCDP CC rules, all Club Representatives to the CA Democratic Party or the SDCDP, whether Delegates or Alternates from the Club to conferences, caucuses, councils, conventions and other meetings shall be selected by a vote of the members in good standing at a duly noticed CDC meeting. If that cannot occur at a regular or special meeting of the CDC, the President of the CDC may designate that Representative.

## ARTICLE IV – Officers

**Section 1. – Elected Officers** Elected officers of the CDC shall be the President, Vice-President, Secretary and Treasurer. Each shall be elected at the general meeting in January and hold office for one year. These officers plus appointed committee chairs shall make up the Executive Board.

### **Section 2. – Duties**

**President** - The president shall set the agenda for and preside over all meetings of the Executive Board and of the membership; appoint committees & chairs of those committees as may be deemed necessary by the Executive Board; serve as the spokesperson of the CDC in public forums, make decisions for the CDC on policy when specifically empowered to do so by the Executive Board; advise the membership of pertinent matters affecting the welfare of the Democratic Party and the CDC; disburse funds of the CDC within limits set by the Executive Board; act as Treasurer in the absence or inability of the Treasurer, co-sign checks with the Treasurer. The President should also stimulate active interest in the political process; provide constructive volunteer roles; support party leadership; promote harmony among the members of the CDC, other clubs and the San Diego County Democratic Party.

**Vice-President** – The Vice President shall preside at meetings of the Executive Board and membership in the absence or inability of the President, perform the duties of the President in the absence of that officer, serve as chair of the annual audit committee, and otherwise assist the President upon request.

**Secretary** - The Secretary shall maintain attendance records and minutes of all meetings of the Executive Board and of the membership, take attendance to determine a quorum, be prepared to read the minutes of the previous meeting at the current meeting of the Executive Board or the membership; maintain the club's records and other correspondence as the President or Executive Board may require.

**Treasurer** – The Treasurer shall maintain the financial records of the CDC; receive and disburse funds of the CDC as approved by the Executive Board/membership; maintain records of which members have paid their dues and are in good standing; report the financial status of the CDC at the Executive Board and membership meetings, develop a budget of anticipated revenues and expenses with input from the Executive Board; provide full information to the ad hoc audit committee in May and for other audits as may be directed by the Executive Board. In addition, the Treasurer shall be responsible for filing appropriate Federal and State campaign disclosure reports as necessary.

### **Section 3. - Election of Officers**

**Nominating Committee** – The ad hoc Nominating Committee shall consist of three members in good standing. The chair will be the immediate past President if available. The President shall appoint the committee in October. If the past President is not available to chair the committee, the President shall appoint another CDC member to serve in that position.

**Slate of Nominees** - Nominees shall be members in good standing. Incumbents or non-incumbents may be nominated. The slate of nominees shall consist of at least one candidate for each elective office, and shall be presented at the last membership meeting prior to the election. At that meeting, the floor will be open for additional nominations.

**Elections** – Officers of the CDC shall be elected annually at a membership meeting held in January. The election shall be by open vote of the CDC membership provided a quorum is present, if no office is contested. If there is more than one candidate for an office, a secret written ballot shall be used. The ballots shall be counted by at least two members appointed by the President. The nominees who receive a majority of the vote shall be declared elected. If no person receives a majority of the votes cast, a run-off shall be held between those two persons receiving the greatest number of votes. The person receiving the majority of the run-off votes shall be declared elected. The President shall cast the deciding vote in the event of a tie.

**Section 4 – Vacancies** Should any officer resign or be removed for cause, the Executive Board shall appoint a successor to that office to complete the remainder of the term.

**Section 5 – Appointed Officers** The President may appoint a Parliamentarian, Committee Chairs and other officers not otherwise specified by these bylaws as necessary for the general well being of the CDC.

## ARTICLE V – Meetings

**Section 1. – General Meetings** There shall be a minimum of six general meetings each year, at least one of which shall be in January. Other general meetings shall be held at such times and places as specified by a majority of the Executive Board.

**Section 2. – Quorum** A quorum at any general meeting shall be at least twenty-five per cent (25%) of the membership in good standing. A quorum of the Executive Board shall be a majority of its elected members.

**Section 3. - Parliamentary Authority** Robert's Rules of Order (Newly Revised) shall be the parliamentary authority for the CDC on all questions not covered by these bylaws.

**Section 4. – Notices** At least ten days prior to a general meeting at which the following items will be discussed and voted upon, the President or President's designee shall send a notice to each member in good standing by email or by telephone:

- \* Election or removal of officers
- \* Proposed resolutions
- \* Proposed amendments to these bylaws

Such notice shall specify the date, time and place of the general meeting and describe the event.

## ARTICLE VI – EXECUTIVE BOARD

**Section 1 – Function** The Executive Board shall approve all expenditures and carry out the CDC business between general meetings in a manner consistent with actions taken at the general meetings, and perform any other duties provided for in these bylaws. As the official spokesperson of the CDC, the President shall pre-approve any written correspondence or communications on behalf of the CDC.

**Section 2 – Membership** Membership of the Executive Board shall include all currently elected CDC officers, past Presidents, and appointed Committee Chairs. Should any member of the Executive Board fail to attend three consecutive general meetings or Executive Board meetings without cause approved by the Executive Board, the Executive Board shall declare that office vacant. Any elected officer on the Executive Board may be removed from office by a 60% majority vote of the general membership. Any appointed member of the Executive Board may be removed from office by a 60% majority of the Executive Board.

## Article VII – Candidate Endorsements

The CDC shall only endorse candidates who are registered Democrats. Club endorsements shall not be construed as the official endorsement of either the SDCDP or the CDP and shall be made clear when referred to in word or in print.

**Section 1 – Candidate Consideration** Candidates may come before the membership to introduce themselves and may seek endorsement by the Club if agreed to by the Executive Board. Candidates wishing to be considered for an endorsement, a candidate for local, state or national office, other than a friendly incumbent, shall complete a Candidate Survey if the Political Action Committee and the Executive Board decide that a survey is helpful in that particular election.

**Section 2 – Surveys** If there is a Survey for that election, as per Section 1 above, a completed Candidate Survey must be submitted by the candidates at least fourteen (14) days before the endorsement meeting by email, in person, or by postal service. If there is a Survey for that election, it shall be provided to candidates by email at least 28 days prior to endorsement.

**Section 3. – Notification** Membership shall be notified that endorsement consideration will be made at least 14 days prior to endorsement. Notification shall be made either by email or at a previous club meeting, or may be made by both methods.

**Section 4. – Endorsement Meetings** A synopsis of the completed candidate Surveys will be made available to all eligible voters. Times allocated for opening candidate comments, question and answer period and closing comments will be established by the President with equal pro/con comments encouraged. Candidates shall step out of the room during discussion and voting. Endorsement shall be made by a 70% vote of the quorum of the membership present at any general endorsement meeting.

**Section 5. – No Endorsement/Acceptable** If the majority votes to not endorse any candidate, then no endorsement will be made. If the majority votes that either candidate is acceptable, then an acceptable rating, not an endorsement, shall be given to those candidates rated acceptable.

**Section 6. – Voting** As required by the CA State Democratic Party rules in 2015 only members in good standing as of July 1 of odd numbered years shall be permitted to vote for the CDC Representative to the next even numbered year Assembly District (AD) Level Endorsement Meeting. Voting will be by voice or by show of hands. Election will require a majority vote. The elected Representative is required to vote for the CDC endorsed candidates, if they are still running, on the first ballot of the AD Endorsement Meeting.

## **ARTICLE VIII – Affiliation**

**Section 1.** – The CDC shall affiliate as a chartered member of the San Diego County Democratic Central Committee and pay the current annual dues.

## **ARTICLE IX – Termination**

**Section 1.** – Should the CDC be dissolved, the monies remaining in the treasury, after payment of all obligations, shall be returned to the San Diego County Democratic Party with the intent that the funds be made available for future organizing efforts of the CDC.

## **ARTICLE X – Amendments**

**Section 1.** – These bylaws may be amended by a 60% vote at a general meeting when a quorum is present and after notice of such amendment has been presented to the members via email at least 10 days prior to the general meeting, as specified in Article V, Section 4, of these bylaws.

## **ARTICLE XI – Adoption**

**Section 1.** These bylaws shall become effective immediately upon their adoption and shall be the governing rules of the CDC.