

# Bylaws of the Arroyo Democratic Club

(Originally Chartered 11/13/1990)

In order to support and strengthen the principles and unity of the Democratic Party, and to build on the tradition since 1972 of Democratic activism through ACT, we, the Democratic members of ACT do hereby organize ourselves into a Democratic Club that shall be known as the **Arroyo Democratic Club** (hereinafter referred to as the Club).

## I. Authority

- A. All powers of the Club shall reside in the Club General Membership.
- B. Only Club members may vote at any Club meeting.

## II. Membership

- A. Membership shall be open to:
  - 1. Registered Democrats or
  - 2. Persons who:
    - a. are at least 18 years old and
    - b. state their intention to register as Democrats when they register to vote.
- B. Membership shall be determined by payment of dues. Dues shall be set by the Steering Committee.
- C. A membership form shall be submitted by each person requesting to be a member.
- D. The membership term shall be one year and shall run from January 1 through December 31 with a three month grace period for renewal.

## III. Meetings

- A. The Club shall hold regularly scheduled General Membership meetings which shall be open to the public. The Club General Membership meetings may be held in conjunction with ACT General Membership meetings.
- B. Such meetings shall include, but not be limited to, an annual meeting in January and a meeting at least one month prior to each statewide Primary or General Election. Additional meetings shall be called by the Steering Committee as necessary, or upon petition by 15% of the Club General Membership.
- C. All members shall be notified by mail at least 10 days in advance of each Club General Membership meeting.

## IV. Administration

- A. The administration of the Club shall consist of a Steering Committee composed of Club officers, the Chairs of all Committees that the Club Steering Committee shall establish, and all Club members who serve on the ACT Steering Committee.

B. The Club General Membership, at the regularly scheduled January meeting, and in accordance with election procedures established herein (Section VII), shall elect the following officers: President, Vice-President, Secretary, and Treasurer.

C. The terms of office for officers and members of the Steering Committee shall be one year.

D. A recall election shall be held upon petition of 20% of the Club General Membership.

E. The Steering Committee may appoint temporary officers in the event of a vacancy, until the next Club General Membership meeting, at which time a successor will be elected for the remainder of the term.

#### V. Powers and Responsibilities of the Steering Committee

A. Steering Committee Meetings shall be held monthly in conjunction with the ACT Steering Committee. Meetings shall be advertised at least 10 days in advance and open to all Club members. All Club members present at Steering Committee meetings may vote on all questions except endorsement recommendations made by the Steering Committee, recommendations to vote for candidates / issues, and money distribution.

B. The Steering Committee shall establish committees as it deems appropriate.

C. The Steering Committee shall be authorized to make policy decisions on consensus issues among Club members where time or other factors do not permit consultation with the Club General Membership. Consensus issues, for the purpose of these bylaws, shall be said to exist when 3/4 of the Steering Committee present at a regularly scheduled meeting, or when 3/4 of the total Steering Committee at a Special Meeting, or when polled electronically or telephonically, agree. The Steering Committee shall inform the Club General Membership of such decisions in the next newsletter.

D. The Steering Committee shall authorize expenditures for routine administrative functions, including fund raising and program events. Further, the Steering Committee is authorized to spend funds as it deems necessary on consensus issues among Club members between Club General Membership meetings.

E. Nine members of the Steering Committee shall constitute a quorum.

#### VI. Endorsements and Organizational Support

A. The Club shall endorse only registered Democrats for any elective office.

B. There is no quorum requirement for endorsement votes.

C. The Club may offer its organizational support to candidates upon a majority of at least 60% in an endorsement ballot.

D. If 3/4 of the Steering Committee present at a regularly scheduled Steering Committee meeting, or 3/4 of the total Steering Committee at a special meeting, agree that there are more than three Democratic candidates whose philosophies are consistent with those of the Club and who have substantial support among Club members, then the Steering Committee may, before the balloting, reduce the required percentage for organizational support to 50% plus one of those voting.

E. Ballots may be accompanied by a recommendation of the Steering Committee for each race or issue. Endorsement elections shall be conducted in accordance with election procedures established herein (Section VIII).

F. The Club General Membership shall be notified as feasible of Steering Committee meetings or other committee meetings at which action on endorsements or endorsement procedures will take place.

G. Upon petition of 20% of the membership the Steering Committee shall issue a special endorsement ballot.

H. No access to the files and computer data (herein known as files) maintained by the Club shall be granted without the formal endorsement of the Club General Membership acting in accordance with the procedures for endorsement set forth in these bylaws.

## VII. Election and Voting Procedures

The membership of the Club recognizes that the Club is a democratic organization dependent on the good will of its members. Towards this end, the following rules shall govern the voting procedures for election of officers, Club endorsements and amendments to these Bylaws. The purpose of these rules is to prevent the manipulation of the endorsement process, to safeguard the voting privileges of members and to further the democratic principles and procedures of the Club.

A. A new member who wants to vote in Club elections must become a member on or before the meeting of the Steering Committee at which recommendations for officers, for endorsements or for Bylaw amendments are made to the Club General Membership.

B. No proxies or duplicated ballots may be used in Club elections.

C. The Steering Committee shall devise a system to stamp, emboss or sequentially number each ballot and ballot envelope with the goal of ensuring the integrity and privacy of the ballot.

D. Each completed ballot sent in by mail shall be submitted in the official ballot envelope. Each voting member must sign the outside of the Club ballot envelope.

E. Balloting shall be conducted by mail and/or at a special election meeting and may be conducted jointly with ACT endorsement elections. Each members who casts his or her

ballot at a Club General Membership Meeting at which an election is held must sign a voter roster and submit his or her ballot not more than ten minutes after the last speaker. The person chairing the Club General Membership meeting shall announce the specific deadline for submission of all ballots.

F. The counting of ballots for any Club election shall be conducted by those persons designated by the Steering Committee. No persons other than the Club officers or representatives of candidates being considered for the Club's endorsement may observe the counting of ballots. Such observers will be permitted to view the ballot counting process only if they remain silent and do not physically interfere with the persons counting the ballots.

G. Any challenges to specific ballots shall be decided by a majority of the officers of the Club.

#### VIII. Amendments to the Bylaws

A. The Club General Membership may amend these bylaws by an affirmative vote of at least 60% of those voting on the amendment. Amendments shall be proposed upon petition by 20% of the Club General Membership or by the Steering Committee. Voting on Bylaw amendments shall be in accordance with the election procedures established herein (Section VII).

B. Proposed changes in the bylaws shall be published one month prior to a Club General Membership meeting when the changes will be voted upon. All changes not accepted shall be referred to committee.