

**BY-LAWS**  
**OF THE**  
**MADERA DEMOCRATIC CLUB**

These By-Laws first adopted at the February 10, 2004 meeting of the General Membership.

**History of Amendments**

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| 1. March 9, 2004    | Amendments to Article VI, Section 2 and Article VIII, Sect. 2 adopted.       |
| 2. August 10, 2004  | Amendment to Article III, Section 3 (re: dues for couples \$15.) adopted.    |
| 3. Sept.14, 2004    | Amendment to Article III, Section 5 (re: fiscal year Jan-Dec) adopted.       |
| 4. Nov. 9, 2004     | Amendment to Article VII, Sections 1, 2, 3, & 4 (re: Jan-Dec terms) adopted. |
| 5. May 26, 2015     | Amendment to Article III, Section 3 (re: Member good standing) adopted.      |
| 6. October 27, 2015 | Amendment to Article IV, Section 4 adopted.                                  |

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## **ARTICLE I: NAME OF ORGANIZATION**

Section 1: The name of this organization shall be: Madera Democratic Club

## **ARTICLE II: OBJECTIVES**

The objectives of this organization shall be:

- a. To be chartered by the Madera County Democratic Central Committee and to be available to assist the committee in fulfillment of its purposes.
- b. To contribute to the development of policies and platforms of the California State Democratic Party and to support design and implementation of a Democratic Platform in the City of Madera and Madera County.
- c. To consistently build membership and support the political education of members through speakers, literature, and the internet.
- d. To encourage and support voting and political participation of members and Registered Democrats in Madera County, and to register new voters.
- e. To promote interest and participation in this Club and the Democratic Party by students, young adults, and new citizens.
- f. To endorse and support Democratic candidates in primary and partisan elections.

## **ARTICLE III: MEMBERSHIP AND DUES**

Section 1: Membership in this organization shall be open to all registered Democrats in the County of Madera.

Section 2: Associate membership shall be open to any registered Democrat not living in Madera County, and bestows all membership privileges except holding elective office.

Section 3: A member or associate member shall be considered in good standing if their dues are current or they have asked for and received a student waiver.

Section 4: Dues shall be \$10 per year for single membership and \$15 for couples.

Section 5: The obligation to pay dues is waived for students. Sponsors may contribute to the treasury on behalf of student's memberships. In lieu of dues, a student will fill out and sign a form of intent to be a member of the club.

Section 6: The Fiscal Year extends from January 1 through December 31.

## **ARTICLE IV: OFFICERS AND EXECUTIVE BOARD**

Section 1: The Executive Officers of this organization shall be President, Vice President, Secretary, and Treasurer.

Section 2: The Standing Committees shall be Outreach, Membership, Publicity, and Telephone. Additional Standing Committees may be authorized by the Executive board.

Section 3: The President shall appoint Chairs of Standing Committees and such chairs require approval of the Executive Board.

Section 4: Prior to the CDP deadline, the Executive Committee or President will select the club representative(s) to vote at Pre-Endorsement Conferences from the roster of current members, in good standing, equally apportioned between men and women, to the extent possible.

## **ARTICLE V: DUTIES OF OFFICERS**

### **Section 1: President**

- a. The President shall schedule and preside over meetings of the Executive Board and preside over meetings of the Club.
- b. The President shall appoint Chairs of committees with Board approval.
- c. The President shall execute other duties commonly associated with the position but not herein enumerated.

### **Section 2: Vice President**

- a. The Vice President shall preside over meetings in the absence of the President.
- b. The Vice President shall be a member of the Outreach and Membership Committee.

### **Section 3: Secretary**

- a. The Secretary shall attend and take minutes at meetings of the membership and the Executive Board. If unable to attend a meeting, the Secretary shall appoint a proxy to take minutes.
- b. The Secretary shall publish the minutes and present them at meetings.
- c. The Secretary shall be a member of the Telephone Committee.
- d. The Secretary shall be responsible for correspondence and keeping records of correspondence and meetings.

### **Section 4: Treasurer**

- a. The Treasurer shall collect dues and monies and issue Membership Cards and receipts.
- b. The Treasurer shall keep a set of books recording all financial receipts and disbursements. The Treasurer shall fulfill the IRS requirements.
- c. The Treasurer shall maintain a budget and bank account for the Club making deposits and issuing checks for approved disbursements.
- d. The Treasurer shall give a report on the Club's finances at each meeting.

## **ARTICLE VI: MEETINGS**

Section 1: General meetings shall be held at least once a month. Tuesdays, or Mondays are the preferred days. The next meeting date is to be determined at the current meeting.

Section 2: Executive Board meetings shall be held monthly prior to a general meeting.

Section 3: Members shall be notified at least two days prior to a general meeting by phone, mail, or flyer.

Section 4: The Publicity Committee shall publish flyers and posters of Club meetings and activities (distribution to be shared among members and committees) and issue press releases to local media.

## **ARTICLE VII: NOMINATION AND ELECTIONS**

Section 1: A Nominating Committee of three members shall be appointed by the Executive Board at its first meeting in November.

Section 2: The Nominating Committee shall present a candidate for each office to the membership at the first meeting in December. The Presiding Officer shall open nominations from the floor.

Section 3: Election of Officers shall be held during the first general meeting in January.

Section 4: Installation of Officers shall be held at the first general meeting in February.

## **ARTICLE VIII: QUORUM**

Section 1: A Quorum must be present to conduct business at a general or board meeting.

Section 2: Nine members in good standings shall constitute a quorum at a general meeting.

Section 3: Three members present shall constitute a quorum at an Executive Board meeting.

## **Article IX: EXPENDITURES AND CONTRIBUTIONS FROM THE TREASURY**

Section 1: An Annual Budget shall be developed by the Executive Board and approved by the membership as an outline of known and probable income and expenses. The Treasurer shall keep the budget records.

Section 2: All expenditures in excess of \$50.00 which are not in the budget shall be entered on general meeting agenda and approved.

Section 3: The Club must be chartered in order to raise money in the name of the Democratic Party or Democratic candidates or make contributions to candidates. Contributions to candidates must be recommended by the Executive Board and presented to the general membership for approval.

Section 4: No contribution may be made to a candidate before the Primary Election if more than one Democrat is running.



## **ARTICLE X: ENDORSEMENTS**

### **Section 1: Criteria for endorsements:**

- a. The following candidates are eligible for Endorsement:

Democratic Candidates for State or Federal Offices

Candidates for Local Offices, elective and appointive

- b. The following items are eligible for endorsement:

U.S. Senate and House of Representative Bills

California State Assembly and Senate Bills

California State Propositions and Initiatives

Resolutions of Support for Issues and Positions

### **Section 2: Procedures for Endorsements**

- a. A written Request for endorsement shall be submitted to the Executive Board.
- b. The Request shall be an agenda item on the Executive Board's monthly meeting. A quorum of the Board must approve the Request before its submission to membership.
- c. After approval by the Board, the Request for Endorsement shall be on the Agenda of the next General Membership Meeting.
- d. The request for Endorsement shall be presented to a quorum of the membership and discussion of the merits, pro and con, shall occur.
- e. The Presiding officer shall call for a motion and a second to endorse followed by a vote. To pass, the Endorsement requires a simple majority vote of the quorum.

## **ARTICLE XI: AMMENDMENTS OF BY-LAWS**

Section 1: These By-Laws may be amended at any General Meeting by a majority of the members present and voting, provided that notice of changes shall have been announced at a previous meeting, or by mail, email, or phone.

## **ARTICLE XII: PARLIMENTARY AUTHORITY**

Section 1: The latest edition of Robert's Rules of Order shall regulate the conduct of meetings of this organization where not in direct conflict with the By-Laws.

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Notes: