

5th DISTRICT DEMOCRATS BYLAWS

As adopted at the March 18th, 2008 General Membership meeting of the 5th Legislative District Democrats

Preamble

We, the 5th Legislative District Democrats, are committed to the principles of the Democratic Party and the Constitution of the United States of America. We work together to promote a representative party open to everyone who supports its principles. We support public officials, candidates, issues and policies that protect individuals' rights, civil liberties, the environment, and social and economic justice for all. We encourage participation by the citizens of the 5th Legislative District in all levels of their government. We seek their support by providing information regarding the ideals, goals, and operations of the Democratic Party and its endorsed candidates and issues.

ARTICLE 1: Name

The name of this organization shall be the 5th DISTRICT Democrats, herein referred to as the 5th DISTRICT.

ARTICLE 2: Policy and Purpose

2.1 The 5th DISTRICT shall operate under the rules and bylaws of the King County Democratic Central Committee (KCDCC) and the Charter, rules and bylaws of the Washington State Democratic Central Committee (WSDCC), and in accordance with the laws of the state of Washington.

2.2 It shall be the policy of the 5th DISTRICT to contribute to the growth and influence of the Democratic Party to work to increase party membership, and to support Democratic Party candidates for political office.

ARTICLE 3: Membership

All elected, appointed and acting Precinct Committee Officers (PCOs) in the 5th DISTRICT shall be members. Any person living in the 5th legislative DISTRICT, declaring publicly that they are a Democrat and will support the principles of the Democratic Party, shall become a member upon payment of dues. The 5th DISTRICT, upon application, may waive dues.

ARTICLE 4: Dues

4.1 Schedule of Dues

- Senior/Student/Reduced Income: \$5.00
- Individual: \$20.00
- Family: \$40.00

The following categories are to encourage donation above the minimum:

- "Club 5" Membership: \$50.00
- Bronze Membership: \$100.00
- Silver Membership: \$250.00
- Gold Membership: \$500.00

- Platinum Membership: \$1000.00
- Associate Membership: \$20.00

4.2 Dues are based on the calendar year. Dues are not prorated, except for new members joining after October 1, who will be credited for the subsequent year as well as the current year.

4.3 Associate members live outside of and do not have voting privileges in the 5th DISTRICT. Consequently, associate members will not have voting privileges and cannot make motions as defined under Robert's Rules of Order at 5th DISTRICT meetings.

4.4 Voting credentials are based on timely payment of dues. Individuals will become voting members immediately upon payment of dues.

ARTICLE 5: Meetings

5.1 Regular meetings shall be held at least every 60 days. Special meetings may be called by the DISTRICT Chair, 25 % of the DISTRICT Officers, or by 15% of Precinct Committee Officers. Regular meeting protocols (items 5.2 and 5.3 below) shall apply to special meetings.

5.2 Notice of all meetings shall be to all members by mail, telephone or email. Notice shall be given to all members at least 10 days in advance for any meeting held for the purpose of electing or removing officers.

5.3 A quorum shall consist of 40% of officers and either 10 members or 10% of the membership, whichever is greater.

5.4 The Treasurer shall have a credentialing report available at each General Meeting. Voting credentials are defined in Article 4.4 and only those members with voting rights shall be issued credentials.

ARTICLE 6: Endorsements

6.1 Endorsement meetings: The first meeting after the filing date shall be the Primary Election endorsement Meeting. The first meeting after the Primary Election shall be the General Election endorsement meeting. Candidates endorsed in advance of or at the Primary Election endorsement meeting shall remain endorsed for the General Election if those candidates appear on the ballot for the General Election.

6.2 A quorum call shall be formally required at the beginning of the Primary Election and General Election endorsement meetings.

1. A 2/3 voting approval of members present is required for endorsement of campaigns or candidates.
2. Multiple endorsements for the same office may be made.
3. Proxy votes are not acceptable.

6.3 Candidates eligible for endorsement: Only identified Democratic candidates may be endorsed, except for judges or where Party declaration is prohibited. Candidates seeking endorsement should complete and return the 5th DISTRICT Endorsement Questionnaire to the 5th DISTRICT Endorsement Committee (The King County Democratic endorsement questionnaire may also be used in lieu of the 5th LD questionnaire)

6.4 Endorsement Committee: In the first quarter of the year, the Chair shall appoint a five-member endorsement committee. This committee will be responsible for:

1. Creating a current 5th DISTRICT Endorsement Questionnaire and submit to the Board for approval. Candidates seeking the endorsement of the 5TH LD may use the King County Democratic questionnaire in lieu of the 5TH LD questionnaire.
2. Collecting and reviewing all 5th DISTRICT Candidate Endorsement Questionnaires.
3. Presenting a verbal and written Endorsement Committee report at the Primary Election endorsement meeting and the General Election endorsement meeting.

6.5 Any member of the 5th LD in good standing can propose withdrawal of an endorsement in accordance with Robert's Rules of Order [RRO Reconsider: Can be made only by one on the prevailing side who has changed position or view]

ARTICLE 7: District Officers, Elections and Duties.

7.1.1 Elections of DISTRICT Officers shall be in January of odd numbered years as provided by state law and procedures of KCDCC.

7.1.2 The election of the DISTRICT Chair, Vice-Chair, State Committeeman, State Committeewoman, Delegates and Alternate Delegates to the KCDCC, shall be by a majority vote of PCOs present. (per WSDCC and KCDCC Rules and Bylaws).

7.1.3 Board Officers, other than those identified in 7.1.2 above, shall be elected by a majority vote of paid members present and voting in the biennial DISTRICT reorganization meeting, or when circumstances warrant, in a regular DISTRICT meeting.

7.2 Officers of the 5th DISTRICT will be as follows:

1. DISTRICT Chair
2. First Vice Chair
3. Second Vice Chair
4. Two delegates to WSDCC
5. Two delegates to KCDCC
6. Two alternates to KCDCC
7. Recording Secretary
8. Treasurer
9. Technology Officer

7.3 The dual positions of delegates and alternates shall be one man and one woman in each case.

7.4 The duties and responsibilities of the officers shall be as follows:

1. DISTRICT Chair: Conduct meetings of the 5th DISTRICT, serve as liaison to KCDCC and WSDCC and appoint committee chairs, sergeant of arms and parliamentarian. Serve as ex-parte member of all committees.
2. First Vice Chair: Serve in the absence of the Chair; serve as alternate for the Chair to KCDCC and WSDCC. Responsible for PCO recruitment, training, development, and may establish and Chair a PCO Standing Committee.

3. Second Vice Chair: Serve as coordinator for committees formed to raise funds and recruit members by promoting the 5th District Democrats through activities, events and community outreach. This position may be filled by two persons acting as co-chairs. In this event the co-chairs would each be recognized as officers on the board and each have one vote.

5. Delegates: Attend respective meetings representing the 5th DISTRICT and report back to the membership.

6. Recording Secretary: Keep a record of the minutes of the meetings of the 5th DISTRICT, report them at each meeting, and keep a credentials report for each meeting.

7. Treasurer: Keep a report of all moneys belonging to the 5th DISTRICT; keep a current roster of members and PCOs; maintain the 5th DISTRICT bank accounts; and pay bills in a timely manner. Be knowledgeable of appropriate Washington State Law and the State Public Disclosure Commission requirements; and report to the officers and membership at each meeting.

8. Technology Officer: Lead the design and implementation of technologies to support the strategy of the 5th DISTRICT. Develop a communications strategy. Chair the Technology Committee, and serve as liaison between the Executive Board and the technologists on the Technology Committee..

7.5 Filling of Vacancies:

1. In the event of a vacancy in the office of the Chair, 1ST Vice-Chair, State Committeeman, State Committeewoman, Delegates, and Alternate Delegates to the KCDCC Executive Board, such vacancy shall be filled by a majority vote of the PCOs present and voting at a special meeting of the District, called within 30 days of the announced vacancy, by the Chair or 1ST Vice Chair, provided ten (10) day s notice of the election has been given to all PCOs and other eligible voting members within the district.

2. Vacancies in all other Board positions shall be filled by a majority vote of paid members present and voting at a regular DISTRICT meeting following the announcement of the vacancy, provided 30 (30) days notice of the election has been given to all eligible voting members within the DISTRICT

7.6 Removal of DISTRICT Officers: On written request of twenty percent (20%) of the elected and appointed (PCOs), or by sixty percent (60%) of the Executive Board, a special meeting of the Fifth DISTRICT may be called for the purpose of removing any DISTRICT officer. A DISTRICT officer may be removed by two-thirds of the elected and appointed PCOs present and voting, not counting abstentions, provided that 30 days notice of the meeting and grounds for removal has been given to those eligible to vote and to the DISTRICT officer whose removal is sought. A rebuttal to the grounds for removal shall be included with the notice, if the DISTRICT officer chooses to respond. A quorum for a meeting to remove a DISTRICT officer shall be 40% of the elected and appointed PCOs.

7.7 Board Communications:

1 Executive Board deliberations and decision making shall be conducted in a formal meeting, open to PCOs and paid members.

2. Actions or recommendations made by the Executive Board will be reported by the District Chair to the general membership at the next regular scheduled general membership meeting.

ARTICLE 8: Executive Board

8.1 The Executive Board shall consist of the elected officers.

8.2 Each Board member shall be versed in the provisions of DISTRICT Bylaws and pertinent sections King County and State Central Committee rules and Bylaws.

8.3 The frequency of Executive Board meetings shall be at least quarterly. The quorum requirement shall be the Chair or in the absence of the Chair the Vice-Chair, and at least five elected Board members.

8.4 The Board shall implement and maintain a response process for member input and requests.

8.5 Special Meetings of the Board may be called by the Chair. The Chair shall notify all Board members.

8.6 Quorum requirement and all other Board meeting protocols shall apply to Special and Emergency Board meetings

8.7 Email votes may be taken when circumstances dictate and a timely response is necessary.

ARTICLE 9: Committees

9.1 The members of the 5th DISTRICT may authorize committees by majority vote in a regular meeting.

9.2 The DISTRICT Chair shall appoint committee Chairs with the exception of the Chairs of committees established by Board officers in their functional areas.

ARTICLE 10: Robert's Rules of Order shall govern in matters not covered by these bylaws.

ARTICLE 11: Precinct Committee Officers Categories and Duties

11.1 PCOs are elected during each even year general election. Appointed PCOs are appointed by the DISTRICT Chair to fill vacant precincts in which they live. Acting PCOs are appointed by the DISTRICT Chair to fill vacant precincts in which they do not reside.

11.2 PCOs are expected to attend DISTRICT meetings, pay dues, support DISTRICT endorsed candidates, convene precinct caucuses, and support the activities and goals of the Democratic Party. PCOs are expected to doorbell their neighborhood a minimum of once annually.

ARTICLE 12: Finance

12.1 At the first or second regular monthly meeting of each calendar year the Executive Board shall propose a budget or spending guide for adoption by a majority of the 5th DISTRICT members present.

12.2 All DISTRICT expenditures must be within the budget guidelines established in accordance with Section 12.1 AND be approved by the Executive Board.

12.3 The Executive Board shall exercise due diligence to manage cash flow rates for a given budget line item to avoid a short fall prior to the end of the fiscal year.

12.4 Any expenditures that exceed the budgeted amount or require the re-direction of funds between materially different line items shall require that the annual budget be amended by a

majority vote at a regular monthly meeting before such expenditure can be approved by the Executive Board.

12.5 No officer, member, or other individual may financially obligate the DISTRICT without the approval of the Executive Board consistent with the provisions of this ARTICLE.

12.6 In order to facilitate the process of receiving and distributing campaign-related contributions, the 5th DISTRICT Democrats shall maintain a separate Campaign Fund Budget line item. The following procedures shall apply:

1. The 5th DISTRICT Campaign Fund shall be maintained as a separate journal, with entries and totals within the general purpose of 5th DISTRICT accounts as a separate Budget line item. The Campaign Funds represented by the Budget line item shall be used for the support of 5th DISTRICT candidates for political office. No disbursements shall be made from the Campaign Fund for 5th DISTRICT operations or events, or transferred to other accounts not similarly restricted.

2. Contributions to the 5th DISTRICT Democrats may be designated for the 5th DISTRICT Campaign Fund. Dues and receipts from DISTRICT events shall not be directed to the Campaign Fund Journal except by approval of the membership. Other contributions to the 5th DISTRICT that are not designated may be added to the Campaign Fund upon the approval of the Board.

3. Disbursements from the Campaign Fund shall be at the sole discretion of the DISTRICT as described below:

- a No contributions to the Campaign Fund shall be accepted with any earmarking or other restrictions, in compliance with Public Disclosure Commission regulations.

- b The disbursements of Campaign Funds shall require assent of a majority of the Board members or a majority of the paid members and PCOs at a general membership meeting.

12.7 All disbursements from the Campaign Fund shall be reported to the Public Disclosure Commission as campaign contributions from the 5TH DISTRICT Democrats.

12.8 All contributions to and disbursements from the Campaign Fund and the general accounts of the 5th DISTRICT Democrats shall be in compliance with the Washington State Campaign and Public Disclosure Laws.

12.9 At the September meeting of even numbered years the Chair shall appoint a three member Audit Committee. They shall audit all financial matters and records of the 5th DISTRICT and report to the membership at the following January meeting.

IT IS HEREBY DECLARED that it is the goal of the 5th DISTRICT DEMOCRATS to have its membership and Executive Board reflect the diversity of our nation. We invite membership from all persons, without discrimination.