

Bylaws of the 48th District Democrats

Adopted January 14, 2015

Amended September 16, 2015

PREAMBLE

The 48th District Democrats serves as the official organization of the Democratic Party of the State of Washington for the 48th Legislative District. This organization is dedicated to increasing citizen interest and participation in government at all levels and encouraging Democrats to seek and serve in elected public office in local, state, and national governments. The goal of this organization is to articulate the principles of the Democratic Party and to work to have these principles enacted as public policy by our elected and appointed governmental bodies.

Article I. NAME

The name of this organization shall be the 48th District Democrats.

Article II. POLICIES

Section 1. Controlling Authorities. This organization shall be subject to the following authorities:

- a. United States Constitution and statutes;
- b. Washington State Constitution and statutes (specifically, RCW 29A.80);
- c. Democratic Party of the United States bylaws;
- d. Democratic Party of the State of Washington bylaws;
- e. King County Democratic Party bylaws.

If a provision of these bylaws is found to be inconsistent with the aforementioned authorities, those authorities shall prevail, in order of precedence.

Section 2. Purpose. It shall be the policy of this organization to contribute to the growth, development and influence of the Democratic Party and to increase Party responsibility by encouraging maximum participation, equal representation, and equal treatment of all.

Section 3. Platform and Candidate Support. This organization shall support the platform of the Democratic Party. This organization shall endorse candidates for partisan or non-partisan public office who, by their records and reputations, have principles that are aligned with those of the Democratic Party.

Democrats endorsed by this organization are expected to support the current platform of the Washington State Democratic Party. Endorsed Representatives and Senators, upon election, are expected to caucus only with the Democratic Party. This organization may make its

endorsement, as well as financial and other campaign support (such as doorbelling and phone banking), contingent upon these expectations.

Section 4. Endorsement Schedule. Candidate endorsements shall not be made prior to the closing of candidate filing for the corresponding office.

Article III. MEMBERS

Section 1. Classes of Membership.

- a. Precinct Committee Officers. All 48th District Democratic Precinct Committee Officers (PCOs), whether Elected, Duly Appointed, or Acting, shall be members of this organization. Although not required to pay dues under King County Democratic Party rules, Elected and Duly Appointed PCOs shall be encouraged to pay voluntary dues.
 - i. Elected PCOs. PCOs shall be elected pursuant to the applicable State Laws (RCW 29A.80.041, 29A.80.051).
 - ii. Duly Appointed PCOs. PCOs may be appointed by the procedures provided by State Law (RCW 29A.80.031) and the King County Democratic Party.
 - iii. Acting PCOs. The Chair, in order to ensure that tasks regularly done by PCOs are performed in a precinct where no PCO has been elected or duly appointed, may name a Regular Member not resident in that precinct to serve as Acting PCO until such time as a PCO has been Elected or Duly Appointed for that precinct.
- b. Regular Members. Any registered voter in the 48th District who declares to be a Democrat, who fills out a membership form, and who agrees to have his or her name published as a Democrat shall be eligible for regular voting membership in this organization.
- c. Non-voting Members. Any other person who declares to be a Democrat shall be eligible for non-voting membership in this organization.

Section 2. Dues. This organization may set membership dues not to exceed an amount reasonably affordable by all income levels. All members shall be encouraged to pay annual dues. Members who are not Elected or Duly Appointed PCOs must have completed the membership/dues form and paid dues thirty days prior to being granted voting privileges. Non-payment of dues shall not be a limiting factor on the membership of any Elected or Duly Appointed PCO, nor shall it be a bar to membership to any otherwise qualified person who files a statement with the Chair requesting waiver of dues.

Section 3. Membership in Good Standing. A member in good standing shall be:

- a. Any Elected or Duly Appointed PCO, or
- b. Any Acting PCO or Regular Member who meets the conditions of Section 2 of this Article.

Section 4. Voting Privileges. Voting privileges on all business that comes before the organization shall be extended to all members in good standing except that, pursuant to State Law (RCW 29A.80.061) and Party bylaws, only Elected or Duly Appointed PCOs may vote on the following:

- a. Election or removal of the Chair, First Vice Chair, Delegates and Alternates to the King County Democratic Central Committee (KCDCC), and Members of the Washington State Democratic Central Committee (WSDCC);
- b. Adoption of or amendment to these bylaws; and
- c. Filling legislative vacancies or other functions specifically delegated by the State or County Democratic Party.

A Duly Appointed PCO shall be granted the aforementioned voting privileges sixty days after his or her appointment.

Section 5. Proxy Voting. Voting by proxy is not permitted on any business that comes before the organization.

Article IV. OFFICERS

Section 1. Eligibility. Only members in good standing shall be eligible to be elected as officers. Any elected officer who is not already a PCO shall be strongly encouraged to become a Duly Appointed or Acting PCO for the duration of their term of office.

Section 2. Elected Officers and Duties. The elected officers and their duties shall be as follows:

- a. The Chair shall be the executive officer of the organization and be the presiding officer at all its meetings, except as provided in Article V Section 2.
- b. The First Vice Chair shall serve in the absence of the Chair, and shall recruit, retain, and train Precinct Committee Officers in the district.
- c. The Second Vice Chair shall coordinate the organization's events and fundraising activities.
- d. The Third Vice Chair shall recruit members and maintain membership records.
- e. The Treasurer shall receive and disburse funds of the organization, prepare a financial report for each regular meeting of the organization, and file such public disclosure reports as required by State Law.
- f. The Communications Director shall manage communications among members, maintain technology to facilitate such communications, keep minutes of all meetings, and maintain all records of the organization except as assigned to other officers.

- g. The Members of the WSDCC shall represent this organization at meetings of the WSDCC and provide reports of same at regular meetings. Two members shall be elected: one male and one female.
- h. The Delegates to the KCDCC shall represent this organization at meetings of the KCDCC and provide reports of same at regular meetings. Two delegates shall be elected: one male and one female.
- i. The Alternates to the KCDCC shall serve in the absence of the Delegates to the KCDCC. Two alternates shall be elected: one male and one female.

Section 3. Election Procedure. The nominations and elections for each office shall be held one at a time, as follows:

- a. Nominations. Formal nominations shall be made from the floor. A person eligible to hold office may be nominated by any member in good standing, including him- or herself. A person who is unable to attend an election meeting may announce their candidacy with a written statement delivered to the Chair to be read at the meeting. Each nomination may take no more than five minutes, including speeches in support of the nominee.
- b. Ballot Election. The officers shall be elected by written ballot, except in uncontested elections. Election requires a majority of the eligible votes cast. In the event that no nominee receives a majority, the nominee receiving the least number of votes shall be eliminated and another vote taken. On each succeeding ballot, the same rule shall apply until one nominee receives a majority. Any tie votes shall be decided by drawing lots.

Section 4. Term of Office. Officers are elected to serve until the start of the next Reorganization meeting or until their successors are elected, and their term of office shall begin at the time of their election.

Section 5. Removal from Office. At any regular meeting, the organization may remove any elected officer. Such officer shall be given seven days' written notice of the intent to consider the proposed removal. Such notice shall be made by the member intending to bring the matter to the floor. Notice of the proposed removal shall be included in the notice of the regular meeting. Pursuant to State Law (RCW 29A.80.61), removal of the Chair requires a majority vote by all Elected PCOs, regardless of the number present and voting. Removal of any other officer requires a 2/3 vote of the members eligible to vote for the office present and voting.

Section 6. Vacancies. In the event of a vacancy in any elected office, an election shall be held to fill such vacancy at the next regular meeting provided that the notice of the election is published in the notice of the meeting.

Section 7. Other Elected Offices. The organization may from time to time establish other elected offices to perform specific responsibilities. Such offices shall automatically terminate at the start of the next Reorganization meeting.

Section 8. Appointed Officers, Delegation of Duties. The Chair may appoint a Parliamentarian and a Sergeant-at-Arms. The Chair may from time to time delegate other duties to each or all of the other officers.

Article V. MEETINGS

Section 1. Regular Meetings. The organization shall hold a meeting on the third Wednesday of each month. If in any month that day is impractical as a meeting day, the Chair shall fix the time and place of the meeting and cause all members to be notified thereof. A regular meeting may be cancelled only by a vote of the body at the previous regular meeting. The call for a regular meeting shall be sent to all members at least seven days in advance of the meeting. The call shall announce the time and place of the meeting, the proposed meeting agenda, a copy of the previous meeting's minutes, and any other matter requiring special notice, such as the removal or replacement of officers.

Section 2. Reorganization Meeting. The regular meeting in January of each odd-numbered year shall be known as the Reorganization meeting and shall be for the purpose of adopting bylaws, electing officers, and for any other business that may arise. Until completion of the election of the organization's officers, the temporary presiding officer for the Reorganization meeting shall be the Chair of the KCDCC or his/her designee.

Section 3. Special Meetings. Special meetings may be called by the Chair, by all members of the Executive Board excluding the chair, or by a written petition of a majority of the members in good standing. The time, place, and purpose of the meeting shall be stated in the call, which shall be sent to all members at least seven days before the meeting.

Section 4. Emergency Postponement. The chair shall have the discretion to postpone a meeting for reason of weather or other emergency, fix a new time and place for the meeting, and cause all members to be notified thereof.

Section 5. Quorum. A quorum for any meeting shall consist of forty percent of the members signing in at that meeting. No special quorum of Elected and Duly Appointed PCOs shall be required for any matter on which only they qualify to vote, as defined in Article III Section 4.

Article VI. EXECUTIVE BOARD

Section 1. Membership. The Executive Board (EB) shall consist of elected officers. It may also include as non-voting members the chairpersons of all committees.

Section 2. Meetings. The EB shall meet at the call of the Chair. Notice of such meetings shall be sent to all members of this organization. The EB shall announce when it is meeting in executive session. In urgent situations, special EB meetings may be called by the chair upon notice to all EB members. EB meetings, except those conducted in executive session, shall be open to the

membership of the organization. Minutes of all EB meetings, except those conducted in executive session, shall be made available to the members at the next meeting of the organization.

Section 3. Urgent Action. The EB may, in urgent situations, take any actions appropriate to the full organization, except for the election or removal of officers, provided that any such action be ratified or rescinded by the organization at its next meeting. Any such action shall be included in the agenda published in the notice of the next meeting.

Article VII. COMMITTEES

Section 1. Establishment. The Chair may establish committees and designate the chair and members thereof with the concurrence of the organization.

Section 2. Chair's Ex-Officio Committee Membership. The Chair shall be ex officio a member of all committees except any nominating or disciplinary committees.

Section 3. Standing Committees. Each standing committee shall have a chair and vice chair elected by the members of the committee to serve until the start of the next Reorganization meeting. Each committee's chair and vice chair shall be of opposite genders. Each standing committee's chair shall be a voting member of the Executive Board. Each standing committee's vice chair shall be the corresponding chair's alternate. The standing committees of this organization shall be as follows:

- a. The Young Democrats committee shall consist of members up to and including 35 years of age. The committee shall propose, to the general membership, policy discussions and resolutions of importance to their age group, and it shall seek to educate and engage youth and young adults in the methods of participatory democracy. Learning topics shall include but not be limited to: How a bill goes through the state legislature, the initiative process, voter registration, canvassing, and getting out the vote. After training, Young Democrats shall have the option to become PCO assistants.
- b. The Ethnic Diversity committee shall consist of members at least 18 years of age with an interest in ensuring representation for people of all ethnic backgrounds. The committee shall perform voter outreach to the diverse ethnic communities in the district and seek to recruit new members of the organization from those communities. The committee shall propose, to the general membership, policy discussions and resolutions of importance to their ethnic groups. Committee members shall be encouraged to receive PCO training and become elected or appointed PCOs, and to partner with Young Democrats PCO assistants from their ethnic community (and precinct) for voter registration, canvassing, and getting out the vote.

Article VIII. FINANCIAL PROCEDURES

Section 1. Signatories. No money shall be paid from the funds of the organization except by check signed by two officers. The Treasurer, the Chair, and one other officer are authorized to register with the bank to sign checks.

Section 2. Chair's Authorization. The following expenditures may be authorized by the Chair so long as they are reported at the next regular meeting:

- a. Routine expenditures in connection with District meetings (e.g., hall rentals) or communication with members; and
- b. Necessary expenditures in conjunction with fundraising activities or special events that have been authorized by the membership.

Section 3. Other Expenditures. All other expenditures, including contributions to candidates, causes, or affiliated organizations must be approved by the membership at a District meeting.

Section 4. Audits. The EB or the membership may require that the organization's books be audited.

Article IX. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules the organization may adopt.

Article X. AMENDMENT OF BYLAWS

These bylaws shall function continuously until the next Reorganization meeting, during which new bylaws shall be adopted by a majority vote. The bylaws may be amended by a 2/3 vote of the Elected and Duly Appointed PCOs at any Regular or Special meeting, provided that the proposed text of each amendment has been published in the meeting call.