

DISTRICT 2 DEMOCRATIC CLUB

Constitution And Bylaws

I. NAME

The name of this organization shall be the District 2 Democratic Club.

II. PURPOSE

The District 2 Democratic Club (hereinafter called the Club) shall focus its efforts within District 2 of the City and County of San Francisco to:

1. Advance the goals of the Democratic Party (hereinafter called the Party), through public policy and political issue analysis, education, fund-raising, recruitment, coordination with other Democratic groups, and other activities.
2. Promote open, accountable and effective government.
3. Register new voters and encourage participation in all elections
4. Advance the interests of our district, city, state and nation by promoting victory or defeat of candidates and initiatives.

III. AFFILIATION

The Club shall apply for membership as a full affiliate of the San Francisco Democratic Party.

IV. MEMBERSHIP REQUIREMENTS

- A. Qualifications: Any individual can join as an Associate Member. An individual qualifies as a Regular Member (with voting rights) if:
- 1) The individual is a registered Democrat;
 - 2) Supports the purpose of the Club as stated in Article II, above; and
 - 3) Resides in District 2.
- B. Active Membership: A qualified individual shall be considered an active member only if
- 1) The member has attended at least one meeting prior to being eligible to vote and
 - 2) The member has paid all club dues.
- C. This organization does not require or use any test of membership or oath of loyalty which has the effect of requiring prospective or current members to acquiesce in, condone or support discrimination on the grounds of race, color, creed, national origin, physical ability, sex, age, religion, ethnic identity, sexual orientation or economic status.

V. DUES

- A. Dues shall be recommended by the Executive Board and reviewed at the first meeting of each calendar year and presented to the General Membership for approval.
- B. Dues are due on January 1 and payable by January 31 of each calendar year.
- C. Dues paid by new members between October 1 and December 31 shall be considered dues paid through the following year.
- D. Payment of dues shall not be obligatory to anyone for whom it constitutes an economic hardship, and after due consideration with approval of the Executive Board.

VI. MEETINGS

A. Regular Meetings

- 1) The Club shall hold regular meetings on such day as the membership may determine.

B. Special Meetings

- 1) Special meetings may be called by the President at any time, on notice as specified below.
- 2) In the absence of the president, any two officers may call a special meeting, on notice as specified below.

C. Notice of Meeting

- 1) Notice of regular or special meetings shall be given at least five days in advance to all active members, in any manner as follows:
 - a. Notice in writing by US mail
 - b. Notice in writing by email
 - c. Telephone message
- 2) Notice of the meeting shall be deemed sufficient by any manner specified above if such notice includes the date, time and place of the meeting and is calculated to be received at least one week prior to the meeting.

VII. RULES FOR MEETINGS

- A. The Club shall use the newly revised *Roberts Rules of Order* to govern parliamentary procedure at all official meetings of the organization, except as specifically noted in these bylaws.
- B. A quorum for any official meeting of the Club shall be 25 percent of the total organizational membership, or ten members, whichever is smaller, as of 24 hours before the meeting, as reported by the secretary.
- C. Unless otherwise specified in these Bylaws, the Club may adopt events and conduct regular business with a vote of 60 percent of the members present at any meeting.
- D. The Club may pass resolutions not related to endorsements with a vote of 60 percent of those present and voting at any meeting.
- E. A process to consider the endorsement of candidates must be approved prior to any suggestion of endorsements. If the discussion of an endorsement process is noticed in the meeting agenda, such process must be approved by 60 percent of those present and voting at any meeting. Under no circumstances may the Club consider the endorsement of a candidate for public office who is not registered with the Democratic Party. The minimum threshold for endorsement in a race with multiple Democratic candidates is 60 percent of the members present and voting.
- F. Changes to the constitution and bylaws or endorsement process not specifically referenced elsewhere must be noticed to the membership at least one meeting before the vote in question, and must be approved by a vote of 60 percent of those present and voting.

VIII. OFFICERS

- A. Club officers shall consist of president, two vice-presidents, two secretaries and treasurer. They shall be elected in January to serve one-year terms of office.
- B. If the president vacates office, a vice-president shall ascend to the position of president, until an election is held to fill the president's remaining term of office.
- C. In the temporary absence of the president, a vice-president shall serve as president. If the position of vice-president is vacant, the secretary or treasurer shall serve as vice-president.
- D. The vice-president of membership and publicity will develop membership in the club and work to increase the visibility of the Club among Democrats within the city of San Francisco.
- E. The vice-president of political action and issues will oversee voter registration drives, endorsement proceedings and other political activities.
- F. The corresponding secretary shall be responsible to ensure that all members are notified of Club meetings, through all appropriate means.
- G. The recording secretary shall maintain an updated club roster and all written records of the Club.
- H. The treasurer shall maintain all financial records of the club, be responsible for bank accounts, ensure FPPC/FEC financial reports are submitted on time, and will provide a monthly financial report at club meetings. If the treasurer is not present, the president is authorized to make expenditures. All expenditures must have the approved by a majority vote of the Executive Board.
- I. If the treasurer is not present the president is authorized to make expenditures.
- J. The president shall officiate at all meetings of the Club.
- K. The president may appoint members temporarily to fill unexpired terms of office, subject to election by the membership at the next Club meeting 30 days after the office is vacated.
- L. The Club shall be represented at meetings of the DCCC and any Assembly District Committee meetings at which it may be entitled to membership, and at meetings of the California Democratic Council. A person may serve as representative to more than one outside body if the club membership approves.
- M. The president may appoint Club members to serve in other capacities as needed.
- N. The Club may elect such other officers as may be deemed necessary from time to time to conduct Club business.
- O. The Executive Board shall be composed of the club officers and chairs of standing committees, and shall be responsible for implementing the club's goal and maintaining financial viability.

- P. An elected officer can be removed from office by resolution of a two-thirds vote of the Regular members at a General Meeting for such causes as missing three unexcused consecutive meetings or non-performance of duties, providing the membership and the officer have been notified ten days in advance of the meeting of the proposed action against the officer.

ENDORSEMENTS

- A. A motion for an endorsement of a candidate, ballot proposal, or other issue, may be made at a general membership meeting or at an Executive Board meeting. The motion will be referred to the Endorsement Committee for its recommendation. Notice of a vote on each endorsement shall be published to the Endorsement Committee at least five days prior to the voting meeting.
- B. The Executive Board shall serve as the Endorsement Committee. The Executive Board will interview and consider candidates, ballot proposals, and other issues through oral interview and/or written materials, and make recommendations for endorsements to the general membership based on a 60% vote of the Endorsement Committee.
- C. In partisan races, the Executive Board will, by default, endorse the Democratic nominee.
- D. If the Executive Board considers endorsement of a candidate, ballot proposal, or other issue, and recommends that no endorsement be made, a motion for endorsement may be made at a general membership meeting. Notice of a vote on each endorsement shall be published in advance of the voting meeting pursuant to Article 7, Section A.
- E. A vote of 60 percent of the members voting shall be needed for a Club endorsement.
- F. Only candidates who are registered Democrats will be considered for interview and endorsement.
- G. The name of the Club may not be used by any member to support or oppose candidates and/or ballot measures without prior approval of the Board of Directors.

AMENDMENTS

These bylaws may be amended by a 60 percent vote at a general membership meeting after the proposed amendment has been presented to the membership at a preceding meeting. One week's notice must be provided of each meeting.

EXECUTIVE BOARD (AS OF 9/2019)

- A. President - Eric Kingsbury
- B. Vice President of Membership and Publicity - Diane Le
- C. Vice President of Political Action and Issues - Suki Kott
- D. Corresponding Secretary - Gina Simi
- E. Recording Secretary - Ellie Miller Hall
- F. Treasurer - Jason Pellegrini

ADOPTED: 1 September, 2019