

BYLAWS OF BEACH CITIES DEMOCRATS

Adopted 10/28/2015

ARTICLE I – NAME AND PURPOSE

Section 1. Name

The name of the organization shall be Beach Cities Democrats.

Section 2. Purpose

The purpose of Beach Cities Democrats shall be to:

- (a) foster the principles of the Democratic Party;
- (b) contribute to the growth and influence of the Democratic Party;
- (c) support Democratic candidates for office;
- (d) develop leadership, to increase party responsibility;
- (e) maintain and promote harmony within the party ranks; and
- (f) support and coordinate active participation in governmental affairs.

Section 3. Rules

Except where inconsistent with these bylaws, the rules contained in the most recently revised edition of Robert's Rules of Order, shall govern the actions of this organization.

Section 4. Charter

This organization shall undertake to obtain a charter from the Los Angeles County Democratic Party each year in a timely manner.

ARTICLE II – MEMBERSHIP

Section 1. Definition of Member in Good Standing

A “Member in Good Standing” is any member who

- (a) has affirmatively applied for membership; and
- (b) has paid their annual dues for the current fiscal year, or had them waived for economic hardship reasons, or is within the 60 day grace period allowed, or has been elected an honorary “Member for Life” by the membership in recognition of their past service to the Beach Cities Democrats; and
- (c) has met the eligibility requirements to be a voting member.

Section 2. Eligibility

The only persons eligible to be members of Beach Cities Democrats shall be:

- (a) Registered Democratic Voters;
- (b) a person in the process of naturalization and who states his or her intention to so register at the earliest opportunity and is not otherwise affiliated with another political party in the United States; and
- (c) a citizen who is a minor and who states his or her intention to so register at the earliest opportunity and is not otherwise affiliated with another political party;
- (d) No Party Preference (NPP) voters may join as non-voting members.

Any dispute as to whether a person is a Registered Democrat shall be determined by reference to the most current list of voters issued by the Los Angeles County Registrar of Voters (or by the County Registrar in which the Member resides).

Section 3. Dues

- (a) Members shall pay annual dues in the amount which shall be determined from time to time by a vote of the membership, and shall reflected in the Minutes of said meeting.
- (b) Dues shall be paid for each Fiscal Year, from July 1 through June 30 of each year.
- (c) Any new member paying dues between April 1 and June 30 of a calendar year shall be a member through the end of the following Fiscal Year without further payment.
- (d) Any returning member in good standing who pays their dues by September 1 is within the 60 day “grace period,” and shall not be considered to have their membership lapsed and may, upon paying dues, renew without having to wait 30 days to vote.

ARTICLE III – OFFICERS

Section 1. List of Officers

The officers comprising the Board shall consist of a President, a Vice President, a Secretary, and a Treasurer.

Section 2. President

The President shall be the chief executive officer, shall be a member ex-officio of all committees except the nominating committee, shall preside at all meetings of the membership and of the Board, shall administer the business of the organization as directed by the Board, and shall make appointments to such committees as may be created from time to time. The President shall not serve as an officer of any other organization chartered by the Los Angeles County Democratic Party.

Section 3. Vice President

The Vice President shall be vested with all the powers and shall perform all the duties of the President in the event of the President’s absence or disability, shall coordinate membership services and supervise the maintenance of the membership list, and shall direct the operations of this organization’s committees, and shall perform such other duties incident to the office as may be put under said officer’s supervision by the Board or the President.

Section 4. Secretary

The Secretary shall prepare and keep the minutes of all meetings of the Membership and Board, shall be responsible for the master copy of the bylaws and other records of this organization, and shall perform such other duties incident to the office as may be put under said officer’s supervision by the Board or the President.

Section 5. Treasurer

The Treasurer shall be responsible for the funds of the organization; shall make all disbursements in the normal course of business, in accordance with procedures set forth in these by-laws; shall keep accurate records of receipts and disbursements; shall report all recent fiscal transactions and the financial status of the organization to the Board and the Membership at meetings of the Board and the Membership; maintain an accurate list of persons who have paid dues for the current Fiscal Year; shall make an annual written report to the membership at the annual meeting and to the Board and succeeding Treasurer at the end of the fiscal year; shall complete any reports required under applicable campaign finance laws; and shall perform such other duties

incident to the office as may be put under said officer's supervision by the Board or the President.

Section 1. Powers

ARTICLE IV – BOARD OF DIRECTORS

The Board shall be composed of the Officers listed above as well as any standing Committee Chairs and the immediate Past President.

- (a) Any officer who is a paid campaign staff member must fully disclose their involvement with any campaign in which the club endorses, and should recuse themselves from conducting the club endorsement process for that candidate or issue.
- (b) Said Board shall be the governing, policy-making body of this organization.
- (c) The Board shall conduct its business affairs, exercise its powers, and control its property subject to the limitation of these bylaws.
- (d) The Board shall undertake any activity on behalf of this organization that it deems necessary and proper, subject to the limitations set forth in these bylaws.
- (e) Any decision by the Board shall be subject to a veto by a vote of sixty percent (60%) of the body at a membership meeting.
- (f) All actionable decisions of the Board shall be reported at the next regular Membership meeting.

Section 2. Vacancies

- (a) In the event that the office of President becomes vacant, the Vice President shall become President, and the office of Vice President shall be considered vacant.
- (b) A vacancy in an office other than President, shall be filled for the unexpired term by a majority vote of the Membership at the next regularly scheduled meeting.

Section 3. Board Meetings

Meetings of the board may be called by the President, or upon written request by two members of the Board. The places of meetings shall be decided by the President, except as otherwise determined by the Board.

Section 4. Removal

An officer may be removed from office for any cause, or specifically by reason of unexcused absence at three consecutive membership meetings in any fiscal year. Such removal shall require a vote of sixty percent (60%) of the Membership.

Section 5. Mail Ballots

The Board shall have the power to order a mail ballot by email or by written notice as per Article 8 whenever a situation has reached an impasse including when a quorum has not been attained for an important vote on any issue which has been announced, or when an election was an unbroken tie at adjournment of the meeting at which the election was held.

ARTICLE V – ELECTIONS

Section 1. Annual Election of Officers

The election of officers shall be held annually at the June meeting. The terms of office shall be one year beginning July 1, and each officer shall continue in office until a successor is elected and qualifies.

Section 2. Nominations

- (a) The president shall appoint a Nominating Committee and its chair at the April meeting, subject to ratification by a majority vote of the membership present.
- (b) The Nominating Committee shall consist of a minimum of no less than three members and no more than five members of the organization, not more than one of whom shall be a member of the board, and such member shall not chair the committee.
- (c) The names of the Nominating Committee shall be conveyed to members by mail or e-mail before the May meeting in order to solicit nominees from the membership.
- (d) The Nominating Committee shall provide a slate which shall be submitted to the membership at the May meeting, at which time additional nominations may be made from the floor.
- (e) The slate of candidates submitted by the Nominating Committee, with any additional nominations, shall be included in the notice of the June meeting.
- (f) The slate of the Nominating Committee, with any additional nominations, shall again be submitted to the membership at the June meeting, at which time additional nominations may be made from the floor.

Section 3. Ballots

- (a) A member may be eligible to be placed on the ballot if he or she accepts the nomination in writing or is present at the June meeting.
- (b) When more than one person has been nominated for any office, election to that office shall be by written ballot and the member with the highest number of votes shall be declared the winner.
- (c) In case of a tie, there shall be a second ballot of all the tied nominees. If, following a second ballot there, there is still a tie amongst all the nominees who were ties on the first ballot, then a Mail Ballot shall be ordered (see Article 4).

Section 4. Voting

Every member present at the June meeting who has paid his or her dues at least 30 days prior to the meeting, or at the previous regular meeting, or a renewing member, may vote for officers.

Section 5: Selection of Representatives to California Democratic Party (CDP) Pre-Endorsing Conferences

- (a) Club representatives shall be allocated as follows: one representative, resident in the Assembly District and duly registered as a member of the Democratic Party of California, for each full (not a fraction thereof) 20 members in good standing registered to vote in the Assembly District who were listed on the roster submitted to Los Angeles County Democratic Party and to the appropriate Regional Director of the CDP no later than July 1 of the year immediately prior to the endorsing process.
- (b) Only members in good standing as of the July 1 deadline who are duly registered as a member of the Democratic Party of California will be included in the roster submitted for purposes of participation in the California Democratic Party endorsement process;
- (c) The status of such members shall be certified by the Club's President, Vice President, Secretary, or Treasurer; and,
- (d) The Club's representatives to any particular pre-endorsing conference be from the roster described above and that the overall list of representatives to all conferences be equally apportioned between men and women, to the extent possible.
- (e) Said representatives shall be elected by majority vote of the members present at a properly noticed membership meeting, a quorum being present.
- (f) No later than November 1, of each odd numbered year, this club shall provide proper notice

of the election for representatives to the California Democratic Party (CDP) Pre- Endorsing Conferences.

- (g) In order to be elected as a Beach Cities Democrats representative to the California Democratic Party (CDP) Pre-Endorsing Conferences, the member must declare their intent to support the club's endorsed candidates at the Pre-Endorsing Conferences by voting for them thereat.

ARTICLE VI – MEMBERSHIP MEETINGS

Section 1. Regular Meetings

Regular membership meetings shall be held monthly. Written notice of the meeting and the agenda will be communicated to the membership at least one week in advance.

Section 2. Special Meetings

Special membership meetings may be called by the President, by written request of two members of the Board, or by written request of at least ten members. One week written notice stating the purpose of the meeting shall be mailed or e-mailed to the membership and the business at the meeting shall be confined to the purpose stated.

Section 3. Voting

Every member present at any duly called membership meeting may vote on any issue, subject to the restrictions involving endorsement of candidates or ballot measures provided for in Section 4 below. Proxies shall not be valid.

Section 4. Endorsements

- (a) This organization may endorse appropriate candidates in both primary and general nonpartisan elections and in primaries for partisan offices.
- (b) This organization shall endorse only registered Democrats.
- (c) No endorsement shall be made for an office unless the official notice for a meeting includes notice that endorsements for the office will be considered on the upcoming meeting's agenda.
- (d) Endorsements shall be made only by a vote of sixty percent (60%) of the members voting at a meeting of the membership of this organization. In no event shall an endorsement for office be made by a vote of the Board.
- (e) Only those members present at the meeting when endorsement takes place will be able to vote on whether or not to endorse a particular candidate.
- (f) Letters of support regarding issues of legislation, if requested between regularly scheduled membership meetings, may be made by a vote of 60% of the Board in favor. Such a vote, made on such an emergency basis, may be made via email and recorded by the Board Secretary. Such votes will be noticed to the membership after being approved.
- (g) No new Member shall be eligible to vote on an endorsement unless s/he has paid his or her dues at least 30 days prior to the meeting, or at the previous regular meeting.

Section 5. Quorum

A quorum shall be ten members in attendance at any membership meeting.

Section 6. Committees

The membership or the Board may from time to time create such committees as it deems necessary or desirable. The President shall make appointments of Committee chairs and members from among the membership, subject to ratification by the Membership.

Section 7. Representation to Other Bodies

The Beach Cities Democrats may elect representatives to other organizations, such as the LACDP County Committee, ADDC, etc., as requested by said organizations.

ARTICLE VII – FINANCES

Section 1. Control of Finances by the Membership

- (a) Except as otherwise set forth herein, and excepting fees for financial reporting that the Treasurer is required to produce, no appropriation shall be made and no indebtedness shall be incurred in excess of two hundred and fifty (\$250.00) dollars without a majority vote of the body.
- (b) No money shall be contributed to a campaign committee unless that candidate or issue has first been endorsed by this organization.

Section 2. Disbursements by the Board

The Board shall be authorized to make any expenditure:

- (a) required by law;
- (b) required in order to obtain a charter from the Los Angeles County Democratic Party;
- (c) to pay any debt incurred by the approval of the membership; or
- (d) which does not exceed two hundred and fifty (\$250.00) dollars.

Section 3. Audits

- (a) An audit may be called at any time during the year by the Board or at least ten members and all federal and state reports, bank statements and a record of all financial transactions will be made available for review within one week.
- (b) The Treasurer will make available all federal and state reports, bank statements and a record of all financial transactions to view at a membership meeting on a semi-annual basis.

ARTICLE VIII - COMMUNICATIONS

Section 1. Email Communications

Means of communication will be via email to current membership via the organization's official email address and written notice to those members who have requested written notification.

ARTICLE IX – AMENDMENTS AND REVISIONS

These bylaws may be amended or revised by a vote of sixty percent (60%) of the body at any regular or special membership meeting, provided that the time and place of the meeting and an exact copy of the existing provisions and the proposed changes have been communicated to the membership by email or written notice as per Article 8 not less than two weeks before the date of the meeting.