

# Neighborhood Democrats of Galveston County Bylaws

## Article I Name

The name of the organization shall be the Neighborhood Democrats of Galveston County.

## Article II Purpose

The purposes of the organization are to:

- identify and engage Democrats in a friendly forum,
- support Democratic candidates for public office,
- support Democratic elected officials and causes,
- raise public awareness of current issues by disseminating information, holding public forums, encouraging activism, and
- support the Galveston County Democratic Party.

## Article III Membership

- A. **Membership:** To qualify for membership in this organization and be considered a member in good standing, a person must support the purpose of this organization, agree to abide by the organization's bylaws, and pay annual dues.
- B. **Annual Dues** will be set by the club officers.
- C. **Membership Dues payments:** Initial dues are payable at any time. Subsequent dues for membership renewal are payable in the same month of subsequent years. Members failing to pay their dues by their renewal month shall be suspended from voting until dues are paid.
- D. **Voting Privileges:** Only paid, current members in good standing have voting privileges.
- E. **Revocation of Membership:** Membership in the organization may be revoked by a three-fourths (3/4) vote of members in good standing and present. Revocation may be proposed for either of the following reasons:
  - 1. pursuing an agenda that is contrary to the above stated purposes of the organization or
  - 2. creating disturbances at multiple meetings.

## Article IV Officers

- A. The officers shall be Director, Assistant Director, Secretary, Treasurer, and Membership Chairperson.
- B. Elected officers shall be members elected by the membership of this organization for a term of two (2) years.
- C. Elected officers may be removed from office by a three-fourths (3/4) vote of members in good standing, present, and voting, for any one of the following reasons:
  - 1. failure to perform their duties as listed herein,
  - 2. unethical conduct, or
  - 3. other reasons as determined by the membership.

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## D. Duties:

3. **Director will:**
  - a. preside at all meetings and official functions for the organization,
  - b. be the official representative and spokesperson of the organization,
  - c. create the agenda for each meeting,
  - d. appoint/dissolve all committees,
  - e. appoint a Parliamentarian/Sergeant-at-Arms,
  - f. make appointments to fill any officer vacancies when needed,
  - g. serve as an ex-officio member of all committees,
  - h. maintain the bylaws document, and
  - i. create and maintain the club's social media presence and/or appoint a designee.
2. **Assistant Director will:**
  - a. preside at all meetings of the organization in the absence of or at the request of the Director,
  - b. perform such other duties as are delegated by the Director, and
  - c. assume the position of Director if the Director is unable to complete his/her term.
3. **Secretary will:**
  - a. record and keep in custody the minutes of all meetings,
  - b. have available a paper copy of the organization's minutes at all meetings,
  - c. have available copies of the organization's Bylaws at all meetings, and
  - d. perform such other duties as are delegated by the Director.
4. **Treasurer will:**
  - a. maintain and safeguard all financial records of the organization,
  - b. receive all monies due the organization,
  - c. pay all bills verified and approved by the Director,
  - d. ensure that all checks are properly signed by the Treasurer or Director,
  - e. comply with all requirements for a "general-purpose political committee" as defined by the State of Texas,
  - f. provide a monthly financial report at all meetings,
  - g. determine possession and use of the key to the club's post office box,
  - h. provide a receipt for dues paid, and
  - i. perform such other duties as are delegated by the Director.
5. **Membership Chairperson will:**
  - a. maintain an up-to-date roster of current members, including (but not limited to) name and contact information,
  - b. maintain the yearly anniversary information for dues payments,
  - c. notify members prior to their yearly anniversary for dues payments,
  - d. provide a monthly membership report at all meetings,
  - e. update the membership application to comply with these bylaws as needed, and
  - f. perform such other duties as are delegated by the Director.

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## Article V Elections and Nominations

- A. **Nominations**
  - 1. Nominations shall be taken from the floor at the January meeting.
- B. **Elections**
  - 1. Election of the organization's officers shall take place in February of odd numbered years.
  - 2. Outcome of elections shall be determined by a plurality of the vote.
  - 3. Members in good standing shall be notified of upcoming officer elections at the general meeting one month prior to that election, and via email and social media.
- C. **Ballots**
  - 1. Elections shall be conducted by secret ballot or by acclamation if uncontested.
  - 2. Ballots shall be counted by an elections committee appointed by the Director on the day of the election.

## Article VI Meetings

- A. The organization shall hold monthly meetings. There shall be no meetings in November or December.
- B. A meeting quorum is defined as a minimum of 10 voting members in attendance at a meeting.

## Article VII Amendments

- A. Amendments to these Bylaws must be presented to the general membership at a monthly meeting.
- B. Amendments to be considered shall be voted on at the same meeting after being presented.
- C. An amendment may be proposed by any member in good standing.
- D. A proposed amendment must be approved by a two-thirds (2/3) vote of members in good standing, present, and voting at a meeting for acceptance.

## Article VIII Parliamentary Authority

The Rules contained in the most recent edition of Robert's Rules of Order shall govern meetings.