

CONSTITUTION AND BYLAWS OF THE SAN FRANCISCO DISTRICT 11 DEMOCRATIC CLUB

(Established September 1, 1999. Ratified by the General Membership January 14, 2014)

ARTICLE 1

Name, Purpose, Membership and Dues

SECTION 1: Name and Affiliation

- a.) Name: The Organizations shall be called the SAN FRANCISCO DISTRICT 11 DEMOCRATIC CLUB.
- b.) Affiliations: This Club shall be chartered by the San Francisco Democratic Party and shall be affiliated with the California Democratic Party and the Democratic National Committee

SECTION 2: Purpose, Mission & Objectives

- b.) Purpose: The purpose of the organization is to advance the principles, goals and platforms of the California Democratic Party and the Democratic National Committee, and the promote the welfare of San Francisco Supervisorial District 11.
- c.) Objectives: This Club is dedicated to furthering the political goals and aspirations of the people of San Francisco's Supervisorial District 11 and the community in which it functions. The objectives of the Club, therefore, shall be:
 - 1. To educate Club members and the general public as to issues and candidates of interest to the District 11.
 - 2. To advocate the Club's positions on issues of importance to District 11, San Francisco, California or the United States of America.
 - 3. To elect registered Democrats in partisan and non-partisan elections, whose views most closely correspond to the Club's positions.
 - 4. To promote accountability to the District 11 community on the part of elected officials.
 - 5. To open the democratic process to all citizens on the basis of equality, regardless of race, creed, gender, sexual preference or age.
 - 6. To pursue progressive values within the Democratic Party and within District 11.

SECTION 3: Membership

- a.) Membership Term: The membership year is the same as the calendar year.
- b.) Regular membership is open to residents all residents of San Francisco Supervisorial District 11 who are registered Democrats according to the official registration as shown in the published precinct files issued by the Registrar of Voters of San Francisco City & County.
 - I. Additional categories of regular membership:
 - i. Membership is open to any District 11 residents of at least 17 years of age who declare their intention to register as Democrats when eligible and do so within one month of attaining their 18th birthday.
 - ii. District 11 residents in the process of naturalization who declare their intentions to register as Democrats and do so within one month after attaining legal status, shall be eligible for membership in the Club.
- c.) Regular members shall pay dues each membership year as follows:
 - I. REGULAR:
 - i. \$20.00 for an individual;
 - ii. \$25.00 for a couple;
 - II. SENIOR:
 - i. \$10.00 for an individual who is 65 years or older;
 - ii. \$20.00 for a couple, at least one of whom is 65 years or older.
 - III. YOUTH:
 - i. \$10 for an individual under 21 years of age

- d.) Continuing Members: Continuing members are those Regular members in good standing in the prior calendar year. New members shall be entitled to vote on Club matters thirty (30) days after dues are received. Continuing members shall be entitled to vote upon payment of dues for the year. Membership must be renewed annually, with the exception of new members who join in the last three (3) months of the year, whose membership shall be deemed paid for the upcoming calendar year.
- e.) Associate Members: Associate membership is open to registered Democrats who are not residents of District 11

ARTICLE II

Officers and Official Duties

SECTION 1: Officers

The officers of the Club shall be President, Vice President-Political Action, Vice President-Membership, Vice President-Programs, Vice President-Communication, Treasurer, Recording Secretary, and the Executive Board members. Offices shall be PRESIDENT, VICE-PRESIDENT, SECRETARY, TREASURER, PARLIAMENTARIAN, and two DELEGATES-AT-LARGE

SECTION 2:

PRESIDENT: The President is the chief executive of the Club. The President shall preside at meetings of the general membership and of the Executive Board. The President is the official spokesperson for the Club. The President shall appoint all committee chairs. The President and the Treasurer shall confer on all financial matters. The president shall be first delegate to all conventions, council meetings, and Democratic groups and organizations, and perform such other duties

SECTION 3:

VICE-PRESIDENT: The Vice-President shall perform all duties delegated by the President. The Vice-President shall succeed and fulfill the unexpired term of the President in the event of the President's resignation or incapacity to serve. When the President is temporarily unable to serve, the Vice-President shall assume the President's duties until the President resumes duty.

SECTION 4:

SECRETARY: The Secretary shall keep the minutes of all meetings except Committee meetings. The Secretary shall write and keep all the correspondence of the Club.

SECTION 5:

TREASURER: The Treasurer shall be responsible for all fiscal matters; receipt of funds, payment of bills, maintenance of receipts, and membership records, and filing of FPPC reports and any other financial reports as required. The treasurer shall chair the Finance Committee.

SECTION 6:

PARLIAMENTARIAN: The Parliamentarian shall advise the Club on Rules and Procedures. The Parliamentarian shall chair the Rules Committee.

SECTION 7:

DELEGATES-AT-LARGE: The Delegates at Large shall function as liaisons between the members and the officers.

ARTICLE III

Executive Board

SECTION 1:

The Executive Board shall consist of the elected offices, the Standing Committee Chairpersons and the Democratic member of the Board of Supervisors from District 11 as an *ex officio* Regular member.

SECTION 2:

The Executive Board shall manage the business of the Club, prepare for General Membership meetings and act in emergencies in the name of the Club. The President or a majority of the Executive Board may call an emergency meeting.

**ARTICLE IV
Election of Officers**

SECTION 1:

Election of Officers shall be in February. Each officer shall serve a term of two years, the term beginning immediately on announcement of the election results. Ballots shall be counted and the results announced at the February Election meeting.

SECTION 2:

Regular members are eligible to serve in any office.

SECTION 3:

Nominations shall be opened and received at the January Executive Board meeting, The January General Membership Meeting, the February Executive Board meeting, and the February Election Meeting.

SECTION 4:

Members who are nominated to serve in more than one capacity must select and declare for only one.

SECTION 5:

Elections shall be by secret ballot.

SECTION 6:

Determination of elections shall be by majority of the votes cast.

SECTION 7:

Members eligible to vote at the February Election meeting shall be those Regular members:

- a. in good standing or continuing members, as defined in Article I, §5, who pay their dues at the February meeting.
- b. new members who have paid their dues no later than 30 days prior to the February meeting.

SECTION 8:

In the event an office becomes vacant, the subsequent General Membership meeting shall be a Special Election meeting. Each member shall be notified of the Special Election concurrent with the call for the meeting.

**ARTICLE V
Committees**

SECTION 1: Committee Chairs

Committee Chairpersons shall be appointed by, and serve at the pleasure of, the President within the limitations of this constitution.

SECTION 2: Standing Committees. The standing committees shall be Rules, Finance, Political Action Committee, Membership and Social.

- a.) Rules Committee,
- b.) Finance Committee,
- c.) Political Action Committee Duties: This Committee shall be responsible for registering voters, coordinating and defining Club positions on various issues and candidates, and generally endeavoring to promote such Club positions. It shall prepare and keep current a list of all pending positions of the Club, prioritize said positions in terms of importance to the Club membership and the ability of the Club to affect the outcome on such matters, and develop specific recommendations for Club action. All persons requesting the Club to take a position on any candidate or issue must first present such request to this Committee whenever time permits, together with reasons as to why the Club should take such position and specific recommendations for Club action to effect such position. This process does not preclude matters from being presented to the President of the Club, another Club officer or an Executive Board member, who should, in those instances, ensure that the V.P.-Political Action is also involved in the process. At the meeting when such matter is brought before the membership for a decision as to the Club position thereon, this Committee shall make its recommendations as to the suggested position of the Club and as to the manner in which the Club may effect such matter.
- d) Membership Committee
- e) Social Committee

SECTION 3: Ad Hoc Committees

The Executive Board may, from time to time, create Ad Hoc committees as it deems necessary or appropriate to assist the Board in carrying out its functions. The Chairpersons of such committees will be appointed by, and serve at the pleasure of, the President.

ARTICLE VI

Endorsements

SECTION 1:

All candidates endorsed by the Club must be registered Democrats.

SECTION 2:

Endorsement meetings shall be called by either the President or the Executive Board. The call for the Endorsement meeting shall go out no later than two weeks prior to the Endorsement meeting.

SECTION 3:

The Issues Committee shall report on candidates and ballot propositions at the Endorsement meeting.

SECTION 4:

Endorsement of candidates and propositions shall be by secret ballot. Each ballot shall include the choice of "No Endorsement." A "No Position" shall be recorded when candidates or propositions fail to get the required votes as defined in Section 6 below.

SECTION 5:

A quorum at an Endorsement meeting shall consist of twelve (12) Regular members who are eligible to vote on endorsements.

SECTION 6:

Endorsement of candidates shall be by no less than 60% of the votes cast; endorsement of ballot measures shall be by no less than 50% plus 1 of the votes cast.

SECTION 7:

Members eligible to vote on endorsements shall be those Regular members:

- a. in good standing or continuing members, as defined in Article I, §5, who pay their dues at the endorsement meeting.
- b. new members who have paid their dues no later than 30 days prior to the endorsement meeting.

SECTION 8:

Official ballots shall be distributed upon sign-in to Regular members eligible to vote

ARTICLE VII

Meetings

SECTION 1:

Meetings shall be of two general types: business and social. Social meetings may, in part, be business meetings.

SECTION 2:

A quorum at General Membership meetings shall consist of twelve (12) Regular members present.

SECTION 3:

There shall be no fewer than six (6) regular General Membership meetings per year, including the Annual Dinner & Auction on the first Friday of June and the Holiday Party in December

SECTION 4:

General membership meetings shall be called by either the President or the Executive Board. The call for the General membership meeting shall go out no later than two weeks prior to the meeting.

SECTION 5:

Special meetings may be called on seven (7) days notice by the President, the Executive Board, or by a petition which each member has had an opportunity to sign and which has been signed by at least fifteen (15) voting members.

ARTICLE VIII

Bylaws

SECTION 1:

The San Francisco District 11 Democratic Club shall have Bylaws approved by a majority of voting members at the General Membership meeting at which they are presented.

SECTION 2:

The Bylaws may be suspended by a vote of 2/3 of the voting members at any meeting.

ARTICLE IX

Amendments

SECTION 1:

A Constitutional or Bylaw Amendment may be read at any membership meeting. A Constitutional or Bylaw Amendment must be voted on at the membership meeting following the first reading. The call for the meeting at which the amendment is to be considered must include notification thereof.

SECTION 2:

An Amendment requires the signatures of at least twelve (12) Regular members.

ARTICLE X
Recall of Officers

SECTION 1:

Officers may become subject to recall on petition of no fewer than 40% of the members eligible to vote. Recall should be for cause or acts of moral turpitude.

SECTION 2:

The subject Officer shall be formally notified by any signator to the recall petition at a General Membership meeting.

SECTION 3:

Notice of the consideration of recall shall be concurrent with the call for the next General Membership meeting.

SECTION 4:

The General Membership meeting at which the recall is considered shall set aside a period of no more than 60 minutes for the consideration of the recall. The Executive Board shall determine the procedure for hearing the issue with consideration of due process.

SECTION 5:

A majority of the votes cast shall decide the recall.

ARTICLE XI
Governance

SECTION 1:

The San Francisco District 11 Democratic Club shall be governed by Robert's Rules of Order, except where in variance with the Club's Constitution or Bylaws.

ARTICLE 1: Name, Purpose, Membership and Dues

ARTICLE II: Officers and Official Duties

ARTICLE III: Executive Board

ARTICLE IV: Election of Officers

ARTICLE V: Committees

ARTICLE VI: Endorsements

ARTICLE VII: Meetings

ARTICLE VIII: Bylaws

ARTICLE IX: Amendments

ARTICLE X: Recall of Officers

ARTICLE XI: Governance