

# South Beach District 6 Democratic Club By-Laws

## ARTICLE I — NAME

The name of this Democratic club, as chartered by the San Francisco Democratic Party on October 24, 2012, shall be the **South Beach District 6 Democratic Club (the “Club”)**

## ARTICLE II — PURPOSE

1. To advance the interests of the Democratic Party by helping to build a strong and active Party Organization in San Francisco and in the State of California.
2. To promote effective, open and honest government.
3. To register new voters and encourage all registered voters to participate in every election.
4. To promote voter awareness through candidates’ nights, endorsement meetings, issue forums, position papers, website postings, email alerts and social media.
5. To promote the safety, environmental, social and political interests of the residents of South Beach and District 6.

## ARTICLE III — MEMBERSHIP

1. All natural persons who are registered Democrats who reside and are registered to vote in San Francisco Supervisorial District 6 are eligible for membership in this club (“District 6 Resident”). Memberships are annual as set forth in Article IV below.
2. A “Member in Good Standing” means a member that i) has paid all dues on or before the date when the same are due, ii) is a District 6 Resident and iii) has attended in person at least one Club meeting as a paid member. All Members in Good Standing have the privilege to vote at all Club elections.
3. Any Member in Good Standing may serve as an Officer or Chair of a Standing Committee (Executive Board) in accordance with these By-Laws, on the provision that such member has attended in person three regular membership meetings in the previous twelve months.
4. Associate Members (No voting rights): Registered Democrats who are not registered to vote in District 6.
5. Membership types and dues are referenced below under Article IV.

## ARTICLE IV — Annual Dues (January 1 through December 31) Amended on Nov. 14, 2015

Annual dues are as follows:

1. Regular Members, \$20
2. Family Membership, \$30
3. Student, Senior and Special Circumstances members, \$10
4. Scholarship Members: \$1.00 with proof of special circumstances as approved by the Executive Board from time to time.

5. Non-Voting Associate Members (Democrats not registered to vote in District 6), \$10
6. The term of membership is the calendar year beginning on Jan. 1 and ending on Dec. 31, and includes a 45-day grace period that ends on Feb. 15. Members in good standing will continue to have voting privileges during the grace period.

## **ARTICLE V — OFFICERS**

1. The officers of this Club are President, Vice President, Vice President and General Counsel, Treasurer, Corresponding Secretary, and Recording Secretary and the same shall comprise the “Executive Board” of the Club. They shall be elected by a majority vote of the Members in Good Standing present at a meeting of the Club during the first quarter of each year. In case of a vacancy in any office of the Club, including Officers and Chairs of Standing Committees, the Executive Board shall appoint a successor to serve for the unexpired term, and the appointment shall be submitted to the Club membership for confirmation.
2. The President chairs Membership and Executive Board meetings, and is responsible for the overall direction of the Club’s activities. With the consent of the Executive Board or the Membership, the President may appoint Special Committees and their Chairs as may be necessary to carry on the activities of the Club.
3. The Vice President chairs the Program Committee and serves in the President’s place as needed. The Vice President and General Counsel will assist with drafting and revising these by-laws from time to time and assist in any matters requiring modification to the Club’s documents or compliance with Democratic Party rules.
4. The Treasurer maintains financial records, pays expenses approved by the Executive Board, issues monthly financial statements, collects sums payable, deposits amounts in accounts approved by the Executive Board, signs checks and files required reports.
5. The Corresponding Secretary prepares Club correspondence and gives all notices required by these By-Laws or by resolutions, maintains the post office box and receives and distributes mail.
6. The Recording Secretary keeps minutes of all Membership and Executive Board meetings.
7. The terms of office for President and Vice-President shall be limited to three consecutive one-year terms for any person holding any one position. A person who has not served as a particular Officer for at least one year shall be eligible for re-election to that office. The terms of office for Vice President & General Counsel, Treasurer, Corresponding Secretary and Recording Secretary shall be one-year terms and do not have term limits.

## **ARTICLE VI — STANDING COMMITTEES**

1. The Standing Committees are Membership, Programs, Endorsements, Voter Registration & Get-Out-The-Vote (GOTV), Public Relations (website, newsletter, social media), and Issues & Education. Chairs of Standing Committees shall be appointed by the Officers.
2. The Program Committee arranges for guest speakers at Membership meetings and plans special events.
3. The Membership Committee prepares material and plans ways to attract new members.
4. The Voter Registration & GOTV Committee organizes voter registration and get-out-the-vote activities and coordinates Club grassroots efforts with Democratic Clubs and Party committees.

5. The Public Relations Committee maintains or supervises a web page to inform members of Club activities and educate voters about candidates and issues.
6. The Endorsement Committee prepares materials, plans events to inform members and other voters about candidates and ballot initiatives, and facilitates the endorsement meetings.
7. The Issues & Education Committee recommends issues for study and action. Issues considered shall include, but not be limited to local and state ballot propositions and Neighborhood/District issues. This committee prepares materials, schedules events and facilitates the process for either endorsement or opposition of an issue.

## **ARTICLE VII — EXECUTIVE BOARD**

1. The Executive Board consists of the Officers, Chairs of Standing Committees and the immediate past President of the Club.
2. The Executive Board, subject to the approval of the membership, supervises the activities of the Club and its Committees. It schedules and sets the agenda for Membership meetings, resolves issues among Officers or Committees, and acts between Membership meetings when necessary.
3. Any Member can attend and be recognized at an Executive Board meeting.

## **ARTICLE VIII — MEETINGS, ELECTIONS AND QUORUMS**

1. Regular Membership meetings shall be scheduled no fewer than six times per calendar year.
2. The President, with consent of the Executive Board, or the request of ten Members in Good Standing, may call a Special Membership Meeting upon five days prior e-mail or U.S. mail notice, which shall include a description of the purpose of the meeting.
3. Notice of regular Membership Meetings and Membership Endorsement Meetings shall be sent no later than seven (7) days prior to the date of the meeting by e-mail or U.S. mail, and the notice of a Membership Endorsement Meeting shall specify the offices and /or propositions to be voted upon for endorsement.
4. Executive Board meetings shall be held at least six times per calendar year and generally prior to regular Membership meetings.
5. Special Executive Board meetings can be called by the President or upon request of three or more Executive Board members.
6. Notice of Executive Board meetings shall be made by direct mail, email or phone call.
7. The Annual Meeting of the Members for Election of Officers shall take place during the first quarter of the year. The Executive Board shall act as a Nominating Committee. It shall be the duty of the Nominating Committee to nominate candidates for the offices to be filled at the Annual Meeting, including Officers and Chairs of Standing Committees. The Nominating Committee shall submit its report of recommended candidates at the Annual Meeting. Before the Election at the Annual Meeting, additional nominations from the floor shall be permitted.
8. Election of all Officers shall be by simple majority of Members in Good Standing present.

9. Any Officer or Chair of a Standing Committee may be removed from office by a two-thirds (2/3rds) vote of the voting Members present at a Membership meeting for conduct prejudicial to the Club and for good cause, provided that the charges are first presented at the preceding meeting. Notice of the proposed removal will be published in the newsletter or sent by U.S. Mail or email to the membership at least 7 days prior to the vote and the person charged will be given an opportunity to respond to the charges.
10. A quorum shall be ten percent (10%) or more of the Members in Good Standing in the case of any regularly called Membership meeting, except an endorsement meeting where a quorum of twenty (20%) of the Members in Good Standing is required. A quorum of the Executive Board shall be four (4) of its members.
11. Proxies are not valid at either Membership or Executive Board meetings. Members of the Executive Board may participate in a meeting through use of conference telephone or similar communications equipment, so long as all members participating in such meeting can hear one another. Such participation shall constitute personal presence at the meeting.
12. Where not inconsistent with these By-Laws, proceedings of the Club will be governed by the latest edition of Roberts Rules of Order, Revised.
13. For all Elections referenced in these By-Laws and the voting of "Member" for the same, whether for Officers, Endorsements or any other matter, only the votes of Members in Good Standing shall be valid and counted.

#### **ARTICLE IX — ENDORSEMENTS Amended on January 9, 2016**

1. Only those candidates who are registered Democrats are eligible to be endorsed.
2. Endorsement of candidates will be made by fifty percent (50%) plus 1 of the Members in Good Standing present at an endorsement meeting. When voting for one elected position, if no candidate receives fifty percent (50%) plus 1 of the vote, the Club will issue a "No Position".
3. For contests with more than one open position, the candidates receiving the highest number of votes for the number of open positions will received the endorsement. However, to receive the endorsement, each candidate must meet a forty percent (40%) threshold. In the case of a tie between more candidates than the number of open positions, the Club will issue a "No Position".
4. Voting for "No Endorsement" will always be an option on the ballot.
5. Propositions will be endorsed by fifty percent (50%) plus 1 of the Members in Good Standing present at a membership endorsement meeting. If the proposition does not receive fifty percent (50%) plus 1 of the vote, the Club will issue a "No Position."
6. The quorum for an endorsement meeting is twenty percent (20%) of the total of Members in Good Standing.
7. No motion to adjourn shall be in order until the endorsements are complete.

#### **ARTICLE X – SELECTION FOR REPRESENTATIVES AT CALIFORNIA DEMOCRATIC PARTY PRE-ENDORSEMENT CONFERENCES**

1. The Club Executive Board shall choose the representatives for pre-endorsement conferences. Any representative chosen must be a "Member in Good Standing" as defined herein.

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2. The Club shall provide a roster which includes solely “Members in Good Standing” to the Chartering Authority and the Regional Director.