

BYLAWS OF THE MARIPOSA DEMOCRATIC CLUB

Article I. NAME

The name of this organization shall be the "Mariposa Democratic Club," ("MDC"), of Mariposa, California.

Article II. PURPOSE and MISSION

The Mariposa Democratic Club has been established for the purpose of encouraging involvement in Democratic politics at all levels: county, state, and federal.

We may provide information on pending legislation, support candidates for elective office, raise funds, and promote activities that encourage interest and participation in democratic actions. We provide a forum for discussion and action on matters of interest to our membership and our community.

Article III. AFFILIATION

The Mariposa Democratic Club is officially chartered by the Mariposa County Democratic Central Committee ("MCDCC"). As a chartered and affiliated Club of the MCDCC, the Club shall comply with the bylaws of the MCDCC and the California Democratic Party, as they apply to fully chartered local affiliates.

Article IV. MEMBERSHIP

Any individual qualifies for membership in the Club if that individual supports the purpose and mission of the Mariposa Democratic Club (see Article II).

Voting Members ("Members in Good Standing"), are those members who are registered as Democrats in Mariposa County and whose dues have been paid for the current membership year, (the calendar year).

Only Members in Good Standing in will be eligible to serve on the Club's Executive Committee; to participate as Club representatives in California Democratic Party (CDP) activities; or to be included in any rosters of membership submitted to the CDP.

Non-Voting Members are those members whose dues are paid for the current membership year and who are not registered as Democrats in Mariposa County.

Article V. DUES

The amount to be paid as Club dues shall be recommended by the Executive Committee and presented to the general membership for approval.

There are three levels of membership: student, individual, and senior.

Club memberships and dues are annual and renew each January. Dues assigned to each level of membership are listed on the Mariposa Democratic Club Membership Form and on the Club website.

Dues are due on January 1 and payable by March 1 of each calendar year. Membership shall expire for any member whose dues are not paid by March 1. Members will be reinstated upon payment of dues.

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 Committee.

Article VI. MEETINGS & RULES

The Club shall hold regular monthly general meetings, to which all members are invited and at which speakers may be invited, at least 10 times a year. All general meetings will include a moderated question & answer period in an open format.

Special meetings of the Club may be called by the President at any time, with notice provided one week in advance to all members. In the absence of the President, any two officers may call a special meeting with notice provided one week in advance.

The most recent revision of *Roberts Rules of Order* shall govern the conduct of all official meetings.

A quorum for the purpose of voting on any issue or proposition at any Executive Committee meeting shall be a majority of the Committee, or five (5) members, whichever is smaller, as reported by the Secretary. Voting cannot take place if there is not a quorum present.

A quorum for the purpose of voting on any issue or proposition at any official general meeting of the Club shall be 25 percent of the voting membership, or ten (10) members, whichever is smaller, as reported by the Secretary. Voting cannot take place if there is not a quorum present.

Article VII. PRE-ENDORSEMENTS

Section 7.1 – Purpose

This Article establishes the procedures for selecting the Mariposa Democratic Club's representatives to California Democratic Party (CADEM) Pre-Endorsement Conferences in accordance with the bylaws and rules of the California Democratic Party and the Mariposa County Democratic Central Committee.

Section 7.2 – Members in Good Standing

Only members in good standing are eligible to participate in the selection of representatives or to serve as a representative.

Section 7.3 – Determination of Representatives

The number of representatives allocated to the Club for each Assembly District shall be determined in accordance with California Democratic Party rules. The Club shall be entitled to one (1) representative for every twenty (20) members in good standing who are registered to vote within that Assembly District, or as otherwise provided by CADEM.

Representatives shall serve only in the Assembly District in which they are registered to vote.

Section 7.4 – Selection Process

When the number of eligible nominees does not exceed the number of allocated representative positions, the nominees shall be elected by acclamation at a duly noticed meeting.

When the number of eligible nominees exceeds the number of available representative positions, representatives shall be elected by a majority vote of the members in good standing present and eligible to vote at a duly noticed Club meeting.

Notice of the meeting shall include that the selection of Pre-Endorsement Conference representatives will be conducted.

Section 7.5 – Nomination of Representatives

Any member in good standing may nominate themselves or another eligible member, provided the nominee accepts the nomination.

The Executive Committee shall verify that all nominees meet the eligibility requirements prior to the election.

Section 7.6 – Equal Division

The Club shall make every reasonable effort to ensure that its list of representatives complies with the California Democratic Party Equal Division Rule and all applicable diversity and representation requirements.

If necessary to achieve compliance, nominees may be elected separately by category or the Executive Committee may recommend an election procedure consistent with CADEM rules.

Section 7.7 – Certification

Following the election, the President or the President's designee shall certify the selected representatives and submit the required list to the appropriate Chartering Authority, Regional Director(s), and/or the California Democratic Party by the deadlines established by CADEM.

Section 7.8 – Vacancies

Should a representative become ineligible or unable to serve before the Pre-Endorsement Conference, the Executive Committee may appoint the next highest vote-getter from the election. If no such person is available, the Executive Committee may fill the vacancy from among eligible members in good standing in a manner consistent with CADEM rules.

Article VIII. OFFICERS & DUTIES

The officers of this organization will be President, Vice President, Secretary, and Treasurer. Term of office shall be for one year with the elections to take place in December and officers to assume office on January 1 of the following year.

In the event that an office or position is vacated prior to the completion of a term, the Executive Committee will vote for a replacement to serve until the next regularly scheduled election.

In the temporary absence of the President, the Vice-President shall serve as President. If the Vice-President is absent, the Secretary shall serve as Vice-President.

An elected officer can be removed from office by resolution of a two-thirds vote of the 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 at least one week in advance of the meeting of the proposed action against the officer.

Duties of President

- To preside at all the meetings of the MDC and its Executive Committee.
- To call regular and special meetings of the MDC and its Executive Committee.
- To prepare agendas for the general meetings and the Executive Committee meetings.
- To ensure that all members are notified of Club meetings.
- To act as the chief spokesperson for the MDC or to designate an alternate spokesperson.
- To appoint Committee Chairs.
- To appoint standing or ad hoc committees.
- To provide effective leadership for growing Club membership.

Duties of the Vice President

- To preside in the absence of the President.
- If the President vacates the office, the Vice President shall ascend to the position until the Executive Committee selects a replacement to fill the unexpired term.
- To perform duties as assigned by the President.
- To arrange for outside speaker(s) for general meetings.
- To keep the Club informed of local, state, and national political issues.

Duties of the Secretary

- To keep, distribute, and archive minutes of all Club and Executive Committee meetings.
- To maintain (keep, distribute, and archive) all minutes of meetings of the Executive Committee and the Club.
- To inform the President at the beginning of each general and Executive Committee meeting if there is a quorum present (See VI. Meetings & Rules).

Duties of the Treasurer

- To take custody of all funds collected, raised, or received by the Club; collect and record all yearly membership dues.
- To maintain a bank account for the deposit and disbursement of funds and to maintain the Club's mailbox.
- To make disbursements at the direction of the Executive Committee or the membership.
- To report receipts and disbursements at each general meeting.
- To maintain a spreadsheet of all members and their information, (see Article IV Membership).
- To see that no more than \$150.00 is expended without prior approval of the Executive Committee.

- To complete and submit all reports to the Federal Elections Commission (FEC) as required by state and federal law.

Article IX. Executive Committee

The Executive Committee shall be composed of the Club officers, the chairs of standing or ad hoc committees, and elected members at large. In addition, the Chairperson of the Mariposa County Democratic Central Committee (MCDCC), or their designee, and the Director of SocialMedia/Communications shall serve as Voting Members.

The Executive Committee shall meet between meetings of the Club, or as necessary, for the purpose of planning, directing, and approving the activities of the Club, including expenditures, and shall be responsible for implementing the Club's goals and mission.

The Executive Committee shall determine the number and type of committees necessary for the development and maintenance of Club programs and make an effort to recruit Club members to serve on committees. The Executive Committee must report the establishment of committees to the Club. The Executive Committee and all other committees shall make a report to the general membership at the regularly scheduled Club meetings.

Committees will be formed at the pleasure of the Executive Committee, which may establish standing and ad hoc committees. The President will appoint committee members.

Article X. Amendments

Amendment of the bylaws may be achieved by a majority vote of those members present and voting at a regularly scheduled or special meeting. The membership must be notified of both the meeting date and the proposed change at least ten (10) days prior to the scheduled vote.