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By-Laws

Fortieth Legislative District Democrats

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Revised May 9, 2009

Article I – Name

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The name of this organization shall be The Fortieth Legislative District Democratic Organization of the State of Washington referred to as the Fortieth Legislative District Democrats.

Article II – Purpose

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Section 1: It shall be the objective of this organization to encourage the growth, development and influence of the Democratic Party within the Fortieth Legislative District of Washington State, through the avenues of leadership, participation, party responsibility, and strive to create an esprit de corps which will maintain harmony within the party ranks.

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Section 2: The Fortieth Legislative District Democrats support Democratic values, principles, philosophy and ideals. We typically cede formal Platform preparation to our Democratic County organizations, and we actively encourage our members to work within their respective county organizations on platform and issues matters. Nothing in these bylaws precludes our membership from putting forth a platform or adopting resolutions.

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Section 3: The Fortieth Legislative District Democrats are concerned not only with the human, environmental, social, civic and political issues within the District; and may also be concerned with national and international issues.

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Section 4: The Fortieth District shall seek out and work to elect Democratic candidates on all levels who support and reflect our values and philosophy.

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Section 5: It shall be the policy of this organization to comply with and operate within the state statutes and according to the Democratic Party State Charter and By-Laws.

Article III – Membership

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Section 1: Active membership in the Fortieth Legislative District Democrats Organization shall be open to all persons professing Democratic status who are registered voters residing within the Fortieth Legislative District.

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Section 2: Associate membership is open to all registered voters who reside outside the Fortieth Legislative District professing Democratic status. Associate members shall have all the rights

1 and privileges of regular members except voting and holding office.

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3 **Section 3:** All elected Fortieth District PCOs are members. Appointed PCOs become members
4 upon appointment following the Reorganization Meeting.

5 6 **Article IV – Dues and Non-PCO Member Voting**

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8 **Section 1:** Upon payment of dues and/or completion of a membership application, any
9 registered voter residing in the Fortieth Legislative District professing Democratic status
10 becomes an active member in good standing until their membership lapses or they move from
11 the Fortieth Legislative District.

12
13 **Section 2:** Each active member in good standing may vote on all matters other than those
14 exempt by state statute and the State Democratic Party Charter or By-Laws.

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16 **Section 3:** Following the Reorganization Meeting, each active member in good standing may
17 vote on all matters other than those exempted by state statute, State Democratic Party Charter or
18 State Party By-Laws.

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20 **Section 4:** Active and associate membership dues shall be established at the biennial
21 organization meeting for payment each calendar year and no individual who is suffering
22 economic hardship who lives in the Fortieth Legislative District professing democratic status
23 shall be denied active membership.

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25 **Section 5:** PCOs are not required to pay dues, but may do so to help defray Fortieth Legislative
26 District operating costs.

27 28 **Article V – Government**

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30 **Section 1:** The Fortieth Legislative District shall be presided over by the Fortieth Legislative
31 District Executive Committee. It shall be governed by a representative form of government.
32 Members are entitled to attend meetings to discuss policy or hear and present resolutions. The
33 Executive Committee may transact such business as may be brought before the Executive
34 Committee if unable to present it to the body in a timely manner.

35
36 **Section 2:** By State statutes, only elected Precinct Committee Officers (PCOs) are entitled to
37 elect officers at the reorganization meetings held every two (2) years, following the election of
38 new PCOs.

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40 **Section 3:** All members shall be the voice of the Fortieth Legislative District on issues brought
41 before the organization at its regular meetings.

42 43 **Article VI – Meetings**

1 **Section 1:** Regular meetings of the Fortieth Legislative District shall be held quarterly, the first
2 within 45 days after the reorganization meeting. Additional meetings may be called at the
3 discretion of the District Chair.

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5 **Section 2:** Notice of all organization meetings shall be given not less than ten (10) days in
6 writing or email, or five (5) days by telephone before the meeting.

7
8 **Section 3:** Regular meetings shall be alternated among San Juan, Skagit and Whatcom Counties.
9 Exception to this policy must be by mutual agreement.

10
11 **Section 4: Quorum**

- 12 a. At the Reorganization Meeting, a quorum shall consist of at least ten percent (10%)
13 of elected PCOs as defined by the State Democratic Party.
14 b. For General Membership meetings, a quorum shall consist of ten percent (10%) of the
15 members in good standing, but not less than 10 people.
16 c. A quorum will be based on members present at the beginning of the meeting.
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18 **Article VII – Executive Board and Duties of Officers**

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20 **Section 1:** The Executive Board shall consist of the District Chair, three (3) vice-chairs (elected
21 from separate counties), Secretary, Treasurer, State Committeeman and State Committeewoman
22 who are elected. Standing Committee Chairs shall be voting members of the Executive
23 Committee.
24

25 **Section 2:** Each Executive Board Officer shall hold office for two (2) years, or if filling out an
26 unexpired term, until the next reorganizational meeting. Each officer and standing committee
27 chair shall have one (1) vote.
28

29 **Section 3:** The Executive Board shall formulate and adopt the budget, recommend policies and
30 activities to the District Organization, approve bills and payment of those bills within the budget,
31 and preside over the organization.
32

33 **Section 4:** The Executive Board shall meet at the call of the Chair, or a majority of the Board.
34

35 **Section 5:** A majority of the Executive Board shall constitute a quorum for the Executive
36 meetings. Board Members and Standing Committee Chairs will be apprised of the time and place
37 of the meeting. Teleconference and/or web-based meetings may be held.
38

39 **Section 6:** Duties of Officers: Each Officer shall keep all pertinent records and correspondence
40 received. They will surrender all records to their successor, along with the duties of the office,
41 following the reorganization meeting.
42

43 **Section 7:** Voting may be done via email in the event of time-sensitive matters. In the event of
44 an email vote, all officers and standing committee chairs must receive a phone call to each phone
45 number on file apprising him/her of the situation and requesting a vote on the matter.
46

1 **Legislative District Chair:** All meetings of the Fortieth Legislative District shall be called and
2 presided over by the District Chair or in the absence of the Chair, the 1st Vice-chair or another
3 Vice-chair. If none of these are present, the Secretary shall preside.

4
5 The Chair shall, as soon as possible after the reorganization meeting, appoint the various
6 committee chairpersons and solicit volunteers for committees.

7
8 The Chair shall be an ex-officio member of all committees, except the nominating committee,
9 and shall have the power and the duty to appoint such additional committees as are deemed
10 necessary for the effective operation of the Fortieth District Organization.

11
12 The outgoing Chair shall arrange the Reorganization Meeting and preside over the election of the
13 new Chair. Upon the election of the new Chair, the outgoing chair shall relinquish control of the
14 meeting to the incoming chair.

15
16 The incoming Chair shall preside over the remainder of the Reorganization Meeting and perform
17 such other duties as normally pertain to the office of the District Chair.

18
19 The Chair shall have the power to appoint an assistant to any officer whenever, in his or her
20 opinion such an assistant is necessary or beneficial.

21
22 The Chair shall be the chairperson of the Executive Board.

23
24 The Chair shall be the Public Relations officer of the Fortieth District Organization.

25
26 **Vice-chairs:** The Vice-chairs shall aid the Chair of the District Organization and shall, in the
27 absence of the Chair, preside over meetings as stated in the aforementioned section. Vice-chairs
28 shall serve as liaisons to their respective counties. One Vice-chair shall be appointed each
29 calendar year to the position of First Vice-chair, the term of which shall expire at the end of each
30 calendar year. The First Vice-chair shall assist the chair by carrying out those responsibilities
31 delegated by the Chair and will preside at meetings in the absence of the Chair.

32
33 At least one Vice-chair will be a different gender from the Chair.

34
35 **Secretary:** The Secretary shall record the minutes of the Executive Board meetings, the
36 reorganization meeting and all regular and quarterly meetings of the Fortieth District
37 Organization. The Secretary shall transmit copies of the minutes of these meetings to the
38 Executive Board members. There shall also be a copy sent to PCOs and general membership as
39 requested. This shall be executed promptly. The minutes of all meetings shall be dated and
40 signed by the Secretary.

41
42 **Treasurer:** It shall be the duty of the Treasurer to supervise the financial affairs of the
43 organization. The Treasurer shall prepare and file all needed State Public Disclosure reports as
44 required by law. The Treasurer shall collect and disburse all funds, keep all financial records and
45 give a financial accounting at all quarterly meetings.

1 The Treasurer shall disburse all moneys by check, signed by the Treasurer and District Chair,
2 except that expenditures in amounts less than \$50.00 may be made by a check signed by the
3 Treasurer or the District Chair.

4
5 The Treasurer shall be a member of the finance committee and chair of the budget committee.
6

7 **State Committeeman and Committeewoman:** The State Committeeman and
8 Committeewoman shall represent the Fortieth Legislative District to all Washington State
9 Democratic Central Committee meetings and report to the membership at the regular and
10 quarterly meetings.

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12 Section 7: Vacancies in any office shall be filled by special election duly noticed.
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14 **Article VIII – Nominations and Elections**

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16 Section 1: Formal nomination of officers shall be made and seconded from the floor. Vice-
17 chairs will be nominated from a caucus of each of the three counties and elected by the PCOs
18 from that county.

19
20 **Section 2: Per the Washington State Democratic Charter, “When a person votes as an**
21 **elected representative, open ballots shall be used except that this provision does not apply**
22 **to the election by precinct committee officers of organizational officers (e.g. chair, vice-**
23 **chair, secretary, treasurer, state committeepersons), provided that there is a mechanism to**
24 **ensure the eligibility of those who cast ballots (e.g. a check,-off list, sign-in-sheet, ballot**
25 **receipts)”. Only elected PCOs are qualified electors.**

26
27 Section 3: Nomination and election of each office shall be held one at a time. The Chair will
28 determine time limits for nominating and candidate speeches.

29
30 Section 5: Elections shall be decided by a majority of those eligible to vote, who are present and
31 voting. If no candidate has a majority of the first ballot, the candidate with the least votes will be
32 dropped. The same rule applies on each succeeding ballot.

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34 Section 6: Proxy voting shall not be allowed.
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36 **Article IX – Committees**

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38 Following the Reorganization Meeting or at subsequent meetings, the Chair shall attempt to
39 appoint chairs to the following Standing Committees: finance, campaign, publicity, issues,
40 affirmative action, membership, and communications. Each standing committee should have not
41 fewer than 3 (three) members. Standing Committee Chairs hold office until the next
42 reorganization meeting. Such special committees as are deemed necessary for effective
43 operation of the organization may be appointed by the Chair. All members of the committees
44 serve at the pleasure of the Chair.
45

Article X – Parliamentary Authority

Rules contained in Robert’s Rules of Order, Revised, shall be the parliamentary authority for all matters of procedure not specifically covered by these By-laws or State statutes.

Article XI – Amendments

These By-laws may only be amended by two-thirds (2/3) majority vote of a quorum of members in good standing present and voting at any regular meeting providing that notice of proposed amendment/s is/are given in writing to the Executive Board thirty (30) days prior to the next regular meeting. The Executive Board shall instruct the Secretary and/or his or designees to mail and e-mail the proposed amendment /s to the By-laws, to all members ten (10) or more days prior to the next regular meeting. These By-laws shall continue until amended or revised.

Previous Amendment Date January 4, 2003

Most Recent Amendment Date: May, 9, 2009