

BYLAWS OF THE HAMILTON COUNTY DEMOCRATIC CLUB

ARTICLE I

The name of the organization shall be the Hamilton County Democratic Club.

ARTICLE II

PURPOSE

The Hamilton County Democratic Club exists to promote the interests of the Democratic Party, both locally and nationally. The club's activities include actively encouraging and supporting Democratic candidates, providing logistical support for the Hamilton County Democratic Party and promoting a progressive, democratic political education for our members and the public. The Hamilton County Democratic Club is the primary social organization through which the Hamilton County Central Committee reaches out to the local community.

ARTICLE III MEMBERSHIP

Section 1 Membership

Membership is open to anyone who identifies with the vision of the Democratic Party and pays the annual dues. Once dues are paid, a member shall be considered in good standing.

Section 2. Dues

Dues are payable throughout the fiscal year and shall be reassessed on the first day of the fiscal year. The fiscal year shall be 1 January through 31 December. Dues may be increased by a simple majority vote of the club. The Executive Committee may create membership levels above the basic membership level to increase club income. No membership level shall exclude other members from their rights to participate in regular club functions.

Section 3. Records

3.1

The Treasurer shall maintain the membership list. Copies shall be provided in a timely fashion to all officers who request it. Officers shall not use the membership list for outside business without permission from the Executive Committee.

3.2

Copies of the membership list shall be provided in a timely fashion to all members who request it. Members shall not use the membership list for outside business.

3.2

Copies of the membership list shall be provided to Hamilton County Democratic Party candidates for the purposes of campaigning and elections.

3.3

Every member shall have the option of keeping their contact information private from other members or candidates.

ARTICLE IV OFFICERS

Section 1. Officers

The officers shall be a president, vice president, secretary, and treasurer.

Section 2. Eligibility

The eligibility for being an officer or serving on a standing committee shall be limited to members in good standing and of voting age. At time of election, an officer must be a member in good standing for at least one month.

Section 3. Term

3.1

Officers shall be elected by ballot for a term of two years or until the officers' successors are elected. Officers shall take office on 1 January.

3.2

Each person elected shall hold only one office at a time. No officer shall serve two consecutive terms in the same office.

Section 4. Elections

4.1

The president shall appoint a nominating committee at least two months prior to any regular election. One month prior to any regular election, the secretary shall be responsible for notifying members by post or email.

4.2

At time of an election, a voter is defined as a member in good standing for at least one month.

4.3

Nominations from the floor shall be permitted on the day of election. All nominees shall have the opportunity to speak to the assembled membership for five minutes on the day of an election.

4.4

The Treasurer shall determine voting eligibility before any election and provide a membership list and ballots to the president on the day of election. Absentee ballots may be requested by voters.

4.5

Regular elections shall be the November proceeding the officers' new terms.

Section 5. Vacancies

5.1

Upon the resignation of the president, the vice president shall become president. At the next regularly scheduled meeting, there will be an election for vice president. If there is a resignation in any other office, members will fill the vacancy at the next business meeting.

5.2

If a quorum cannot be established to hold a special election, the president shall appoint a pro tempore appointment.

5.3

If a quorum cannot be established to hold a special election, the Executive Committee may hold an election by post, email, or web ballot.

Section 6. Recall

Officers can be removed from offices at a regular meeting for neglecting their obligations to the club or for gross malfeasance. Members shall be notified by mail or email at least one month prior to the vote. A two-thirds vote of the quorum is necessary to remove an officer from office.

ARTICLE V OFFICERS

Section 1. President

The president shall be responsible for conducting the meetings, appointing committees, approving all club correspondence, and overseeing all club activities. The president may appoint a parliamentarian. The president shall approve any club correspondence.

Section 2. Vice President

The vice president shall serve in the president's absence. The vice president shall be responsible for a bi-yearly audit of the club's finances.

Section 3. Secretary

The secretary shall keep the minutes and report the minutes from the previous meeting. The secretary shall keep organized records of the club's business, including minutes and correspondence, available to officers and members upon request. A digital copy of the minutes shall be sent to the president after the club's approval. The secretary shall draft meeting notices and "thank you" notes to speakers and contributors. If the secretary is absent, the vice president shall take the minutes of the meeting.

Section 4. Treasurer

The treasurer shall collect membership dues and obtain contact information (name, address, phone number, email, website) at the time of payment. The treasurer shall maintain the club checking account and be listed on the signature card with the president for all bank transactions. The treasurer shall maintain reports, receipts, and a ledger of income, donations, gifts, and expenditures, available to officers and club members upon request. The treasurer shall submit a financial report at every regular club meeting. A digital copy of the treasurer's report shall be sent to the president after every regular meeting. The treasurer is responsible for submitting yearly tax information to the IRS. If the treasurer is absent, the vice president shall perform the treasurer's duties.

ARTICLE VI MEETINGS OF MEMBERS

Section 1. Regular Meetings

The regular meetings of the club shall be the fourth Wednesday of every month. The Executive Committee shall determine the location of regular meetings.

Section 2. Notification

The secretary shall notify all members of a meeting by telephone, post, or email.

Section 3. Quorum

One-third of the dues paying members shall constitute a quorum. Motions shall be passed with a simple majority of a quorum.

Section 4. Special Meetings

Special meetings of the club may be called by the president, the Executive Committee, or by petition of at least one-third of dues paying members. The secretary must give notice to all members at least three days prior to a special meeting by email or telephone.

Section 5. Special Relationships

Because of the club's special relationship with the Hamilton County Central Committee, the said committee shall have the privilege of the floor at all regular meetings of the Club.

Section 6. Speakers

At any meeting of the club, all democrats shall be given an equal opportunity to speak.

ARTICLE VII STANDING COMMITTEES

Section 1. Executive Committee

1.1

The four officers of the club shall constitute the Executive Committee.

1.2

The Executive Committee shall act for the club between regular meetings in matters which require immediate action. Such actions shall be subject to review and ratification by the club at its next meeting.

Section 2. Nominating Committee

2.1

The Nominating Committee shall be composed of three members appointed by the President and shall be announced to the Club membership at a regular meeting.

2.2

The President shall designate one of the three to be chairperson.

Section 3 Program Committee

3.1

The Program Committee shall be composed of three members and be appointed by the president.

3.2

All programs shall reflect the political, economic, social, and educational concerns of the club.

Section 4. Ways and Means Committee

4.1

The Ways and Means Committee shall be composed of three members, appointed by the President, with the Treasurer serving as chairperson.

4.2

The primary responsibility of this committee will be that of recommending to the Club ways to raise funds for the Club and its activities.

4.3

No fundraising proposals may be made at regular meetings of the Club until first considered by the Ways and Means Committee. However, this does not preclude suggestions for fundraising being made at a regular meeting for referral to the Committee.

Section 5. Political Action Committee

The Political Action Committee shall be appointed by the President and shall be composed of at least three members with the vice president serving as chairperson.

Section 6. Membership Committee

6.1

The Membership Committee shall be composed of three members appointed by the President.

6.2

Membership Committee members shall welcome and register all visitors, recording their names, addresses, telephone numbers, email addresses, and websites.

6.3

The Membership Committee shall develop strategies for increasing membership.

6.4

The Membership Committee shall plan an annual membership drive.

6.5

The Membership Committee shall maintain a database of the club's mailing list, telephone list, and email list, provided to officers upon request.

Section 7. Ad Hoc Committees

The president may designate ad hoc committees as necessity warrants.

ARTICLE VIII PARLIAMENTARY AUTHORITY

Robert's Rules of Order shall govern meetings when not in conflict with the bylaws.

ARTICLE IX AMMENDMENT OF BYLAWS

These bylaws may be amended at any regular or special meeting provided that previous notice was given to all members of the club by post or email. Any amendment requires a two-thirds majority of the quorum.

ALL SO APPROVED BY THE MAJORITY OF THE MEMBERS PRESENT ON THE 26th
DAY OF SEPTEMBER, 2007. Signed below

Jason Kelly

PRESIDENT

VICE PRESIDENT

David Carter

SECRETARY

Ida Wehring

TREASURER