

**Bylaws of the \_\_\_\_\_ County \_\_\_\_\_ Democrats**

**Adopted \_\_\_\_\_, 20\_\_**

**ARTICLE I. NAME**

Section 1. The name of this club shall be the \_\_\_\_\_ County \_\_\_\_\_ Democrats, a not-for-profit club organized under the Constitution and Bylaws of the Oklahoma Democratic Party.

Section 2. The name of this club shall not be used in any public action or attached to any petition.

**ARTICLE II. OBJECTIVES**

Section 1. The objective of this club shall be to \_\_\_\_\_; to promote the cause of the Democratic Party; and to encourage full participation of \_\_\_\_\_, regardless of race, color, religion, or national origin, at every level of the Democratic Party structure.

Section 2. This club shall only endorse and support Democratic candidates for office, but shall not endorse or support any single Democratic candidate running in a contested Democratic primary.

**ARTICLE III. MEETINGS**

Section 1. The club shall hold a regular monthly meeting, on the \_\_\_th \_\_\_\_\_day of each month, unless otherwise specified by the Board.

Section 2. Notice of meetings, with agendas, shall be provided to each active member, by mail or e-mail, no less than \_\_\_\_\_ prior to meetings.

Section 3. Executive Board meetings may be called by the President.

Section 4. A quorum for a meeting of members shall consist of at least \_\_\_\_\_ percent (\_\_\_%) of the organization's active members.

Section 5. All matters requiring a vote shall be decided by a simple majority of members present and voting.

Section 6. Meetings shall be conducted by Robert's Rules of Order, and the President shall serve as official parliamentarian for the club.

#### **ARTICLE IV. OFFICERS AND EXECUTIVE BOARD**

Section 1. The officers of the club shall be the President, Vice-President, Secretary, and Treasurer. Officers shall be elected for a two-year term, at a meeting held in the first three months of every odd-numbered year. The President and Vice-President must be of opposite gender, and the Secretary and Treasurer must be of opposite gender. The President, Vice-President, Secretary, and Treasurer shall form the club's Executive Board.

Section 2. No member shall be eligible to serve as an officer unless they have been an active member of the club for one year, except during the club's first year of existence under the Oklahoma Democratic Party Constitution.

Section 3. No officer shall hold a single office in the club for more than two consecutive two-year terms.

Section 4. If an officer, for any reason, cannot complete their term, the Executive Board shall appoint a successor who shall serve out the remainder of that term.

Section 5. Any person elected or appointed to the Executive Board who fails to attend three consecutive regular meetings of the club shall forfeit their office, unless excused by a majority of the Executive Board.

Section 6. The duties of the President are:

- A. to preside at all meetings;
- B. to plan club business, in collaboration with the Executive Board;
- C. to appoint committee chairs, with the consent of the Executive Board;
- D. to serve as an *ex officio* member of all club committees;
- E. to represent the club to the broader party and the public at large;

F. to apply for the club's annual letter of recognition with the \_\_\_\_\_ County Democrats prior to February 1 of each year.

Section 7. The duties of the Vice-President are:

- A. to support the President in carrying out their duties;
- B. to perform the President's duties whenever the President is absent.

Section 8. The duties of the Secretary are:

- A. to keep minutes of all meetings of the club and the Executive Board;
- B. to keep a roster of officers, committees, active members, and associate members;
- C. to be custodian of all club records;
- D. to be responsible for all club correspondence;
- E. to turn over to their successor all club records within ten (10) days of the completion of their term.

Section 9. The duties of the Treasurer are:

- A. to receive all monies payable to the club;
- B. to pay all bills approved by the Executive Board, by cosigning all checks with the President;
- C. to make a written monthly report of all receipts and disbursements;
- D. to submit a financial statement to the Vice-Chair of the \_\_\_\_\_ County Democrats by February 1 of each year, in coordination with the President's annual reapplication for a letter of recognition from the \_\_\_\_\_ County Democrats.

## **ARTICLE V. MEMBERSHIP**

Section 1. Any \_\_\_\_\_ who is a registered Democrat shall be eligible for active membership in the organization, contingent on up-to-date payment of annual dues.

Section 2. Any registered Democrat who is not \_\_\_\_\_ and who is sympathetic with the organization's purpose shall be eligible for associate membership.

Section 3. Any person who has not yet attained voting age and who is sympathetic with the organization's purpose shall be eligible for associate membership.

Section 4. Associate members are entitled to all privileges of active members, except the right to vote, hold office, or serve as delegates to party meetings.

## **ARTICLE VI. DUES**

Section 1. Annual dues shall be \$\_\_\_\_\_, and must be paid no later than the \_\_\_\_\_ monthly meeting each year.

Section 2. Delinquent members shall be deleted from the membership roster when they become \_\_\_\_\_ days past due. Delinquent members may not participate in any club business, make motions, or cast votes. Delinquent members shall be reinstated immediately to active voting status upon payment of dues.

## **ARTICLE VII. ELECTIONS**

Section 1. Officers shall be elected at a meeting held in the first three months of every odd-numbered year, or in the first three months of the club's existence under the Oklahoma Democratic Party Constitution.

Section 2. Officer elections shall be conducted by voice vote, unless division of the house is requested, in which case the vote will be counted.

Section 3. Nominations shall be made from the floor. To be nominated, a candidate must meet the club's qualifications, give their consent, and receive a second.

Section 4. The candidate who receives a simple majority of the votes cast shall be elected. In the event no candidate receives a simple majority, the top two vote-getters shall compete in a runoff, and the winner shall be elected.

Section 5. If only one candidate is nominated for an office, the President shall ask three times for further nominations from the floor. If no other candidates are nominated, the President shall declare the candidate elected to the office.

Section 6. All newly elected officers shall assume their offices immediately upon their election.

## **ARTICLE VIII. COMMITTEES**

Section 1. The Executive Board shall have the authority to establish club committees, and the President shall have the authority to appoint chairs for those committees. Committees shall be given clear mandates and empowered by the Executive Board to accomplish these mandates.

Section 2. Committee chairs shall have the authority to appoint active or associate members to serve on their committee.

## **ARTICLE IX. AMENDMENTS**

Section 1. These bylaws may be amended or revised by a two-thirds (2/3) vote of active members present at any monthly meeting, provided that members receive notice of the proposed amendment at least thirty (30) days in advance of the vote.

Section 2. All approved amendments or revisions must be approved by the Oklahoma Democratic Party State Central Committee before taking effect.

## **ARTICLE X. AUTHORITY**

These bylaws shall be the governing authority of this club, and shall control unless in conflict with the Oklahoma Democratic Party Constitution and Bylaws, the Democratic National Committee Charter and Bylaws, the Oklahoma Constitution, the laws of the state of Oklahoma, the United States Constitution, the laws of the United States, or any other controlling local, municipal, county, or tribal authority.