

CAMANO ISLAND DEMOCRATS- BYLAWS

ARTICLE I- NAME

The name of this organization shall be the 'Camano Island Democrats' hereinafter referred to in this document as the 'CID'

ARTICLE II- PURPOSE

Section 1: It shall be the objective of the CID to promote Democratic priorities and to encourage the growth of the Democratic Party on Camano. CID is an educational & social club that will act as a gathering place for likeminded individuals whose purpose is to support, participate in, or create informational forums that are focused on Democratic principles. This includes equity, political rights, and social inclusion and supporting policies and practices that expand human and civil rights, eliminate discrimination and more. Aligned to the National and Washington State Democratic Party priorities. CID's goals are to share communication, education, and information in pursuit of Democratic principles within the residents of Camano Island.

Section 2: It shall be the policy of this organization to comply with and operate within Washington State and Federal Statues.

Section 3: The CID undertakes activities that provide information focused on Democratic principles to the community about local, state, and federal issues. It will accept donations for the exclusive use of club activities. The focus is to organize informational and educational social events for the enjoyment of CID club members.

ARTICLE III- MEMBERSHIP

Section 1: Membership of the CID shall be open to all wishing to support Democratic values.

Section 2: The term "Members in Good Standing" will be conferred upon those who are current in annual dues or those who have had their dues waived per Article IV-Dues. Only "Members in Good Standing" have voting privileges and may hold office.

ARTICLE IV- DUES

Section 1: Annual dues shall be proposed by the Executive Board for approval by the membership. The Executive Board may waive dues for individuals upon written request to the Chair.

Section 2: Annual dues shall cover the calendar year January 1 through December 31.

Section 3: Dues applied for the membership year will be valid through March of the following year. Membership dues not renewed for the current calendar year will be forfeited on March 31.

ARTICLE V- MEETINGS

Section 1: General Meetings of the CID shall be held monthly unless otherwise determined by the Executive Board.

Section 2: A quorum shall consist of 15% of the Members in Good Standing. No voting shall be conducted in the absence of a quorum. Motions shall pass by a simple majority of the attending Members in Good Standing. Neither proxies nor absentee ballots are permitted.

Section 3: Executive Board Members of the CID who fail to attend three meeting in a year without having been excused by the Chair may be replaced. Vacancies of offices will be replaced according to Article VII by a vote of the Members in Good Standing.

Section 4: Meeting minutes and attendance shall be taken at each Executive Board and General Meetings. Executive Board minutes shall be distributed via e-mail with the Executive Board within 14 days of the Executive Board meeting. General Meetings minutes will be distributed in advance of the following meeting and will be approved by vote at the next General Meeting.

Section 5: Meetings shall be conducted observing Robert's Rules of Order.

ARTICLE VI- NOMINATIONS AND ELECTIONS OF THE EXECUTIVE BOARD

Section 1: In November of each even numbered year, the CID Chair shall appoint a Nominating Chair to recruit eligible candidates for each office.

Section 2: No later than January of the following year, the Nominating Chair and Committee shall present its recruited eligible candidates at a General Meeting. Additional nominations of eligible candidates may be made from the floor by any or all Members in Good Standing at this time.

Section 3: Elections will be held immediately at this meeting using the following process:

- a. The Chair shall appoint a tally person who records the results of the vote. The tally shall become part of the permanent record and will not be secret.
- b. Elections shall be decided by a majority of the Members in Good Standing that are present and who vote. Per Article V, Section 2, neither proxies nor absentee ballots are permitted at elections.
- c. Unopposed candidates shall be elected by acclamation.
- d. For a contested position with more than three candidates, if no candidate has a majority on the first ballot, the candidate with the least votes shall be dropped from the contenders list and this process will be used successively until a majority candidate is selected.

Section 4: Duly elected officers shall assume their duties at the next General Meeting.

ARTICLE VII- OFFICERS

Section 1: The elective Officers of the CID shall be Chair, First Vice Chair, Second Vice Chair, Treasurer, Membership, The Chair Emeritus may be a non-voting member of the Executive Board.

Section 2: The term of each office shall be two (2) years.

Section 3: The CID Executive Board will be presided over by its Chair and governed by its Officers. The Executive Board will recommend and/or propose to the membership resolutions, policy changes, and other business matters brought before it for member consideration or vote. The Executive Board's suggestions, recommendations and proposals shall serve as a recommended guide to the membership in the conduct of the affairs of the CID.

Section 4: The elected Officers shall meet and/or coordinate monthly and be presided over by the Chair. Meeting shall be called by the Chair or by a call of a majority of the Executive Board. In the absence of the Chair, meetings shall be presided over by the First Vice Chair.

ARTICLE VIII- EXECUTIVE BOARD AND THEIR DUTIES

The Executive Board shall be comprised of the Officers of the CID. A majority of the elected officers shall constitute a quorum of the Executive Board.

Section 1: **CHAIR.** The Chair shall:

- a. Preside over meetings of the Executive Board and all business of the CID,
- b. Preside over meetings of the Regular Membership,
- c. Appoint all committee chairs,
- d. Serve as ex-officio member of all committees and,
- e. Function as the spokesperson for the CID.

Section 2: **VICE CHAIRS.** The two (2) Vice Chairs shall

- a. Aid the Chair in all their duties,
- b. Preside over meeting in the absence of the Chair per Article VII Section 3, and
- c. Serve as an ex-officio member of their committees as indicated in Article IX.

Section 3: **SECRETARY.** The Secretary shall

- a. Record the minutes of the Executive Board and Regular Membership Meetings,
- b. Provide a draft copy of the minutes to the membership at the next General Meeting for approval,
- c. Maintain all meeting records, and
- d. Serve as an ex-officio member of their committees as indicated in Article IX.

Section 4: **TREASURER.** The Treasurer shall

- a. Manage all financial affairs,
- b. Collect and disburse all fund of the organization. Disbursements shall be by check or electronic transfer, initiated and signed by the Treasurer. In the absence of the Treasurer, checks shall be signed by the Chair.

- c. Prepare and file all required public documents,
- d. Ensure that any expenditure under \$100.00 shall be approved by the Chair or Vice Chair. Any expenditure over \$100 shall be approved by the Membership via a vote at the General Meeting.
- e. Serve as an ex-officio member of their committees as indicated in Article IX.

Section 5: **MEMBERSHIP**. The Membership Officer shall

- a. Be responsible to keep an accurate list of current members and determine a member's standing,
- b. Take attendance at meetings and give attendance records to the Secretary,
- c. Manage membership drives designed to raise revenue and bring new members into CID,
- d. Proactively promote new membership, and
- e. Serve as an ex-officio member of their committees as indicated in Article IX.

ARTICLE IX- STANDING COMMITTEES

Section 1: Standing Committee chairs shall be appointed by the Chair in collaboration with the Executive Board. These committees can include, but are not limited to, Finance, Fund Raising, Communications, Programs, Digital Media, and other committees as necessary.

Section 2: Committee Chairs so appointed shall recruit additional members for their committees from the Members in Good Standing.

Section 3: Duties of the Standing Committees:

- a. **Finance-** Aligned to the Treasurer, the Finance committee shall develop and propose to the Executive Board an annual budget for CID. It shall propose to the Executive Board for approval any distribution of funds and other contributions. It shall audit the books of the CID each April.
- b. **Fund Raising-** Aligned to the Membership Officer, this committee will coordinate membership drives and campaigns focused on fund raising activities for CID.
- c. **Programs-** Aligned to the First Vice Chair, this committee will recommend speakers for the General Meetings. This committee will liaison with other organizations on Camano Island and will set up a speaker's bureau that will aid in educating the membership and other organizations regarding objectives and principals of the Democratic Party as well as those from a Camano Island perspective.
- d. **Communications-** Aligned to the Second Vice Chair, this committee shall send press releases to appropriate venues concerning events and educational activities. The committee chair will be responsible for communications and act as a liaison to direct correspondence sent to the group for appropriate distribution. The goal will be to enhance the positive image and influence of Democrats and Democratic principles on Camano Island.

- e. **Digital Media-** Aligned to the Secretary, this committee will be responsible for developing, updating, and maintaining all digital media platforms in good order. The committee will be responsible for the CID Website, Facebook, Twitter, Instagram and other electronic media platforms and will work in coordination with the Communications Committee to ensure message alignment across both print and digital media.

ARTICLE X- AMENDMENTS

These bylaws may be amended at any General Meeting and should be reviewed at least every five (5) years. Proposed amendments made by members must be presented to the Executive Board in writing first. The bylaws amendment must be presented to the membership for their review at least one month prior to a vote by the Members in Good Standing. Approval requires a majority as defined in Article V, Section 2. Amendments become effective when approved.

Respectfully submitted: October 19, 2022

Bylaws Committee: Basil Badley (Posthumously), Donna Conner, Catherine Budbill, John Amell, Mary Kanter, Roger Myklebust, Elaine Chan, Becky Bourdeau