



## **BYLAWS**

The name of this organization shall be the Chula Vista Democratic Club (CVDC), hereinafter called the Club. The Club is chartered as a geographic club.

### **ARTICLE II - PURPOSE**

#### **Section 1. Founders**

The purpose of the Club is to foster democratic ideals among all Chula Vista Democrats; to support the California Democratic Party platform; contribute to local party leadership; organize to politically empower the Chula Vista community; and to promote full political participation of Chula Vista citizens on issues identified by the Club.

#### **Section 2. Founders**

The Club was founded on August 19, 2009 by Eduardo Valerio (President), Jose Preciado (Vice-President), Hector Martinez (Treasurer), George Silva (Member), Jose Cerda (Secretary), and Michael Garrod (Member).

### **ARTICLE III – MEMBERSHIP**

#### **Section 1. Eligibility**

Anyone registered as a Democrat or, who has expressed intent to register as a Democrat, shall be eligible for membership in this organization. The Club will accept eligible members from any geographic area.

- A. There is 1 (one) category of member: Regular.
- B. Members have the right to create membership categories.

#### **Section 2. Good Standing**

Members are considered active members in good standing if:

- A. The member has paid all Club dues, and;
- B. The member has previously attended at least two (2) General Meetings in the current rolling twelve (12) month period.

### **Section 3. Dues**

- A. Dues shall be recommended by the Executive Board. Any proposed changes will be reviewed at the first meeting of each calendar year and presented to the general membership for approval.
- B. Dues are due and payable upon joining the Club, and annually at the beginning of every calendar year thereafter.
- C. Members must be paid members thirty-four days prior to any endorsement meeting to be eligible to vote in the endorsement of candidates or propositions (e.g., Endorsement meeting is on October 24th, a member must pay full dues by September 21).
- D. Payment of dues shall not be obligatory to anyone for whom it constitutes an economic hardship, after due consideration and approval of the Executive Board.

### **Section 4. Voting**

- A. All membership categories have the same voting rights.
- B. Proxy or absentee voting is prohibited and members must be physically present in order to voice their vote.
- C. All contested officer elections must be held by secret ballot.

## **ARTICLE IV – OFFICERS/EXECUTIVE BOARD**

### **Section 1. Elected Officers**

- A. Club officers shall consist of four (4) elected officers.
- B. The four (4) elected officers are President, Vice President, Secretary, and Treasurer. Each officer is elected at the general meeting in February and will hold office for one year.
- C. Officers must be registered Democrats or intend to register as Democrats as soon as eligible to vote (are at least 18 years old).
- D. Additional Executive Board member are the immediate Past President, Parliamentarian, appointed Committee Chairs, or other Club leaders known as Directors.

### **Section 2. Duties**

#### **A. President**

The President shall be the Chief Executive Officer of the Club. He/she shall preside over meetings of the Club, the Executive Board and serve as the Club's official spokesperson. The President shall stimulate and engage interest in the political process, provide constructive roles for interested members; nurture effective leadership and individual responsibility; promote harmony among club membership, between other clubs and within the San Diego County Democratic Party.

The President shall appoint committee chairs, and other officers known as Directors (i.e. Director of Membership). The President is an associate member (non-voting) of the San Diego County Central Committee, an associate voting member of the South Region-San

Diego County Central Committee, and a voting member of the Council of Clubs. The President or designee will be a member-in-good standing of all three party organizations. The President will appoint a designee in accordance with San Diego Central Committee Rules. The President will also be a member (non-voting) of any Club committee.

### **B. Vice-President**

The Vice-President shall serve at the direction of the President. The Vice-President will serve as President in the absence of the President.

The Vice President shall work with the Director of Membership to maintain a current membership. The Vice President and Treasurer will verify that the list of members is accurate whenever it is requested by the Executive Board or Party.

### **C. Secretary**

The Secretary shall keep minutes of general member meetings; maintain club records, and be responsible for communications.

### **D. Treasurer**

The Treasurer shall be responsible for the collection of the dues, receive and deposit all Club funds; maintain an accurate record of Club receipts and expenditures; sign all checks as authorized by the Executive Board; make the record of the Club receipts and expenditures available to any member when requested; provide a report of the Club's financial status at general and executive board meetings.

In addition, the Treasurer shall be responsible for filing appropriate federal, state, and county campaign disclosure reports on an as needed basis.

The treasurer must be at least eighteen (18) years of age.

### **E. Past President**

The immediate past President will serve as a member of the Executive Board with voting privileges, and can be designated to represent the organization upon the direction of the President.

## **Section 3. Elections of Officers**

- A. Elections shall be held annually at the February general meeting.
- B. Nominees who receive a majority vote shall be declared elected. If no one receives a majority of votes, a run-off shall be held between the two persons receiving the highest number of votes. The person receiving the majority of votes shall be declared elected.
- C. All contested officer elections must be held by secret ballot.
- D. In the event of a government-declared state of emergency that would prohibit our ability to meet in person, the Club may meet and vote via teleconference or any other process in accordance with San Diego Central Party Committee Rules.

## **Section 4. Vacancies**

Should any officer resign or fail to attend three consecutive general meetings or Executive Board meetings without cause approved by the Executive Board, the Executive Board shall declare that position vacant and appoint a successor to complete the unexpired term. Any such appointment shall, however, be ratified by the membership with a simple majority vote at the next general meeting. If the appointment is not ratified, nominations to fill the vacancy shall be accepted from the floor and the vacancy shall be filled with a simple majority vote of the membership.

## **Section 5. Appointed Officers**

The President shall appoint a Parliamentarian and other officers not otherwise specified by these bylaws as required for the general well-being of the Club. These officers will be part of the Executive Board and known as Directors. Their term shall expire upon election of new officers.

# **ARTICLE V - MEETINGS**

## **Section 1. General Meetings**

There shall be a minimum of ten (10) general or social meetings each year, at least one general meeting shall be in February to conduct officer elections. Meetings shall be held at a time and place as specified by a majority of the Executive Board.

## **Section 2. Quorum**

A quorum for any official meeting of the Club shall be 25 percent of the total organizational membership, or at least ten (10) members. A quorum of the Executive Board shall be a majority of its elected members (three of the four elected officers).

## **Section 3. Parliamentary Authority**

Robert's Rules of Order, Newly Revised shall be the parliamentary authority for the Club on all questions not covered by these bylaws.

## **Section 4. Notices of Meetings**

- A. Notice of general meetings shall be given at least two weeks (14 days) in advance by the Secretary to all members in good standing via email.
- B. Such 14-day notice will also include the agenda and minutes of the last general meeting.
- C. Such 14-day notice will also include the following items to be discussed and voted upon:
  1. Proposed resolutions
  2. Endorsement of candidates and/or ballot measures
  3. Filling of any vacancies
  4. Annual election of officers during general membership meeting in February
  5. Such notice shall specify the time, place and date of the meeting.

#### **Section 4.1. Notices to members without an email on file**

If an email is not provided by a member, the Secretary will call each member with a two week (14 days) notification, and read the agenda and minutes if they choose. A US letter with agenda and minutes will be mailed to each of these members, per their request.

### **ARTICLE VI - EXECUTIVE BOARD**

#### **Section 1. Function**

The Executive Board shall approve all expenditures and carry out the Club business between general meetings in a manner consistent with actions taken at the general meetings, and perform any other duties provided for in these bylaws. The President shall pre-approve any written correspondence on behalf of the Club.

#### **Section 2. Membership**

Membership of the Executive Board shall include the four (4) currently elected Club officers, Past President, Committee Chairs and appointed Directors.

#### **Section 3. Special Meetings**

The President shall call special meetings by noticing Executive Board Members. Special meetings may also be called by a majority of the elected members of the Executive Board. A majority (three of four) of the elected members of the Executive Board shall constitute a quorum.

### **ARTICLE VII - STANDING COMMITTEES**

The standing committees for the Club are as follows: Fundraising, Rules, Endorsements, and Membership. The President can establish additional committees as needed. Committee chairs are appointed by the President and known as Directors.

1. Fundraising: Responsible for planning events to raise funds for the Club.
2. Rules: Responsible for annual bylaws update and Club charter application.
3. Endorsements: Responsible for creating a timeline for the endorsement process which is outlined in the Club's Policy and Procedures Manual.
4. Membership: Responsible for encouraging Chula Vista citizens (Democrats and ~~non-~~prospective Democrats) and other Democrats to join the Club to increase membership.

#### **Article VIII - Candidate and Ballot Measures Endorsements**

- A. All endorsements of candidates, resolutions or resolutions concerning ballot measures or public issues must be in accordance with the purpose of the Club and standards established by the California State Democratic Party and the San Diego County

Democratic Party. It is also the goal of the Club to not make endorsements or pass resolutions, which adversely affect the unity of the Democratic Party.

- B. Only candidates who are registered Democrats are eligible for Club endorsement.
- C. A motion to endorse a candidate or take a position on a proposition or public issue must receive the vote of a majority of the club members present.
- D. Only members in good standing can vote and participate in endorsement process. (See Article III. Section 2.: members must be paid members thirty-four days prior to the endorsement meeting to be eligible to vote in the endorsement of candidate or propositions.
- E. In addition to Article VIII of these bylaws, the Club will use and maintain the Club Policy and Procedures Manual to guide the work of the Endorsement Committee, actual endorsement meetings, and Club actions related to supported candidates and ballot measures.

## **ARTICLE IX -AFFILIATION**

Section 1: The Club shall submit charter status and renewals in accordance to procedures and timelines of the San Diego County Democratic Central Committee (hereinafter called the Party).

Section 2: The Club is officially chartered with the Party and is duly chartered annually as the Chula Vista Democratic Club.

Section 3: As a chartered and affiliated Club of the Party, the Club shall comply with the Bylaws of the Party and the California Democratic Party, as they apply to fully chartered local affiliates.

Section 4: Consistency with Statutory Law. These bylaws shall, to the extent consistent with applicable law, govern the organization, operation, and function of the Club.

## **ARTICLE X -AMENDMENTS**

These bylaws may be amended by 50% + 1 of members present at any regularly scheduled general meeting when quorum is met. These bylaws will always conform to the rules of the Party or will be modified administratively to ensure conformance. The Club will be noticed of such changes at the subsequent general membership meeting.

## **ARTICLE XI - EFFECTIVE DATE**

These bylaws shall become effective immediately upon adoption.

**Date of amendments by membership: August 19, 2009, November 19, 2011, January 1, 2017, March 25, 2021.**