
Silicon Valley Working Blue Democratic Club

By-Laws
Adopted on Nov 13, 2019

Article I. Name

The organization shall be known as the Silicon Valley Working Blue Democratic Club, hereinafter known as "Club." The Club is an organization of the Democratic Party, duly accredited and chartered by the Santa Clara County Democratic Central Committee.

Article II. Mission

The mission of the Club is to advocate for working families, promote social and economic justice, and build consensus among Democratic and Labor activists. The Club promotes grassroots volunteerism and helps to strengthen the core values of democracy by encouraging civic engagement and participation.

Article III. Membership

1. All individuals registered Democrat, or individuals who are ineligible to vote (due to minority, non-residency, or other legal impediment), but pledges to register as a Democrat when eligibility is attained.
2. The annual membership shall run for twelve (12) months from the month in which dues are paid. Membership renewals shall extend the term of membership for an additional twelve (12) months.
3. Membership shall be considered terminated if the member is no longer qualified per section 1 of Article III, or if member dues are delinquent by more than 90 days.
4. Each member of the Club shall designate whether they choose to have the Club name as their primary Democratic Club. A member may not have more than one club named as their primary club.

Article IV. Officers and the Executive Board

1. The Club shall have the following officers: Chair, Vice Chair, Secretary and Treasurer.
2. There shall be a Board consisting of the Club's Officers and up to eleven (11) additional members elected at large.
3. Officers and Board members shall serve a two (2) year term and will be elected by the Club's membership.
4. Election of Officers shall be held at the first regular meeting of every odd year.
5. If the position of Vice-Chair is vacant, the Secretary shall serve as Vice-Chair.

Article V. Powers and Duties of Officers

1. Powers and duties of the Chair shall be presiding at meetings, setting agenda for each meeting, preserves order, and make parliamentary decisions and rulings in accordance to *Robert's Rule of Order*.
2. Power and duties of the Vice Chair is to assist the Chair in conducting the business of the Club, shall be in charge of program development, serves as chair in Chair's absence. The Board may appoint Committee Chairs to assist the Vice Chair in fulfilling the representative duties, as needed.
3. Powers and duties of the Secretary shall keep all meeting minutes as well as records and documents of the Club. The Secretary shall handle correspondence, sends all written notices and maintain membership list.
4. Powers and duties of the Treasurer is to be the custodian of all funds of the Club. The Treasurer shall maintain all written and financial records of the Club. The Treasurer's duties include:
 - Receives and disburses funds;
 - Deposits money in bank account and keeping duplicate deposit slips;
 - Bills presented to the Treasurer should be approved by the Board for payment;
 - Gives itemized report of receipts and disbursement at Board meetings;
 - Makes necessary contact and signs necessary papers at the bank of deposits; and
 - Has up-to-date membership list and dues standing;

Article VI. Powers and Duties of the Board Members

1. The Board is charged with the responsibility to plan the overall program of the Club.
2. The Board, on behalf of the Club, shall have the power to join organizations with which the Club chooses to affiliate and to appoint representatives to those organizations. The appointees will serve at the pleasure of the Board and shall represent the Club's interests as directed by the Board.
3. The Board shall set the membership dues.
4. The Club may publish a periodic newsletter to be made available to all members without additional cost.
5. The Club may publish other pertinent material, as the Board deems appropriate.
6. The Board shall have oversight of and take full responsibility for the content of all publications of the Club.
7. The Board shall select the representatives to the County Central Committee(s) and Assembly District Committee(s) to which the Club is entitled.
8. The Board member is deemed to have resigned if he/she has three (3) consecutive unexcused absences of regular Board meetings.
9. If any officer position becomes vacant other than by recall, it shall be filled by majority vote of the entire Board.

Article VII. Committees

1. Committee(s) shall be established on an ad-hoc basis as deemed necessary by the Board. The following standing committee shall be comprised of the:
 - a. Communications Committee
 - b. Events Committee
 - c. Outreach Committee
 - d. Finance Committee

Article VIII. Election of Officers and Executive Board

1. Qualification of office. Officers and Board members, in order to be elected, must be members in good standing and registered Democrats in the U.S. for at least 90 days prior to their elections. Members appointed to fill vacant positions on the Board must be in good standing for at least thirty (30) days prior to their appointment.
2. Nominating Process. Officer and Board members may be nominated by the Board, or by petition of five (5) members in good standing. The names of the nominees shall be published and mailed to the Club membership at least twenty (20) days prior to the election.
3. Election. Elections will take place at a General Membership meeting in odd years no later than March. Board vacancies may be filled by nomination from the Board and majority vote at the Board meeting as deemed necessary by the Board.

Article IX. Meetings

1. Board meetings are held 10 times a year at the County Democratic Party Headquarters, or other location determined by the Board. The board meeting shall be announced at least (3) days prior to the meeting.
2. Board meetings are open to membership and invited guests. Members are encouraged to take part in discussions on the board agenda items but votes are limited to Board members.
3. General Membership Meetings are held before March of every odd year with location determined by the Board.

Article X. Rules for Meetings

1. The Club shall use the most current revision of *Robert's Rules of Order* to govern parliamentary procedure at all official meetings of the organization, except as specifically noted in these By-Laws.
2. A quorum for Board meetings shall be majority of Board members.
3. A quorum for General Membership Meetings shall consist of at least twenty (20) percent of the membership.
4. Unless otherwise specified in these By-Laws, the Club may adopt events and conduct regular business with a vote of fifty percent plus one (50% plus one) of the members present at any meeting.
5. The Club may pass resolutions with a vote of a majority of those present and voting at any meeting.

Article XI. Dues

1. Dues are due upon application for membership. Dues may be waived for members who file a hardship waiver with the Executive Board, subject to majority approval of the Executive Board.

Article XII. Finances

1. The Executive Board, by majority approval, is empowered to spend funds related to conducting the business of the Club up to a threshold of \$200. Any expenditure in sum above \$200 must be approved by a majority of the members in advance of the expenditure.
2. The Treasurer of the Club shall make reports to the membership as to the financial status of the Club at all regular meetings.

The Board

CERTIFIED BY:

WITNESSED BY: