

I. NAME

The name of this organization shall be the South Bay Movimiento Democratic Coalition.

II. PURPOSE

The South Bay Movimiento Democratic Coalition (here in after called the Coalition) shall focus its efforts within Santa Clara County, East Palo Alto Area; to advance the goals of the Latino members of the Democratic Party (hereinafter called the Party), through public policy and political issue analysis, education that will include training and supporting Latinos to participate and lead in the Party, fundraising, recruitment, coordination with other Democratic groups, community outreach, voter registration and other activities to benefit the Party. The Coalition shall seek to publicize activities, and to build its membership from registered Latino Democrats. The Coalition shall develop a work plan, which shall be evaluated by the membership at least once every six months. This work plan shall include a report on the number of registered Latino Democrats within the South Bay, a report on Latino Democratic voter turnout in South Bay, a strategic plan of long/short term goals, and a comparison of local Democratic statistics to other political affiliations.

III. AFFILIATION

A. The Coalition is officially chartered with the Santa Clara County Central Committee (here in after called The Central Committee) and was duly chartered by the Central Committee on

_____,
2018..

B. As a chartered and affiliated Coalition of the Central Committee, the Coalition shall comply with by laws of the Central Committee and the California Democratic Party, as they apply to fully chartered local affiliates.

IV. MEMBERSHIP REQUIREMENTS

A. Qualifications: Any individual qualifies for Coalition membership if:

- 1) They support the purpose of the Coalition as stated in Article II, above and;
- 2) The individual is a registered Democrat; or pledges to register as a Democrat when eligibility is attained.

B. Active Membership: A qualified individual shall be considered an active member only if

- 1) The member has attended at least one meeting prior to being eligible to vote and
- 2) The member has paid all Coalition dues.

C. This organization will not endorse public policy, laws, practices, candidates or any entity that condones or supports discrimination on the grounds of race, color, creed, national origin, physical ability, Gender Identity, age, religion, ethnic identity, sexual orientation or economic status and will take appropriate action against any such behavior or activity as deemed appropriate by the executive board.

D. A member is removed from the Coalition roster for non-payment of dues by the date required in these Bylaws, or for publicly endorsing, encouraging others to support, or financially supporting other than a Democrat in any election, or failing to disclose conflicts of interest.

E. Rules of conduct to remain in good standing include:

- 1) Respect for others, non-abusive language, ethical and at all times refrain from moral turpitude.
- 2) Disclose any and all conflicts of interest.

V. DUES

A. Dues shall be recommended by the Executive Board and reviewed at the first meeting of each calendar year and presented to the General Membership for approval.

B. Dues are due on January 1 and payable by January 31 of each calendar year. Return checks will be subject to a \$35 return check charge and negate membership until paid in full.

C. Annual dues for new active Club members shall be prorated on a monthly basis.

D. Membership is effective 30 days after receipt of dues.

E. Payment of dues shall not be obligatory to anyone for whom it constitutes an economic hardship, and after due consideration with approval of the Executive Board. Persons seeking consideration for a waiver of dues will submit a written request to the Chair. All information on

the request will remain confidential. The Chair (in consultation with the treasurer) will consider the request. Decisions can range from partial reduction, full reduction, other remedies to cover dues, or denial.

VI. MEETINGS

A. Regular Meetings

- 1) The Coalition shall hold regular meetings on such day as the membership may determine from time to time.
- 2) Regular meetings shall not be canceled more than 3 times within any calendar year and in no event shall more than 2 regular meetings be canceled in succession.
- 3) Meetings will be conducted in locations accessible to individuals with special needs.
- 4) At the will of the Chair, business affairs and meetings may be conducted electronically or telephonically.

B. Special Meetings

- 1) Special meetings may be called by the chair at any time, on notice as specified below.
- 2) In the absence of the chair, any two officers may call a special meeting, on notice as specified below.

C. Notice of Meeting

- 1) Notice of regular meetings shall be given at least two weeks in advance to all active members, in any manner as follows:
 - a) Notice in writing by US mail
 - b) Notice in writing by e-mail
 - c) Telephone message
 - d) Post on Coalition website
- 2) Notice of special meetings shall be given at least 5 days in advance to all active members, in the manner indicated in section C1.
- 3) Notice of the meeting shall be deemed sufficient by any manner specified above if such notice includes the date, time and place of the meeting and is calculated to be received at least two weeks prior to a regular meeting, or 5-days for a special meeting..

VII. RULES FOR MEETINGS

A. The Coalition shall use the newly revised Robert's Rules of Order to govern parliamentary procedure at all official meetings of the organization, except as specifically noted in these bylaws.

B. A quorum for any official meeting of the Coalition shall be 25 percent of the total organizational membership, or ten members, whichever is smaller, as of 24 hours before the meeting, as reported by the secretary.

C. Unless otherwise specified in these Bylaws, the Coalition may adopt events and conduct regular business with a vote of 50 percent plus one of the members present at any meeting.

D. The Coalition may pass resolutions not related to endorsements with a vote of $\frac{2}{3}$ of those present and voting at any meeting.

E. A process to consider the endorsement of candidates must be approved prior to any suggestion of endorsements. If the discussion of an endorsement process is noticed in the meeting agenda, such process must be approved by at least $\frac{2}{3}$ of those present and voting at any meeting. If the discussion of an endorsement process is brought up from the floor as New Business, such process must be approved by at least three-fourths of those present and voting at any meeting. Under no circumstances may the Coalition consider the endorsement of a candidate for public office who is not registered with the Democratic Party. The minimum threshold for endorsement in a race with multiple Democratic candidates is two-thirds of the members present and voting.

F. Changes to the constitution and bylaws not specifically referenced elsewhere must be noticed to the membership at least one meeting before the vote in question, and must be approved by a vote of $\frac{2}{3}$ of those present and voting.

VIII. OFFICERS

A. Coalition officers shall consist of chair, vice-chair, secretary and treasurer. They shall be elected in January to serve two-year terms of office. Officers may serve no more than 2 consecutive terms in the same position, or a maximum of 3 terms in any one position.

B. If the chair vacates office, the vice-chair shall ascend to the position of chair, until an election is held to fill the chair's remaining term of office.

C. In the temporary absence of the chair, the vice-chair shall serve as chair. If the position of vice-chair is vacant, the secretary or treasurer shall serve as vice-chair.

D. The secretary shall be responsible to ensure that all members are notified of Coalition meetings, maintain an updated Coalition roster, and shall maintain all written records of the Coalition in hard copy and online to be accessible by members

E. The treasurer shall maintain all financial records of the Coalition, be responsible for bank accounts, ensure FPPC/FEC financial reports are submitted on time, and will provide a monthly financial report at Coalition meetings. Treasurer will maintain a hard copy and online to be accessible by members.

1. Reimbursements must be pre-approved by the executive board.
2. Reimbursements to representatives attending events, meetings, etc... and conducting any business beyond that of the Coalition will only get reimbursement for a portion of the submitted expenses.
3. Consideration for non-pre-approved reimbursements may be submitted to the executive board but is not guaranteed.
4. Expenditures up to \$500 may be approved by the Chair, Vice Chair, Secretary and Treasurer when necessary due to time constraints.

F. The chair shall officiate at all meetings of the Coalition and set the agenda.

Members may submit agenda items for consideration to the Chair 2 days before a notification of meeting is required per section VI. In cases where the Chair rejects the agenda item, Chair will notify requestor in writing as to why it was rejected and offer a remedy, if known, including for requestor to bring the item forward under "New Business" at the upcoming meeting

G. The chair may appoint member temporarily to fill un-expired terms of office, subject to election by the membership at the next Coalition meeting 30 days after the office is vacated.

H. The Coalition shall be represented at meetings of the DPOC and any Assembly District Committee meetings at which it may be entitled to membership, and at meetings of the California Democratic Coalition. A person may serve as representative to more than one outside body if the Coalition membership approves.

I. The Coalition is encouraged to appoint a publicity officer, who shall have the responsibility to develop and to implement a plan to increase the visibility of the Coalition and it's efforts among the community and Democrats within the Santa Clara County and San Francisco South Bay Area .

J. The chair may appoint Coalition members to serve in other capacities as needed.

K. The Coalition may elect such other officers as may be deemed necessary from time to time to conduct Coalition business.

L. The Executive Board shall be composed of the Coalition officers and chairs of standing committees, and shall be responsible for implementing the Coalition's goal and maintaining financial viability.

M. An elected officer can be removed from office by resolution of a two-thirds vote of the Regular members at a General Meeting for such causes as missing three unexcused consecutive meetings or non-performance of duties, providing the membership and the officer have been notified ten days in advance of the meeting of the proposed action against the officer.

AMENDMENTS

These bylaws may be amended by a two-thirds vote at a general membership meeting after the proposed amendment has been presented to the membership at a preceding meeting. Two week's notice must be provided of each meeting.

ADOPTED: _____, 20____

Certified by:

Secretary