

DEMOCRATIC CLUB OF THE SANTA RITA AREA

Bylaws

ARTICLE I

NAME

The name of the organization will be Democratic Club of the Santa Rita Area, herein referred to as "DCSRA." The Democratic Club of the Santa Rita Area shall serve as an official unit of the Pima County Democratic Committee and the Arizona State Democratic Committee in accordance with ARS Title 16, Sections 821-828. Nothing in these DCSRA bylaws shall be in nonconformance to the bylaws of the Pima County Democratic Party.

ARTICLE II

PURPOSE

DCSRA shall influence, foster, encourage and promote the aims and objectives of the Democratic Party and aid in the election of Democratic candidates for public office.

ARTICLE III

MEMBERSHIP

Membership in the Club shall be open to all interested persons in the Santa Rita area. Dues shall be due on January 1st of each year. The amount of dues will be set by the Executive Board and be approved by a majority vote of the membership present and voting at a regularly scheduled DCSRA meeting. Methods for notification and collection will be determined by the Executive Board.

ARTICLE IV

EXECUTIVE BOARD

Section 1. Members

The Executive Board of DCSRA shall consist of a President, a Vice President for Voter Outreach, a Vice President for Finance and Fundraising, a Vice President for Publicity, a Vice President for Programs, a Vice President for Membership and Recruitment, a Secretary, a Treasurer, and three Board Members at Large. In addition, the Immediate Past President shall serve as an ex-officio member. The Executive Board shall be responsible for handling the day-to-day affairs of DCSRA To insure the purpose of Article II. a representative to the Pima County Executive Committee and an alternate shall be chosen by the DCSRA Board.

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Section 2. Duties

- a.** The President shall preside at all meetings of DCSRA and the Executive Board and shall appoint all standing and ad hoc Committees subject to the approval of the Executive Board. The President shall be an ex officio member of all committees except the Nominating Committee.
- b.** The Vice President for Finance and Fundraising shall, in the absence of the President, assume all the duties of the President.
- c.** The Vice President for Voter Outreach shall, in the absence of the President and Vice President for Finance and Fundraising, assume the duties of the President.
- d.** The Secretary shall keep a record of all proceedings of the DCSRA meetings and have such other duties as necessary, including official correspondence. The Secretary shall preside at meetings in the absence of the President and the Vice Presidents. The President may assign other duties as required.
- e.** The Treasurer shall be responsible for the collection and disbursement of all funds in a manner approved by the DCSRA and Executive Board. The Treasurer shall keep all financial records and submit regular reports to the Board, serve as an ex officio member of the Finance Committee, and file reports as required by state law. The Treasurer shall reimburse expenditures of three hundred dollars or less and any expenditures exceeding three hundred dollars shall require approval by the President or by the Executive Board. A financial review committee shall be appointed by the President to review the financial records biannually or upon the resignation of the Treasurer.
- f.** In view of the expectation of fairness and equal treatment for all Democratic candidates, DCSRA Executive Board members are encouraged to refrain from using the titles of their offices in public endorsements of candidates involved in contested Democratic Primary elections. If they make endorsements as individual citizens, that is their right.

Section 3. Nominations

No later than the regular October DCSRA meeting, the President shall appoint three members of the DCSRA to serve as a Nominating Committee. This Committee shall present a slate of nominees for the DCSRA Executive Board at the November DCSRA meeting, at which time additional nominations may be made from the floor with the consent of the nominee.

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Section 4. Elections

The President, Vice President for Membership and Recruiting, Vice President for Programs, Secretary, and one member at large shall be elected in odd numbered years for two-year terms. The other six Executive Board members shall be elected in even numbered years for two-year terms. Elections shall be conducted at the December DCSRA meeting. When there is only one candidate for an Executive Board position, the election shall be by raised hands of the voting members of the DCSRA present.

When there is more than one candidate for an Executive Board position, the election shall be by secret ballot of the voting members of the DCSRA present. Elections require a simple majority of members present at the December DCSRA meeting.

Section 5. Removal from Office

Any DCSRA Executive Board member with three consecutive absences from the Executive Board meetings, or who fails to fulfill the duties of the office, may be asked to resign by the President. An Executive Board member may be removed by a two-thirds majority vote of the membership present at a special meeting.

Section 6. Vacancies

Any vacancy occurring on the DCSRA Executive Board, shall be filled with a DCSRA member elected by a majority of the Executive Board. The President shall appoint three members of the DCSRA to serve as a Nominating Committee. This Committee shall present a slate of one or more nominees for the DCSRA Executive Board. The member so elected shall serve until the next election scheduled for that position (Section 4). In the event of a vacancy in the office of President, the VP for Finance and Fundraising shall act as President until the election is held. Any Executive Board member running for public office shall resign prior to announcing their candidacy.

ARTICLE V

MEETINGS

Section 1. There must be at least six (6) regular DCSRA meetings with no more than two (2) months between meetings in each calendar year. Executive Board meetings shall be held monthly with cancellations authorized by the President.

Section 2. The President, with the concurrence of the Executive Board, shall set the time and place of all regular DCSRA and Executive Board meetings.

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Section 3. Special meetings may be called by the President or by a majority of the Executive Board, or by 25% of the membership of the DCSRA.

Section 4. Notice of the DCSRA meetings shall be announced through media releases, e-mail, the DCSRA web site and/or telephone calls at least one week prior to the meeting.

Section 5. Meetings will be conducted in accordance with these Bylaws and Robert's Rules of Order.

Section 6. At DCSRA meetings, a majority of the members present shall constitute a quorum for the purposes of passing any motions that require voting. At Executive Board meetings, six members shall constitute a quorum.

ARTICLE VI

COMMITTEES

Section 1. There shall be the following standing committees:

- a.** Membership and Recruitment
- b.** Fundraising
- c.** Program
- d.** Nominating
- e.** Bylaws
- f.** Publicity
- g.** Voter Outreach

Section 2. Ad Hoc Committees may be created by the President for special purposes.

Section 3. Descriptions of standing committees are attached to these bylaws.

ARTICLE VII

BYLAWS

Section 1. Effective date

These bylaws shall be in effect immediately upon their adoption.

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Section 2. Amendments.

Following a 30 day notice period , the bylaws, may be amended by a 2/3 vote of the members present and voting at a regular DCSRA monthly meeting.

Section 3. Review.

The Bylaws Committee shall review these bylaws at least biannually and shall recommend amendments as required.

ADOPTED AT A REGULAR MEETING OF THE DEMOCRATIC CLUB OF THE SANTA RITA AREA ON November 5, 2011

Attested to by:

President _____
Bill Maki

Secretary _____
Judy Thut

Previous Revision:

06-25-2011