

Bylaws of the 43rd District Democratic Organization

(Last Amended January 15, 2019)

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Preamble

The purpose of the 43rd District Democrats is to promote the Democratic Party and to increase participation by educating individuals about the principles, goals and candidates of the Democratic Party.

Article 1 – Name

1.1 This organization shall be known as the 43rd District Democrats.

Article 2 – Membership

2.1 “Member” means and includes any individual who (a) is a registered voter or, if under voting age, is eligible to become a registered voter within two years; (b) resides within the 43rd Legislative District; (c) themselves to be a Democrat; and (d) has paid applicable dues or is a PCO.

2.2 “Non-Voting Member” means any individual who (a) declares themselves to be a Democrat and (b) has paid applicable dues but is either not a registered voter or does not reside within the 43rd Legislative District. Non-voting Members may participate in Meetings and other events of the 43rd District Democrats but do not have the right to vote on any matter.

2.3 The effective date when an individual becomes a Member is the earliest of:

- (a) The date when his or her term of office as an Elected PCO begins;
- (b) The date when the 43rd District Democrats recommend his or her appointment as an Acting PCO or Appointed PCO;
- (c) The date when applicable dues are paid, if the individual was a Voting Member during the previous calendar year; or
- (d) Ten (10) days after paying applicable dues.

2.4 The effective date when an individual ceases to be a Member is the later of:

- (a) The date when their term of office ends; or
- (b) January 31st of the year following receipt of dues payment.

2.5 Dues are payable annually. The amount of the annual dues shall be established by and may be amended by the Membership using the procedures applicable to the adoption and amendment of the budget in [§14.2](#).

2.6 Members shall not use any title of office or identify themselves as representing the 43rd District Democrats unless authorized by the Membership or the Executive Board.

Article 3 – Precinct Committee Officers

3.1 “Elected PCO” means an individual who is elected to the office of Precinct Committee Officer pursuant to RCW 29A.80.041.

3.2 “Appointed PCO” means an individual who is appointed to the office of Precinct Committee Officer pursuant to RCW 29A.28.071. Except as otherwise provided in these bylaws, Appointed PCOs have the same rights and responsibilities as Elected PCOs.

3.3 “Acting PCO” means an individual who is appointed by the County Chair to serve as PCO in a precinct (a) that does not have an Elected PCO or an Appointed PCO, and (b) in which the individual does not reside. An individual ceases to be an Acting PCO upon the election of an Elected PCO or the appointment of an Appointed PCO for that precinct. Except as otherwise provided in these bylaws, an Acting PCO has the same rights and responsibilities as an Elected PCO.

3.4 The County Chair shall appoint Appointed PCOs and Acting PCOs as provided by state law and the bylaws of the KCDCC.

3.5 The Chair shall recommend individuals to the County Chair for appointment as Appointed PCO or Acting PCO for vacant precincts. The Chair shall not recommend any individual for appointment unless that individual has been approved by a majority of the PCOs present and voting at a Meeting, not counting abstentions. The name of any such individuals must be published at least ten (10) days before the Meeting at which approval is sought. The Chair shall submit approved recommendations to the County Chair within fifteen (15) days of approval.

3.6 No PCOs may be recommended to the County Chair or appointed between the certification of the general election in even numbered years and the Reorganization Meeting following the general election.

3.7 A precinct is deemed vacant if the Elected PCO or Appointed PCO (a) dies; (b) resigns from office; (c) ceases to be a registered voter; or (d) ceases to reside in the precinct from which the PCO was elected or appointed. The Chair shall notify the membership of any vacancies that occur by reason of the death, resignation, or disqualification of an Elected PCO or Appointed PCO.

Article 4 – Meetings

4.1 “Regular Meeting” means a regularly scheduled meeting of the 43rd District Democrats. The time and date for a Regular Meeting may be altered by the

Membership or the Executive Board. Notice of any change in the time or date of a Regular Meeting must be published at least thirty (30) days before the new meeting date.

4.2 “Special Meeting” means a Meeting other than a Regular Meeting or a Reorganization Meeting. A Special Meeting may be called by one-fourth (1/4) of the members, one-third (1/3) of the PCOs, or a majority of the Executive Board. Notice of a Special Meeting must be published at least thirty (30) days before the meeting date.

4.3 “Reorganization Meeting” means a meeting called by the County Chair for the purpose of reorganizing the 43rd District Democrats (a) in January of odd-numbered years, or (b) in a year in which the boundaries of the 43rd Legislative District are changed.

4.4 Twenty-five (25) Members shall constitute a quorum. With respect to any action requiring PCO approval, fifteen (15) PCOs shall constitute a quorum.

Article 5 – Voting

5.1 Only PCOs may vote on the approval of PCO recommendations.

5.2 Only Elected PCOs and Appointed PCOs may vote on the election of Chair, First Vice Chair, State Committeewoman, State Committeeman, Female KCDCC Delegate, Male KCDCC Delegate, Female KCDCC Alternate Delegate, and Male KCDCC Alternate Delegate.

5.3 Executive Board members, except for the Young Democrats Representative, Chair Emeritus and WSDCC Executive Board member(s), shall be elected by a majority of those present and voting, not counting abstentions. If no individual receives a majority in a round of voting, the individual receiving the fewest votes shall be eliminated from consideration in the next round of voting. On case of a tie for fewest votes, there shall be a run-off among those with the lowest vote total, eliminating the candidate receiving the lowest total I the runoff. Voting continues until an individual is elected. In the case of contested elections, voting is conducted by signed ballot.

5.4 The Young Democrats Representative shall be appointed by the Chair subject to the approval of a majority of Members present and voting at a Meeting, not counting abstentions.

Article 6 – Executive Board

6.1 The Members of the Executive Board of the 43rd District Democrats shall be

- the Chair,
- the First Vice Chair,
- the Treasurer,
- the Secretary,
- the two (2) State Committee representatives,
- the two (2) KCDCC representatives,
- the two (2) KCDCC alternates,
- the Young Democrats representative, and
- the Chairs of the six (6) Standing Committees.

6.2 Each Member of the Executive Board serve until the earliest of (a) the next Reorganization Meeting, (b) the Member’s resignation, or (c) the Member’s removal from office.

6.3 Executive Board Members shall be elected at the Reorganization Meeting or as necessary to fill a vacancy, except for the Young Democrats Representative, who shall be appointed by the Chair.

6.4 A quorum of the Executive Board shall be eight (8) Members.

6.5 The Executive Board shall establish a regular monthly meeting for the purpose of planning and directing the policies and activities of the 43rd District Democrats. Special meetings of the Executive Board may be called by a majority of its members.

Article 7 – Duties of Officers

7.1 The Chair shall (a) act as the chief executive officer of the 43rd District Democrats; (b) preside over meetings of the membership and of the Executive Board; (c) serve as a representative of the 43rd District Democrats to the KCDCC, in accordance with the bylaws of the King County Democrats; (d) make any appointments or recommendations authorized by these bylaws; (e) appoint members to perform duties as the Chair deems necessary; (f) report to the Executive Board and the membership regarding activities of the 43rd

District Democrats; (g) implement the policies of the 43rd District Democrats and the Executive Board; (h) designate another member of the Executive Board to perform the Chair's duties, if neither the Chair nor the First Vice Chair is available; (i) provide oversight and review of the 43rd District Democrats treasury and related financial documents, and (j) perform such other duties as the Chair deems appropriate.

7.2 The First Vice Chair shall (a) in the absence of the Chair, preside over meetings of the membership and of the Executive Board; (b) in the absence of the Chair, represent the 43rd District Democrats at party organization, for example; the KCDCC executive board; (c) perform such other duties as delegated by the Chair.

7.3 The Treasurer shall (a) maintain a bank or credit union account for the 43rd District Democrats; (b) receive and disburse the funds of the 43rd District Democrats; (c) maintain the financial records of the 43rd District Democrats; (d) prepare and file applicable tax reports and returns; (e) propose an annual budget to the Executive Board and Membership; (f) provide periodic written financial reports to the Executive Board and Membership; (g) serve on the Events Committee; (h) serve on the Executive Board; and (i) perform such other duties as are assigned by the Chair. Upon the election of a new Treasurer, the outgoing Treasurer and Chair.

The Deputy Treasurer shall (a) assist the Treasurer in performing the above duties as the Treasurer and/or Chair assigns (b) with the Treasurer, co-chair the Treasury Committee (c) prepare and file tax reports if the Treasurer is unable to do so.

7.4 The Secretary shall (a) keep the minutes of all meetings and all records of the 43rd District Democrats except those assigned to other Officers; (b) serve on the Communications and Technology Committee; (c) serve on the Executive Board; and (d) perform such other duties as are assigned by the Chair.

7.5 Each State Committeemember shall (a) serve as a state committeemember of the 43rd District Democrats to the WSDCC, in accordance with the bylaws of the Washington State Democrats; (b) notify the appropriate KCDCC Delegates if one or both cannot attend a meeting of the WSDCC; (c) report to the Executive Board and Membership regarding the activities, policies, and actions of the WSDCC; (d) perform such other duties as are assigned by the Chair.

7.6 Each KCDCC Representative shall (a) serve as a representative of the 43rd District Democrats to the KCDCC, in accordance with the bylaws of the King County Democrats; (b) notify the KCDCC Alternate Delegates if they cannot attend a meeting of the KCDCC; (c) report to the Executive Board and Membership regarding the activities, policies, and actions of the KCDCC; (d) serve

as the alternate state committeemembers; (e) perform such other duties as are assigned by the Chair.

7.7 Each KCDCC Alternate shall (a) serve as an alternate representative of the 43rd District Democrats to the KCDCC, in accordance with the bylaws of the King County Democrats; (b) notify the Chair if they cannot attend a meeting of the KCDCC; (c) perform such other duties as are assigned by the Chair.

Article 8 – Standing Committees

8.1 There shall be at least six (6) standing committees of the 43rd District Democrats: (a) The Elections Committee; (b) the PCO Recruitment Committee; (c) The Membership Recruitment Committee (d) the Communications and Technology Committee (e) the Events Committee; and (f) the Programs and Meetings Committee. The Executive Board may establish other standing committees and corresponding delegated authority as necessary.

8.2 The Elections Committee shall (a) organize caucuses; (b) mobilize PCOs for get out the vote activities; (c) perform such other duties as are assigned by the Chair. The Vice Chair for Elections shall chair and have chief responsibility for the Elections Committee. The Elections Committee shall consist of Members appointed by the Vice Chair for Elections.

8.3 The PCO Recruitment Committee shall (a) maintain a list of PCOs and prospective PCOs; (b) recruit and retain PCOs; (c) organize and manage PCO recruitment efforts; (d) ensure prompt and correct processing of PCO appointments (e) perform such other duties as are assigned by the Chair. The Vice Chair for Recruitment shall chair and have chief responsibility for the Recruitment Committee. The Recruitment Committee shall consist of Members appointed by the Vice Chair for PCO Recruitment.

8.4 The Membership Committee shall (a) recruit new members of the 43rd District Democrats (b) track volunteer interests of members and engage volunteers (c) Maintain a database of members (in conjunction with the Vice Chairs for Technology and PCO recruitment) (d) track attendance at 43rd District Democrats meetings and events (e) perform such other duties as are assigned by the Chair. The Vice Chair for Membership Recruitment shall chair and have chief responsibility for the Membership Committee. The Membership Committee shall consist of Members appointed by the Vice Chair for Membership.

8.5 The Communications and Technology Committee shall (a) publish any notices or information required by these bylaws; (b) prepare and distribute a periodic newsletter (c) maintain a web site; (d) maintain a member database with the Vice Chair for Recruitment; (e) conduct public relations activities; and

(f) perform such other duties as are assigned by the Chair. The Vice Chair for Communications and the Vice Chair for Technology shall co-chair and have dual chief responsibility for the Communications and Technology Committee. The Communications and Technology Committee shall consist of the Secretary and Members appointed by the Vice Chairs for Communications and Technology.

8.6 The Events Committee shall (a) organize and manage at least two annual fundraising events; (b) organize and manage other non-meeting events of the 43rd District Democrats; and (c) perform such other duties as are assigned by the Chair. The Vice Chair for Events shall chair and have chief responsibility for the Events Committee. The Events Committee shall consist of the Treasurer and Members appointed by the Vice Chair for Events.

8.7 The Program and Meetings Committee shall (a) organize and develop programs for the Meetings; (b) coordinate functions of regular and special meetings of the 43rd District Democrats, such as sign-in and set-up; (c) monitor issues of interest to the 43rd District Democrats; and (d) perform such other duties as are assigned by the Chair. The Vice Chair for Programs shall chair and have chief responsibility for the Program Committee. The Program and Meetings Committee shall consist of Members appointed by the Vice Chair for Programs.

8.8 The treasury committee will (a) work with the Events, Membership and PCO Recruitment committees to ensure Chairs and members of those committees are educated in rules of accepting donations (b) coordinate with each group to provide appropriate support fundraising events and meetings (c) will provide tools such as credit card readers to be used at such events.

Article 9 – Removal From Office

9.1 Upon petition for removal signed by at least one-third ($1/3$) of the Elected PCOs, the 43rd District Democrats shall consider the removal of the Chair. The Chair may be removed by a two-thirds ($2/3$) majority of the Elected PCOs present and voting at the Meeting, not counting abstentions.

9.2 Upon petition for removal signed by at least one-third ($1/3$) of the Elected PCOs and Appointed PCOs, the 43rd District Democrats shall consider the removal of the Treasurer, State Committeewoman, State Committeewoman, Female KCDCC Delegate, or Male KCDCC Delegate, Female KCDCC Alternate Delegate, and Male KCDCC Alternate Delegate. Any of these Officers may be removed two-thirds ($2/3$) of the Elected and Appointed PCOs present and voting at the Meeting, not counting abstentions.

9.3 Upon petition for removal signed by one-fourth (1/4) of the Members or a majority of the Executive Board, the 43rd District Democrats shall consider the removal of Vice Chair for Elections, Vice Chair for Recruitment, Vice Chair for Communications, Vice Chair for Technology, the Vice Chair for Events, Vice Chair for Programs, Secretary, Young Democrat Representative, LAC Representative, and Special Advisor to the Executive Board. Any of these Officers or members of the Executive Board may be removed by a two-thirds (2/3) majority of the Members present and voting at the Meeting, not counting abstentions.

9.4 A petition for removal must be published at least ten (10) days before the Meeting at which the removal of an Officer or member of the Executive Board will be considered.

9.5 In addition to removal under §9.3, the Chair may remove the Young Democrat Representative at his or her discretion.

Article 10 – Vacancies

10.1 In the event of a vacancy in the office of the Chair, the First Vice Chair shall perform the duties of the Chair until the election of a new Chair. A new Chair shall be elected by the Elected and Appointed PCOs at a special election at the next Regular Meeting after adequate notice is published. Notice of the special election must be published at least ten (10) days before the Regular Meeting at which the special election will take place.

10.2 Vacancies in Executive Board positions shall be filled by appointment of the Chair until a special election at the next Regular Meeting after adequate notice is provided. Notice of the special election must be published at least ten (10) days before the Regular Meeting at which the special election will take place.

10.3 Vacancies in the positions of Young Democrat Representative, LAC Representative, and Special Advisor to the Executive Board shall be filled by appointment by the Chair subject to the approval by a majority of the Membership. Notice of the appointment must be published at least ten (10) days before the Regular Meeting at which the appointment will be considered by the Membership.

Article 11 – Resolutions

11.1 Members and Non-Voting Members may propose resolutions.

11.2 Except as provided in §11.3, proposed resolutions must be submitted in writing, or electronically to the Chair and Secretary, at least fourteen (14) days before the Meeting at which the proposed resolution will be considered. Proposed resolutions must be published at least ten (10) days before the Meeting at which the proposed resolution will be considered.

11.3 Proposed resolutions that are not timely submitted or published may nonetheless be considered at a meeting if (a) the proposed resolution is submitted in writing to the Chair before the scheduled start time of the Meeting; (b) the proponent supplies at least fifty (50) copies of the proposed resolution for distribution to Members at the Meeting; and (c) two-thirds (2/3) of the Members present vote to consider the resolution.

11.4 Resolutions must be approved by a majority of the Members present and voting at the Meeting, not counting abstentions, except that proposed resolutions considered under §11.3 must be approved by two-thirds (2/3) of the Members present and voting at the Meeting, not counting abstentions.

11.5 Except for as provided in these bylaws, the 43rd District Democrats shall not consider resolutions that (a) endorse a candidate for elected office; (b) endorse a ballot issue position; or (c) censure an individual.

Article 12 – Censure

12.1 Members may move that the 43rd District Democrats censure a Member; an officer or official of the national party, state party, KCDCC, or 43rd Legislative District; an elected official or candidate that the 43rd District Democrats has previously endorsed; or any other individual. A censure is an official public statement by the 43rd District Democrats condemning, reprimanding, or disapproving of specific conduct of an individual.

12.2 Motions for censure must be submitted in writing, or electronically to the Chair and Secretary, at least twenty-one (21) days before the meeting at which the censure motion will be considered.

12.3 The Executive Board may make reports and recommendations to the Membership regarding motions for censure.

12.4 A motion for censure must be published at least ten (10) days before the Meeting at which it will be considered. In addition, the Chair or the Chair's designee shall mail notice of the motion for censure to the subject at least ten (10) days before the Meeting at which the motion will be considered.

12.5 Motions to censure must be approved by at least two-thirds (2/3) of the Members present and voting at the Meeting, not counting abstentions.

Article 13 – Endorsements

13.1 The 43rd District Democrats may endorse candidates for elected office and take positions on ballot measures. Endorsements may be revoked using the same procedures used for making endorsements.

13.2 The Executive Board shall propose, and the membership shall adopt, procedures for endorsing candidates and ballot measures. These procedures must be adopted and published at least fifteen (15) days before the meeting at which an endorsement will be considered. The procedures may require candidates to timely respond to a questionnaire as a prerequisite to endorsement.

13.3 To be eligible for endorsement, a candidate must declare as a Democrat, except for candidates running for judicial positions.

13.4 The Executive Board may make reports and recommendations to the Membership regarding endorsements, including note of a candidate's contributions to the 43rd District Democrats.

13.5 Notice that endorsements will be considered must be published at least ten (10) days before the Meeting at which endorsements will be considered.

13.6 Endorsements must be approved by at least sixty percent (60%) of the Members present and voting at the Meeting, not counting abstentions. More than one (1) candidate for the same office may be endorsed. In the event that more than one candidate is endorsed, the 43rd District Democrats may not make any monetary campaign contributions to any of the candidates for that office.

13.7 The 43rd District Democrats may not endorse any candidate prior to the start of candidate filing or a ballot measure prior to filing approved ballot language unless (a) the Membership has adopted endorsement procedures pursuant to §13.2; (b) notice is Published at least thirty (30) days prior to the Meeting at which early endorsements will be considered; and (c) the endorsement is approved by at least nine-tenths (9/10) of the Members present and voting, not counting abstentions.

Article 14 – Budget and Expenditures

14.1 No money shall be paid from the funds of the 43rd District Democrats except by bank or credit union account transaction through the Treasurer or

the Chair. No Member other than the Treasurer or Chair may incur a debt or otherwise obligate the 43rd District Democrats for the future payment of funds without approval of the Treasurer, Chair, or Executive Board. In the case that either or both the Chair and Treasurer are incapacitated, the Vice-Chair or Deputy Treasurer will assume the duties of either the Chair or Treasurer respectively, with email notice to the Executive Board, within 24 hours of learning either the Chair or Treasurer is unable to perform their duties. Membership will be notified of these special circumstances within seven days.

14.2 The Membership shall approve a budget. The budget must be adopted and may be amended by a majority of the Members present and voting at a Meeting, not counting abstentions. Notice that the adoption or amendment of the budget will be considered must be published at least ten (10) days before the Meeting at which action on the budget will be considered.

14.3 The Chair, Treasurer, or Executive Board may authorize expenditures for budgeted items.

14.4 The Executive Board may authorize non-budgeted expenditures of one hundred dollars (\$100.00) or less, except that the Executive Board, nor PCOs or Membership may not authorize any contributions to any candidate, ballot issue, or political committee, or any activity related to a Political Action Committee (PAC).

14.5 Prior to passage of the budget, the Executive Board may authorize reasonable expenditures as necessary to maintain the 43rd District Democrats.

14.6 Upon election of a new Treasurer, the outgoing Treasurer, along with the Deputy Treasurer (outgoing and incoming, if applicable) and Chair and Vice-Chair (outgoing and incoming, if applicable) shall formally transfer the treasury. This shall include a formal review of the financial books and transfer of control and access to all accounts used by the 43rd District Democrats (such as bank, merchant services, and other financial, as well as reporting databases). All shall sign a transfer document attesting to completeness of the records.

Article 15 – Miscellaneous Provisions

15.1 These bylaws shall be continuous and remain in effect until or unless modified at a Reorganization Meeting or according to 15.2.

15.2 These bylaws may be amended if: (a) approved by two-thirds (2/3) of the Elected PCOs and Appointed PCOs present and voting at a Meeting, not counting abstentions. Notice of proposed amendments to the bylaws must be published at least ten (10) days before the Meeting at which the amendment

of the bylaws will be considered, OR (b) At a Reorganization Meeting by a simple majority of the Elected PCOs present and voting, OR (c) At the first Regular Meeting following Reorganization by a simple majority of the Elected and Appointed PCOs present and voting.

15.3 These bylaws may not be suspended for any purpose.

15.4 State law, the charter and bylaws of the Democratic Party of the State of Washington, and the KCDCC bylaws shall govern in case of conflict with these bylaws.

15.5 In the event of a nominating convention, the 43rd District Democrats shall comply with the bylaws of the Democratic Party of the State of Washington.

15.6 The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the 43rd District Democrats in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the 43rd District Democrats may adopt.

15.7 The records and membership list of the 43rd District Democrats shall be made available as provided in the 43rd District Democrats’ endorsement procedures or as required by law. The records and membership list shall not be used for any other purpose, unless approved by a majority of the Executive Board, with notice to the membership.

Article 16 – Definitions

16.1 For the purposes of these bylaws and unless otherwise indicated:

- (a) “Acting PCO” shall have the meaning set forth in [§3.3](#).
- (b) “Appointed PCO” shall have the meaning set forth in [§4.2](#).
- (c) “Chair” means the Chair of the 43rd District Democrats.
- (d) “Chair Emeritus” means the former Chair who most recently served in that position.
- (e) “Communications and Technology Committee” means the committee described in [§8.5](#).
- (f) “County Chair” means the chair of the KCDCC.
- (g) “Elected PCO” shall have the meaning set forth in [§3.1](#).
- (h) “Election Committee” means the committee described in [§8.2](#).
- (i) “Executive Board” shall have the meaning set forth in [§6.1](#).
- (j) “Events Committee” means the committee described in [§8.6](#).
- (k) “KCDCC” means the King County Central Democratic Committee.
- (l) “Meeting” means a Regular Meeting, Special Meeting or Reorganization Meeting.
- (m) “Member” shall have the meaning set forth in [§2.1](#).

- (n) “Member Recruitment Committee” means the committee described in §8.4
- (o) “Membership” means the Members assembled at a Meeting of the 43rd District Democrats.
- (p) “Non-voting Member” shall have the meaning set forth in §2.2.
- (q) “Officer” means and includes the individuals described in ??.
- (r) “PCO” means Precinct Committee OfficerThe term includes “Elected PCOs,” “Appointed PCOs” and “Acting PCOs.”
- (s) “PCO Recruitment Committee” means the committee described in §8.3.
- (t) “Program and Meetings Committee” means the committee described in §8.7.
- (u) “Publish” means to disseminate information or notice to members by U.SMail or email. Information or notice is considered “published” when the communication is deposited in the U.S. Mail or sent by email.
- (v) “Recruitment Committee” means the committee described in § 9.3.
- (w) “Regular Meeting” shall have the meaning set forth in §4.1.
- (x) “Reorganization Meeting” shall have the meaning set forth in §4.3.
- (y) “Special Meeting” shall have the meaning set forth in §4.2.
- (z) “Standing Committee” means and includes the committees set forth in §8.1.
- (aa) “WSDCC” means the Washington State Democratic Central Committee.
- (ab) “Young Democrats Representative” means a member of any Young Democrats organization who resides in the 43rd Legislative District and is appointed by the Chair to serve on the Executive Board subject to the approval of a majority of the Membership.