

Constitution and By-laws

Tom Green County Democratic Club

San Angelo, Texas

REVISION WITH COMMITTEE CHANGES

Constitution and By-laws
of
Tom Green County Democratic Club

Article I — Name and Purpose

- Section 1. The name of this organization shall be Tom Green County Democratic Club, herein referred to as the "club."
- Section 2. The purposes of this club shall be:
- (1) To stimulate an active interest in governmental affairs,
 - (2) To increase the efficiency of popular government,
 - (3) To perpetuate the ideals and principles of the Democratic Party,
 - (4) To attract new members to the Democratic Party,
 - (5) To help acquaint voters and potential voters with the issues and candidates, and
 - (6) To promote the highest degree of governmental response to public needs.

Article II — Policy

- Section 1. The club shall work toward the betterment of the Tom Green County Democratic Party of the state of Texas and the national Democratic Party of the United States of America.
- Section 2. The club shall actively support by appropriate means the nominees of the Democratic Party in county, city, state and national elections.
- Section 3. The club shall endeavor to maintain contact with voters throughout the area and make them aware of the elections, candidates and voter registration.
- Section 4. The club shall be in continuous order so that it may contribute to the growth and influence of the Democratic Party.

Article III — Membership

- Section 1. The club heartily welcomes any members or supporters of the Democratic Party.
- Section 2. Each individual member in good standing with the club will have one vote.
- Section 3. The club heartily welcomes supporters of the club and the Democratic Party who do not wish to become members. These supporters shall not have a vote in the club's business.

Article IV — Dues and Non-payment of Dues

- Section 1. A modest membership fee shall be charged annually at the discretion of the club. The dues shall be due on the anniversary month in which a member joined during the current year.
- Section 2. The amount of the next year's annual dues shall be determined by the club membership within 60 days prior to January 1 of the upcoming year.
- Section 3. Any memberships to the club may not be sold or transferred to any other individual or organization.

Article V — Meetings

- Section 1. Meetings of the club membership shall be held on a regular basis in Tom Green County, on the first Monday of each month unless it falls on a major holiday. In

- the event of a holiday, the meeting shall be moved to the next available Monday.
- Section 2. Cancellation of any meeting shall be decided by a majority vote of the membership attending the prior meeting.
- Section 3. Special meetings of the club may be called by one or more of the executive officers or board of directors provided an ample notice is given to the membership in writing within 72 hours prior to the meeting.
- Section 4. A meeting of the executive committee and the board of directors shall be held not less than seven days prior to the regular scheduled meeting. Five members shall constitute a quorum.
- Section 5. Social functions shall not be considered as regular club meetings; however, social functions may be held after a business meeting provided the business meeting has conducted all business and adjournment has been declared. The membership is to be notified in writing that a business meeting is to be held in conjunction with a social function.
- Section 6. All of the club membership is to be mailed notification of any meetings except special meetings (see Section 3), not less than five days prior to the meeting, and notice shall be in writing.

Amended March 6, 1989 — Article V, Section 6

- Section 7. A hospitality committee will serve by calling members to remind them of upcoming meetings and by greeting members and visitors at meetings. The hospitality committee will also serve to organize social gatherings.

Article VI — Voting Rights

- Section 1. The voting procedures for all club matters shall be only one voter per individual membership.
- Section 2. There shall not be any voting by proxy.
- Section 3. Except as otherwise stated herein or in any amendments hereto, the vote by a majority of the members present and voting shall be the act of the membership.

Article VII — Officers of the Club

- Section 1. The affairs of the club shall be managed by its officers, which shall consist of a president, a vice-president, a secretary, a parliamentarian, a treasurer and a board of directors consisting of seven members. The immediate past president shall be an ex-officio to the executive committee and the board of directors with no voting privileges. The parliamentarian shall be appointed by the president, but shall not be a voting member of the board.
- Section 2. The president, vice-president, secretary, parliamentarian and treasurer shall be considered the executive committee.
- Section 3. All officers of the executive committee and board of directors shall be of legal age and should be informed of the constitution and by-laws of the club, and be willing to work toward its goals.
- Section 4. Each officer of the executive committee and the board of directors of the club shall be elected for a one-year term. No officer of the executive committee or board of directors shall serve more than two consecutive terms. Terms of office are from January through December 31.
- Section 5. Only one member of a household may hold an office; however, other members of

- Section 6. the same household may serve on appointed committees, such as food, social, etc. The chairman of the Tom Green County Democratic Party shall not serve concurrently in an executive office of the Tom Green County Democratic Club.

Article VIII — Nominations of Officers and Their Elections

- Section 1. A nominating committee shall be appointed by the president in September of each year and comprise five active members of the club who are in good standing. The committee will select candidates and present them to the membership for consideration in the next year's slate of officers and board of directors. This committee shall not comprise any person on the executive committee.

- Section 2. The nominating committee shall elect a chairman and a secretary in order to conduct its business.

Amended November 2, 1987 — Article VIII, Section 1 and Section 2

- Section 3. The term of the committee shall expire when the officers and board of directors are elected for the upcoming year.

- Section 4. All members of the club shall be informed at the October meeting of the slate of officers and board of directors selected by the nominating committee to be presented at the November meeting for election.

- Section 5. Election shall be by secret ballot.

- Section 6. Nominations by the membership may be made from the floor to place names in nomination for an office.

- Section 7. Officers shall be elected by a majority of the votes cast. In the event no person nominated for an office receives a majority vote, a run-off shall be held immediately. The two candidates with the most votes shall be entered in the run-off election, and the winner of the majority of the votes cast in the run-off election shall be the winner.

- Section 8. In the event of a vacancy in office before the expiration of a term, the remaining officers of the executive committee and board of directors shall nominate a replacement. The membership shall be notified of the necessity for an election to fill a vacant office and the name of the person nominated at least seven days prior to the meeting held to elect the new officer. The election to fill a vacant office must be held with 45 days from the date the executive committee and board of directors were notified of the vacancy.

- Section 9. An officer of the executive committee or board of directors may be removed by a vote of 2/3 of the members present and voting in the meeting in which the vote is taken. A vote to remove an officer shall not be had at any meeting unless the officer and the membership have been notified in writing 15 days prior to the election. All petitions to have an officer removed are to be presented to the executive committee and the board of directors stating the reason for such removal. The executive committee and board of directors are to advise the membership as described above of such action and put it on the agenda for action to be taken at a membership meeting.

Article IX — Duties of the Officers

- Section 1. The president shall:

- (1) Preside over all meetings of the membership and the executive committee and board

- of directors,
- (2) Sign the documents on behalf of the club when approved by the members, unless the club designates another officer to do so,
 - (3) Call meetings of the club whenever necessary in accordance with rules herein described,
 - (4) Have general supervision, direction and control of the affairs of the club and discharge other duties as may be required by the club.

Section 2. The vice-president shall:

- (1) Function in the place of the president in the event of the president's absence, inability or refusal to act,
- (2) Exercise and discharge such duties as may be required of the club,
- (3) Obtain any speaker for the monthly club meetings.

Section 3. The secretary shall:

- (1) Keep the minutes of all meetings of the club,
- (2) Prepare and mail notices of meetings or special meetings of the club as required by the constitution and by-laws,
- (3) Keep appropriate current records showing the names and addresses of the members of the club.

Section 4. The treasurer shall:

- (1) Receive all funds for the club and deposit in such bank(s) as the club may direct,
- (2) Be responsible for and supervise the maintenance of books and records to account for funds and other club assets,
- (3) Disburse and withdraw funds as the club may direct from time to time and in accordance with prescribed procedures,
- (4) Prepare financial reports for the club to be given at each regular meeting of the club.

Section 5. The parliamentarian shall:

- (1) Maintain order according to Robert's Rules of Order and the club's constitution and by-laws at club meetings.
- (2) Maintain decorum at club meetings.

Article X — Disbursement of Funds

Section 1. The checking accounts or savings accounts shall be in Tom Green County.

Section 2. By a majority vote of the membership present and voting at any meeting of the club, the club may authorize the treasurer to spend club funds which will further the goals and objectives of the club and the Democratic Party.

(Section 3. During the interim between regularly scheduled meetings of the club, the executive committee and board of directors, by a majority vote at a scheduled meeting of the same, may also authorize the disbursement of club funds above the cost of normal operating expense of the club, not to exceed \$350 to further the goals and objectives of the club and the Democratic Party.

Amended June 3, 2002 — Article X, Section 3 [previously unrecorded])

Article XI — Sanctions Against a Member

(Section 1. The purpose of the Democratic Club is to promote the Democratic Party and Democratic candidates. Any endorsement of another party's candidate is strongly discouraged but does not constitute a sanction by the club. Any member filing for

office as a candidate for another party shall have his or her name deleted from membership in the Tom Green County Democratic Club.

Amendment given without date [1999?]

- Section 2. Sanctions may be imposed by the membership with a 2/3 vote of the membership present and voting at a properly notified meeting.
- Section 3. All petitions for sanction against a member must be presented to the executive committee and the board of directors to be put on the meeting agenda. The person on whom a sanction is being imposed must be notified in writing no less than seven days prior to the meeting of the club at which his or her name is being presented.
- Section 4. Sanctions may be in the following forms:
- (1) Cancellation of membership,
 - (2) Removing any voting privileges for a period of time.
- Section 5. If any member is sanctioned, the dues shall not be refunded.

Article XII — Amendments to the By-laws

- Section 1. A proper amendment to the by-laws shall be submitted to the executive committee and the board of directors to be put on the agenda at the next regularly-scheduled meeting.
- Section 2. A written notice of the by-laws proposed amendment shall be given to the membership seven days prior to the meeting.
- Section 3. Amendments to the by-laws shall require a 2/3 vote of the members present and voting at the club meeting.

Article XIII — Dissolution

- Section 1. In the event of dissolution of the club, all monies which have been collected and remain on hand, as shown on the treasurer's current records, shall be prorated to the membership as shown on the secretary's membership list.

Adopted January 5, 1987

Revised October 6, 2010