

Bylaws of Southern Brazoria County Democrats

I. NAME

This organization shall be officially named THE DEMOCRATIC CLUB OF SOUTH BRAZORIA COUNTY, and be commonly known as THE SOUTH BRAZORIA COUNTY DEMOCRATS.

II. PURPOSE

The purpose of The Democratic Club of South Brazoria County is to: (1) promote the ideas and beliefs of the Democratic Party platform; (2) promote the Democratic Party in Brazoria County by recruiting candidates for public office and encouraging participation in party affairs; (3) raise money to support Democratic candidates; (4) raise public awareness of current and pending issues by disseminating information and holding public forums; and (5) increase the visibility and image of the Democratic Party through public service activities.

III. MEMBERSHIP

Membership is open to all registered voters.

- A. Members of The Democratic Club of South Brazoria County agree to support the candidates of the Democratic Party.
- B. To vote on any issue or participate in debate, a member must be current on his dues and have attended a minimum of 2 meetings during the prior 12 months.

IV. DUES

All members are required to pay dues.

- A. Annual membership dues shall be established at a regular meeting by approval of a majority of the membership present and voting.
- B. Payment of dues will be required by the end of November each year. New members paying dues from September 1st will receive credit for the following year.
- C. Dues will be used only for operating expenses and to promote the Brazoria County Democratic Party.

V. ORGANIZATION

The Democratic Club of South Brazoria County will be led by an Executive Committee elected by the membership.

- A. The Executive Committee will consist of the President, Vice-President, Secretary, Treasurer, Parliamentarian, Historian, Sergeant-at-Arms, a Photographer, and four (4) Regional Directors.

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- B. Four (4) Regional Directors will be elected to represent the following areas.
 - a. Freeport, including Oyster Creek, Surfside, and Jones Creek
 - b. Clute, Lake Jackson, and Richwood
 - c. Angleton
 - d. West of the Brazos, including West Columbia, Brazoria, Sweeny

At the discretion of the membership, and in the absence of a willing candidate to serve from any one of the above stated regions, a candidate from any region may be nominated and elected to serve in the vacant Regional Director position.

- C. Any expenditure of \$300.00 or less in value, or 10% or less of the Club's current bank balance (whichever is less), necessary for organizational operation or special events, may be approved by consent of any two officers, without formal approval of the membership. Receipts must accompany all expenditures and requests for reimbursement, and any such payments must be reported and identified in the Treasurer's report given at the subsequent Club meeting.
- D. Any press release or public statement made on behalf of The Democratic Club of South Brazoria County must be approved by no less than 3 members of the executive committee.

VI. RESPONSIBILITIES OF OFFICERS

- A. The President will facilitate meetings of the organization and provide an agenda for distribution to the membership at least 3 days before any regularly scheduled meeting. The President will act as a Representative of the organization in connection with the Brazoria County Democratic Party and all other Democratic organizations.
- B. The Vice-President will preside in the absence of the President. Should the office of President become vacant, the Vice-President will assume the office of President for the remainder of the unexpired term. Under such circumstance, the Executive Committee will appoint a member to serve as Vice-President until the next election. In addition, the Vice President will be responsible for the coordination of Precinct Chair meetings, Voter Registration and GOTV/get-out-the-vote activities.
- C. The Secretary will be responsible for preparing minutes of the meetings, correspondence for the club, maintaining a current list of members and meeting attendance, and notifying members of the time and place of meetings.
- D. The Treasurer will maintain a financial record, make approved expenditures, and present the club with a written financial report monthly or as required by the Executive Committee. The Treasurer will be responsible for collecting dues in a timely manner, and recording of dues and donations. The Treasurer's responsibilities include filing all appropriate forms with the state.
- E. The Parliamentarian is to be expert in Robert's Rules of Order and the proper procedures for the conduct of meetings of deliberative assemblies. The

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Parliamentarian will assist in the drafting and interpretation of bylaws and rules of order, and the planning and conduct of meetings.

- F. The Historian will keep a record of the club's accomplishments and activities for the year. The Historian will collect items such as pictures and news clippings about the club and its members, and catalog all minutes and reports for review.
- G. The Sergeant-at-Arms will take attendance and record membership eligibility.
- H. The Photographer will attend events and monthly meetings, be a standing member of the social outreach committee and be responsible for providing images for our digital presence.
- I. Each Regional Director shall actively seek candidates, including Precinct Chairs, from the candidate's respective area, will coordinate with the education committee to provide information regarding governmental affairs in his or her region, and shall act in an advisory capacity to the executive committee.
- J. Should any officer fail to fulfill his responsibilities he may be removed from the position as follows.
 - a. A motion to remove the officer may be made at any meeting and will be treated as any other motion made under Robert's Rules of Order.
 - b. If the motion passes, that information must be conveyed in writing to every member in good standing. This notice will also announce that a vote on the removal will be taken at the next called or regular meeting.
 - c. The officer will be given an opportunity at that meeting to show cause as to why the officer should not be removed. A vote of the majority of the members present at this meeting is necessary to effect a removal.
- K. Should any position on the Executive Committee become vacant, the Executive Committee will appoint a member to serve until the next election.
- L. The Treasurer's Report, Meeting Agenda, Previous Minutes, and all Committee minutes will be distributed via email to the membership a minimum of 3 days prior to any regularly scheduled meeting. A limited number of printed copies will be available at the meeting for those who do not receive email.

VII. ELECTIONS

- A. Officers serve a two-year term with elections occurring in January of odd numbered years.
- B. All elections will be decided by a majority of the eligible members present and voting.

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- C. The President will appoint a Nominating Committee consisting of three (3) members. The Committee will be appointed in September of even numbered years and will present a list of candidates at the November meeting.
- D. To be eligible to be nominated the nominee must be with good standing with the party. Nominations may also be made from the floor at any time before the election.
- E. Elections will be held at the January meeting of odd numbered years. New officers will assume their duties immediately following that meeting.

VIII. MEETINGS

- A. Regular meetings of The Democratic Club of South Brazoria County will be held monthly.
- B. The Executive Committee may cancel meetings at its discretion provided the membership is notified.
- C. The Executive Committee may call special meetings as needed, provided attempts are made to notify all members.
- D. A Quorum for the conduct of official business shall consist of no less than 51% of the executive committee.
- E. Meetings will follow Robert's Rules of Order and adhere to the agenda.
- F. During the conduct of new and old business, members in good standing may address the club after being recognized by the chair for the allotted time set at the beginning of the meeting.
- G. At the close of business, the chair at its discretion may open the floor for comments from non-members. Non-members will restrict their comments to the time allotted by the chair.

IX. COMMITTEES

The President shall preside over committee elections

The creation of a committee can be made by any eligible member.

Standing committees are Membership, Volunteers, Finance, Education, Social Outreach and Rules and Ethics.

- A. Membership - This committee will work to increase community awareness of the democratic south club and organize meeting locations and dates

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- B. Volunteer – This committee will keep an active database of all volunteers and direct the efforts to help event coordinators.
- C. Finance – This committee will be responsible for fundraising and budget.
- D. Social Outreach - This committee will be responsible for maintaining a presence online for the South Club. This committee will share communications of all activities with the Brazoria County Democratic Party communications team.
- E. Education and Action - This committee will inform the body of any legislative actions.
- F. Rules and Ethics - This committee will receive requests to discuss and review changes or an amendment to the bylaws, in addition to the responsibility of reviewing each candidate before the party openly supports him.
- G. Ad Hoc committees may be created as needed.
- H. Committees will be chosen from the general membership.

X. AMENDMENTS

These Bylaws may be amended by a two-thirds majority of the members present and voting. Proposed changes must have two (2) readings at consecutive regularly scheduled meetings before being voted upon at the next regular meeting. The revised Bylaws will become effective immediately upon approval.

Effective Date

These bylaws were accepted by the club on the 27th day of May, 2017 and became effective immediately.

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Appendix A

Loss of Privileges

A member The Democratic Club of South Brazoria County may lose the privileges of membership for any one of the following reasons:

1. Failing to pay dues within the prescribed time.
2. Creating a disturbance at meetings by failing to observe the established rules for participating in debate or discussion.
3. Pursuing a personal agenda which is contrary to the objectives of the club.
4. Pursuing personal actions which tend to bring discredit upon the club or any of its members.

Suspension of privileges follows these actions.

a. A motion to consider suspending the privileges of membership may be made at any meeting and will be treated as any other motion made under Robert's Rules of Order.

b. If the motion passes, that information must be conveyed in writing to every member in good standing. This notice will also announce that a vote on the suspension will be taken at the next called or regular meeting.

c. The member will be given an opportunity at that meeting to show cause as to why he/she should not be suspended. A vote of the majority of the members present at this meeting is necessary to effect a suspension.