

BYLAWS OF THE RIO VISTA DEMOCRATIC CLUB

ARTICLE 1: NAME

- 1.01 The name of this organization shall be the Rio Vista Democratic Club (hereinafter referred to as RVDC).
- 1.02 All references to RVDC denote general membership.
- 1.03 All references to the Executive Board denote Officers and Members-at-Large, hereinafter referred to as the Board.

ARTICLE 2: PURPOSE

- 2.01 The purpose and/or mission of RVDC shall be to promote the goals and values of the Democratic Party in this area, and to encourage active and effective participation of local Democrats, build membership, and support voter registration.
- 2.02 Work with the California Democratic Party and the Solano County Democratic Central Committee to elect Democrats to local, County, State, and Federal positions.

ARTICLE 3: AFFILIATION

- 3.01 The RVDC is chartered by and affiliated with the Solano County Democratic Central Committee (hereinafter referred to as the Central Committee) and was duly chartered by the Central Committee on 7/01/2004.
- 3.02 RVDC complies with the Bylaws of the Central Committee and the California Democratic Party, as they apply to fully-chartered local affiliates.
 - a) The Chairperson of the RVDC is the designated person required to attend Central Committee meetings. The Central Committee requires an alternate authorized to vote. In the absence of the Chair, the named alternate will follow the rank order of the Board.
- 3.03 The RVDC may apply for membership in the California Democratic Council with approval of a majority vote of the RVDC present.
- 3.04 The RVDC shall be represented at meetings of the Central Committee and any meetings at which it may be entitled to membership, including meetings of the California Democratic Council. A person may serve as representative

to more than one outside body if the RVDC Board approves.

ARTICLE 4: MEMBERSHIP

- 4.01 Membership shall be open to all registered Democrats. Members shall be considered active upon payment of prescribed dues. There shall be no limit to the number of members.
- 4.02 All active members of the RVDC shall have the right to make, debate, and vote on motions brought before the membership, and to be elected as officers of the RVDC.
- 4.03 Membership dues shall be due annually. The amount of dues may be changed by a majority vote of the members present at a regular RVDC meeting.
- 4.04 Any member more than three months behind in paying dues may lose membership status. Membership shall be revoked if a member resigns, or is expelled for cause. Members may be expelled for cause by a unanimous vote of the Board for the following reasons:
- Continued disregard for and abuse of these Bylaws and/or Standing Rules of the RVDC;
 - Interference with the authorized activities of the elected Board, or committees of the RVDC;
 - Using their position as a member of the RVDC to advocate against the election of a Democratic nominee for any partisan office or to advocate for the election of a candidate opposed by a Democratic nominee for partisan office;
 - Engaging in public behavior deemed contrary to the interests of the RVDC or the Democratic Party;
 - Affiliates with, or registers to vote as a member of, another political party.

ARTICLE 5: EXECUTIVE BOARD

- 5.01 The Board shall consist of the elected officers and elected members-at-large, who shall be the voting members.
- 5.02 The Board shall have general supervision of the affairs of the RVDC between RVDC meetings, shall develop the agenda for RVDC meetings, shall make recommendations to the RVDC, and shall perform such other duties as may be specified by the Bylaws or directed by the RVDC. The Board shall be subject to the direction of the RVDC, and none of its acts shall conflict with

actions taken by the RVDC.

- 5.03 The Board shall meet monthly, subject to change as needed.
- 5.04 Emergency meetings of the Board may be called by the Chair, or by any two Board members, provided notice of at least twenty-four hours is given to all members of the Board.
- 5.05 The Chair shall preside at all meetings of the Board, or in the absence of the Chair the ranking RVDC officer present shall preside. The Secretary, or in the Secretary's absence any person appointed by the Chair, shall serve as secretary of the Board.
- 5.06 All Board meetings shall be open to members, and all minutes of the Board meetings shall be available for inspection by any RVDC member.
- 5.07 Any elected Board member unable to fulfil their duties may be removed by the Board with two-thirds of those present and voting agreeing to the removal.

ARTICLE 6: OFFICERS

- 6.01 The RVDC shall have at least four officers. The officers, in rank order, shall be Chair, Vice Chair, Treasurer, and Secretary. Seven Members-at-Large shall be nominated and elected by the Board. The Officers and Members-at-Large shall serve as the Board. Board Members shall serve without compensation, except they may be reimbursed for necessary expenses.
- 6.02 Assistants to the Treasurer and Secretary may be appointed by the Chair with the consent of the Board.
- 6.03 Alternates may be assigned to any Officer position for a specific purpose.
- 6.04 An annual election of Officers shall be held each year in May.
- The voting process shall be conducted in a manner consistent with the rules and bylaws of Democratic Party's federal, state, and local election rules and regulations.
 - The current Board shall appoint a Nominating Committee at least two (2) months prior to the election.
 - Nominations for election of officers shall be submitted to the Nominating Committee one (1) month prior to the election. All paid members have the

right to nominate and vote for RVDC Officers.

- Elected officers agree to serve until the next annual election.
- The Board may vote to bypass the stated annual officer election process in uncommon circumstances, as deemed warranted for the good of the RVDC. If the Board does vote to do this, it shall be put to a vote by a quorum of those paid members present at an advertised meeting.

6.05 If the Chair vacates the office, the Vice Chair shall assume the position of Chair, and the Board shall appoint a Vice Chair to serve until the next annual election.

6.06 The Chair or designee shall:

- Preside at all meetings of the RVDC and Board;
- Represent the RVDC at all appropriate civic and community functions;
- Serve as RVDC's spokesperson;
- Represent the RVDC at all monthly meetings of the Solano County Democratic Central Committee (SCDCC).

6.07 The Vice Chair shall assist the Chair in performance of his or her duties, and shall perform such other duties as agreed to by the Chair and Vice Chair.

6.08 The Treasurer shall:

- Be the chief financial officer of the RVDC
- Be responsible for all monies and financial records of the RVDC
- Maintain all state-mandated financial and campaign finance records and file reports in a timely fashion;
- Dispense funds only with the approval of the Board, or in extenuating circumstances with approval by the Chair, in accordance with adopted RVDC Standing Rules;
- Submit a written report at Board meetings.

6.09 The Secretary shall:

- Record all minutes of the RVDC Board meetings and make copies of the same available to members within two (2) weeks of the meeting;
- Be responsible for notifying all members of RVDC meetings;
- Be responsible for all official RVDC correspondence;
- Be the custodian for the charter, Bylaws, and other legal records of the RVDC; and,
- Such other duties as may be assigned by the Chair or the RVDC.

- 6.10 The Chair may appoint RVDC members to serve in other capacities, as needed.
- 6.11 The RVDC may elect such other officers as may be deemed necessary from time to time to conduct RVDC business.

ARTICLE 7: MEETINGS

- 7.01 Regular meetings of the RVDC shall be held at least four (4) times per year, the date, time, and location to be determined by the Board.
- The Board may choose to cancel or re-schedule any regular meeting that conflicts with a holiday or important political event.
 - Additional meetings may be scheduled by the Board as needed.
- 7.02 A majority of the paid membership present shall constitute a quorum.
- 7.03 At least seven (7) Board members must be present for an official meeting of the RVDC.

ARTICLE 8: COMMITTEES

- 8.01 The RVDC shall establish standing committees, specifically:
- Awards and Scholarships
 - Bylaws and Standing Rules
 - Event Planning
 - Membership/Outreach/Voter Registration.
 - Communication/Publicity
 - In addition, ad hoc committees may be established by the Board.
- 8.02 The duties and responsibilities of the standing committees, in addition to those contained in these Bylaws, shall be determined in Standing Rules as adopted by the RVDC.
- 8.03 Each Committee shall:
- Meet as needed
 - Establish relevant goals and activities
 - Keep minutes of meetings and activities
 - Submit a written report to the Board monthly
- 8.04 Committee meetings shall be open to Board members.

ARTICLE 9: ENDORSEMENTS

- 9.01 Any endorsement of candidates shall be in compliance with the Solano County Democratic Central Committee (SCDCC) rules and regulations, as well as state and federal law.

The Board shall consider Central Committee endorsements. However, the RVDC shall retain the right to hold a membership vote on who to endorse when there are multiple Democratic candidates. The minimum threshold for endorsement in a race with multiple Democratic candidates is two-thirds of the members present and voting.

Under no circumstances may the RVDC consider the endorsement of a candidate for public office who is not registered with the Democratic Party, except of non-partisan races, as noted herein.

- 9.02 The RVDC shall reserve the right to make endorsements in non-partisan offices under such rules as it may adopt, provided that every registered Democrat seeking that office be given a fair opportunity to seek the RVDC's endorsement. The RVDC is under no obligation to make any endorsement in a non-partisan election at any time.
- 9.03 The RVDC Board shall reserve the right to make no endorsements.

ARTICLE 10: PARLIAMENTARY AUTHORITY

- 10.01 The RVDC shall be subject to all relevant provisions of National, State, and the Solano County Democratic organization Bylaws.
- 10.02 Bylaws and Standing Rules adopted by the RVDC membership shall follow the current edition of Roberts Rules of Order.
- 10.03 Seven (7) days' notice must be given to the RVDC membership before the RVDC adopts any changes to the current Bylaws. Approval will be by a majority of those voting members present.
- 10.04 A Parliamentarian may be appointed by the Chair, with responsibilities to:
- Ensure Roberts Rules of Order are followed;
 - Advise on policy and procedures;
 - Ensure Bylaws and Standing Rules are followed.

ARTICLE 11: AMMENDMENT AND REVISION OF BYLAWS

- 11.01 Revision of these Bylaws shall occur only upon the recommendation of a special committee formed for the purpose of reviewing the Bylaws. A two-thirds vote of RVDC membership, within a defined time period, shall be required to adopt a revision. If two-thirds of the voting membership does not return a vote within the defined time period, then the Board shall have the authority to accept or reject the Bylaws and any amendments as revised.
- 11 .02 Proposed amendments to these Bylaws must be submitted to the Board in writing, and no amendment may be adopted at a meeting in which it is proposed.
- 11 .03 Any proposed amendment must be e-mailed or mailed to all members at least seven days prior to the next RVDC meeting.

Adopted: March 3, 2018
(Date)

Certified By: Kathryn L. Querry
(Signature of Secretary)

Kathryn L. Querry
(Type Name (Secretary))