

CONSTITUTION OF THE CITY OF ALAMEDA DEMOCRATIC CLUB

Last Amended — NOVEMBER 9, 2011

Article I: NAME

The name of this organization shall be the City of Alameda Democratic Club.

Article II: PURPOSE

The purpose of this organization shall be to support the principles, interests and candidates of the Democratic Party; to coordinate with the official Party organization and chartered clubs; and to maintain continuous year-round activity on behalf of Democrats.

Article III: MEMBERSHIP

Any registered Democrat who is willing to support the purpose of this club, as set forth above, may become a member upon paying dues as provided in the Bylaws. She or he shall remain a member until resigning or until becoming ninety days delinquent in payment of dues.

Article IV: OFFICERS

Section 1 – Standing Officers

The elected officers of this organization shall be President, Vice President in charge of Activities, Vice President in charge of Programs, Secretary, and Treasurer, each of whom shall serve a one-year term. Officers will assume their duties the first day of January each year. The President, with the approval of the Executive Board, shall fill vacancies in any office through appointment, except that when there is a vacancy in the office of President, the Vice President in charge of Activities shall succeed to the office of President.

Section 2 – Duties of Standing Officers

a) The President shall:

- Plan and call the regular and special meetings of the club and executive board.
- Preside at all meetings called.
- Be an ex-officio member of all committees.
- Represent the club at Democratic function.
- Appoint the chairpersons of each standing committee.

b) The Vice-President in charge of Activities shall:

- Assume the duties of the President upon request or in the absence of the President.
- Supervise the planning of all fundraiser and activities.

- c) The Vice-President in charge of Programs shall:
 - Supervise the planning of monthly and special programs.
- d) The Secretary shall:
 - Be responsible for recording the minutes of each general and executive committee meeting.
 - Distribute the minutes from each meeting within two weeks.
- e) The Treasurer shall:
 - Receive and disburse funds subject to the limitation set by the Executive Board and Membership.
 - Provide a financial report to the Executive Board and at general meetings.
 - Comply with all state and federal laws regarding political finance disclosure and reporting requirements.
 - Prepare an operational budget at the beginning of each calendar year, to be approved by the Executive Board.

Article V: EXECUTIVE BOARD

The Executive Board of this organization shall consist of the elected officers, the immediate past President, and the chairpersons of the standing committees provided for in the Bylaws.

Article VI: AFFILIATIONS

It is the intent of this organization to retain its official charter from the Alameda County Democratic Central Committee.

Article VII: ENDORSEMENTS

The organization shall support the nominees and interests of the Democratic Party. Endorsements of candidates by the City of Alameda Democratic Club may take place only at a regular club meeting and after the close of the filing date. The vote will be conducted according to procedures as defined in the Bylaws.

The club may endorse registered Democrats in any election, including a primary. In elections subject the State's open primary law, the club may endorse in any primary election before the close of filing where the California Democratic Party itself permits an endorsement prior to the close of filing.

Article VIII: FINANCES

Section 1: Prior to opening a campaign headquarters, a budget for campaign expenditures must be approved by the Executive Board.

Section 2: And audit shall be made as soon as possible after the close of the calendar year, and/or following a change of treasurer. The President shall appoint two

members of the club to conduct the audit. The auditors will make a report of their findings to the Executive Board.

Article IX: AMENDMENTS

This constitution may be amended as follows: The resolution asking for an amendment shall be introduced from the floor in written form as a petition signed by at least five members of this organization. A notice of the proposed amendment shall be mailed to each member at least one week prior to the next regular meeting. A two-thirds affirmative vote of the members present and in good standing is required for passage.

Article X: MEETINGS

Regular and special meetings shall be held as prescribed in the Bylaws, providing that at least six regular meetings are held in each calendar year.

Article XI: BYLAWS

This organization may adopt or amend such Bylaws as it deems necessary by majority affirmative vote of the membership, after due notice as required in Article IX for amendments, or by a unanimous vote of the Executive Board.