



**West Houston Democrats  
By-Laws  
Revised 9/17/05**

**Article I**

The name of this organization shall be the West Houston Democratic Club, also known as the West Houston Democrats.

**Article II**

The West Houston Democrats is a social, grassroots and working organization which has the following objectives and purposes:

To serve the Democrats of the West Houston Area;

To inform the citizens of the West Houston area of important political issues affecting them;

To expand the Democratic voter base and finding and supporting Democrats who run for elective office;

To communicate amongst like-minded Democrats; and

To provide opportunity for voters to get involved in promoting the values of the Democratic Party.

This organization will work to support all Democrats in Primary Elections, yet will not assist any individual who is not a Democrat but who is attempting to influence and convince the voting public to the contrary.

No member of this organization may use the organization name to promote the candidacy of any person not endorsed by the organization.

The organization endorses all Democratic members in the General Election unless 80% or more of the membership petition or vote to withhold endorsement of any candidate(s) by ballot at a general membership meeting.

### **Article III**

All persons who are Democrats and/or are interested in the Democratic Party and its principles are eligible for membership in the organization. Such membership shall consist of all persons who have paid their dues for the year, which persons shall be considered members in good standing. Dues shall be payable for a period of twelve months from date of payment and are as follows:

Membership - \$20 per year; Sponsor - \$50 per year; and Sustaining - \$100 per year.

Household Membership - add \$10 for each additional household member.

The organization shall have the right to assess dues by appropriate action and the right to raise, lower or waive such dues as necessary.

Members may be expelled after prior notice for advocating views and/or conduct not in the best interest of the organization and Democratic Party by an 80% vote of all members in good standing. This action shall be deemed final. The member in question shall have the right to appeal to the members in good standing at a meeting called by written notice, at which 80% of members in good standing must be present to hear such appeal. Action taken at said meeting by a majority vote thereof by ballot shall be final.

### **Article IV**

The organization shall have the following officers: President, Vice-President, Secretary, Treasurer, Parliamentarian and an Executive Board that shall consist of elected officers and Precinct Chairs that are members in good standing.

To be eligible to serve as an officer, a person must be a member in good standing at filing. The term of the office shall be one year with each term to begin June 1 and end the following May 31. Individuals expressing a desire to run for office shall file with the Secretary at or before the April meeting. Elections shall be held at the regular May meeting of the organization.

If the President is temporarily unable to fulfill his/her duties, the Vice-President shall fulfill these duties until the President is able to resume the activities. Permanent vacancies shall be filled for any unexpired term by election by members present and voting at a regular meeting.

## **Article V**

- A. The President shall preside at all meetings and be the official spokesperson for the organization. The President shall also have the powers and authority, as more fully set out in Article IX, for the creation, administration and overseeing of the organization's committees. The President or a person designated by the President shall have the power to call special meetings. The President or a person designated by the President shall be the official spokesperson at all official meetings or gatherings with other Democratic organizations, Democratic officeholders, and/or candidates seeking office.
- B. The Secretary shall keep the minutes of all meetings and report those minutes at the next scheduled meeting. Minutes of all prior meetings may be available to the members in good standing upon receipt of a written request. The secretary shall make such records available to the officers if requested.
- C. The Treasurer shall receive and deposit all monies of the organization and shall record all financial transactions and report them to the President and Vice-President on a monthly basis, to the general membership of a quarterly basis and as required by law. The Treasurer shall present a written statement of cash receipts and disbursements at general membership meetings.
- D. The Parliamentarian shall keep order at the meetings using Robert's Rule of Orders to insure proper parliamentary procedures are maintained during all meetings. The Parliamentarian will ensure that a quorum is present before any club business is conducted.

## **Article VI**

The Executive board of this organization shall be comprised of the elected officers and all Precinct Chairs who are members in good standing of the organization. The Executive Board shall only meet as a board and no individual member of the Executive Board other than the President or a designee of the President shall have the power to act on behalf of the organization without approval of the organization. All powers of the organization shall be exercised by the Executive Board or under its authority, and the business and affairs of the organization shall be controlled by the Executive Board, subject to such limitations as are imposed by these By-laws.

The members of the Executive Board shall serve under the provisions of these By-laws.

The entire Executive Board or any individual member may be removed from office with cause by vote of an 80% majority of all members in good standing.

There shall be at least two (2) regular Executive Board meetings each year.

Special meetings of the Executive Board for any purpose shall be called at any time by the President or fifty-one percent (51%) of the voting members of the Executive Board. Written notice of the Special Meeting, stating the time and general purpose of the meeting, shall be sent to all other members of the Executive Board no later than the ten days before the day appointed for the meeting.

The President or in the President's absence any member of the Executive Board selected by those members present, shall preside at the meeting of the Executive Board. The Secretary of the organization, or in the Secretary's absence, any person appointed by the presiding officer, shall act as Secretary of the Executive Board.

## **Article VII**

Regular meetings of the membership shall be held the third (3<sup>rd</sup>) Saturday of a month at a location chosen by the organization at least nine (9) times a year.

Special meetings of the membership for any purpose whatsoever may be called at any time by the President or by the Executive Board, or by twenty (20) or more members who are in good standing, providing however, that at least ten percent (10%) of the members in good standing shall be required to call a special meeting. Notice of a special meeting shall be given to all members in good standing in at least the preceding two monthly meetings.

Twenty percent (20%) of the members in good standing present at any meeting shall constitute a quorum for the transaction of business. Once the presence of a quorum has been confirmed, business may continue despite the failure to maintain a quorum during the remainder of the meeting.

Only members of voting age in good standing listed as member on the membership records of the organization on the record date shall be certified to vote at such meeting(s). The record date shall be the date of the meeting. Each member is entitled to one vote for each elected position. Voting for the election of officers shall be by ballot, unless the membership determines that

another method is necessary for the successful completion of the voting process.

For the purpose of any membership vote, every person entitled to vote may do so either in person or by proxy executed in writing by the member or his/her duly authorized representative in the ballot form provided by the organization.

No defect in the calling or notice of a membership meeting will affect the validity of any action taken at the meeting if a quorum was present provided that the minutes of such meeting are approved at a subsequent membership meeting and such approval is filed with the records of the organization and is made a part of the minutes of that meeting.

### **Article VIII**

These by-laws may be amended by a majority vote of the members in good standing present and voting at the meeting. Notice of intent to amend these By-laws shall be announced at least two months prior to the meeting wherein the amendment will be presented to the general membership. Notice will also be sent in a separate mailing to the membership no later than twenty-one (21) days prior to the meeting or posted in the newsletter preceding the meeting wherein the amendment will be presented to the general membership. The Notice shall contain the text of the proposed amendment.

### **Article IX**

The President shall have the authority to create ad hoc committees as the need arises. These committee(s) include but are not limited to the By-law Committee. These committee(s) shall be formed for specific purposes designated by the President and shall work toward fulfilling such purpose(s) in as expeditious a manner as possible. These committees shall cease to exist upon completion of their designated purpose. The Chairperson shall be appointed by the President. Membership on these committees shall be open to members in good standing. The Chairperson shall inform the President of the identity of committee members.

### **Article X**

Neither the officers, members of the Executive Board, nor agents of the organization shall be liable for losses sustained or liabilities incurred as a result of any act or omission if such person acted in good faith and in a manner reasonable believed to be in, or not opposed to, the best interests of the organization.