

MARINA DEMOCRATIC CLUB

BYLAWS

ARTICLE I. NAME

The name of this organization shall be the “Marina Democratic Club”, hereinafter called “MDC.”

ARTICLE II. PURPOSE

A. Primary Purpose. The primary purpose of the MDC is to support and elect forward-thinking Democratic candidates to local, state, and national offices; to encourage candidates who share progressive Democratic ideals; to provide political and issues-based education; to foster participatory democratic action and good governance in the City of Marina, and its sphere of influence; and to provide an enduring local organization affiliated to the California Democratic Party. The MDC shall focus its efforts within the City of Marina and its sphere of influence to unite in voice and action support for diversity, inclusion, and equity in Democratic principles, positions, and candidates, and to advance the goals of the Democratic Party (hereinafter called the “Party”).

B. Objectives. The MDC’s objective is to further the Democratic goals and aspirations of the people of Marina and, to that end, shall strive:

1. To educate MDC members and the general public as to issues and candidates of interest to the MDC;
2. To further the adoption of the MDC position(s) on issues of importance to the community;
3. To elect registered Democrats in partisan and non-partisan elections, whose views most closely correspond to those of the MDC;
4. To promote accountability to the community on the part of elected officials;
5. To open the democratic process to all citizens on the basis of equality, regardless of race, creed, sexual preference, gender identity, or age;
6. To pursue progressive values within the Democratic Party and within our community, including, but not limited to accountability, environmental and economic sustainability, racial and social justice, criminal justice reform, education and healthcare equity, voting rights, immigrant and refugee rights, gender equity, and LGBTQ+ equity.

ARTICLE III. AFFILIATION

A. Charter Status. The MDC is officially chartered with the Monterey County Democratic Central Committee (hereinafter called the “MCDCC”) and was duly chartered by the Committee on June 26, 2008.

B. By Law Compliance. As a chartered and affiliated club of the MCDCC, the MDC shall comply with bylaws of the MCDCC and the California Democratic Party, as they apply to fully chartered local affiliates.

ARTICLE IV. MEMBERSHIP

A. Qualifications. Any individual qualifies for MDC membership if:

1. The individual is confirmed by the Credentials Committee to be a registered Democrat; or the individual who is ineligible to vote due to minority, nonresidency, or other legal impediment, pledges to register as a Democrat when eligible; and
2. Supports the purpose of the MDC as stated in Article II, above.

B. Effective Membership Date and Term. Membership is effective thirty (30) days after receipt of dues and is valid for one membership year.

C. Membership Types.

There are two levels of membership with the MDC, Voting Membership and Non-Voting Associate Membership. Both levels of membership allow for participation in membership meetings and other MDC activities.

1. **Voting Membership:** A member shall be considered a member in good standing and eligible to vote only if they are current in all MDC dues, has attended at least one prior meeting within the current membership year as a paid member and is a resident of the City of Marina, or resides in the US Postal designated Zip Code of 93933.
2. **Non-Voting Associate Membership:** An individual who resides outside of the US Postal designated Zip Code of 93933, may become a Non-Voting Associate Member and may attend MDC events but cannot attend or serve on Committees or the Executive Board.

D. Membership Categories

1. **Individual membership** – An individual Voting Member or Non-Voting Associate Member’s Annual membership.
2. **Household membership** – A Voting Member(s) & Non-Voting Member(s) Annual memberships for up to three (3) persons in the same household.
3. **Student membership** – An individual Voting member or Non-Voting Associate Member who is enrolled in (either undergraduate or graduate) an institution of higher learning, including trade apprenticeships, who is registered full-time according to the definition of their respective institution, and who is employed less than twenty-five (25) hours per week.

E. Discrimination. The MDC supports non-discrimination in membership, including age, gender, race, color, creed, sexual orientation, persons with disabilities as defined by the Americans with Disabilities Act of 1990 as amended, religion, national origin, ethnicity, or economic status. **F. Termination of Membership.** Membership is terminated by:

1. Written resignation of the person delivered to the President or the Secretary and effective upon receipt.
2. A member may be removed from the roster for non-payment of dues by the date required in these Bylaws.
3. Registration without declaring a political party or with a political party other than the Democratic Party

G. Discipline or Termination of Membership for Cause. A member may be removed from the MDC for any of the following reasons:

1. A member has publicly taken positions which violate the stated purpose of the MDC, as stated in these Bylaws,
2. The member has publicly endorsed or given support, financial or otherwise, to a candidate other than a Democrat, who is running against a candidate who has been endorsed by the MDC.

The Processes of Discipline or Termination are set forth in the MDC's Policies and Procedures Manual.

H. Membership Lists. Member lists and rosters are the property of the MDC and are to be used only for the activities/business of the MDC and MDC affiliates as defined by the Party.

ARTICLE V. DUES

A. Amount of Dues. Dues amounts shall be reviewed every other year, concurrently with the Executive Board member's terms, and the Executive Board will recommend any changes deemed appropriate prior to the beginning of the next membership year. The recommended changes shall be submitted to the members for approval at the next General Membership meeting.

B. When Payable. Each member is required to pay dues on July 1 and payable by July 31 of each calendar year or submit a hardship waiver request to the Executive Board in advance of any meeting in which that member would vote. Membership, or a waiver, is valid for one (1) membership year

C. Proration. Annual dues for new active MDC members shall be prorated on a monthly basis.

ARTICLE VI. MEETINGS

A. General Membership Meetings.

1. The MDC shall hold meetings at times, dates and locations determined by the Executive Board.
2. Meetings shall be held no less than three times within each membership year. The Annual General Membership shall count as one meeting and will be held in June of each year.

B. Executive Board Meetings. The President, or any three members of the Executive Board, may call a meeting of the Executive Board at any time. Executive Board meetings shall be noticed as in Section VI. D, and shall be open to all members, except to hold closed sessions upon a majority vote of the Executive Board members present. Executive Board actions taken must be presented in the minutes at the following General Membership meeting. A quorum of the Executive Board shall consist of four (4) members of the Executive Board.

C. Special Meetings. The President, or any two other officers, may call special meetings at any time, on notice as specified below.

D. Notice of Meeting. Notice of meetings shall be given in a manner reasonably calculated to give all members actual notice of such meetings and shall include the date, time and place of the meeting. Notice of General Membership meetings shall be given at least one week in advance; notice of special meetings shall be given at least three (3) days in advance. Methods may include but need not be limited to the following:

1. In writing by US mail;
2. In writing via e-mail or text;
3. Via telephone message or a message left on voicemail or an answering device.

E. Remote Meetings and Remote Attendance. All meetings of the MDC and of the Executive Board may be conducted in whole or in part remotely, either via teleconferencing or videoconferencing service or such other technological capability approved by the Executive Board. Accordingly, once confirmed by an Executive Board member, the virtual presence of a MDC member counts towards quorum if a member is unable to physically attend a meeting but may attend remotely and vote remotely in accordance with these Bylaws.

ARTICLE VII. RULES FOR MEETINGS

A. Robert's Rules. The MDC shall use the most recently revised Roberts Rules of Order to govern parliamentary procedure at all official meetings of the organization, except as otherwise expressly or implicitly stated in these Bylaws.

B. Votes and Proxies. Each member of the MDC who is eligible to vote has one vote and no proxies are allowed. Votes may be conducted through online survey platforms.

C. Quorum. A quorum for any General Membership meeting of the MDC shall be 25 percent of the total voting membership, as of 24 hours before the meeting, or ten voting members, whichever is smaller, as reported by the Secretary.

D. Majority Vote. Unless otherwise specified in these Bylaws, the MDC may approve regular business items with a majority vote consisting of more than fifty (50) percent of the members present and voting at any meeting, after a quorum has been established.

E. Non-Endorsement Resolutions. The MDC may pass resolutions not related to endorsements with a vote of two thirds of those present and voting at any meeting.

ARTICLE VIII. ENDORSEMENTS

A. Offices Endorsed.

1. **Offices Endorsed.** Subject to the requirements of the State Party Bylaws, the laws of the State of California and the MCDCC Bylaws, the MDC may make endorsements of candidates for local elected offices, for State ballot measures where the State party has chosen not to make an endorsement, and local Ballot Measures. To be eligible for endorsement, a candidate must be a registered Democrat and be nominated for endorsement by at least three MDC members.
2. **Procedures.** A procedure for review of candidates, prior to their presentation to the MDC for consideration for endorsement, shall be developed and published by the Executive Board in the MDC's Policies and Procedures Manual. The procedure shall include measures to determine that candidates are Democrats, that the County Registrar of Voters lists them as candidates, and that no more candidates will be endorsed than there are offices available to be filled. Endorsements shall not be considered in a General Meeting until after the filing deadline for candidates for the office in question.

B. Procedures for Endorsing Ballot Measures. The procedure for the review of State and local ballot measures that have been officially qualified for the ensuing election shall be developed and published by the Executive Board and published in the MDC's Policies and Procedures Manual. The procedure shall provide written notice of a General Meeting. The procedure shall describe the steps to be undertaken to afford members the opportunity to be heard in support or opposition. At the conclusion of each hearing, the MDC members shall vote to decide whether to endorse, oppose or withhold endorsement by a majority of those members present and voting.

ARTICLE IX. EXECUTIVE BOARD

Section A. Composition. The Executive Board shall consist of the elected officers of the President, Vice-President, Secretary and Treasurer and three (3) members elected At-Large by the MDC. They shall be elected at the Annual General Membership meeting every other year by voice or hand voting, or by secret ballot if requested by any member, to serve a two-year term of office commencing July 1st of that year.

Section B. Election Procedures. Candidates for the Executive Board shall be placed in nomination by the Chair of the Nominations Committee at the Annual General Meeting or, if canceled, at any meeting thereafter during the calendar year. A member may make nominations from the floor at the Annual General Membership meeting providing the consent of the nominee is obtained in writing prior to the General Membership meeting and such document is provided to the Chair of the Nominating Committee at the Annual General Membership meeting at which the election is being held.

Section C. Duties of the Executive Board. The Executive Board shall plan and direct the activities of the MDC and shall appoint representatives and/or delegates to meetings and conventions of the various councils and other bodies with which the MDC is affiliated or with respect to which the MDC is otherwise entitled to representation or at which the Executive Board has decided there should be a MDC presence. Delegates to pre-endorsement conferences of the California Democratic Party shall also be appointed by the Executive Board of this MDC, from its membership. To be appointed, a delegate must receive a majority of the votes of the Executive Board and must be a member in good standing.

Section D. Quorum. A Quorum of the Executive Board shall be four members of the Board for the transactions and decisions of the MDC and of the Executive Board. A vote by a majority shall be necessary on all matters binding upon the MDC or Executive Board. However, the Executive Board may meet and take advisory votes without a quorum present.

Section E. Voting. The Executive Board shall meet regularly, maintaining a record of votes taken at each meeting, whether at a regularly scheduled or a special meeting. The Executive Board may, when circumstances require an immediate vote and the Board is unable to have an actual meeting, vote electronically and/or telephonically. Every Executive Board member must be notified electronically or telephonically of the issue and imminent vote. Contact shall be initiated by the MDC President unless that person is not available, in which case(s) the regular order of succession shall take effect. A record will be kept of the vote and of the attempt(s), whether or not successful, to contact each Executive Board member.

Section F. Removal of an Executive Board Member.

1. Any member of the Executive Board, whether elected or appointed, who has missed three (3) consecutive meetings, whether General Membership or Executive Board meetings, without good and valid reason as determined by the Executive Board, shall be considered to have resigned the office and shall be so notified. Board members who are unable to attend a meeting shall notify the MDC President.
2. An Executive Board Member also may be removed from office by resolution of two thirds of those present and voting at a general membership meeting for such causes as missing three unexcused consecutive meetings or non-performance of

duties, provided that the membership and the officer have been notified at least ten (10) days in advance of the meeting of the proposed action.

Section G. Vacancies. Any vacancy occurring during the term of any elected officer or other Board member shall be filled by a majority vote of the Executive Board, subject to ratification by a vote of the members in good standing at the next regularly called meeting of the MDC. Any vacancy occurring during the term of any appointed Board member shall be filled in the same manner as said person was appointed initially.

Section H. Disclosure & Transparency. No member of the Executive Board who holds an elective office (whether appointed or elected to such office) may participate in the process in which the Executive Board makes recommendation for endorsement to the membership, in a race involving the office which the Executive Board member holds, during the year in which the Executive Board member is running for office.

Prior to the Executive Board initiating the process to recommend for endorsement, Board members shall disclose if they are related to a candidate, employed by a candidate or ballot measure committee and, if so, the Board member shall recuse themselves from the process of recommendation for endorsement.

Section I. Expenditures. The Executive Board is authorized to make individual expenditures up to \$325.00. In an emergency, the Board may authorize expenditures up to \$500.00, subject to approval of the membership at the next meeting.

ARTICLE X. OFFICERS

MDC officers shall consist of President, Vice-President, Secretary and Treasurer.

A. Duties of Officers

1. President. The President shall:

- a. Officiate at all meetings of the MDC;
- b. Serve as an ex-officio member of all committees;
- c. Be the MDC's representative to the MCDCC; unless otherwise designated by the Executive Board;
- d. Appoint an alternate representative to the MCDCC;
- e. Be responsible for adherence to the MDC Bylaws;
- f. Designate the chair of all committees;
- g. Act as primary spokesperson of the MDC in all matters, including speaking for the MDC on matters with respect to which the MDC has taken a position;
- h. Be the first delegate to all conventions, council meetings, Democratic groups and organizations, and perform such other duties as may be assigned from time to time by the MDC or by the Executive Board.

2. Vice President.

If the President vacates office, or is temporarily absent, the Vice-President shall serve as President and shall perform such other duties as may be assigned from time to time by the MDC or by the Executive Board.

3. Secretary.

The secretary shall be responsible to:

- a. Ensure that all members are notified of MDC meetings;
- b. Maintain an updated MDC roster;
- c. Maintain all written records of the MDC including minutes and the record of votes and actions taken at meetings of the MDC and of the Executive Board;
- d. Maintain a file of any reports submitted and perform such other duties as may be assigned from time to time by the MDC or by the Executive Board.

4. Treasurer.

The Treasurer shall:

- a. Maintain the financial records of the MDC, including names, dates and amounts for all dues collected and funds expended;
- b. Be responsible for bank accounts;
- c. Ensure that all financial reports required by other governmental bodies are submitted timely;
- d. Furnish necessary financial information to any entity or individual the Executive Board may hire to handle the filing of forms required by governmental bodies;
- e. Provide a current financial report at regular MDC meetings;
- f. Disburse the funds of the MDC as authorized by the MDC or by the Executive Board and perform such other duties as may be assigned from time to time by the MDC or by the Executive Board.

B. Leaving Office. Upon leaving office, elected Officers shall turn over to their successors, or to the Board, all money, property and records of the MDC.

C. Appointments by President. The President may appoint member(s), temporarily, to fill unexpired term(s) of office of the Executive Board, subject to election by the membership at the next MDC meeting. The President may also appoint MDC members to serve in other capacities, and may form committees and appoint committee members and chairs as needed.

D. Continuation of Terms. As of the effective date of enactment of these Bylaws, all currently seated Executive Board members shall continue their terms until June 30, 2022 at which time their terms shall expire.

ARTICLE XI. COMMITTEES

A. Standing Committees. Standing Committees shall be formed to carry out the MDC's purposes, and to provide the focus for member's activities. The scope of each Committee's activities shall be as directed by the Executive Board and in accordance with the Policies and Procedure Manual.

The Chair of the Committee(s) shall be appointed by the President with the approval of the Executive Board. The Chair of each Committee shall attend each meeting of the MDC's Executive Board to report on its activities. Meetings of Committees shall be reported in writing to the Executive Board. The Standing Committees shall consist of Credentials, Nominating, Endorsement, Education and Development. The scope of work and processes for the Standing Committees will be published in the MDC's Policies and Procedures Manual.

B. Ad Hoc Committees. The Executive Board may also establish Ad-Hoc Committees from time to time, as found necessary to carry out the MDC's purposes.

C. Nominating Committee. The Nominating Committee shall be comprised of three voting members in good standing, one of whom may be a past President of the MDC, and shall be appointed at the last meeting of the Executive Board at the end of the first year's term of office. The Nominating Committee Chair shall be designated from among the three members by the current President of the Executive Board.

The current President shall not be a member of the Committee. The Nominating Committee shall present a slate of MDC Officers and Executive Board Members for vote by the MDC membership at the Annual Meeting prior to the end of the current Executive Boards term.

The Nominating Committee shall also preside over the election of the new Executive Board and shall certify the results of the elections for the MDC's records.

ARTICLE XII. AMENDMENTS

Amendments.

A. Required Vote - An amendment to these Bylaws may be adopted by a majority vote of the members in good standing present and voting at a meeting of the MDC at which a quorum is present.

B. Prior Notice - Proposed amendments to these Bylaws shall be submitted to the membership in writing, whether electronically or print, at least thirty (30) days prior to the meeting at which such amendments will be considered.

C. **Effective Date** - Any amendment to these Bylaws shall become effective as of the adjournment of the meeting in which it is adopted, unless otherwise specified at the time of the vote on adoption.

REVISED & ADOPTED: June 01, 2021

CERTIFIED BY: _____, Secretary
Joseph Blau