

By-Laws of the Ward One Democrats

PREAMBLE

We are an urban people. It is because of the nature of urban environments that organization of the people become manifestly important. It is our duty to provide a framework for an expression of the public will and to ensure that this public expression is also one that reflects the diversity of our community. Our concern is with the people, not with the status quo, if the status quo be one of unresponsiveness, inefficiency and repression in any form, whether overt or covert.

ARTICLE I — NAME

This organization shall be known as the Ward One Democrats, with geographical boundaries as defined by the District of Columbia.

ARTICLE II — OBJECTIVES

It shall be the objective of the Ward One Democrats to contribute to the growth and influence of the Democratic Party, to support party nominees for public office, to develop leadership, to increase party membership, voting and responsibility in Ward One, and to maintain and promote harmony within the Democratic Party. It shall also be the objective of this organization to increase citizen knowledge of and participation in the political processes of this city and nation. It shall further be the objective of this organization to maintain communications with all segments of the Ward. Also this organization shall initiate and maintain communications with political organizations in other sections of the city.

ARTICLE III — MEMBERSHIP

Membership in this organization shall be open to anyone who is a registered Democrat in Ward One, Washington, D.C.

Ward One Democrats shall actively recruit and seek to maintain members from all precincts in Ward One. Ward One Democrats shall actively seek representation from the diverse groups that comprise Ward One.

The membership list of the Ward One Democrats shall not be distributed to candidates, organizations, or other individuals.

ARTICLE IV — ORGANIZATIONAL STRUCTURE

In addition to the general membership, the structure of the Ward One Democrats shall consist of the following bodies:

1. Ward One Democratic Committee. This Committee shall consist of the regularly elected officers of the Ward One Democrats, precinct representatives from each of the Ward One precincts, and as ex-officio members of the Committee, the elected D.C. Councilmember from Ward One, if a Democrat, and the elected Ward One representatives to the D.C. Democratic State Committee, including at-large State Committee members who reside in Ward One. The committee shall be the governing body of the Ward One Democrats, and it shall implement resolutions and motions adopted by the Ward One Democrats.
2. Executive Committee. The Executive Committee shall consist of the officers of the Ward One Democrats; four (4) precinct representatives (elected every odd-numbered year at the Ward One Democratic convention by the newly elected and certified precinct representatives), and as ex-officio members, the D.C. Councilmember from Ward One, if a Democrat, and one member of the D.C. Democratic State Committee (whose term shall be coterminous with the officers of the Executive Committee.) This D.C. Democratic State Committee member may be an at-large member of the D.C. Democratic State Committee, but must reside in Ward One and be elected by the Ward One members of the D.C. Democratic State Committee. The Executive Committee shall be responsible for carrying out the business of the Ward One Democrats.
3. Precinct Representatives. Each precinct representative shall be elected every odd-numbered year at a precinct caucus held not more than four (4) weeks or less than two (2) weeks prior to the Ward One Democratic Convention. The number of precinct representatives elected in each precinct shall be determined according to the following formula:
 - a. Each precinct shall have, regardless of size, one representative.
 - b. Each precinct shall have one additional representative for every 500 votes cast for Democratic candidates in the previous General Election in which the Mayor, Congressional Delegate, and Ward One Councilmember are elected. (For the purpose of this provision, add the number of votes the Democratic Candidates for Mayor, Congressional Delegate, and Ward One Councilmember received and divide by three.)

Each precinct representative must be a registered Democrat in the precinct he or she represents. Precinct representatives shall serve as members of the Ward One

Democratic Committee and the Executive Committee as indicated in paragraphs 1 and 2 above; and shall also be responsible for organization and direction in their respective precincts, according to the direction of the Ward One Democratic Committee.

ARTICLE V — OFFICERS

The officers of the Ward One Democrats shall be a Chairperson, Vice Chairperson, Recording Secretary, Corresponding Secretary and Treasurer. Each officer must be a registered Democrat in Ward One. These officers shall perform the duties prescribed by these By-Laws and by the parliamentary authority adopted by the organization.

1. Duties of Officers.

- a. Chairperson: The duties of the Chairperson shall be to preside at all meetings of the Committee and the Executive Committee, as well as the Convention until a new Chairperson is elected, and to be the Chief Executive of the Ward One Democrats, subject to the direction of the Ward One Democratic Committee.
- b. Vice Chairperson: In the absence or at the request of the Chairperson, the Vice Chairperson shall preside and carry out said duties.

The Chairperson and Vice Chairperson may sign and execute in the name of the Ward One Democrats instruments authorized by the committee, except in those cases where the signing and execution thereof shall be expressly delegated by the By-Laws or by the Ward One Democratic Committee to some other officer or agent.

- c. Recording Secretary: The duties of the Recording Secretary shall be to keep a record of all the proceedings of the Ward One Democrats; to keep on file all committee reports; to keep the organization's official membership roll and to call the roll where it is required; to make the minutes and records available to members upon request; to furnish committees with whatever documents are required for the performance of their duties, and to have on hand at each meeting a list of all existing committees and their members; to furnish delegates with credentials; to sign all certified copies of acts of the organization; to maintain record books in which the By-Laws, special rules of order, standing rules, and minutes are entered, with any amendments to these documents properly recorded, and to have the current record books on hand at every meeting; and to prepare, prior to each meeting, an order of business for the use of the presiding officer.
- d. Corresponding Secretary. The duties of the Corresponding Secretary shall be to notify officers, committee members, and delegates of their election or

appointment; to send out notices of meetings; and to conduct the general correspondence of the organization.

- e. Treasurer. The duties of the Treasurer shall be to hold the funds of the organization and to pay them out upon the proper authorization; to make a full financial report annually and such interim reports as the organization may require; to collect dues and issue a membership card therefore; to be responsible for other funds of the organization that may come in, from Convention registration fees, donations, benefits, etc. All expenditures shall be authorized specifically by the action of the Ward One Democratic Committee or the Executive Committee. All funds held within checking and savings accounts on behalf of the organization shall require the signature of the Chairperson or Vice Chairperson and the Treasurer for withdrawal. All funds shall be deposited to the credit of the Ward One Democrats in such banks, trust companies, and other depositories as the Executive Committee may select.
2. Vacancies. Any vacancy occurring among the officers more than sixty (60) days prior to the Ward One Convention, whether by reason of death, resignation, or otherwise, shall be filled by a special election held by the Ward One Democrats, unless otherwise ordered by the Ward One Democrats, within thirty (30) days.

ARTICLE VI — MEETINGS

Meetings of the Ward One Democrats shall be as follows:

1. Convention. An annual convention of the Ward One Democrats shall be held on the third Saturday of May (the second Saturday will be used as an alternate date in case of some celebration or other conflict) at the call of the Ward One Democratic Committee and at a time and a place to be designated by the Committee. Public notice of this Convention shall be made to all members in good standing, which will include everyone who has attended a meeting since the previous convention, at least two weeks in advance and shall be published widely throughout the ward.
 - a. The Convention shall recognize each of the precinct organizations and representatives thereof and each member of the Ward One Democrats.
 - b. The Convention may adopt a platform for carrying out designed goals and programs ensuring the involvement of all Ward One Democrats in ward and city Democratic politics, and may adopt resolutions on legislation and programs.
 - c. At every Ward One Democratic Convention held in an even-numbered year, Ward One Democrats shall elect their officers.
 - d. During every odd-numbered year, precinct representatives shall be elected from each precinct in Ward One. These elections shall be held in a precinct caucus

not more than four (4) weeks or less than two (2) weeks prior to the Ward One Democratic Convention. The Convention following the precinct representative election shall certify the election of each precinct representative.

- e. Voting on all ballots taken at the Convention or other meetings of Ward One Democrats shall be predicated on the "one-person, one-vote" rule. Voting shall be limited to members in good standing of Ward One Democrats, as defined in Article III.
2. Ward-wide meetings. Meetings of all members in good standing of the Ward One Democrats may be held in addition to the convention and at a time and in a place to be designated by the Ward One Democratic Committee. Written notice for such a meeting shall be provided to all members in good standing at least two weeks in advance. A quorum for a ward-wide meeting shall consist of twenty-five (25) members in good standing, at least three of whom are officers.
3. Ward One Democratic Committee Meetings. The Ward One Democratic Committee shall meet regularly once a month except during June, July, and August, and more frequently if required, at a time and place to be designated by the Committee. A quorum shall consist of eight (8) members of the Committee, of which two (2) are officers. A meeting of the Ward One Democratic Committee may be called by ten (10) members of the Committee. Notice of all meetings of the Committee shall be given to all Ward One Democratic Committee members one week prior to the meeting.
4. Electronic Meetings. Meetings of the Ward One Democrats may be conducted through Internet services that support anonymous voting and support visible displays identifying those participating, identifying those seeking recognition to speak, showing (or permitting the retrieval of) the text of pending motions, and showing the results of votes. These electronic meetings shall be subject to all rules adopted by the Ward One Democratic Committee or by the Ward One Democrats to govern them, which may include any reasonable limitations on, and requirements for, members' participation. Any such rules adopted shall supersede any conflicting rules in the parliamentary authority. Rules adopted by the Ward One Democratic Committee may not otherwise conflict with or alter any rule or decision of the Ward One Democrats. An anonymous vote conducted through the designated Internet meeting service shall be deemed a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot.

ARTICLE VII — ELECTIONS

1. Officers. The officers of the Ward One Democrats shall be elected every even-numbered year by secret ballot. The two (2) year term of office for every officer shall continue until his or her successor is elected.

2. Precinct Representatives. The precinct representatives from each of the precincts in Ward One shall be elected every odd-numbered year at a precinct caucus. This caucus shall be held no more than four (4) weeks and no less than two (2) weeks prior to the Ward One Democratic Convention at a location to be determined by the Elections Committee. If more than one precinct representative is to be elected from a precinct, the highest vote getters shall be designated precinct representatives.
 - a. The precinct caucus shall be coordinated by the Elections Committee of the Ward One Democrats. They shall conduct the election of the precinct representatives by ballot and present the results of each precinct election to the subsequent Ward One Democratic Convention for certification. In the event a problem or dispute arises in the caucus, which the Elections Committee is unable to resolve, the Committee shall present that problem to the Convention for its consideration.
 - b. Voting for precinct representatives shall be limited to members in good standing, that is registered Democrats who are residents of the precinct.
 - c. Any vacancy occurring among the precinct representatives more than sixty (60) days prior to the Ward One Convention, whether by reason of death, resignation, or otherwise, shall be filled by a special election to be called by the Ward One Democratic Committee and to be held, unless otherwise ordered by the Ward One Democratic Committee or Ward One Democrats, within thirty (30) days. Any vacancy occurring among the four precinct representatives who have been selected to serve as members of the Executive Committee shall be filled by a meeting of all precinct representatives to be held, unless otherwise ordered by the Ward One Democratic Committee or Ward One Democrats, within thirty (30) days from among themselves.

ARTICLE VIII — COMMITTEES

The following shall be Standing Committees: Finance and Funding Committee, Issues Committee, By-Laws Committee. The Chairperson and each member of the Standing Committees shall be appointed by the presiding officer of the Ward One Democrats with the approval of the Ward One Democratic Committee. Standing Committees shall report to the Ward One Democratic Committee and to the Convention, and may report to any general meeting of the Ward One Democrats. Additional Standing Committees may be added by amendments to the By-Laws.

The following shall be a Special Committee: Elections Committee. Other Special Committees may be named as needed. The Chairperson and members of a Special Committee shall be appointed by the presiding officer of the Ward One Democrats with the approval of the Ward

One Democratic Committee. A Special Committee shall report to the Ward One Democratic Committee, the Convention, or any general meeting, according to the nature of the committee.

ARTICLE IX — ENDORSEMENT OF CANDIDATES

1. Pre-Endorsement Procedures. Prior to any election for Democratic Party office; or for nomination as the Democratic candidate for public office; or for an election to public office in any partisan or non- partisan race; where such office is to be voted upon in a primary or general election in Ward One or any party thereof, or in any area including Ward One, the Executive Committee may propose to the membership that this organization vote regarding endorsement of a candidate for any one or more of said offices, after the date set forth by the DC Board of Elections for the submission of candidate petitions. Such proposal shall be included in the notice of meeting sent out which will include at least everyone who has attended a meeting within the last twelve months and shall be included on the agenda of that meeting, to address the membership and the members shall be given the opportunity to question such candidates. All voting shall be by secret ballot. For each office in question, there shall be a separate ballot and each such ballot shall contain a line for each candidate's name. The Executive Committee is precluded from endorsing a specific candidate prior to a ward-wide meeting for the purpose of endorsement.
2. Endorsement of Candidates in Primary Elections. Endorsement for Democratic Party office or for nomination as the Democratic Party office for public office shall require a two-thirds (2/3) majority of those registered Ward One Democrats present and voting for that office. A candidate for any particular office who obtains a two-thirds (2/3) majority of those votes cast for that office shall receive the endorsement of this organization in the primary election. Should no candidate receive said majority on the first ballot, two additional ballots shall be had between those receiving the two highest numbers of votes. If after the third ballot, no candidate receives said majority, then no candidate shall receive the endorsement of this organization for that particular office.
3. Endorsement of Candidates in Partisan General Elections. Endorsement of a Democratic Party candidate for public office in a partisan general election shall require two-thirds (2/3) majority of those registered Ward One Democrats present and voting for that office.
4. Endorsement of Candidates in Non-Partisan General Elections. Endorsement of any candidate for public office in a non-partisan general election shall require two-thirds (2/3) majority of those registered Ward One Democrats present and voting for that office. A candidate for any particular office who obtains said majority for that office shall receive the endorsement of this organization for that office in the non-partisan general election. Should no candidate receive said majority on the first ballot, two additional ballots shall be had between those receiving the two highest numbers of votes. If after the third

ballot, no candidate receives said majority, then no candidate shall receive the endorsement of this organization for that non-partisan general election.

ARTICLE X - ENDORSEMENT OF INITIATIVES, ISSUES, RECALL AND REFERENDA

1. Pre-Endorsement Procedures. Prior to any election where an initiative, issue, recall, or referendum is to be considered, the Executive Committee may propose to the membership that this organization vote regarding the endorsement of the particular initiative, issue, recall, or referendum, after the date set forth by the DC Board of Elections for the submission to the Chairperson of a written petition signed by at least twenty-five (25) members in good standing. Such proposal shall be included in the notice of meeting set out which will include at least everyone who has attended a meeting within the last twelve (12) months and shall be included on the agenda of that meeting and shall be published widely throughout the ward. Both sides of the particular initiative, issue, recall or referendum shall be given adequate opportunity to question each side. All voting shall be by written secret ballot. For each initiative, issue, recall or referendum, there shall be a separate ballot and each such ballot shall contain a line for pro and con and no endorsement. The Executive Committee is precluded from endorsing a specific initiative, issue, recall or referendum prior to a ward-wide meeting for the purpose of endorsement.
2. Endorsement. Endorsement of an initiative, issue, recall or referendum shall require two-thirds (2/3) majority of those registered Ward One Democrats present and voting. Should neither side receive said majority of votes cast on the first ballot, two additional ballots shall be had. If after the third ballot, no side has secured said majority, then no position shall be taken by the Ward One Democrats.

ARTICLE XI — PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Ward One Democrats in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rule of order the Ward One Democrats may adopt.

The Chairperson shall be permitted to appoint as a Parliamentarian a person of his or her own choosing provided this person is knowledgeable of parliamentary procedures prescribed by appropriate parliamentary authority.

ARTICLE XII — AMENDMENTS

These By-Laws may be amended by a two-thirds (2/3) vote of those present at any Convention or any ward-wide meeting of the Ward One Democrats, provided that written notice has been given to all members in good standing at least thirty (30) days in advance of the meeting.

First adopted by the Ward One Democrats on October 16, 1990

Amended by the Ward One Democrats on August 30, 2004.

Amended by the Ward One Democrats on TBD, 202x.

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