

DEMOCRATIC PARTY OF SACRAMENTO COUNTY

RULES COMMITTEE WORKING DRAFT

1/24/2022 – Zoom meeting

BYLAWS AMENDMENTS 2022-01

Adopting Bylaws Amendments to create a standing Membership Committee

Amendments to Article III

Creation of a membership director

ARTICLE III – OFFICERS & DUTIES

The officers of this Committee shall be members of the Central Committee consisting of the Chair, Vice Chair, Secretary, Controller, Fundraising Director, Campaign Services Director, Communications Director and **Membership Director**. The duties of the officers shall be, without limitation, as follows:

SECTION 8. MEMBERSHIP DIRECTOR

The Membership Director shall:

- A. Preside over meetings in the absence of the officers listed above;
- B. Chair and preside over the Membership Committee;
- C. Assist the Central Committee in its Membership support efforts, including ensuring all seats are filled and attendance requirements are met;
- D. Assist in promoting the Democratic Party and its positions; and
- E. Perform other duties as directed by the Chair, Central Committee, and Executive Board.

Amendments to Article VIII

Creation of a standing Membership Committee

SECTION 7. MEMBERSHIP COMMITTEE

The Central Committee shall have and maintain a standing Committee on Membership. The Committee on Membership, without limitation, shall:

- A. Assist the Central Committee with membership including elected members, club representatives, ex-officio

members, all alternates, associate members or any other type of member;

- B. Shall enact annual requirement, subject to adoption of the Central Committee, for the clubs to remain eligible for chartering;
- C. Assist the Central Committee, in consultation with the Parliamentarian, with reviewing and recommending club charters for adoption by the Central Committee;
- D. Assist the Central Committee in supporting clubs by providing trainings;
- E. Assist the Central Committee, and the Secretary, with enforcing attendance and participation policies; and
- F. Perform other duties as designated by the Executive Board and Central Committee.

Amendments to Article IX

New requirements for clubs and transfer to charter recommendations to new Membership Committee

SECTION 3. PROCEDURE FOR ISSUING AN INITIAL CHARTER TO A NEW DEMOCRATIC CLUB

The procedure of requesting an initial charter from this Committee shall be as follows:

- A. A representative of an Organization to be chartered as a Club shall submit to the Chair of this Committee (or their designee) the following Chartering Documents:
 - 1. The proposed Bylaws of the organization, which shall be in compliance with any applicable rules of the DPSC and the California Democratic Party, which shall include the following:
 - a. The proposed name of the Club;
 - b. The proposed mission statement of the Club; and
 - c. A procedure for selecting a Club Representative and Club Alternate;
 - 2. The current roster of the Organization, containing the names, addresses, email, and phone numbers of each member, including titles of designated officers and directors.
 - 3. The date, time, and place of the regularly scheduled meetings of the Organization.
- B. Each new club's roster must contain at least ten (10) unique members who are not counted on the roster of any existing chartered club.
- C. Copies of Chartering Documents shall be made available to any voting member of this Committee who requests them prior to the meeting at which the charter request will be considered.
- D. Each club must have an online presence, such as a website or social media, with the following information publicly posted:

- a. Club President and board members' names;
 - b. A club contact (e.g. e-mail or phone number) which the public can use to ask questions;
 - c. Club bylaws and any other adopted governing documents; and
 - d. Club regular meeting date, time, and location.
- E. After receipt of a request for initial charter and submission of the Chartering Documents by the date of a regularly scheduled ~~Rules~~ **Membership** Committee meeting, the ~~Rules~~ **Membership** Committee shall have up to three months to advise the prospective club, to verify that such Documents comply with all rules of the DPSC and the California Democratic Party, and verify with the County Registrar of Voters that all organizing members are registered Democrats.
- F. If the ~~Rules~~ **Membership** Committee determines that a prospective Club and its chartering documents meet all conditions required for issuing a charter, the Executive Board shall vote on whether to recommend to the full Committee approval of a charter request, and the Central Committee Chair shall place on the agenda of the next regularly scheduled Central Committee meeting a vote on whether to issue the charter.
- G. Upon approval of a charter request, newly chartered Organizations shall remit to the Controller of this Committee the chartering fee set pursuant to this article.

SECTION 4. PROCEDURE FOR RENEWING AN EXISTING CHARTER OF A DEMOCRATIC CLUB

Organizational charters shall be renewed on an annual basis, as follows:

- A. Prior to the June meeting of each year, the President or Chair of each Chartered Club shall submit:
- 1. Chartering Documents, as described in Section 3(A) above;
 - 2. Have posted (website or social media) the items as described in Section 3(D) above;
 - 3. The chartering fee to the Central Committee Chair or Controller;
 - 4. The Club's FPPC semi-annual filings for the year (Form 460 or 450); and
 - 5. Notification of a Party event, or a Party information and voter education table at a community event, the Club hosted in the previous year with prior Board approval.
- B. Upon review of the submitted materials **by the Membership Committee, and confirmation by the same committee that the club has adhered to any requirements for clubs**, and prior to the July regular membership meeting of the Central Committee, the Executive Board shall vote whether to recommend to the full Committee approval of a charter renewal request.
- C. If the Executive Board recommends denial of a charter renewal, the Secretary shall contact the Chair of the subject Club and explain the recommendation. The Executive Board shall give the Club a reasonable opportunity to reverse the recommendation, including time for the Club's chair to speak at a Central

Committee meeting prior to the Central Committee vote on whether to renew the charter.

- D. The recommendations of the Executive Board shall be presented to the Central Committee at the July regular membership meeting, where the Central Committee shall vote whether to approve the recommendation of the Executive Board for each charter renewal request.
- E. Notwithstanding any other provision herein, the Central Committee may consider charter renewals at any Central Committee meeting provided the subject Club has submitted the Chartering Documents and chartering fee before consideration of the renewal request by the Central Committee.

SECTION 5. SUSPENSION & REVOCATION OF CHARTERS OR RECOGNITION OF DEMOCRATIC CLUBS

The Central Committee, **upon recommendation of the Membership Committee and the Executive Board**, may suspend or revoke the Charter or recognition of a democratic club at any time for good cause, provided that the subject Club is provided at least fourteen (14) days notice and given an opportunity to be heard before the vote to take such action.