

EASTSIDE DEMOCRATS OF EL PASO

JUNE 3, 2019

CURRENT BYLAWS

PROPOSED CHANGES TO BYLAWS

ARTICLE I-Name, Description and Principal Office

Section 1. **Name.** The organization shall be known as Eastside Democrats of El Paso.

Section 2. **Principal Office.** The principal office shall reside on the east side of El Paso or at such other place as determined by the officers of the organization.

Section 3. **Description.** The Eastside Democrats of El Paso is a Political Action Committee (PAC).

ARTICLE II- Logo

The logo shall be determined by a special committee and approved by the general membership.

ARTICLE III- Purpose and Policies

Section 1. The primary purpose of the Eastside Democrats of El Paso is to promote increased participation of Eastside El Paso Democrats in the election process and party initiatives. The Eastside Democrats of El Paso are pledged to support the local County Democratic Party and any and all Democratic Candidates that were selected in the Democratic Party Primaries or runoffs in El Paso County, the State of Texas and on a National level. We reserve the right to apply preference to those Democrats running for office on the east side of El Paso in the general elections. The Eastside Democrats of El Paso may affiliate with other county, state, or national Democratic Party organization (s) and other organizations with a majority vote of the membership.

ARTICLE IV-Membership

Section 1. **Eligibility.** Any Democrat who supports Article III, Purpose and Policies of the Eastside Democrats of El Paso's bylaws is eligible to join. A Democrat is determined by voting democratic in the most recent primary or runoff election or submitted an Oath of Affiliation.

Section 2. **Membership Status.** An Eastside Democrat of El Paso member shall be an individual who is eligible and whose dues are current.

Section 3. **Annual Dues.** Annual dues will be in the amount determined by the Executive Board. Dues will be approved by the general membership. Membership dues shall be payable in January of each year.

*******NEW*******

Membership renewal dues shall be payable in January of each year. New membership will be accepted throughout the year on a prorated basis, and then renewal at the full rate in January of the upcoming year.

Section 4. **Honorary/Ex-Officio Member.** The Executive Board can bestow honorary/ex officio memberships when appropriate and conditionally warranted. The El Paso County Democratic Party Chair and both State Democratic Executive Committee man and woman from the Texas Senate District# 29 shall have ex-officio membership with the Eastside Democrats of El Paso.

*******NEW*******

The immediate past president will remain on the Executive Committee for a two-year term in ex-officio membership capacity.

Section 5. **Participation.** Only members in good standing with the Eastside Democrats of El Paso shall have a voice and vote within the organization. All Members are encouraged to join a committee.

ARTICLE V-Officers

Section 1. **Enumeration of Officers.** The Officers shall be Chair, Vice Chair, Secretary, Treasurer, Parliamentarian and Sergeant at Arms.

Section 2. **Terms of Office.** A term of office shall be for two (2) years or until the successor is elected. Terms of office begin at the first meeting held in January after the election. Elections shall be held at the November membership meeting. Only members in good standing, thirty days prior to election, are qualified to vote and eligible to hold an office for election. The officers shall be elected by a majority vote of the membership in attendance at the November meeting.

Section 3. At least thirty (30) days prior to the November meeting members who desire to run for an office with the Eastside Democrats of El Paso should submit, in writing, their name and office sought to the nominations and elections committee who shall inform the officers in a timely manner. All names submitted shall be placed in ballot form before the organization's general membership in November's meeting. Proxy voting is prohibited. Nominations from the floor will be accepted. Officers are elected by a majority vote of the membership in attendance at the

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November meeting. (A majority is defined as 50% plus 1) In the case of three or more candidates when a majority vote is not present a run-off election will take place among the two candidates receiving the highest votes.

Section 4. When a vacancy occurs among the organization's officers a special election will be held at the next general monthly meeting to fill the unexpired term.

Section 5. Any officer leaving their office before their term is finished and with official records in their possession shall turn over such records to the Chair (*in a timely manner*).

within 14 days.

Section 6. **The Chair.** Chair shall:

a) preside at all meetings;

b) represent the Eastside Democrats of El Paso publicly (and shall be the only official spokesperson of the organization) or designate an alternate;

c) appoint standing committee chairs;

d) appoint special committees and non-voting (ad hoc) officers as needed;

*******NEW*******

e) serve as ex officio member on all committees, unless a conflict arises;

f) set meeting dates and prepare the agenda for each;

g) hire employees with recommendations by the Executive Board and provide supervision;

h) perform such other duties applicable to the office as contained in these bylaws;

i) appoint a parliamentarian and sergeant at arms.

*******NEW*******

j) The Chair shall appoint a social media administrator who will update social media platforms (Facebook, Twitter, etc.) that are in compliance with the Democratic party. Chair will be the primary administrator.

Section 7. **The Vice Chair** shall perform the duties of the Chair in the event of absence, disability, resignation, or death of the

Chair and shall perform other duties assigned by the Chair or Executive Board.

a) The Vice Chair shall, in conjunction with the Executive Board, be responsible for development of programs, promote membership and develop membership initiatives.

Chair (and preside over) the Political Endorsement Committee and Endorsement Forum/Meeting unless there is a conflict.

Section 8. **The Secretary.** Shall:

a) be responsible for the minutes of the Executive Board and regular monthly meetings, as well as, distribution of minutes;

b) Construct and mail (snail / e-mail) monthly meeting notices; be responsible for additional correspondence as directed by the Chair;

c) E-mail, fax, or text press releases as necessary.

d) maintain a current roster of officers and general membership;

e) maintain appropriate sign-in sheets for monthly meetings;

f) maintain possession of office supplies relative to the position of secretary;

*******NEW*******

g) The Secretary shall receive an updated membership list from the Membership Chair each month as members are added.

Section 9. **The Treasurer.** Shall:

a) upon election submit an *Appointment of a Campaign Treasurer form by a General Purpose Committee (GTA Form)* with the Texas Ethics Commission;

b) submit all necessary financial reports to the Texas Ethics Commission or Internal Revenue Service on their respective time schedules;

c) be the custodian of all organization funds in bank accounts, pay all bills upon authorization of the Chair or Executive Board;

d) submit a written financial report and account for all funds received and disbursed at each monthly membership meeting;

*******NEW*******

e) Failure to submit 3 or more monthly reports without due cause will result in removal from office by the Executive Committee.

f) serve on any committee involved in fundraising or matters of finance;

g) keep an itemized record, in a permanent file, of all receipts and expenditures;

h) and such other duties applicable to the office as contained in these bylaws.

Section 10. Committees & Final Policy Regarding all Officers.

a) Standing committee chairs shall serve on the Executive Board;

b) at the end of a term of office, all officers shall deliver all Eastside Democrats of El Paso records to their successor within *seven (7) days*;

c) any check disbursed by the organization will require two (2) signatures. either by the Chair or Vice Chair and Treasurer. Other Executive Board Members can be added at a later date should the situation justify itself;

within fourteen (14) days;

*******NEW*******

d) a debit card will be added as a form of remittance for any organization business. The Chair will be in charge of the card. Any expenditure on the debit card will require Executive Committee approval. The Chair will notify the Treasurer of any transaction in writing (text or email) using the debit card within 3 business days. Any expenditure will be duly noted in the Treasurer's Monthly Report.

*******NEW*******

e) an officer or other official of the Eastside Democrats of El Paso may be removed from office with notice by a two thirds majority vote of the members in a regularly scheduled general meeting. Reason for removal must be presented and read to the members at this meeting.

ARTICLE VI - Monthly Meetings

Section 1. The Eastside Democrats of El Paso shall meet once a month at a time and place determined by the Chair, a majority of

the Executive Board or by a thirty-three and one-third per cent (33 1/3%) vote of the general membership.

Section 2. The Chair or a majority of the Executive Board members may call a "special" general membership meeting with a five (5) day notice as they deem it necessary.

Section 3. Written and/or electronic notice of the date, time and place of the monthly general membership meetings shall be sent no later than a week in advance of the monthly general membership meeting.

ARTICLE VII - Political Endorsements

a) The date, time, location and manner of the Endorsement Event shall be determined by the Political Endorsement and Executive Committees.

b) The Eastside Democrats of El Paso will only endorse Democrats. The Eastside Democrats of El Paso reserve the right to endorse or not endorse candidates. The Eastside Democrats of El Paso reserve the right to scrutinize the voting history of any candidate.

c) The Eastside Democrats of El Paso may consider supporting or opposing referenda, charter amendments, constitutional amendments or other public policy issues.

*******NEW*******

d) The Eastside Democrats may also endorse candidates in non-partisan elections.

ARTICLE VIII - Committees

Section 1. **Standing Committees:** The Eastside Democrats of El Paso shall have the following standing committees: (1) Part of Programs headed by Vice-Chair, (2) Public Relations and Marketing, (3) Budget/Fundraising (4) Nominations (5) Elections

*******NEW*******

Section 1. **Standing Committees:**
 (1) Program Committee;
 (2) Public Relations, Marketing, and Social Media Committee;
 (3) Budget/Fundraising/Financial Reconciliation Committee;
 (4) Nominations Committee;
 (5) Elections Committee; and
 (6) Membership Committee. The Vice Chair will

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	oversee each of these standing committees and report back to the Executive Committee the status of each.
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*****NEW*****	Section 2. Committee Chairs & Members: Standing Committee chairs shall be appointed by the Chair with approval of the Executive Board <i>(delete and shall serve as members of the Executive Board)</i> . Committee Chair members are appointed for one-year terms and may be reappointed.
Committee Chairs may appoint committee members to their committee.	
Section 3. Committee Functions:	
(1) Membership Committee	
a. Membership and Precinct Chair Recruitment	
b. Recruit members to the Eastside Democrats of El Paso	
c. Work closely with the El Paso County Democrats on Precinct Chair recruitment.	
d. Coordinate the designation of membership to appropriate committees	
e. Recommend to the organization: policies, programs and updates of progress	
(2) Marketing Committee	(2) Public Relations/Marketing/Social Media Committee
a. Advertise and market the Eastside Democrats organization.	
b. Design posters, flyers, signs etc. for the Eastside Democrats.	
c. Maintenance on organization's webpage	c. Maintenance on organization's social media platforms
d. Recommend to the organization: policies, programs and updates of progress	d. Recommend to the organization: policies, programs and updates of progress <i>in regard to policies, programs, social media, and publicity</i>
(3) Fundraising Committee	

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a. Raise funds for the Eastside Democrat organization and its events

*******NEW*******

b. Review Debit Card expenditures

c. Perform semiannual audits of financial records.

d. Recommend to the organization: policies, programs and updates of progress

(4) Finance Review Committee

a. Review organizations financial records, statements, bank accounts, checks etc.

b. Perform semiannual audits of financial records.

c. Recommend to the organization: policies, programs and updates of progress

(5) Event Management Committee

a. Create and coordinate events and functions for the organization

b. Advise membership and assist on events and functions.

c. Recommend to the organization: policies, programs and updates of progress

(6) Nominations and Elections Committee

a. Coordinate organization's election

b. Create, distribute and tally ballots

c. Recommend to the organization: policies, programs and updates of progress.

ARTICLE IX - Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised, shall govern the Eastside Democrats of El Paso in all cases in which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order that the Eastside Democrats of El Paso may adopt

ARTICLE X - Finances

Section 1. The fiscal year shall begin the first meeting in January of every year.

Section 2. The annual financial statement shall be presented at the monthly meeting on the first Meeting in January of every year.

Section 3. The Eastside Democrats of El Paso is an organization that intends to operate primarily to carry on as a non-profit organization.

ARTICLE XI- Voting

Section 1. All decisions made by the membership shall be made by a majority vote of those present except in those instances specified in the bylaws.

Section 2. Except in those instances specified in the bylaws, all decisions made by the Executive Board shall be made by majority vote. The Executive Board holds the right vote on matters via email. Absent Board Members may use a proxy, provided such proxy is in writing.

ARTICLE XII - SOCIAL MEDIA PLATFORMS

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*******NEW*******

- a) An administrator of social media may be appointed by the chair.**
- b) The administrator will be added to all social media platforms and will be responsible for updating and posting information to the platforms.**
- c) The information posted to any of the social media accounts must be legitimate and its accuracy confirmed, i.e., articles, other social media comments, etc.**
- d) The social media administrator will hold the position until another administrator is appointed.**
- e) The social media administrator no longer in the position must provide the new administrator the access passwords within 30 days.**
- f) The previous administrator will be removed from the administration platform.**
- g) The Administrator has the authority to remove negative comments, obscene language, and any language,**

pictures, etc. that may negatively influence the organization's Democratic values.
h) The administrator will meet with the Chair/Vice Chair to discuss postings of the information at least once per month.

ARTICLE XII - Dissolution

Should the Eastside Democrats of El Paso be dissolved by appropriate action of its membership, the funds and other assets, if any, shall be given to the El Paso County Democratic Party.

ARTICLE XIII - Amendments to the Bylaws

Section 1. The bylaws of the Eastside Democrats of El Paso may be amended by a majority vote of members present at a regular monthly meeting throughout the year. Written notice of a proposed bylaw change shall be sent to the executive board at least thirty days prior to the next regular meeting.

Section 2. Amendments to the bylaws can be proposed by the Executive Board or by a written petition signed by five (5) eligible members. This petition must be received by the Executive Board at least thirty (30) days in advance of the meeting.

Section 3. The Executive Board shall be responsible for reporting the effect of any proposed bylaw change to the membership for consideration.