Rev. 3/10/22 **BY-LAWS OF**

**DISTRICT 33 DEMOCRATIC CLUB**

**(f/k/a THE THIRTY-THIRD DEMOCRATIC CLUB, INC.)**

**ARTICLE I – NAME**

The name of the Corporation shall be District 33 Democratic Club (“the Club”).

**ARTICLE II – PURPOSES**

The following are the purposes for which the Club has been formed:

1. To uphold the interests and principles of the Democratic Party;
2. To solicit and support Democratic candidates for office;
3. To encourage participation in elections;
4. To engage in all lawful activities of non-profit, non-stock organizations under the laws of the State of Maryland and the United States.

**ARTICLE III – MEMBERSHIP**

The members of the Club shall consist of registered Democrats who have paid their annual dues. Only members who have paid their dues are entitled;

1. To vote in this Club; and
2. To hold office in this Club.

**ARTICLE IV – DUES**

An annual dues fee shall be as determined by the Board of Directors of the Club.

1. Dues will be due and payable once a year, in January, for the Club’s fiscal year which begins January 1 and ends the following December 31, which dues shall not be pro-rated.
2. Dues will be waived for elected Democratic office holders who reside in Legislative District 33 of the State of Maryland.

**ARTICLE V – OFFICERS**

The Officers of the Club shall be President, Vice President, Secretary, and Treasurer. The duties of the Officers shall be as follows:

1. The President shall:
   1. Preside at all meetings of the members and Board of Directors;
   2. Serve as an *ex-officio* member of all committees, except the Nominating Committee;
   3. See that all books, reports, and certificates, as required, are properly kept and filed;
   4. Nominate a Parliamentarian, to be approved by the Board, who shall assist the President and the Club in the conduct of meetings in accordance with “Robert’s Rules of Order-Newly Revised.”
   5. Perform such other duties as requested by the Board of Directors; and
   6. Engage in activities in furtherance of the Club’s purposes and activities.
2. The Vice President shall:
   1. Assume the duties of the President in the President’s absence;
   2. Assume the duties of the President should the President leave office before the expiration of his or her term;
   3. Assist the President; and
   4. Engage in activities in furtherance of the Club’s purposes and activities.
3. The Secretary shall:
   1. Keep the minutes of the meetings of the members and the Board of Directors;
   2. Be responsible for the correspondence of the Club;
   3. Preserve all of the Club’s minutes and important documents;
   4. Review and sign all documents required by the Secretary of the Club in accordance with the laws of the State of Maryland;
   5. Distribute all meeting Notices via electronic transmission no later than 10 days prior to the meeting and all other notices;
   6. Designate a member or members of the Club to assist in the performance of his/her duties, as necessary, and approved by the Board of Directors; and
   7. Engage in activities in furtherance of the Club’s purposes and activities.
4. The Treasurer shall:
   1. Collect dues and other monies paid/donated by members, and retain the care and custody of all monies of the Club;
   2. Disburse funds of the Club duly owed to vendors/payees or as directed by the Board of Directors;
   3. Maintain a detailed and accurate account of receipts and disbursements of the Club;
   4. Submit a financial report at the end of the fiscal year or upon the request of the President or Board of Directors;
   5. Prepare a proposed Budget, as requested by the Board of Directors;
   6. Submit required reports to federal and state authorities, including financial and tax forms;
   7. Serve as the Chairperson of the Finance Committee, as necessary; and
   8. Engage in activities in furtherance of the Club’s purposes and activities.
   9. Neither an elected official, nor a candidate or a candidate’s campaign Treasurer may serve as Treasurer of the Club.

**ARTICLE VI – BOARD OF DIRECTORS**

1. The Board of Directors shall consist of up to ELEVEN voting members:
   1. The four (4) Officers;
      1. President, who shall be Chairperson;
      2. Vice-President;
      3. Secretary;
      4. Treasurer;
   2. Parliamentarian;
   3. Up to Six (6) At-Large Directors; and
   4. *Ex-officio* Board Member. An *ex-officio* Boardmember means a current elected official or former Board member in District 33. An *ex-officio* Board member may not vote and may not be counted for a quorum.
2. All members of the Board of Directors shall be members of the Club.
3. The Board of Directors shall:
   1. Control and manage the affairs and business of the Club;
   2. Be empowered to act by majority vote of the members on matters of the Club;
   3. Act in the name of the Club only when it shall have been properly convened after due Notice of such meeting (live or via electronic transmission) to the Board of Directors;
   4. Appoint standing committee chairpersons, as necessary; and
   5. Meet at least three (3) times a year, at the call of the President or 2/3 of the members of the Board of Directors. A quorum shall consist of 60% of voting members present. Meetings may be by videoconference or teleconference.

**ARTICLE VII – TERMS, ELECTIONS, NOMINATIONS, VACANCIES**

1. Terms/Elections: The terms of Officers and members of the Board of Directors shall be for one (1) year with elections at the Annual Meeting or at the next scheduled meeting.
2. Nominations: The Board of Directors shall appoint a Nominating Committee of three (3) members which shall submit the name of the candidates no later than the month before the Annual Meeting. The nominees’ names shall be submitted in the notice of the Annual Meeting. Nominations may also be made from the floor before the final vote.
3. Vacancies and Removal from Office: A vacancy in the office of the President shall be filled by the Vice President. Other vacancies shall be filled by the Board of Directors. Any officer or member of the Board of Director may be removed by a 2/3 vote of the Board of Directors.

**ARTICLE VIII – MEETINGS**

1. Regular meetings of the Club shall be scheduled at least six (6) times a year for the purpose of the transaction of the Club’s business, education of the members, and the promotion of the Club’s activities, purposes, and objectives.
2. The dates, times, and location of meetings shall be decided by the Board of Directors and provided to the members and interested persons at least 10 days in advance of the meetings, which meetings may be by videoconference.
3. An Annual Meeting shall be held in January for the purpose of the election of officers and directors and to receive reports from members of the Board of Directors, committees, and other business.
4. Motions may be passed by majority vote of members present.
5. All Club meetings are open to the public.

**ARTICLE IX – COMMITTEES**

The President may appoint the following committees, which may have one or more members, and any additional *ad hoc* committees which the President or the Board of Directors may deem necessary:

1. Finance Committee, which shall be responsible for the financial affairs of the Club, and shall be chaired by the Treasurer of the Club;
2. Membership Committee, which shall be responsible for recruitment, enrollment, and welcoming of members, maintenance of the membership list, and the provision of a sign-up sheet for all attendees at the Club’s meetings.
3. Social Media Committee, which shall be responsible for preparing and/or posting notices/photos regarding the Club’s activities, events, and other pertinent information about the Club on all of the Club’s internet/social media platforms, including notifications to the press.
4. Program Committee, which shall be responsible for the planning, advertising, and promotion of the Club’s activities, meetings and programs, with approval of the Board of Directors.
5. Committee members and Chairpersons shall be members of the Club.
6. All Committee Chairpersons or designees shall submit reports of their activities to the Board and/or members at regularly scheduled meetings.

**ARTICLE X – ENDORSEMENTS/SUPPORT OF POLITICAL CANDIDATES**

Members are encouraged to work and campaign for any and all Democratic candidates in Primary and General Elections.

1. The Club, with the majority approval of the members, may endorse/support candidates for public office of the Democratic Party in the Primary and General Elections so long as the Club’s support is co-equal for all Democratic candidates for the same office.
2. Neither the Club nor a member of the Board of Directors, acting in his/her role as Board member, may endorse/support a candidate in a Democratic Party primary election unless the endorsement/support is co-equal for all Democratic candidates. A Board member may endorse/support a candidate in a Democratic Party primary election as a private citizen or in other private capacities.
3. An officer of the Club or member of the Board of Directors, except for the Treasurer, may be a candidate for federal, state, or local office.

**ARTICLE XI – RULES OF ORDER**

Meetings of the Club and the Board of Directors shall be governed by the Rules of Order, as contained in “Robert’s Rules of Order—Newly Revised,” when not inconsistent with the By-Laws.

**ARTICLE XII – AMENDMENTS**

The Article of Incorporation and By-Laws may be amended, revised, or repealed by a majority vote of the Board of Directors, and a 2/3 vote of the members present at a meeting, provided the proposed amendments/revisions were sent to the members in advance of the meeting.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATES:

1. Original Incorporation, February 10, 1983
2. Revised: January 17, 2002
3. Revised: January 21, 2010
4. Revised: January 17, 2013
5. Revised: March 10, 2022