

CONSTITUTION & BYLAWS

(Revised February 8, 2018)

ARTICLE I

NAME

The name of this organization shall be THE WOMEN'S DEMOCRATIC CLUB OF CLARK COUNTY, NEVADA

ARTICLE II

OBJECT

Section 1: To foster loyalty to our country and respect for the flag, and to assist in developing the highest concept of patriotism.

Section 2: To encourage membership in the DEMOCRATIC PARTY; to assist in the election of DEMOCRATIC Candidates to all political offices.

Section 3: To assist the DEMOCRATIC NATIONAL, STATE and COUNTY CENTRAL COMMITTEES.

ARTICLE III

MEETINGS

Section 1: The territorial limits of this organization shall be the State of Nevada.

Section 2: The meetings of this organization shall be held within the Greater Las Vegas, Nevada Metropolitan Area, except at such times as it shall be felt expedient to hold a meeting or meetings elsewhere within Clark County.

Section 3: Unless otherwise ordered by the Club or the Board of Directors, regular meetings shall be held on the second Thursday of each month.

Section 4: Special meetings may be called by the President and shall be called upon the written request of fifteen (15) members.

Ten (10) day notice shall be given and the business transacted by any special meeting shall be limited to that mentioned in the call.

Section 5: The regular meeting in November shall be known as the Annual Meeting, at which time a Report of the Nomination Committee and Annual Reports of Officers and Committee Chairs shall be given.

Section 6: Election of Officers shall be held at the Annual Meeting in November. The fiscal year of this organization ends December 31st.

Section 7: New officers shall be installed at the January meeting.

Section 8: Twenty-five (25) members shall constitute a quorum.

ARTICE IV

MEMBERS

Section 1: Membership in the organization shall be by persons who are registered Democrats in the State of Nevada.

Section 2: Associate membership may be held by Democrats whose residence is other than in the State of Nevada, and are subject to annual dues.

Section 3: Any member who becomes affiliated with or supports a candidate of any other political party for an office whatever (elected or appointed officials to be exempted from the Club and shall be so informed by registered mail by the Board of Directors.

The member so suspended may request a hearing before the Board of Directors within thirty (30) DAYS. If no hearing is requested within the 30-day period, the suspended member will be expelled from membership in the Club and will be so notified by registered mail be the Board of Directors at the close of the notice period.

The Board's recommendation shall be brought before the membership at the next succeeding Club meeting, at which time a majority vote of the member's present shall determine final action, and the subject member shall be noticed immediately thereafter of such action by registered mail.

Section 4: Any Democrat holding the office of National Committeewoman or Committeeman, State or County Chair, may become, by a majority vote of the club members, an honorary member of the Board of Directors without voting privileges.

Section 5: An honorary membership may be conferred by vote of the Board of Directors on any person in recognition of distinguished merit or of service. Honorary Members may not vote or hold office.

ARTICLE V

OFFICERS AND THEIR DUTIES

Section 1: Officers of the Club shall be a President, a First Vice President, Second Vice President, Recording Secretary, Corresponding Secretary, Treasurer, and ~~Chaplain~~ Inspirational Leader.

Section 2: [President] It shall be the duty of the President to preside at all meetings of the Club and the Board of Directors, appoint Chairs of Standing Committees with the approval of the Board, and such special committees as deemed necessary, be an ex-officio member of all committees, except Nominating committee, be bonded by the Club and with the Treasurer and/or recording Secretary shall sign checks, and perform duties as usually pertain to that office. The President shall have the authority to send electronic communications to Board members, on specific issue(s), when a vote is necessary. All electronic votes will be ratified at the subsequent WDC Board meeting.

Section 3: [First Vice President] It shall be the duty of the First Vice President to preside at all meetings of the Club and of the Board of Directors in the absence of the President, and perform other duties as assigned by the President. But the specific duty of that office shall be to function as the Program Chair.

Section 4: [Second Vice President] It shall be the duty of the second Vice President to preside at all meetings of the Club and of the Board of Directors in the absence of both the President and the First Vice President, and perform such other duties as assigned by the President. But the specific duty of that office shall be to function as the Membership Chair, including publication by the April meeting, with assistance from the Corresponding Secretary and Treasurer, of the annual Roster.

Section 5: [Recording Secretary] It shall be the duty of the Recording Secretary to keep a record of the proceedings of the meeting of the club and of the Board of Directors, file and preserve reports, be bonded by the Club and with the President and/or the Treasurer shall sign checks, perform such other duties as assigned by the President.

Section 6: [Corresponding secretary]. It shall be the duty of the Corresponding Secretary to maintain an active membership roll, assist the Treasurer, write official Club correspondence under the direction of the President or the Board of Directors, to assist with the publication of the annual Roster, and perform such other duties as assigned by the President.

Section 7: [Treasurer] It shall be the duty of the Treasurer to collect all dues and receive all monies belonging to the Club and deposit the same in a bank designated by the Board, be

bonded by the club, sign checks, pay all bills approved by the Club, render a written financial report at the annual meeting, where upon the Treasurer shall deliver all financial records, including collaborating files, to an auditor approved by the Board of Directors.

All financial reports by the Treasurer shall be made in duplicate and copies submitted to the President and Recording Secretary. Two (2) signatures shall be required on each check, i.e., the Treasurer and/or the President and the Recording Secretary.

The Treasurer shall assist with the compilation of the Annual Roster.

Section 8: [Inspirational Leader] It shall be the duty of the Inspirational Leader to give the inspirational messages at each meeting.

ARTICLE VI

NOMINATING AND ELECTIONS

Section 1: One month prior to the Annual Meeting, a Nomination Committee shall be elected by the membership. Nominations shall be from the floor and election shall be by ballot. The Nominating Committee shall consist of five (5) eligible members. (in the event only five (5) members are nominated election may be by acclamation).

Section 2: The Nominating committee shall elect its own Chair

Section 3: The report of the Nominating committee shall be made to the membership at the November meeting. The Committee shall present a slate of officers. Nominations may be made from the floor at the November meeting after which nominations shall be declared closed.

Section 4: The Nominating committee shall prepare the ballot for the Annual election meeting.

Section 5: At the October and November meetings, an alphabetical list of eligible voters shall be posted in the meeting room. The list of eligible voters shall be compiled and posted by the Treasurer and the Corresponding Secretary and shall be the official list used in the election proceedings.

Section 6: Any member in good standing for three (3) months preceding the Club's election shall be eligible to vote. No absentee or proxy ballots will be accepted.

Section 7: Any member having attended four (4) regular meetings during the current year, shall be eligible to hold office. An alphabetical list of members, eligible to hold office shall be

compiled and posted by the Treasurer and Corresponding Secretary at the October and November meetings.

Section 8: No member holding an elective public office is eligible to hold office in the Club.

Section 9: A Judge and four (4) tellers shall be appointed by the President at the Annual Meeting. The Judge will check the eligible list of voters and distribute the ballot. At the close of the designated voting time, the Judge calls "voting closed" and the Tellers begin to count. Immediately after the counting, the results of the election will be announced by the Judge.

Section 10: Voting shall be by ballot and kept open for at least one (1) hour. Write-ins will not be counted. The time of opening and closing of the voting shall have been announced at the November meeting.

In the event there is a single slate of officers nominated, election may be made by acclamation.

ARTICLE VII

ADMINISTRATION

Section 1: The Board of Directors shall consist of the Officers of the Club.

The Board of Directors shall meet at the call of the President, provided however, that the Board will meet once a month prior to the regular meeting, The President may call such other Club members or committee chairs deemed necessary to conduct the business of the Board.

Section 2: The Board of Directors shall have general supervision of the affairs of the Club and none of its acts shall conflict with action taken by the Club. Between meetings, the Board shall have the authority to approve the payment of monies from the general fund up to a maximum of Five Hundred Dollars (\$500.00) without prior approval of the Board of Directors in compliance with the By-Laws, provided however that the details of the expenditures are explained at the next regular meeting of the Club.

Section 3: Meetings of the Board of Directors shall be at the call of the President, or upon written request of four (4) members of the Board. Four (4) members of the Board of Directors shall constitute a quorum.

Section 4: An elected officer must attend at least nine (9) regularly scheduled meetings of the Board of Directors during their annual term. Officers who miss two (2) or more unexcused absences are disqualified and will automatically vacate their office.

Section 5: The vacated office shall be filled by vote of the Board of Directors.

ARTICLE VIII

TERM OF OFFICE AND VACANCIES

Section 1: Officers may succeed themselves in the same office.

Section 2: The resignation of any officer shall be directed to the President of the Board and shall be acted upon by the Board.

Section 3: In the event any office, other than that of the President, becomes vacant, the Board shall fill the same for the unexpired term.

Section 4: In the event of a vacancy in the office of President, the first Vice President shall succeed to the office of President, the second Vice President shall become the first Vice President, and the Board shall elect a Second Vice President; these three (3) officers shall hold office for the unexpired term.

ARTICLE IX

PUBLICATIONS

Section 1: All publications of this Club shall come under the direction of a committee to be appointed by the President, with the approval of the Board of Directors.

Section 2: "Donkey Tracks" shall be the official publication of the Women's Democratic Club of Clark County.

ARTICLE X

POLITICAL BUSINESS TRANSACTION

Only Democratic Candidates who support the Democratic Party Platform and issues pertinent to the Women's Democratic Club of Clark County will be deemed eligible to receive financial or other support from the Club.

ROBERT'S RULES OF ORDER

REVISED ROBERT'S RULES OF ORDER shall be the rules adopted to govern the Club, its Board of Directors, and its committees insofar as they are not inconsistent with the Constitution and Bylaws of the Club.

ARTICLE XI

CAMPAIGN CONTRIBUTION RECOMMENDATION COMMITTEE

Section 1: Prior to each election cycle, the President shall appoint three (3) members in good standing, not running for public office to said Committee.

Section 2: The Committee is charged with assessing and evaluating Democratic candidates in General elections for potential campaign financial support from the Club.

Section 3: The Committee shall make recommendations for candidate financial support to the Club Officers.

Section 4: Donation priority shall be given to active Club members in good standing who have a commitment to the Women's Democratic Club of Clark County, its goals, agenda and mission.

Section 5: The Officers shall fully consider the Committee's recommendations but are not limited to or restricted by their recommendations.

Section 6: All donation recipients must be registered Democrats even for non-partisan races and offices.

Section 7: Officers shall vote on each Democratic candidate under consideration. No disbursement shall be made without the express approval of the majority of the Club's Officers and all decisions of the Officers are final. The President shall instruct the Treasurer to disburse donations in dollar amounts as determined by the Officers by majority vote.

Section 8: Combined candidate donations shall not exceed 85% of monies in the donation account in any given election cycle.

Section 9: The Officers shall inform the general membership of recipients of political campaign donations of the Women's Democratic Club of Clark County.

ARTICLE XII

THE RENEE DIAMOND SCHOLARSHIP FUND

Section 1: The Renee Diamond Scholarship Fund has been established to assist students in need of financial aid to continue their education.

Section 2: The President shall appoint three (3) members in good standing to advise and recommend to the Board of Directors applicants worthy of consideration.

Section 3: The Scholarship Fund is provided by proceeds from the monthly luncheon raffle ticket sales. One-half of the monies collected is distributed to the winner of the drawing, and one-half is deposited into the Scholarship Fund account.

Section 4: Scholarships are offered as a one-time only grant, and may only be utilized at an accredited Nevada college, university or trade school.

Section 5: The eligible applicant must be a registered Democrat, a member of the Women's Democratic Club, or sponsored by a current member in good standing. Priority will be given to female applicants.

Section 6: The application will be reviewed by the Scholarship Committee and presented to the Board of Directors for approval. Scholarship applications must be received by June 1st of the current year. Upon approval of the Board, the scholarship award check will be disbursed to the recipient by August 1st.