



President
James Dula PhD

Vice President
Juanita Miller PhD

Recording Secretary
Tamara Davis
Brown

Corresponding Secretary
Edith Jefferson

Treasurer
Miranda Jackson

Parliamentarian
Carolyn Lowe

Membership Chair
Lisa Proctor



THE SOUTH COUNTY DEMOCRATIC CLUB
OF
PRINCE GEORGE'S COUNTY - MARYLAND

Constitution and Bylaws as Amended in 2016

Constitution and Bylaws of the South County Democratic Club

PREAMBLE:

In order to stimulate in the people of South County, Prince George's County, an active interest in governmental affairs; to increase the efficiency of popular government; to foster and perpetuate the ideals and principles of the Democratic Party; and to provide for our people, through its administration, the highest degree of social justice and welfare, we, the South County Democrat Club, do associate ourselves together and establish that it shall be the policy of this organization in all of its endeavors to contribute to the growth and influence of the Democratic Party leadership; to increase party responsibility; and to maintain and promote harmony within the party ranks.

DECORUM:

It is ordained that all members shall treat one another with due politeness and respect during the meetings, and all other times, and that all ungenerous remarks, personal allusions or sarcastic language by which feelings of a members may be wounded, shall be carefully avoided and that all discussions be conducted in a spirit of moderation and generosity and, at all meetings of the club, anything to the contrary notwithstanding shall be ruled "out of order" by the president officer.

ARTICLE I: NAME

Section 1. The Name of the organization shall be the South County Democratic Club ("SCDC").

ARTICLE II: MEMBERSHIP

Section 1. The membership of this organization shall be composed of individuals registered voters of the Democratic Party and who are desirous of lending their efforts to wholehearted support of the Democratic Party and its policies.

Section 2: Every member shall pay dues as set by the membership annually, the same to be paid on or before the third meeting of each year.

Section 3: The money for dues must be paid to the Treasurer, payable to SCDC.

Section 4: No person who is deficient in his financial obligations to the club, for any reason whatever, shall be a member in good standing nor shall he have a vote.

Section 5: Any member dropped from the roles for non-payment of dues shall be reinstated upon payment of current dues.

Section 6: Application for new members shall be open to all people who conform to the ideals set forth in the Preamble of this Constitution and these Bylaws.

ARTICLE III: Meetings

Section 1. The South County Democratic Club shall hold its meetings on the First Monday of every month. The above will be in effect unless otherwise decided upon by the Executive Board at which time notice, in writing, to such effect shall be given to all members. Special meetings shall be called by the President, if necessary, or upon written request signed by five (5) members in good standing. When a special meeting is called, notice thereof, in writing, of the time, place and purpose thereof shall first be given. The meetings of the Executive Board shall be at the call of the President.

Section 2: The annual meeting for the election of officers shall be the second Tuesday in November. Installation of officers will be at the regular meeting in the month of January of the following year.

Section 3: The Treasurer's Yearly Report for the year shall be briefed during the month of December and presented at the January meeting showing the Club is in good standing.

Section 4: No business can regularly be entered upon until a quorum is present and, if at any time during the meeting the members present are below the quorum, the assembly must immediately adjourn. The meeting shall be opened at the time prescribed by the Bylaws if 10% of paid members, but not less than 15 members who are in good standing are present.

Section 5: Rules and order of business shall be governed as follows:

- a. The President, having taken his Chair, at the sound of the gavel, general silence shall be observed throughout the meeting place and all present shall have taken their seats.
- b. A member may be limited in speaking-time according to a ruling of the President or presiding officer.
- c. No Committee can be discharged until a complete report has been submitted.
- d. All questions of order not herein provided shall be governed by, and the meetings shall be conducted, in accordance with "Roberts Rules of Order, Revised".
- e. All regular and Executive Board meetings shall generally be conducted as follows:
 - i. Calling the meeting to order,
 - ii. Salute to the American flag,
 - iii. Reading and approval of minutes of last meeting
 - iv. Treasurer's Report
 - v. Reports of officers, Chairmen of standing Committees, and other Committees in this order
 - vi. Discussion and determination, if possible, of unfinished business

- vii. Discussion and determination, if possible of new business
 - viii. Speaker's speeches, if any.
 - ix. Good of the order.
 - x. Adjournment.
- f. In the event that a speaker is scheduled to speak before the Club and said speaker has only limited time to spend with the members, the President may waive the normal order of business of a regular meeting.

ARTICLE IV: OFFICERS

.Section 1: Elected officers of this Club shall be:

- a. President
- b. Vice President
- c. Recording Secretary
- d. Treasurer
- e. Corresponding Secretary

Section 2: There shall be six standing Committees appointed by the President:

- a. Legislative Committee
- b. Membership Committee
- c. Public Relations/Media Committee
- d. Program and Events Committee
- e. Political Liaison Committee
- f. Community and Youth Committee

The President shall have the authority to appoint such other Committee or Committees from among the members in good standing as deemed necessary.

Section 3: The term of office for all officers and Chairmen of the three standing committees shall be for the period of two year and any one or more may be re-elected or re-appointed for one two-year term. However, no one person may hold two positions on the Executive Board.

Section 4. Any vacancies of the officers of the Club shall be filled by nomination and two-thirds (2/3) vote of members of the Executive Board until such time as said vacancy may be filled by a normal or special election which will be held in the normal manner for the election of officers.

ARTICLE V: DUTIES OF OFFICERS

Section 1. The PRESIDENT is the official head or leader of the Club. He shall also serve as Chairman of the Executive Board and call meetings thereof as deemed necessary; and, he shall be “ex officio” Chairman of all Committees. In the absence of good reason to the contrary, he shall preside at all regular meetings and meetings of the Executive Board. He shall appoint, to serve at his discretion, a Parliamentarian to assist in the interpretation of any parliamentary rule or usage when such is necessary.

Section 2. The VICE PRESIDENT shall act as President during the absence of the President and shall serve on all Committee pro tempore in the absence of the President.

Section 3: The RECORDING SECRETARY shall recording the minutes of all meetings and notify all members in good standing of the meetings, notify all members of dues being payable for the coming year on the December meeting notice that, if dues are not paid by or during the March meeting, they will be dropped from the role, notify dropped members of the Club’s actions and procedure for reinstatement.

Section 4: The CORRESPONDING SECRETARY shall handle correspondence for the club, assist the President and Chairman with administrative tasks as necessary, and shall assume the responsibilities of the Recording Secretary during his/her absence.

Section 5: The TREASURER of the Club shall be required to sign, with the approval of the President, all checks or drafts of the Club and shall be entrusted with the handling of all funds and other personal property of the Club, keep financial records, and submit a report at each meeting.

Section 6. Any officer failing to attend three (3) consecutive meetings, unless excused for good cause by the President or presiding officer, shall forfeit the right of office and the Executive Board shall proceed to elect such new officer by two-thirds (2/3) vote thereof and said appointed elective officer shall serve until such time as said elective office may be filled by a normal or special election which will be held in the normal manner.

Section 7. The officers of the Club shall each have such powers and duties as generally pertain to their respective offices as well as such powers and duties as from time to time may be conferred by the members and/or the Executive Board.

Section 8. Any officer or Chairman of a standing Committee may be removed for cause by three-fourths (3/4) majority of the Club members.

ARTICLE VI: EXECUTIVE BOARD

Section 1. The Executive Board shall consist of all such members who are duly elected and/or qualified officers of the Club and the six (6) standing committees.

Section 2. The duties of the Standing Committees are, respectively, as follows:

- a. **Legislative Committee** shall be composed of a Committee Chairman who shall appoint at least two (2) additional members whose duties shall be to monitor local, state and federal legislative initiative that have a direct impact on people, communities and businesses.
- b. **Membership Committee** shall be composed of a Chairman who shall appoint at least two (2) additional members and whose duties are to secure new members. A Membership Chairman shall have a list of all members consisting of the names, addresses and phone numbers. This list should be updated at least once each year.
- c. **Public Relations and Media Committee** shall be composed of a Chairman who shall appoint at least two (2) associate members and whose duties are to secure publicity through media and community relationships; and create a PR program with the Presidents guidance.

- d. **Programs and Events Committee** shall be composed of a Committee Chairman who shall appoint at least two (2) additional members whose duties shall be to arrange two yearly programs and submit plans to the Executive Board for approval.

- e. **Political Liaison Committee** shall be composed of a Chairman who shall appoint at least two (2) associate members and whose duties are to secure liaison efforts with other Democratic Clubs throughout the County of Prince George's to work in conjunction with these Clubs for the purposes of forming a single organization to present to the State Central Committee the objectives and ideas of various clubs and as one organization.

- f. **Community and Youth Committee** shall be composed of a Chairman who shall appoint at least two (2) associate members and whose duties are to research community and youth activities for the purpose of keeping the association apprised of items of interests and offering the club and opportunity to partner with ongoing community activities. To maintain a database of youth under the age of 21-years of age for the purpose of creating and maintaining a SCDC Young Democrats sub-committee.

Section 3. It shall be the power and the duty of the Executive Board in all of its endeavors to contribute to the growth and influence of the Democratic Party leadership, to increase party responsibility and to maintain and promote harmony within the party ranks.

Section 4. The Executive Board, corresponding to a Board of Directors, shall have the following authority and duty:

- a. To review the current local, state, and national political developments and to consider the effect that any of same will have on the Club and proposed activity of the Club in regard to advancing the Club's purposes.

- b. To first consider all major problems with which the Club is concerned, analyze same, obtain the facts pertinent thereto and, on the basis thereof, make recommendations to members at any normal or special meetings called for the members. Should any problem or matter develop where the Executive Board feels that the

Club should consider, or decide same, the Executive Board's recommendations shall be advisory only.

- c. The South County Democratic Club will not, at any primary, endorse candidates.

ARTICLE VII: FISCAL YEAR

The Club's fiscal year shall correspond to the calendar year.

ARTICLE VIII: AMENDMENTS

Proposed amendments to the Constitution and Bylaws shall be presented, in writing, signed by at least three members, shall be read in a regular meeting and forwarded to all members in good standing prior to being discussed and voted upon at the next regular meeting. Adoption of same to be by two-thirds (2/3) majority vote of quorum.

As Amended

_____, 2016