

Washoe County Democratic Party Latino Coalition

Bylaws

Revised and approved by Membership January 2009

Article I – Name

Section 1: The name of this organization shall be **Washoe County Democratic Party Latino Coalition**.

Article II – Purpose

Section 1: The purpose of the organization shall be to provide a forum that encourages individuals to participate in Democratic activities. All activities shall be in accordance with this purpose:

1. Identify Latinos who are interested in the issues, the Party, and the candidates.
2. Raise funds to support and elect Democratic candidates.
3. Educate and inform the public about Democratic values and issues

Section 2: To increase the political power and influence of Hispanic Democrats within the Democratic Party of Washoe County.

Section 3: To unite the Hispanic Democrats in Washoe County.

Section 4: To promote the principles of the Democratic Party at all levels.

Section 5: To support and solicit support for legislation and governmental action on a national, state, county and local level which reflects the best interests of the Hispanic people.

Section 6: To encourage Democratic Hispanic citizens in becoming candidates for public office.

Section 7: To take such action as may be deemed necessary to affect the above objectives.

Section 8: If the Latino Coalition maintains a plan to accomplish their mission statement a copy of the plan shall be provided to the Democratic Party of Washoe County Central Committee

Section 9: The Democratic Party of Washoe County Central Committee shall be considered the parent organization and the Latino Coalition must conform to the rules, bylaws, and mission of the Democratic Party of Washoe County and the Nevada State Democratic Party.

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Section 10: Upon the dissolution or liquidation of the organization, no member shall share in or receive any funds or other assets remaining in its possession. Any such funds or other assets shall be transferred to an organization, organized as a not for profit whose goals are consistent with the operation and stated objectives of this organization.

Article III – Membership

Section 1. Any person who is a registered Democrat in Washoe County, and who subscribes to the stated purpose of the Latino Coalition shall be eligible for membership in the club.

Section 2. Every person who is eligible to be member of the Latino Coalition and whose dues are current shall be a member in good standing. Questions of eligibility shall be determined by the Executive Board. Only members in good standing will be eligible to vote in business matters of the club.

Section 3. Individuals, including non citizens, who are not registered Democrats in Washoe County may become associates of the Latino Coalition may pay dues, but are not considered members and are therefore not eligible to vote or hold a position on the Executive Board. No person registered with another party may be an associate member.

Section 4. The annual dues shall be set by the Executive Board. Dues are payable when a person joins the club and June annually thereafter.

Article IV – Officers

Section 1. The governing body of the chapter shall consist of a Board of Directors consisting of the Chair, 1st Vice Chair of Programming, Vice Chair of Finance, Vice Chair of Administration, Vice Chair of Membership, and Member-At-Large and the immediate Past-Chair. All members of the Board of Directors will have voting privileges. Any vice chair will be eligible for presidential nomination presuming availability.

Elected officers shall constitute the Executive Board and shall take office at the first general membership meeting following their election and shall hold offices for one year or until their successors are elected.

Members are encouraged to attend all Latino Coalition executive board meetings and to be members of the Washoe County Democratic Party.

Section 2. The duties of the elected officers shall be as follows:

- **Chair:** The Chair shall set the agenda for and preside over all meetings of the executive Board and of the membership; appoint directors of sub-committees as may be deemed necessary; serve as the official representative of the club in public

forums including the Democratic Party of Washoe County Central Committee meetings; make decisions for the club on policy when specifically empowered to do so by the Executive Board; advise the membership of pertinent matters affecting the welfare of the club; disburse funds of the club within limits set by the Executive Board; and act as Treasurer in the absence or inability of the Treasurer.

- **1st Vice Chair of Programming:** The Vice Chair shall preside at meetings of the Executive Board and of the membership in the absence or inability of the Chair, serve as Chair of the Programming committee to meet the program of the strategic plan and perform such other duties as the Chair may direct.
- **Vice Chair of Membership:** The Vice Chair of Membership, shall be responsible for meeting the organization's membership goals. Coordinates the regular meeting of the membership committee and implements the membership drive plan. Develops the membership committee, recruits, train, schedules phone banks and volunteers to staff events to recruit new members.
- **The Vice Chair Administration:** The Secretary, shall serve as liaison to other affiliate groups, the Washoe County Democratic Party and other coalition partners as deemed by the strategic plan. Shall maintain a record of all meeting of the Executive Board and the membership; submit the minutes of the previous meeting at the current meeting of the Executive Board or of the membership; receive and maintain in official caucus records the reports of elected officers, directors of standing subcommittees; maintain a compendium of standing rules, resolutions and policies adopted by the executive board or membership; and provide reports to the Democratic Party of Washoe County.
- **Vice Chair of Finances:** The Vice Chair of Finances shall maintain the financial records of the club and receive and disburse funds of the club, handle membership correspondence, including membership renewal billings. A written report of the financial status of all required legal reports on a timely basis shall be provided at least quarterly; and provide all information necessary for periodic audits as may be directed by the Executive Board or the Democratic Party of Washoe County Central committee. The Treasurer must present a written report to the Democratic Party of Washoe County Central Committee annually
- **Member At-Large:** Member At-Large will serve as the Volunteer Development office, ensuring members participate in the varied activities of the Latino Coalition programming and events or for the Washoe County Democratic Party.
- **Immediate Past Chair:** Immediate Past Chair shall provide insight to the incoming chair and head the nominating committee.

Section 3. An officer may be removed from office as follows:

Upon the recommendation of three members of the Executive Board. Such recommendation or petition must be submitted to the membership at a called and noticed meeting and shall require a two-thirds majority of the members present and voting to remove the officer.

Section 4. A chartered affiliated organization may create an Advisory Executive Committee consisting of the Executive Board, the directors of the standing committees, and the immediate past Chair. The members of the Advisory Executive Committee must be members in good standing of the Latino Coalition.

Section 5. The Executive Board shall meet at the call of the Chair or upon call of a majority of the Executive Board. Meetings may also be set for a regularly scheduled day.

Between meetings of the board, a vote may be taken at the request of the president on any questions submitted in writing, conference call, or any electronic means to all members of the board. Deadline for responses shall be 14 days after the question has been submitted. A majority of responses shall be required for the vote to be counted. When the vote is counted, it shall have the same effect as if cast at a meeting of the board. The board shall be immediately notified of the results of the vote."

Section 6. The quorum for meetings of the Executive Board shall be four of the six voting members of the board. Proxies shall not be valid at meetings of the Executive Board. No one member of the Executive Board shall have more than one vote, even if qualified by more than one criterion.

Section 7. Meetings of the Executive Board shall be open to the membership unless the board by a two-thirds vote calls for a closed session. Discussion at any Executive Board meeting may be limited by a majority vote of the board members present.

Section 8. The duties of the Executive Board shall be to approve the budget; authorize the receipt of revenue and payment of expenses; set the membership dues formulate policy and approve projects to carry out the purposes of the club; and review all projects and activities of the standing committees and caucuses of the club.

Article VIII – Elections

Section 1. Officers of the club shall be elected at a membership meeting to be scheduled during January each year and assume office at the first general membership meeting following their election.

Section 2. Officers may be nominated in one of two ways, by a Nominating Committee or from the floor immediately prior to the voting for each office. If utilizing a Nominating Committee, they shall report to the meeting that precedes the election meeting.

Section 3. The election of officers shall be by secret ballot; however, if there is only one nominee for an office, and provided that no objection, the candidate can be elected by acclamation without a ballot. To be elected a nominee must receive a majority of the votes cast for that office.

Section 4. Nominees for election as officers of the club must have been dues-paid members at the time of the election as verified by Vice Chair of Finance.

Section 5. In the event a position is not filled in the annual election of officers or there is a vacancy because of resignation or removal, with the exception of Chair. The Board shall recruit and elect a new officer to fulfill the rest of the outgoing officer's term. An officer elected in a special election shall take office immediately. When there is a vacancy in the office of Chair, the position shall be filled by one of the Vice Chair positions and a special election shall be held to elect a new Vice Chair.

Section 6. To be eligible to vote in any election, members must have been in good standing at the time of the election.

Section 7. Club endorsements or ratings of candidates for public office and club positions on ballot positions shall be pursuant to the Standing Rules, Bylaws and Charter of the Democratic Party of Washoe County and the Nevada State Democratic Party.

Section 8. Contributions of any kind must be coordinated with the Executive Director of the Democratic Party of Washoe County to ensure compliance with state and federal campaign finance laws and regulations.

Article IX – Meetings

Section 1. Meetings of the membership shall be held at least four times each year, including a meeting during January for the purpose of electing club officers

Section 2. A quorum for meetings shall be by a majority vote of those members in good standing who are present.

Section 3. Notice shall be given to members of all meetings in a timely fashion.

Section 4. Meetings may be closed to non-members or associate members at the request of any member and the approval of two-thirds of the members present and voting.

Article X – Rules of Procedure

Section 1. The current edition of *Robert's Rules of order, Newly Revised* shall be the parliamentary authority for the club on all questions not covered by these bylaws.

Section 2. Questions of interpretation of these bylaws may be appealed to the Executive Board whose decision shall be final.

Section 3. The Executive Board may designate an employee to be an ex-officio member of the board, but no employee shall be a voting member of the board.

Section 4. Membership records shall be confidential and the use of the club mailing lists shall require a two-thirds vote of the Executive Board.

Article XI – Amendments

Section 1. These bylaws may be amended by a majority vote at a membership meeting



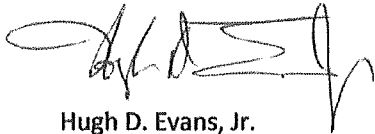
Washoe DEMS
Where your voice counts

August 2010

TO WHOM IT MAY CONCERN:

The Democratic Latino Coalition is an affiliate organization under the charter of the Democratic Party of Washoe County granted by the State of Nevada under the Nevada Revised Statutes provisions for political parties.

Neither the Democratic Latino Coalition nor the Democratic Party of Washoe County are "for profit" legal entities under Nevada and federal law.



Hugh D. Evans, Jr.
Chairman

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