**Florence Area Democratic Club**

**By-Laws**

ARTICLE I: NAME

The name of the organization shall be “Florence Area Democratic Club.”

ARTICLE II: PURPOSE

The purpose and aim of this organization shall be:

1. To further the ideals of the democratic form of government.
2. To support the aims and activities of the Democratic Party and its affiliated organizations.
3. To focus on awareness of specific issues in Western Lane County and nearby coastal communities.

ARTICLE III: MEMBERSHIP

Membership is open to all registered Democrats in Western Lane County and adjacent counties and to independents who support the aims of the Club, upon payment of dues.

ARTICLE IV: DUES

The annual dues shall be a minimum of $10.00 payable at the first meeting of the year.

ARTICLE V: OFFICERS

Section 1 – Officers: Officers of the Club shall consist of a Chair, Vice-Chair, Secretary, and Treasurer, elected at the regular meeting in December. All elected officers shall be registered Democrats.

Non-executive officers may be added to the Officers of the Club as an Officer-at-Large at the recommendation of the Chair and with the approval of the Membership.

Section 2 – Duties of Officers: The Chair shall preside at all meetings of the Club and shall perform all other duties usually pertaining to that office. The Chair shall appoint chairs of all standing committees and special committees as needed with the approval of the executive board.

The Vice-Chair shall perform all duties of the Chair in the Chair’s absence or inability to act, and shall assist with work as requested by the Chair.

The Secretary shall keep the minutes of the meetings of the Club and shall be responsible for the correspondence.

The Treasurer shall be responsible for the collection of dues and other monies and shall make disbursements as directed by the Club. The Treasurer shall keep a proper record and render a report at each meeting. The Treasurer is responsible for filing all “Contributions and Expenses” reports on or before the dates as specified by the State of Oregon and Lane County.

The Officers-at-Large represent and are accountable to the general membership of the Club and is responsible for keeping the general membership informed about board activities via written and oral communications.

Section 3 – Elections: The Chair shall appoint a nominating committee of at least two new members at the November meeting in the odd-numbered years. Nominations shall be by the nominating committee and from the floor. Elections shall be held at the December meeting in odd-numbered years. The term of office for all officers is two years. A vacancy in any office shall be filled by nomination from the floor and election by the membership at any meeting.

Section 4 – Installation: Officers will be installed and assume office at the January meeting next following the election.

ARTICLE VI: STANDING COMMITTEES

A budget committee of three persons shall be appointed by the Chair at the first meeting of each year.

A program committee shall be appointed to coordinate program planning with the executive board.

A membership committee will work with the Treasurer to maintain a list of members in good standing and work with the executive board to expand the membership.

Other special committees may be appointed from time to time in accordance with Article V, Section 2 of these By-Laws.

ARTICLE VII – RULES OF ORDER:

Section 1: The rules contained in Roberts Rules of Order, Revised, shall govern this club in all parliamentary procedure in which they are applicable and in which they are not inconsistent with these By-Laws.

Section 2 – Quorum: A quorum for a meeting of the Club to conduct business shall consist of not less than eight members.

ARTICLE VII – AMENDMENTS

These By-Laws may be amended by a majority vote of the members present, after announcement of the proposed amendment(s) has been made at the previous monthly meeting, at least 30 days prior to voting on the amendment(s).

ARTICLE IX – DISSOLUTION

Should this Club be dissolved by appropriate action of its members, all debts shall be paid and any remaining assets divided equally between the Oregon Federation of Democratic Women and the Democratic Party of Oregon.