

# **Santa Cruz for Bernie Bylaws**

Adopted 8/24/16

## **Preamble to Bylaws and Statement of Purpose**

1. We believe that a democracy requires broad and consistent participation by its citizens over the long-term. Santa Cruz for Bernie was founded to foster this participation.
2. We convene to promote the causes of liberty, social, racial, and economic justice, equity and equality, peace, universal single-payer healthcare, stewardship of the environment, and elimination of corruption as necessary and achievable goals, welcoming the membership of individuals who are themselves dedicated to these concepts.
3. We intend to identify and recruit to be candidates dedicated and enlightened community members who have a proven track record of supporting the values and priorities of our membership.
4. We accept it as our duty to hold our elected officials at all levels and in every sector of government accountable as public servants who must be responsible and responsive to the needs of the voters.
5. We strive to advance a progressive political perspective in our community, state, and nation.
6. To these ends we adopt the following Bylaws.

## **Club Bylaws**

### **ARTICLE I. Name**

The name of this organization is Santa Cruz for Bernie, which will be hereinafter referred to as the Club.

## **ARTICLE II. Membership**

**Section 1.** Any person committed to the principles enumerated in the Preamble of these Bylaws may become a Member upon payment of any dues requirement. A lapse in dues requirement automatically terminates membership.

**Section 2.** It is the obligation of each Member to participate in the work and/or leadership of the Club from time to time.

## **ARTICLE III. General Meetings**

**Section 1.** The Members of the Club shall meet quarterly or more frequently on no less than seven (7) days advance notice from the Steering Committee, at such time and place as the Steering Committee may determine. A General Meeting may be called for a specific time and place by a petition to the Steering Committee of ten (10) percent of the Members.

**Section 2.** Quorum. For the purpose of conducting all business except Endorsements as described in Article IX, ten (10) Members or a majority of all Members, whichever is the lesser, shall constitute a quorum.

## **ARTICLE IV. Officers**

**Section 1.** The Officers of the Club are Convenor, Recording Secretary, Membership Secretary and Treasurer. The office of Convenor may be filled by two Members who run as a team of Co-Convenors. The term Convenor shall hereinafter refer to either a single person or pair elected to this office.

**Section 2.** Officers shall be elected upon approval of these Bylaws and thereafter annually from the Membership at the first regular meeting of each calendar year and shall take office upon their election for a term of one year or until their successors are elected or appointed. Vacancies occurring among the Officers shall be filled for the remainder of the term by appointment by the Steering Committee, subject to ratification by the Members at the next General Meeting.

**Section 3.** Officers shall receive no compensation for their Club duties.

#### **ARTICLE V. Duties of Officers**

**Section 1.** The Convenor shall preside over all meetings, be responsible for the overall functioning of Club activities, and perform such other functions as are provided for by these Bylaws. The Convenor shall be an ex-officio member of all Project Teams.

**Section 2.** The Recording Secretary shall make a record of proceedings of the General Meetings and Steering Committee meetings and maintain reports and other documents of the Club in a permanent format, and communicate this information to the Membership. The Recording Secretary is responsible for notifications to Members about upcoming meetings and agendas. In the absence of the Convenor, the Recording Secretary shall preside over meetings.

**Section 3.** The Membership Secretary shall maintain the list of active Members and their contact information and communication preferences, which list will be provided as needed to the Recording Secretary for the purpose of notifications from the Club. In the absence of the Convenor and the Recording Secretary, the Membership Secretary shall preside over meetings.

**Section 4.** The Treasurer shall receive and disburse funds of the Club, keeping a written record in permanent form of all such receipts and disbursements. The Treasurer shall present to the Membership a quarterly statement of the receipts and expenditures. Expenditures shall be made as directed by the Membership or the Steering Committee. In the absence of other officers, the Treasurer shall preside over meetings.

#### **ARTICLE VI. Steering Committee**

**Section 1.** The Officers of the Club, the Immediate Past Convenor, and Project Team Leads shall constitute the Steering Committee. The number of members of the Steering Committee shall be not less than four (4) nor more than sixteen (16), as determined by Steering Committee action under Section 7 of this Article VI. A majority of the Steering Committee shall constitute a quorum.

**Section 2.** Any active Club Member may attend meetings of the Steering Committee and participate in discussion of agenda items but will have no vote.

**Section 3.** The Steering Committee shall meet monthly or as needed upon the call of the Convenor or any four (4) Steering Committee members. All Steering Committee members shall be notified no less than seven (7) days in advance of such meetings. Notification of meetings will be extended to any active Club Member who requests of the Convenor such notification.

**Section 4.** An emergency meeting of the Steering Committee may be called by the Convenor or any four (4) Steering Committee members with as much advance notice as possible to deal with urgent matters.

**Section 5.** Any Steering Committee member who fails to attend three consecutive meetings of the Steering Committee may be removed by action of the Steering Committee.

**Section 6.** The Steering Committee shall: (a) Plan and propose policy and activities of the Club; (b) Be authorized to expend an amount not to exceed \$150.00 for any one purpose or occasion without prior approval of the Membership; and (c) Act in the name of the Club when necessary to do so between the regular General Meetings, provided that all such activities shall be reported to the Membership at the next General Meeting.

**Section 7.** The Steering Committee may from time to time establish ad hoc Project Teams, with such powers and duties as the Steering Committee shall designate, or disband such Project Teams.

## **ARTICLE VII. Project Teams**

**Section 1.** A Team Lead of each Project Team shall be selected by consensus among the active Members of the Team, subject to confirmation by the Steering Committee. Vacancies occurring among Team Leads may be filled by appointment by the Steering Committee, subject to concurrence by the Members of the Team.

**Section 2.** The selected Lead of any Project Team may appoint an Alternate Lead to share their duties, subject to concurrence by Team members and confirmation by the Steering Committee.

**Section 3.** Alternate Leads of the Project Teams shall be members of the Steering Committee. However, only one person from a Project Team will count in establishing a quorum and voting at the Steering Committee.

**Section 4.** It is the responsibility of each Project Team Lead to periodically submit to the Membership Secretary documentation indicating the names of the Members on their Team who have actively participated in the work of the Team in order to establish fulfillment of Members' participation obligation. Attendance at a meeting is by itself generally not considered participation in the work.

#### **ARTICLE VIII. Dues**

**Section 1.** The Steering Committee may propose an annual dues requirement of no more than \$25, subject to ratification by the Members at a General Meeting before taking effect. Such dues shall be paid annually covering a period of January 1 through December 31 and will fulfill the dues requirement for that calendar year.

**Section 2.** The dues requirement for the calendar year 2016 shall be waived. Active participation in the Santa Cruz for Bernie group prior to the formation of this Club shall bestow Membership status in the Club during 2016.

#### **ARTICLE IX. Decision Making**

**Section 1.** Club decisions shall be made by a modified consensus process. The Convenor will attempt to direct discussion on an issue toward consensus. Upon a call for consensus and after concerns are heard, if at least one Member blocks consensus, a vote requiring two-thirds to pass may be called to end discussion and decide the issue by voting according to Section 2 of this Article IX.

**Section 2.** All votes, except for ending discussion described in Section 1 of this Article IX, Endorsements as described in Article X, and Amendments described in Article XII, shall be by a majority (more than 50%) of the votes cast, given the presence of a quorum as defined in Article III, Section 2 and Article VI, Section 1.

**Section 3.** Proxy votes are not permitted in any Club decisions.

#### **ARTICLE X. Endorsements**

**Section 1.** The Club may bestow an Endorsement on a candidate for political office or a ballot measure, which allows for the endorsed campaign to list the Club's name publicly as an endorser, for the Club to make political contributions on behalf of the candidate or measure, and for the Club to encourage its Members to support the candidate or measure.

**Section 2.** Notice of intention to take a political endorsement vote must be sent to Members no less than seven (7) days before a General Meeting at which an endorsement vote is scheduled.

**Section 3.** By a majority vote, members at an endorsement meeting may require that an endorsement vote be taken by secret ballot.

**Section 4.** For an endorsement vote or acclamation, a quorum of twenty (20) Members eligible to vote must be present and at least twenty (20) votes must be cast in any endorsement vote. At least 60 days of Club membership immediately preceding the vote is required to be eligible to vote on any endorsement.

**Section 5.** Votes shall be counted and vote counts shall be announced at the same meeting as the vote takes place. Two Members appointed by the Convenor shall read and record endorsement votes. Any interested Member present may observe the counting process and/or review voted ballots immediately after a vote count.

**Section 6.** The endorsement of the Club is secured by an endorsement vote of at least two-thirds of the votes cast for a candidate or ballot measure position.

**ARTICLE XI. Notifications.**

Required notifications about upcoming meetings and agendas shall be sent to each Member by email unless the Member requests in writing to the Membership Secretary that another form of notification be used. The Membership Secretary shall make a reasonable effort to accommodate the Member's request. The Member requesting such custom notification is responsible for providing any resources necessary to fulfill their request.

**ARTICLE XII. Amendment of Bylaws.**

**Section 1.** Amendments to the Bylaws may be initiated by the Steering Committee or may be proposed by a petition to the Steering Committee of ten (10) Members. Written notice of intention to take action on a Bylaws amendment, with original text showing deletions and proposed additions, shall be sent to the Members no less than seven (7) days before the General Meeting at which the proposed action will be discussed.

**Section 2.** Adoption of a Bylaws amendment requires a vote of at least two-thirds of the votes cast.

**Section 3.** Dissolution of the Club shall be proposed and adopted in the same manner as an Amendment to the Bylaws. Upon dissolution, any funds or property belonging to the Club shall be distributed to another non-profit organization with a similar purpose in a manner that does not accrue a financial benefit to any individual associated with either organization.

Adopted by the Santa Cruz for Bernie Membership on August 24, 2016.