

# Sixth Legislative District Democrats Bylaws

## Preamble

We, the Democrats of the Sixth Legislative District, are committed to the principles of the Democratic Party and the Constitution of the United State of America. We support public officials, candidates, issues, and policies that protect individuals' rights, civil liberties, our environment, and social and economic justice for all. We encourage participation by the citizens of the Sixth Legislative District in all levels of their government. We seek their support by providing information regarding the ideals, goals, and operations of the Democratic Party and its endorsed candidates and issues.

## Article I: Name and Description

The name of this organization is the Sixth Legislative District Democrats. It is comprised of the Precinct Committee Officers and elected Officers who live in the boundaries.

## Article II: Policy and Purpose

### Section 2.1: Authority

This organization is a legislative district of the Democratic Party that operates under the authority of the National, State, and County Democratic Party charters and bylaws as well as the laws of the State of Washington (RCW Chapter 29A.80).

### Section 2.2: Policy

It is the policy of the Sixth Legislative District Democrats to contribute to the growth, development, and influence of the Democratic Party. To this end, these Bylaws and rules of the organization are adopted in a spirit of ensuring maximum participation and equal representation in the democratic process

36 and equal and equitable treatment of all individuals regardless of sex, race,  
37 age, religion, creed, sexual orientation, marital, parental, or economic status,  
38 physical disability, or ethnic or national origin.  
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### 40 Section 2.3: Support

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42 The Sixth Legislative District Democrats generally support and promote the  
43 platforms of the National, State, and Spokane County Democratic Party. The  
44 organization supports and promotes Democratic and non-partisan candidates  
45 who, as demonstrated by their individual records, statements, and reputations,  
46 stand in general agreement with these platforms and who have been endorsed  
47 by the organization. The organization may support or oppose other issues or  
48 initiatives.  
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### 50 Section 2.4: Functions

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52 The Sixth Legislative District Democrats performs functions as set out by  
53 statute and delegated by the Washington State Democratic Party and the  
54 Spokane County Democratic Central Committee. These functions include, but  
55 are not limited to:

- 56 • Serving as an administrative body of the Democratic Party
- 57 • Nominating Democratic candidates to fill vacancies for all precincts in which  
58 there are none.
- 59 • Endorsing candidates and issuing resolutions affecting the interest of the  
60 organization.
- 61 • Coordinating activities.
- 62 • Raising funds for the promotion of the organization, Democratic Party issues,  
63 and for Candidates.  
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## 65 Article III: Membership

### 66 67 Section 3.1: Voting Members

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69 Only Precinct Committee Officers elected or appointed as prescribed in RCW  
70 29A.80 shall be voting members of the Sixth Legislative District Democrats.  
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### 72 Section 3.2: Non-voting Members

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74 Non-voting members of the Sixth Legislative District Democrats shall include:  
75 • Acting Precinct Committee Officers.  
76 • Democratic public officeholders representing the residents in the Sixth  
77 Legislative District.  
78 • Anyone who provides financial or organizational support, including serving  
79 on a committee or volunteering, and who agrees to have his/her name listed as  
80 a member and supports the organization.

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### 82 Section 3.3: Financial Support

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- 84 • The Executive Board of the Sixth Legislative District Democrats may establish
- 85 dues to be paid to organizations and other bodies that support the District.
- 86 • The Executive Board may also establish dues to be paid by individual
- 87 members.
- 88 • Contributions will be accepted by other organizations within and outside the
- 89 district.
- 90 • In accordance with and in the spirit of "Fair Representation" no level of
- 91 financial support shall be used to restrict participation in or withhold services
- 92 provided by the organization.

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## 94 Article IV: Precinct Committee Officers

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96 Those elected to the positions of Precinct Committee Officer must meet the  
97 eligibility requirements of RCW 29A. 80.041. Appointments to fill vacant  
98 positions may be made in accordance with RCW 29A.80.31. Until a vacancy is  
99 filled by a qualified appointee, an interim appointment may be made. Interim  
100 appointees are known as "Acting Precinct Committee Officers." Applications  
101 for appointment are submitted to, and reviewed by, the Executive Board of the  
102 Sixth Legislative District Democrats. Suitable applications are forwarded to the  
103 County Chair for possible appointment. Following an appointment being  
104 made, the appointee will be notified in writing; the training and a support  
105 teams will be informed of the new appointee; and updates will be made to the  
106 official roll of Spokane County Democratic Precinct Committee Officers.

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## Article V: Officers

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### 110 Section 5.1: Officers

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112 The elected officers of the Sixth Legislative District Democrats shall be the  
113 Chair, Vice-Chair, and two State Committee Members. The Chair and Vice-  
114 Chair shall not be of the same gender, nor shall the two State Committee  
115 Members. For these positions, gender makeup must be comprised of:

- 116 • One female and one male, or
- 117 • One male and one gender non-binary, or
- 118 • One gender non-binary and one female.

119 Appointed officers shall be the Secretary, Treasurer, Communications Chair,  
120 and others appointed by the Chair. All Officers shall attend and participate in  
121 all meetings.

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### 123 Section 5.2: Term of Office

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125 Officers shall be elected for two-year terms by the elected Precinct Committee  
126 Officers at the Sixth Legislative District Democrats reorganization meeting  
127 following even year elections.

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### 129 Section 5.3: Filling Vacancies

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131 In the event of a vacancy in the office of the Chair, Vice-Chair, or State  
132 Committee Member(s), a meeting of the Sixth Legislative District Democrats  
133 shall be called within thirty (30) days of the vacancy being announced. In the  
134 event of a vacancy in the office of Chair, the Vice-Chair will step up and  
135 become Chair and confirmed at the next general meeting of the organization.  
136 If a vacancy in an office other than Chair, the Executive Board may fill that  
137 vacancy.

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### 139 Section 5.4: Duties of the Chair

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141 The Chair shall:

- 142 • Be the Chief Executive Officer and preside at all meetings of the Sixth  
143 Legislative District Democrats and of the Executive Board.
- 144 • Be charged with the responsibility of implementing the policies of the  
145 organization and the Executive Board.
- 146 • Issue the Call and proposed agenda for all meetings of the organization and  
147 its Executive Board. Requirement: 14-day notice.
- 148 • Attend and participate in all Spokane County Democratic Party Central  
149 Committee (SCDCC) Executive Board meetings.

- 150 • Appoint and remove a Secretary, Treasurer, Sergeant-at-Arms,  
151 Parliamentarian, and hire or appoint any other positions that are considered  
152 necessary.
- 153 • Recommend qualified Democrats to fill vacant precincts within the district.
- 154 • Issue the Call and proposed agenda and operating rules for the  
155 reorganization meeting following the election in even number of years.  
156 Requirement: 14-day notice.
- 157 • Authorize expenditures of the organization's funds, not to exceed \$500, and  
158 enter into contracts and leases upon proper authorization by the Executive  
159 Board of the organization.
- 160 • Represent the organization at meetings of the Washington State Democratic  
161 Chairs Organization.
- 162 • Be enabled to create ad hoc committees as needed to further the policies  
163 and purpose of the Sixth Legislative District Democrats.
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## 165 Section 5.5: Duties of the Vice-Chair

- 166 The Vice-Chair shall:
- 167 • Preside in the absence of the Chair.
  - 168 • Assist the Chair as directed.
  - 169 • Chair Standing Committees as assigned by the Chair.
  - 170 • Attend and participate in all Spokane County Democratic Party Central  
171 Committee (SCDCC)  
172 Executive Board meetings.
  - 173 • Recruit Precinct Committee Officer candidates
  - 174 • Organize biennial party caucuses and the County Convention.
  - 175 • Recruit volunteers and recommend the appointment of committee members  
176 and chairs as needed to fulfill the duties of the Vice-Chair.
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## 179 Section 5.6: Duties of the Secretary

- 180 The Secretary shall:
- 181 • Prepare the minutes of all meetings of the Sixth Legislative District  
182 Democrats, Executive Board Meetings, and County Conventions.
  - 183 • Keep records of the operating rules and those adopted by the Executive  
184 Board
  - 185 • Perform such other duties as the organization, its Executive Board, or Chair  
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## Section 5.7: Duties of the Treasurer

The Treasurer shall:

- Maintain the financial records of the Sixth Legislative District Democrats and its committees.
- Be responsible for the accurate and timely filing of reports required by public disclosure or taxing authorities.
- Oversee the assets of the organization and maintain an inventory of all property.
- Supervise the deposit and disbursement of funds of the organization pursuant to state law and Public Disclosure Commission regulations, the Bylaws, adopted budget, and operating rules established by the organization and its Executive Board.
- Prepare and distribute a written financial report to the Executive Board at each of its meetings.
- Perform such other duties as the organization, its Executive Board, or Chair assigns.

## Section 5.8: Duties of the State Committee Members

The State Committee Members shall:

- Represent the Sixth Legislative District Democrats on the Washington State Democratic Central Committee (WSDCC).
- Report to the Executive Board and District on WSDCC actions.
- Attend and participate in all Spokane County Democratic Party Central Committee (SCDCC) Executive Board meetings.
- Perform such other duties as the organization, its Executive Board, or Chair assigns.

## Section 5.9: Removal of Officers

On written request of 20% of the voting members, or by 60% of the Executive Board, a special meeting of the Sixth Legislative District Democrats may be called for the purpose of removing any officer. In accordance with RCW 29A.80.061, the Legislative District Chair may be removed only by a majority vote of the elected precinct committee officers in the Chair's district. Officers other than the Chair may be removed by a two-thirds vote of the voting members present, provided there has been 14 days' notice of the meeting, and a

227 statement of the grounds for removal have been sent to those eligible to vote  
228 and to the officer whose removal is sought. A rebuttal to the grounds for  
229 removal shall be included with the notice, if the officer chooses to respond. A  
230 quorum for a meeting to remove an officer shall be 25% of the voting  
231 members.

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## 233 Article VI: Meetings

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### 235 Section 6.1: Reorganization Meeting

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237 The Sixth Legislative District Democrats shall meet for its reorganization  
238 meeting following the general election held in even-numbered years, and no  
239 later than the second Saturday of the following January. Rules for the  
240 reorganization meeting shall be drafted by the Chair and adopted by the  
241 Executive Board. Notice of the time, place, and rules for the meeting shall be  
242 sent to each elected Precinct Committee Officer at least 14 days in advance of  
243 the meeting.

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### 245 Section 6.2: Regular Meetings

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247 The Sixth Legislative District Democrats shall meet quarterly (4 times) at the  
248 discretion of the Chair. Special meetings may be called at the discretion of the  
249 Chair or Vice Chair. Special meetings may also be called by a majority of the  
250 executive board or upon the written request of 25% of the elected and  
251 appointed PCOs. The Chair or Secretary shall issue a written Call by e-mail or  
252 postal mail for each regular meeting at least 14 days in advance of the meeting  
253 to include minutes from the previous meeting, agenda for the upcoming  
254 meeting, and details relevant to agenda items. The presence of the lesser of  
255 25% or 10 of elected and appointed PCOs shall constitute a quorum for  
256 regular meetings. All meetings will follow the most recent edition of Robert's  
257 Rules for parliamentary process. Meeting dates will, whenever possible, be set  
258 by the chair before the close of a regular meeting, for the next regular  
259 meeting.

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### 261 Section 6.3 Meeting Place

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263 Meetings may be held in person or virtually by video conference (i.e. Zoom) or  
264 as a hybrid at the discretion of the Chair or person calling the meeting.

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## Section 6.4 Proxies

Proxies are accepted for general LD meetings. Proxies are not permitted when voting to amend by-laws or during the re-organization meeting. Proxy information shall be sent via email to the 6th LD Chair at least 6 hours prior to the meeting.

## Article VII: Standing Committees

In order to fulfill the mission and goals of the Sixth Legislative District Democrats, it is imperative that the organization is open to all who support its principles. Every effort will be made to encourage maximum participation in the political process. The organization depends on Precinct Committee Officers and committed others to be actively involved in all aspects, including planning, coordination, and implementation. Opportunities for participation will be created by establishing Standing Committees related to specific areas. The following Standing Committees will be used by the Sixth Legislative District Democrats: Strategic Planning, Fundraising, Communications & Social Media, Events, Document Review, and Precinct Committee Officer Support. Committees shall meet as frequently as necessary to fulfill the mission of the committee. Committees shall report on their efforts during the regular meetings of the Sixth Legislative District Democrats.

## Article VIII Executive Board

### Section 8.1: Purpose and Powers

The Executive Board is the administrative body for the Sixth Legislative District Democrats, and acts on behalf of the membership between its biennial reorganization meetings. The Executive Board shall have all powers, and carry out all duties, delegated to it by the Washington State statutes, the Sixth Legislative District Democrats, and charters and bylaws of the National, State, and County Democratic Parties.

### Section 8.2: Membership

- 302           • Voting Members: The Executive Board shall consist of the following voting  
303 members: Chair, Vice Chair, and two State Committee Members.  
304           • Non-voting Members: Secretary, Treasurer, Communications Chair, and all  
305 other appointed positions.  
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### 307 Section 8.3: Meetings

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309           The Executive Board shall meet monthly. A quorum shall consist of three (3)  
310 voting members. The Chair shall give notice of all Executive Board meetings to  
311 all voting members of the Executive Board, which notice shall include a written  
312 agenda of the expected business to be transacted, and shall be sent at least  
313 seven (7) days in advance of the subject meeting. It shall be the responsibility  
314 of voting members to notify the Executive Board if they are unable to attend a  
315 meeting.  
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## 317 Article IX: Amendments

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319           The Document Review Committee will recommend amendments to the bylaws.  
320 Proposed amendments to these Bylaws shall be included in the call to the  
321 meeting at which they are to be considered. Proposed amendments may also  
322 be submitted by elected and appointed PCOs to the Chair in writing, provided  
323 notice has been given to the Chair at least 30 days prior to the meeting.  
324 Adoption of any amendments shall require a two-thirds (2/3) affirmative vote of  
325 the voting members present, at a meeting at which a quorum as defined by  
326 Section 6.2 is met. Proxies shall not be recognized for purposes of amending  
327 these bylaws. The Chair of the Sixth Legislative District Democrats will serve as  
328 chair of this committee.  
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