

## Bylaws

Ojai Valley Democratic Club  
~~Approved March 2022~~Approved August 2025

### Preamble

In order to stimulate an active interest in governmental affairs and to foster and perpetuate the ideals and principles of the Democratic Party, we hereby associate ourselves and establish the Ojai Valley Democratic Club. The Club, which ~~operates~~serves under the charter of the Ventura County Democratic Central Committee, acts as the official voice of the Democratic Party in ~~the~~ Ojai Valley. The Club shall carry out its activities in conformity with the “Election Code” of the State of California (hereafter referred to as the Election Code) and applicable rules of the Fair Political Practices Commission (FPPC), and the Federal Election Commission (FEC).

### Article I

The name of the Association shall be the Ojai Valley Democratic Club and may hereinafter be referred to as “the Club”.

### Article II

#### A. Policy

1. It shall be the policy of the Club to contribute to the growth of the Democratic Party, to develop leadership and responsibility, and to promote harmony within Party ranks.
2. The Club shall seek, in all operations, to be in harmony with the principles of the State and National platforms of the Democratic Party.

#### B. Endorsements

1. The Club may issue an endorsement for a Democratic candidate for a State, Ventura County or Local Office in a Primary or General election. The Club may endorse with a ~~sixty percent (60%, 2/3)~~ vote of Voting Members present and voting.
2. A Democratic candidate to be eligible for endorsement by the Club must have been registered as a Democrat at least 45 days prior to the closing of the filing period for that race.
3. A voting Club Member is in good standing to vote if he/she/they is a registered Democrat, or would register as a democrat when eligible, ~~ie~~ who has joined the Club at least 30 days prior to the closing of the filing period for the election upon which the Club is endorsing and they have paid their annual dues.
4. An Individual Club Member shall have the right to personally endorse any candidate in a contested primary or general election, but they may not use the Club’s name in that personal endorsement.
5. The ~~Board of Directors~~Executive Board shall have the authority to make endorsement recommendations to the Club Membership, but shall also have the authority to set up a separate endorsement committee whose membership will be chosen by the President and which would have the authority to make endorsement recommendations directly to the Club Membership. The ~~Board of Directors~~Executive Board shall also have the authority to set up an endorsement screening process.

#### ~~B-C.~~ Governing Rules

1. The Club shall be governed by these Bylaws, its Standing Rules, and laws governing political organizations in this order of precedence:
  - a. The Constitution and laws of the United States and the State of California;
  - b. The bylaws and rules of the California Democratic Party (CDP)  
<https://cadem.org/bylaws/https://www.cadem.org/our-party/by-laws>
  - c. The bylaws and standing rules of the Ventura County Democratic Central Committee

- d. The bylaws and standing rules of the Ojai Valley Democratic Club.
2. The Club shall operate under *Robert's Rules of Order, Newly Revised*, latest edition, except where they are in conflict with applicable laws or with policies of the DNC or CDP.

### Article III

#### A. Membership ~~Proposed changes in Red~~

1. All Members shall have paid the annual Dues, or seek and be granted a dues waiver. Any Member or Non-Member can make a monetary or voluntary contribution at any time, as set forth in the Federal Elections laws of the United States and California. ~~All Voting Members~~
2. A Voting Member is a registered Democratic Party voter in Ventura County, California, or shall have declared their intention to so register when eligible, and shall have paid the annual dues in full, or seek and be granted a dues waiver which must be approved by the Executive Board.-
3. A Voting Member is deemed a Member in Good Standing and can vote in Club business, at a regular or special meeting for the next 12 months.-elections and endorsements.
- ~~4. A Non Voting Member is a registered voter other than a Democrat in Ventura County, California, who affirms, and is willing to work for, the values and platform of the California Democratic Party.~~
- ~~5. A Non Voting Member is a student under 18 who shall have declared their intention to so register when eligible, and shall have paid the annual dues in full.~~
- ~~5. A Non Voting Member can participate in all Club activities, but cannot vote in Club business, elections and endorsements.~~
46. Membership may be revoked for 'cause' as stated in Standing Rules by a 2/3 vote of Club at a regular or special meeting, or by majority of the Board present at a Board meeting.
- ~~57.~~ The Membership year shall be from the date the member paid their dues for that year, a.-And for the next 12 months. Annual Membership Meeting/Holiday Party in the first week of December to the next Annual Membership Meeting/Holiday Party of the following year.

#### B. Dues

1. Dues are set by a majority vote of the Executive Board.~~Voting Members present and voting at any General Meeting.~~
2. Dues ~~for Voting Members or Non Voting Members~~ may be reduced or waived, under special circumstances, by a majority vote of the ~~Board of Directors~~Executive Board.
3. All dues are nonrefundable.
4. The Membership Dues ~~for annual Voting and Non Voting Membership by~~ are due for returning members, at the time they attend their next meeting and for the following 12 months. New members will be available to vote when the registration status as democratic voter has been checked, and their membership is good for the next 12 months. by the December Annual Membership Meeting/Holiday Party in the first week of December of previous year.-. This shall be deemed the Membership year. Any dues paid on or after the day of published notice of the Annual Membership Meeting/Holiday Party shall be effective for the Membership year.
- ~~4.5.~~ Any applicant for membership can request a waiver of dues for hardship, which must be approved by the Executive Board-
- ~~5.-~~ Annual Dues of Members will become effective on the day of the December Annual Meeting effective until the following year's December Annual Meeting/Holiday Party. All dues paid will be effective that year until the next Annual Membership Meeting/Holiday party.

- ~~6. A Student Membership may be made available at a reduced annual dues rate after request from a resident student in the Ojai Valley, under 18. A Student Membership may also be a student registered at a college or university who resides in Ventura County.~~

#### ARTICLE IV

##### A. Meetings

1. The Club will hold regular meetings of the Membership, as set forth by ~~the Board of Directors~~Executive Board in a yearly calendar.
2. The meeting schedule may be changed by a majority of the ~~Board of Directors~~Executive Board or a majority of the Members present at a meeting. 48 hours notice must be given before a meeting.
3. Special meetings may be called by a majority of the ~~Board of Directors~~Executive Board. Only business specified in the notice of such a meeting shall be addressed.
4. Notice of a Special Meeting will be sent to the Membership at least 48 hours prior to meeting.

##### B. Quorum

1. Ten percent of Members present at a General Meeting qualify as a quorum to conduct business.

##### ~~C.~~ C. Participation

1. ~~A~~A Voting Member(s) must be present at a meeting, or a special meeting, to vote.
2. ~~A~~A Voting Member(s) must be present to be nominated for office or for a position on the ~~Executive Board~~Nominating Committee, except, that if the Member is unable to be present, a written letter of interest in such office or position may be submitted to the President or ~~Board of Directors~~Executive Board via- email at least 24 hours prior to the meeting.
3. Voting may be conducted by voice or by hand raise. The Secretary is responsible for counting and reporting the official vote tally for votes and for elections. ~~There shall be no secret voting. A member may request a secret ballot.~~
4. The President may establish procedures for remote/virtual participation and voting.

#### ARTICLE V

##### A. Non Discrimination Policy

1. All public meetings at all levels of the Democratic Party are open to all Members of the Democratic Party regardless of race, color, creed, national origin, sex, age, religion, ethnic identity, sexual orientation, economic status, or disability, as defined by the Americans with Disabilities Act of 1990.
2. No test for membership in, nor any oaths of loyalty to, the Democratic Party are required or used, which has the effect of requiring prospective or current members of the Democratic Party to acquiesce in, condone or support discrimination on the grounds of race, color, creed, national origin, sex, age, religion, ethnic identity, sexual orientation, economic status, or disability, as defined by the Americans with Disabilities Act of 1990.
3. ~~The Club~~The Club adopts the CDP Code of Conduct as the ~~Club~~Club Code of Conduct <https://cadem.org/code-of-conduct/> - <https://cadem.org/wp-content/uploads/2021/09/Code-of-Conduct-FINAL-1-92821.pdf>
4. ~~3.~~ All members of the organization agree to the Code of Conduct.
5. ~~4.~~ Violation of this Code of Conduct, and any allegations thereof, by a Member of the ~~Club~~Club is subject to the VCDCC Code of Conduct Disciplinary Procedure. <http://www.venturacountydemocrats.com/uploads/2/5/9/2/25926878/vcdccbylaws3-21-17revisionamended-2021.01.26.pdf>

## ARTICLE VI

### A. Officers

1. The elected officers of the Club are: President, First Vice President, Second Vice President, Third Vice President, Secretary and Treasurer other offices created by the ~~Board of Directors~~Executive Board. These officers constitute the ~~Board of Directors~~Executive Board and any officer position not elected at the annual meeting shall be appointed by the President and confirmed by- the ~~Board of Directors~~Executive Board, at a board meeting or in writing. Officers hold office for up to one year and their terms end at the time of the annual meeting. At a minimum, the Board shall consist of the President, Secretary and Treasurer and they shall be elected at the Annual Meeting or replaceds following~~ed~~ the procedures contained in Article VI of these Bylaws
2. The Parliamentarian may be appointed by the President, with consent of the ~~Board of Directors~~Executive Board.
3. The Club shall have an Annual Meeting on the first Monday of ~~January~~December, or at another date ~~in~~December or January as ~~Board of Directors~~Executive Board determines is necessary, in which Board and Committee nominations are made and voted upon by the Club Membership, and any other Club business that is deemed necessary by the President and/or the ~~Board of Directors~~Executive Board is conducted.
- ~~3.4.~~In Order to vote for officers at the annual meeting, you must be a Voting Member in good standing at least 30 days prior to the meeting.

### B. Officers' Duties

1. When not set forth in these Bylaws and Standing Rules of the Club, the duties of each officer shall be ~~pre~~scribed by Robert's Rules of Order, latest edition.
2. President: Serves as official spokesperson for the Club, calls and conducts regular or special meetings, serves as ex-officio Member for all standing and special committees, except the Nomination Committee, provides an agenda to the Secretary for meetings, signs bank checks and represents the Club ~~at the Ventura County Democratic Central Committee.~~
3. First Vice President: Assists President and performs duties as prescribed by President.
4. Second Vice President: Assists President and performs duties as prescribed by President.
5. Third Vice President: Assists President and performs duties as prescribed by President.
6. Secretary: Records and maintains minutes of regular and special meetings.
7. Treasurer: Pays valid obligations, deposit dues and other revenue, maintain and reconcile bank statements, file FEC and ~~F~~PEPC statements as required, present financial status reports at monthly meetings or whenever requested by the ~~Board of Directors~~Executive Board. Whenever a new Treasurer is elected or appointed, the previous Treasurer will review the bank statements with the new Treasurer.
8. Communications Chairman: Updates on-line sites for the Club, sends emails to the Club Members, maintains online and social media communications.
9. Parliamentarian: Keeps available at all meetings the latest edition of *Robert's Rules of Order, Newly Revised*, attends all Regular, Special, and Executive Board meetings, and conducts the election of a Nominating Committee in time for the election of officers at the Annual Meeting. The Parliamentarian is not a voting Member of the ~~Board of Directors~~Executive Board. The President may act, or appoint any Member to act, as Parliamentarian when deemed necessary by the Board.

## ARTICLE VII

### —A. Elected Officers Recall, Vacancy

1. An elected officer may be recalled by an affirmative vote of two-thirds of the Voting Members present and voting at a Regular Meeting, provided that grounds for the proposed recall were presented in writing at a

prior Regular Meeting, the officer had the chance to respond, and Members agreed to hear grounds at next Regular Meeting and written text was  
—sent to all Members ten days prior to that meeting.

2. Committee chairs may be removed by majority vote of the ~~Board of Directors~~Executive Board of the Club .

B. Vacancy

1. A vacancy occurs in an office in the event of death, recall, resignation, inability to perform duties, or unexcused absence from three consecutive Regular or ~~Board of Directors~~Executive Board meetings.
2. If the vacancy occurs in the Presidency, the First Vice\_-President succeeds to the office.
3. The ~~Board of Directors~~Executive Board may appoint a successor to any other vacant office. The appointee will  
serve until the next regular election.

## ARTICLE VIII

A. Board of Director Responsibilities:

1. The ~~Board of Directors~~Executive Board shall consist of elected officers, chairpersons of committees, immediate past Club President and are responsible for planning and directing policies and activities of the Club.
2. Shall meet regularly, conduct Club business and act on behalf of the Club between General Meetings.

BA. Committees: Committees of the Club are established by the ~~Board of Directors~~Executive Board, ~~and are defined under the~~  
—Standing Rules.

## ARTICLE IX

A. Financial Year: The financial year of the Club shall be January 1 through December 31.

B. Expenditures

1. Any expenditure over \$~~53~~00.00 will be authorized by a majority vote of the ~~Board of Directors~~Executive Board present or by the majority of Members present and voting at a Regular or Special Meeting, or if necessary by email.
2. All expenditures must be paid by check- Two signatures are required on each check over \$500.00. Any of the following officers are authorized to sign a check:
  - a. President
  - b. Treasurer or Assistant Treasurer
  - c. First Vice\_-President
  - d. Second Vice\_-President
  - e. Third Vice\_-President
  - f. Secretary

3. Digital Payment Platforms: The Club may utilize secure digital payment platforms (e.g., Venmo, PayPal, or similar services) for receiving dues, donations, and making approved disbursements. These accounts must be registered under the Club' s name and accessible by both the Treasurer and at least one other officer. All transactions must be documented and included in the Treasurer' s report.

## ARTICLE X

### A. Resolutions

1. The Club may declare its position on a public issue through a resolution adopted at a Regular or Special Meeting by affirmative vote of the majority of the Members present and voting, provided that:
  - a. A written petition containing the text of the resolution has previously been submitted to the Resolutions Committee for approval by a Voting Member.
  - b. A copy of the proposed resolution has been sent to all Voting Members prior to the meeting at which it will be considered.
  - c. An “emergency resolution” may bypass the Resolutions Committee and be presented at a Club meeting when it has received a two-thirds vote of the Members present to **consider** the resolution and a majority vote of the Voting Members present and voting to **adopt** the resolution.

## ARTICLE XI

### A. Procedures for Amending the Bylaws

1. Notice of a proposed amendment must be given at a regular or Annual Club meeting and the written proposed amendment will be made available to members.
- ~~1.2.~~ The proposed amendment will be presented orally and in writing by a Voting Member at a Regular or Annual Club meeting after notice has been given at a previous meeting at a subsequent regular or Annual Club meeting, at which the proposed amendment will be discussed, and a vote will be taken.
- ~~2. Written proposed amendment will be sent to the entire Membership.~~
- ~~3. At the next Regular or Annual Meeting, the proposed amendment will be discussed and a vote taken.~~
- ~~4.3.~~ An affirmative vote of two-thirds of the Voting Members present and voting will be required for passage of the proposed amendment.
- ~~5.4.~~ An amendment so passed will become effective immediately unless otherwise specified in the amendment.