

BYLAWS AND CONSTITUTION OF THE
WELLSTONE PROGRESSIVE DEMOCRATS OF SACRAMENTO

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Article I: Name, Purpose, and Associations

Section A. Name

The name of this organization shall be Wellstone Progressive Democrats of Sacramento, and may also be cited as “WPDS,” “the organization,” “the Club,” or similar name.

Section B. Purpose

The purpose of WPDS shall be to work toward restoration of citizen ownership of our democracy by mobilizing grassroots participation in the political process; to support candidates and issues through a combination of education, community organizing, and direct action at the local, state and national levels; to hold elected officials accountable to the electorate; and to promote progressive policies.

Progressive policies include but are not limited to universal health care; human and civil rights for all under the law; protection of our environment; fair trade; abolition of the death penalty; and promoting fairness, peace, justice and sustainability within our community, our state, our country and the world. The progressive guiding principles of WPDS may be found in the Statement of Principles of the Progressive Caucus of the California Democratic Party.

Section C. Associations

The organization shall be associated with Progressive Democrats of America.

Section D. Law

The Constitution (or Bylaws) shall govern the organization, operation and function of WPDS in all respects, subject to any local, state and federal law and subject to the amending process provided herein.

Section E. Structure

Subject to the articles of law provided herein, the vote of the general membership of WPDS shall supersede the vote of the Steering Committee, any committee, or any decision of an officer, and the vote of the Steering Committee shall supersede the vote of any other committee or any decision of an officer.

Section F. Definition of Vote

Unless otherwise specifically provided herein, the term “vote” shall mean, or the taking of action shall require, a vote of a majority of the persons present and voting at a meeting. Further, unless specifically provided herein, a vote shall consist of eligible persons present and voting, or a vote taken electronically with eligible persons within a specified time frame.

Article II – General Membership

Section A. Qualifications

1. Members

Membership in the Organization shall be open to any person who supports the purpose of the Organization and, if eligible to vote, is a registered Democrat.

2. Membership

- a. A “voting member” (a.k.a. “member in good standing”) is an individual, at least fifteen (15) years of age, whose club membership dues are current and who has attended at least one prior general membership meeting out of the past twelve.
- b. Members in good standing must agree to uphold the goals of the organization as outlined by Article I, Section B (Purpose).
- c. Any individual who is not a member in good standing may attend any meeting or event.

3. Dues

- a. General membership: \$ 20.00 per year
- b. Student/Low-income membership: \$ 10.00 per year.
- c. Any individual claiming financial hardship may be excused from any dues requirement for membership at the discretion of the President or Treasurer.

Section B. Voting

1. To qualify for voting, a person must be a member in good standing no later than the beginning of the meeting at which the vote takes place or the beginning of the specified voting period. Unless specified otherwise herein, all votes of the General Membership shall be by open ballot and shall pass with a majority of those present and voting. In order to be eligible to participate in a vote to decide an issue or

election, one must be a member in good standing (See above). Factors that may be considered when deciding to grant relief may include but are not limited to:

- a. extended unavoidable absences;
 - b. presentation of a petition signed by ten or more members of the Organization in good standing;
 - c. past favorable history with the organization.
2. A vote may be by a show of hands, by ranking or by electronic means.
 3. A quorum at a general membership meeting, in order for a vote to succeed, shall be 20% of WPDS members in good standing, or fifteen members in good standing, whichever is less.

Section C. Meetings

1. Meetings of the General Membership shall be held monthly unless voted otherwise by a simple majority of the Steering Committee.
2. Prior notice of meetings of the General Membership shall be sent to all members and shall be accompanied by an agenda that shall list, at a minimum, the date, time, and location of the meeting, as well as any business to be voted upon. First notice should go out no later than two weeks in advance of a meeting.
3. Meetings of the General Membership shall be open to the public, unless designated otherwise by the Steering Committee. Attendees who are not members in good standing may be recognized and speak but may not vote on any matter.

Section D. Privileges

The General Membership shall have the following privileges:

1. To elect officers of the Steering Committee at the annual meeting and, in accordance with the appropriate procedures, to remove officers;
2. To endorse candidates and ballot measures;
3. To ratify positions on issues consistent with the Mission, Goals and Objectives of WPDS;
4. To make recommendations to the Steering Committee on all aspects of the organization's activities;
5. To propose amendments to bylaws, resolutions consistent with the purpose of the organization and/or platform recommendations.

Section E. Democratic Central Committee Representation

1. As per the bylaws of the Sacramento County Democratic Committee, the Club will be allowed a single representative. An alternate to the representative is also permitted.
2. The WPDS representative and alternate shall be chosen by a majority of Steering Committee members present and voting at a meeting.

Section F. Lapsed Membership

Any member who does not renew membership before the expiration of the membership period will cause membership in WPDS to lapse. Lapsed members will continue to receive notices from WPDS but will not be allowed to vote. A member shall be considered lapsed until a renewal application is submitted and dues are paid. Lapsed members may bring their dues current at any time within three (3) months of having lapsed and immediately regain all rights of membership in the WPDS. After three (3) months, the lapsed member must join WPDS as a new member in accordance with the provisions herein.

Section G Termination of Membership: General Members

1. A person's membership in WPDS may be terminated for conduct that harms the organization's reputation, goals, objectives, and/or mission.
 - a. A complaint, which may not be made anonymously, must be submitted to at least two members of the Steering Committee, who must notify the remaining Steering Committee members within 24 hours. The plaintiff may request a meeting with the Steering Committee, if desired, but the request must be made known at the time that the complaint is made. Every effort will be made to meet with the plaintiff within four days of the submission of the complaint, but the meeting should not be any later than seven days from said submission.
 - b. A quorum (more than half) of the Steering Committee shall meet with the member the complaint was made against (defendant) no later than seven (7) days after notification, to include the defendant (or, in case of unavailability, the defendant's written rebuttal) and make a decision immediately thereafter whether to hold a clarification meeting with the plaintiff and the defendant. If a clarification meeting is held and the plaintiff agrees to withdraw the complaint, the matter is deemed ended.
 - c. Within one week at least four members of the Steering Committee shall meet on the matter. If the Steering Committee has reviewed the incident and decided that the member should be terminated from the club, it shall call a meeting with the President or Co-Presidents and defendant and present its decision.

- d. If any of these time conditions cannot be met, a written request must be made to the Steering Committee to suspend the bylaws to allow for an extension. The defendant and/or plaintiff may bring a representative to any of the above meetings.
2. If the defendant and/or the plaintiff wishes to appeal the decision of the Steering Committee, either or both shall be afforded the opportunity for a hearing before the General Membership.
 - a. Before the next General Membership meeting that is not less than two weeks from the time of notice to the said Membership, notice shall be sent of the appeal. The Secretary shall provide documentation upon request of the plaintiff or defendant. Any member may request to see documentation about the complaint from the Secretary prior to the meeting. Documentation shall also be made available at the meeting.
 - b. If any of these time conditions cannot be met, a written request must be made to the Steering Committee to suspend the bylaws to allow for one extension only. The defendant and/or plaintiff may send a proxy or representative in his or her place if he or she cannot attend any meeting associated with the appeals process.
3. Both the plaintiff and the member facing removal (defendant) and/or their representatives shall be given an opportunity to address the General Membership.
 - a. After presentation and before voting, the General Membership shall be given an opportunity to discuss the motion to remove the member without the defendant or plaintiff and/or their representatives present during the discussion.
 - b. Public discussion of the matter shall be restricted to the meeting and may not be posted publicly, e.g. on the website, through group e-mail, or spamming each individual Member.
4. The motion to remove or not remove the member from the Organization shall pass with the votes of two-thirds (2/3) of those present and voting. Voting for removal of a member shall be conducted by identifiable, non-disclosed ballot.
 - a. Ballots shall have the name of the member in good standing written or printed on them.
 - b. Ballots shall be deposited in a ballot box for counting by the appropriate officers.
5. Any member removed from the organization shall be ineligible for membership in the organization for a period of one (1) year after removal. After the one year has lapsed, the individual may reapply for membership under the terms of Article II—General

Membership with the addition of presentation of the petition with the signatures of ten or more members of the organization in good standing.

Section H. Complaints and Grievances

1. Any member may make a complaint about any aspect of club business and/or membership.
2. The Steering Committee may decide whether the complaint rises to the level of complaint and, if so, whether it may be resolved by the Steering Committee, rises to the level of termination of membership, or may be referred to the appropriate committee.
3. It is up to the Steering Committee to determine whether to proceed: while not every complaint may result in a meeting to resolve it, all complaints will be addressed and answered within seven (7) days.
4. Complaints must be submitted in writing and may not be submitted anonymously. Suggestions, burning questions, compliments, and complaints may be collected in a box at each general membership meeting, and complaints may be submitted therein.
5. The Steering Committee must respond in writing with signatures within fourteen days to the individual, at which time the matter is considered closed.

Article III- Officers

Section A. Duties and Responsibilities of the Officers

1. WPDS officers shall include the President or Co-Presidents, four Vice-Presidents, Secretary, Treasurer, Past President, and Parliamentarian. The total of all Officers will make up the Steering Committee. The Steering Committee shall perform the day-to-day operations of the club. They shall also conduct the monthly General Membership Meeting. The Officers shall also act as Chairs of specified committees within WPDS.
2. The term of office shall be one (1) year. Officers may seek reelection upon the expiration of their term.
3. Officers have the following duties and responsibilities:

a. President or Co-Presidents/Membership, Outreach and Fundraising Committee Chair

- 1) The President or Co-Presidents shall be the chief executive officer of WPDS. Under the control of the Steering Committee, the President or Co-

Presidents shall have general supervision and control of WPDS's business and officers, including the powers and duties of management that are commonly associated with that office. Pursuant to this authority, the President or Co-Presidents shall have the following powers and duties:

- a) The President or Co-Presidents shall chair all Steering Committee and General Membership meetings, or assign another WPDS Steering Committee officer to chair, as necessary.
- b) The President or Co-Presidents is responsible for ensuring that the Steering Committee properly exercise its powers and fulfill its responsibilities.
- c) The President or Co-Presidents shall be an ex officio member(s) of all committees in the organization.
- d) The President or Co-Presidents shall be responsible for increasing the membership of WPDS. This shall be accomplished by the means necessary such as membership drives, event participation, fundraising activities and other outreach efforts. This may be accomplished by appointing a committee.
- e) The MOF shall present reports to the Steering Committee concerning MOF issues, goals and objectives.
- f) The President or Co-Presidents shall appoint and remove Team Leaders for the committees under his/her purview.

b. Vice-President, Communications Committee

- 1) The Vice-President of the Communications Committee is responsible for the supervision, organization and maintenance of WPDS's website.
- 2) The Communications Committee shall be responsible for any advertising, letter writing, and member notification necessary in promoting and supervising WPDS group e-mail distribution, website content and any other dissemination medium.
- 3) The Vice-President, CC, shall appoint and remove Team Leaders for the committees under his/her purview.

c. Vice-President, Priority Issues Committee, National/International

- 1) The Vice-President, PIN/I, shall be the lead on any national or international priority issues concerning WPDS.

- 2) The PIN/I Chair shall notify the Steering Committee at its first regular meeting following elections of pertinent priority issues and the ranking of such in order of importance, subject to approval by the Steering Committee.
- 3) The PIN/I Committee shall prepare any information in writing or via e-mail or other medium to present to the General Membership concerning priority issues, goals and objectives.
- 4) The Vice-President, PIN/I, shall appoint and remove Team Leaders for the committees under his/her purview.

d. Vice-President, Priority Issues Committee, State/Regional

- 1) The Vice-President, PISR, shall be the lead on any state or local priority issues concerning WPDS.
- 2) The PISR Chair shall notify the Steering Committee at its first regular meeting following elections of pertinent priority issues and the ranking of such in order of importance, subject to approval by the Steering Committee.
- 3) The PISR Committee shall prepare any information in writing or via e-mail or other medium to present to the General Membership concerning priority issues, goals and objectives.
- 4) The Vice-President, PISR, shall appoint and remove Team Leaders for the committees under his/her purview.

e. Vice-President, Political Affairs Committee Chair

- 1) The Political Affairs Committee shall oversee programs and activities related to making political endorsements, supporting political campaigns, and ensuring the accountability of elected officials. This committee shall be chaired by the Vice-President, Political Affairs.
- 2) The Vice-President, PAC, will form liaisons with elected officials regarding political matters.
- 3) The Vice-President, PAC, shall appoint and remove Team Leaders for the committees under his/her purview.

f. Secretary

- 1) The Secretary shall have the following powers and duties:

- a) To have custody of WPDS records.
 - b) To send notices as required herein.
 - c) To act as secretary at all meetings of the general membership and Steering Committee and to record all actions taken at those meetings, or assign another WPDS Steering Committee officer to keep minutes, as necessary.
 - d) To distribute copies of minutes of general membership meetings to the general membership and minutes of the Steering Committee meetings to the Steering Committee.
 - e) To keep a record of the names and contact information of the membership.
 - f) To exercise any other powers and duties designated by the Steering Committee or herein, or incident to the office of secretary.
- 2) In the event that the secretary requires assistance in maintaining records of a proprietary nature, an alternate must be elected with the approval of five-sevenths of the Steering Committee.

g. Treasurer/Chief Financial Officer

- 1) The Treasurer shall
 - a) oversee the collection, management, and disbursement of all monies.
 - b) be responsible for keeping financial records and legal contracts, preparing the budget, and preparing quarterly reports for the Steering Committee and an annual report for the General Membership.
 - c) be responsible for overseeing the propriety of fundraising by the Organization.
 - d) be responsible for legal affairs, including compliance with regulations governing political activities.
 - e) maintains a database of paid members, to be shared in a timely manner with the President or Co-Presidents and the Secretary.
- 2) An Assistant Treasurer must be designated by the Steering Committee.

- a) The Assistant Treasurer may be required to perform all duties as designated in Article III, Section A, 3. g. 1) above.
- b) The Assistant Treasurer may be, but is not required to be, an officer of WPDS.

h. Club Representative to the Democratic Central Committee of Sacramento County

- 1) the Club Representative or Designee
 - a) will attend DCCSC meetings, represent the interests of the Club, and report to the Club at general membership and Steering Committee meetings.
 - b) is a voting member of the Steering Committee, unless he or she is already a voting member of the Steering Committee in another capacity.

i. Past President

- 1) The Past President will provide historical information and mentorship to other steering committee members and perform duties as assigned by the Steering Committee.
- 2) Candidates for Past President must have served as President or Co-President of WPDS and be members in good standing.

j. Parliamentarian

- 1) The Parliamentarian is the authority for issues of procedure, especially with respect to Robert's Rules of Order and disputes over motions, priorities, and so on.
- 2) The Parliamentarian is also in charge of the Bylaws and, along with the Secretary, maintains custody of the Bylaws.
- 3) For more information on amending the Bylaws, see Article VII, Section C ("Rules Committee").
- 4. The chair of each standing committee shall be responsible for submitting a monthly status report of the committee's efforts at the monthly Steering Committee meeting, subject to approval by the Steering Committee.
- 5. In the case of a tie vote on the Steering Committee, the decision will be made by a vote of the general membership.

Section B. Nominations

Nominations for officers shall open during the August General Membership meeting each calendar year. Nominations may be in person at the August meeting or in writing, by hard or soft copy. Nominations will close immediately prior to the commencement of the election of each officer. (The general membership shall be e-mailed the slate of known candidates one week prior to the commencement of voting.) New officers shall commence their terms the following October.

1. Officers shall be elected by a majority of those present and voting at the General Membership meeting held in September of each calendar year.
2. All elections for officers shall be conducted by paper ballot. If there are multiple candidates to an office, members vote using the ranking method of voting. The voting may be done electronically, by designation of the Steering Committee. Members in good standing (verified by the Outreach and Membership Vice-President) will rank the top three candidates in order, with number one being the candidate that member most prefers (IRV). Electronic votes must be received by midnight the night of the meeting in which the election takes place. Results of the election will be relayed to the General Membership electronically no more one week after the close of the election. By a majority of votes by the Steering Committee, the nomination and voting processes may be delayed by one (1) month in case of emergency or unforeseen circumstances.
 - a. All voters for officers must be credentialed by the Secretary prior to balloting.
 - b. Voters in good standing who will be absent may request an electronic ballot in advance.
3. The election of candidates shall be in the following order: President or Co-Presidents; Secretary; Treasurer; Vice-President, Political Affairs Committee; Vice-President, Priority Issues Committee, National/International; Vice-President, Priority Issues Committee, State/Regional; Vice-President, Communications Committee; Past President; Parliamentarian.
4. Prior to the voting for each office, the candidates for that office shall have a onetime opportunity to address the General Membership, by using the WPDS website to provide a qualification resume to the General Membership. Each candidate may post his or her resume one time on the website. Additional campaigning shall not be permitted on the website. Campaigning to the general membership shall not be permitted. If time permits, each candidate may make a short campaign speech of no more than three (3) minutes at the General Membership meeting prior to the close of

voting. If there is not sufficient time for all candidates to make a campaign speech, no candidate shall be permitted to make such a speech.

5. An unsuccessful candidate in one election may add his or her name to the slate of candidates for subsequent elections.
6. Any individual who wishes to be considered as a WPDS candidate for office must confirm by signature that they have read and understand the WPDS Bylaws.
7. Any individual who wishes to be considered as a WPDS candidate for office must confirm by signature that they have read, and agree with, the WPDS Statement of Principles.

Section C. Vacancy

If an office becomes vacant, the General Membership shall be notified in writing of the vacancy, with nominations to take place at the organization's earliest convenience for the remainder of the term. The nominations shall be put to a vote by open ballot at the following month's general membership meeting by a majority of the votes cast.

Article IV. Removal and Resignation

1. An officer may be recommended for removal from the Steering Committee upon request of another officer. Four of the seven members of the Steering Committee must vote yes for the recommendation to proceed. An officer may also be recommended for removal by a signed petition of at least twenty-five percent (25%) of the General Membership in good standing, presented to the Steering Committee.

The officer recommended for removal shall be notified within twenty-four (24) hours via e-mail from the President or Vice-President (if the President or Co-Presidents is the member in question), copied to the remaining members of the Steering Committee.

The President or Vice-President shall notify the General Membership via e-mail from between forty-eight (48) to seventy-two (72) hours following the previous notification and at least ten (10) days prior to the next General Membership meeting. In the event that there is no General Membership meeting scheduled during that month, then a special meeting will be convened to resolve the matter.

2. At the General Membership meeting, the officer facing removal shall be given an opportunity to address the General Membership. Before voting, the General Membership shall be given an opportunity to discuss the motion to remove the officer without the officer present during the discussion.

3. The motion to remove the officer from office shall pass with the votes of two-thirds (2/3) of those members in good standing present. In the event that a member in good standing cannot be present for a vote, he or she may assign a proxy with prior notification by e-mail prior to the posted start time of the meeting to the Steering Committee. A member in good standing may be a proxy for another member, but only for one other member, and may still cast a vote as a member and as a proxy. A member in good standing may assign a proxy who is not a member in good standing of WPDS with the payment of a \$10 proxy fee prior to the proceedings. Voting for removal of an officer shall be conducted by secret ballot.
4. Any officer removed from office shall be ineligible to serve as an officer for a period of one (1) year after removal. However, any officer removed may serve on a committee or ad hoc committee but may not chair a committee.
5. Any officer may resign by giving written notice to the President or Co-Presidents. The President or Co-Presidents will notify the Steering Committee, and the General Membership via e-mail and at the next General Membership meeting.
6. If the member to be removed is an Officer, a meeting of the Steering Committee shall be held immediately following the incident. A total of four Officers must be present to hold a quorum. The Officer(s) who witnessed the incident will present the particulars of the incident to all members present. The Officer, whose conduct is in question, shall have an opportunity to address those present. A discussion of the incident will precede a vote to remove the Officer. The vote for removal shall be conducted by secret ballot. If the vote to remove the Officer is upheld, the particulars of the incident will be presented to the General Membership.

Article V – Steering Committee

Section A. Membership

The Steering Committee shall be comprised of the WPDS officers as described herein.

Section B. Responsibilities

The Steering Committee shall have the following responsibilities:

1. To carry out the provisions of these Bylaws;
2. To plan and call regular meetings of the General Membership;
3. To submit the budget to the General Membership annually, at the first general meeting in December;

4. To report regularly to the General Membership on the activities of the Steering Committee and other committees; and
5. To submit a written annual report to the General Membership on WPDS activities, goals and objectives.

Section C. Powers

The Steering Committee shall have the following powers:

1. To establish and dissolve ad hoc committees, appoint and remove members, and designate chairpersons;
2. To appoint and remove Team Leaders in the absence of the President or Co-Presidents or appropriate Vice-President;
3. To enter into contracts, and to disburse the organization's funds in order to manage the activities of the organization, provided that:
 - a. No contract and/or expenditure exceeding \$250 will be made without prior approval of the General Membership;
 - b. All contracts and expenditures are approved in advance by the Steering Committee for recommendation;
 - c. All expenditures are made either in accordance with the approved budget or have been approved in advance by the General Membership;
 - d. The organization maintain an ongoing petty cash fund of \$100 a month, with all expenditures approved retroactively by the Steering Committee, with those expenditures not approved being the responsibility of the member;
 - e. All contracts must have a term that does not last beyond the term of the Steering Committee then in office, unless the contract is approved in advance by a majority of those members in good standing present and voting at a meeting of the General Membership;
 - f. All contracts and checks are signed by either the President or Co-Presidents, the Treasurer, or another member of the Steering Committee selected in advance by a majority the Steering Committee;
 - g. The Organization's expenditures may never exceed the funds it has collected;
4. To accept gifts or contributions on behalf of the Organization, in accordance with all appropriate laws and regulations, to be held with the Organization's funds and used for general Organization expenses;

5. To determine which political candidates, and proponents and opponents of ballot measures shall be invited to meet with the Organization;
6. To invite speakers to address the Organization and make presentations;
7. To represent the Organization externally;
8. To delegate authority, as appropriate.

Section D. Meetings

1. A meeting of the Steering Committee shall be held at least once per month, but may be held more frequently.
2. The President shall call regular meetings of the Steering Committee. In the event of the President's or Co-Presidents' being unable to call a meeting, a vice-President may call a meeting.
3. Reasonable prior notice of meetings of the Steering Committee shall be sent and shall be accompanied by an agenda that shall list, at a minimum, the date, time, and location of the meeting, as well as any business to be voted upon.
4. A quorum shall consist of more than one-half of the total members of the Steering Committee.
5. Meetings shall be open to credentialed members of WPDS, unless designated otherwise by the Steering Committee.
6. Attendance
 - a. Attendance at scheduled meetings, whether in person or via other conferencing technologies, is required of all Officers, including the Club Representative, except by prior approval of the Steering Committee or one of the Co-Presidents.
 - b. If an Officer has a genuine conflict and has notified one of the two Co Presidents at least 48 hours in advance, an absence may be excused upon review and approval by the Steering Committee.
 - c. In the case of an emergency when the Officer is unable to notify one of the Co-Presidents of an absence in advance, all efforts should be made to notify him or her as soon as possible.
 - d. Absence from three consecutive meetings is grounds for removal.

Section E. Voting

Unless specified otherwise herein, all votes of the Steering Committee shall be by open ballot and shall pass with the votes of a majority of the quorum who are present and voting. No votes shall take place unless a quorum is present. There shall be no proxy voting.

Section F. Ad Hoc Committees

The Steering Committee may establish other committees in order to carry out the activities of the Organization. The Steering Committee shall appoint the chairperson and committee members of each ad hoc committee. The term for an ad hoc committee shall last until the designated objectives are fulfilled or the Steering Committee dissolves it.

Article VI – Endorsements

All candidate and ballot measure endorsements shall be made in the following manner:

Section A. Preliminary Steering Screening by the Political Affairs and Priority Issues Committees

1. The Political Affairs Committee shall disseminate questionnaires to candidates who meet the requirements for endorsement by the organization. The questionnaire shall at minimum address the candidates' positions as they directly relate to WPDS's mission statement. It shall review all responses and report its findings to the Steering Committee.
2. The Priority Issues State/Regional Committee shall screen legislation, ballot initiatives, and any information that pertains to progressive issues of a state, local, or regional nature. It shall meet or correspond with both proponents and opponents of ballot measures. It shall report its findings and recommendations to the Steering Committee.
3. The Priority Issues National/International Committee shall screen legislation, ballot initiatives, and any information that pertains to progressive issues on the national or international level. It shall meet or correspond with both proponents and opponents of ballot measures. It shall report its findings and recommendations to the Steering Committee.

Section B. Review by Steering Committee

1. The Steering Committee shall receive a report of the Political Affairs and Priorities Issues Committees concerning questionnaires, legislation, ballot initiatives, and any other information, and shall determine which political candidates and proponents and opponents of ballot measures shall be invited to meet with the General Membership at subsequent meetings.

2. The committee involved will make every effort to provide information to the Steering Committee at least three (3) days in advance of the next Steering Committee meeting for possible inclusion in the next general membership meeting.

Section C. Recommendation by the Steering Committee

3. The Steering Committee shall provide its endorsement recommendations in the form of a consent calendar to the General Membership in a report stating the reasons why the Steering Committee made its recommendation, or the Steering Committee may, by majority vote, decline to make recommendations to the membership, instead allowing the membership to consider endorsements in any manner it chooses. Any member can pull a race from the consent calendar in which case the membership shall vote on that race individually after the unpulled races on the consent calendar have been adopted.
4. “No Endorsement” shall be an option in every race and ballot measure. Should it receive no endorsement by the Steering Committee, the recommendation to the General Membership shall be “No Endorsement” for that race or measure.

Section D. Endorsement Vote by General Membership

1. No candidate for any public office or ballot measure shall receive the endorsement of the organization unless prior notice of a pending endorsement regarding the pertinent race or ballot measure has been made to the General Membership.
2. The membership may vote for “Endorsement,” “Recommendation,” “No Endorsement,” or “Neutral Position.”
3. The General Membership shall make a vote of “Endorsement” by secret ballot with a vote of at least sixty percent (60%) of all credentialed members (i.e., in good standing) present and voting if there are two or fewer candidates. In the case of three or more candidates, a simple majority (50% plus one) will equal an endorsement. Non-steering committee members who are actively working on a campaign must leave the room during the discussion and vote for that candidate or campaign. Steering committee members who are working on a campaign may remain in the room but must not participate in the discussion and vote on the issue or candidate.
4. One step below endorsement, a vote of “Recommended,” may be voted upon for candidates whom WPDS does not endorse due to lack of adherence to progressive and/or ethical principles but who nonetheless the Organization supports against other candidates. A vote of recommended requires a simple majority of members in good standing. A candidate or measure winning a vote of “Recommended” may not use the WPDS logo in any advertising or candidate literature and must list the recommendation separately from endorsement by other organizations and individuals.

5. If no candidate or position receives sufficient votes for endorsement, the position of WPDS shall be “Neutral Position” for that race or measure. “Neutral Position,” in which the candidate or issue is neither supported nor opposed, shall be declared if the vote by members in good standing is a simple majority.
6. “No Endorsement” shall be an option in every race and ballot measure when members strongly oppose the candidate or measure. Should it receive the required number of votes, at least a majority of all credentialed members (i.e., in good standing) present and voting, the position of WPDS shall be “No Endorsement” for that race or measure.
7. The General Membership shall utilize ranked choice voting to determine its endorsements for races in which ranked choice voting (i.e., voters selecting first, second, third, and other choices on a ballot) is applicable.
8. Multiple ballots shall be allowed during the same meeting, provided that prior notice of multiple balloting has been made to all members.

Section F. Pre-Endorsement Conference

WPDS will elect a club member to represent the Club at the pre-endorsement conference who has been a member in good standing for one calendar year and attended at least three Club meetings. The member should not already have voting privileges at the Pre-Endorsement Conference by being a DSCC member in some other form.

Section G. Timing

The General Membership may consider endorsements for public office before the official filing date for such office has passed; however, the General Membership shall not entertain a motion to support, oppose, or take a neutral position on a ballot measure until that measure has qualified.

Section H. Other Matters

1. Motions from the floor: members in good standing can make motions for WPDS participation, endorsement, sponsorship, etc. at general membership meetings. An objection of a lack of a quorum as defined in this document can be made to table the motion to the next Steering Committee meeting. Any two members of the Steering Committee may also move to table the issue. When the objection by the Steering Committee members is voted on, a seventy-five percent (75%) majority is required to override the motion to table. If no objections or a quorum call is made, a motion shall be passed by a simple majority affirmative vote. If the motion fails, the credentialed member may make a request to a Steering Committee member (see item 2, below).

2. Requests for participation, endorsement, sponsorship, etc.: any member of the Steering Committee who has a request that requires approval from the Steering Committee may submit an e-mail to all Steering Committee members providing complete details of the request. Approval will be granted by a simple majority e-mail response from the Steering Committee.

Article VII – Bylaws

Section A. Availability

These bylaws shall be made available to any member upon request.

Section B. Amendment

1. A standing Rules Committee being in place, suggestions for amendments to these bylaws may be brought by any member in good standing to a member of the Rules Committee. If received at least twenty-four hours before the next scheduled Rules Committee meeting, the suggestion shall be brought forward for discussion.
2. The Rules Committee shall review proposed amendments and submit a recommendation to the Steering Committee. A simple majority of the Steering Committee is needed for the measure to move to a General Membership vote.
3. Bylaw amendment notices shall be posted on the WPDS website and sent to members via common means of communication utilized by WPDS no later than seven (7) days before the General Membership meeting.
4. At the meeting of the General Membership, all members shall be given an opportunity to discuss the proposed amendment and the recommendation of the Rules Committee prior to voting. An amendment shall pass upon the vote of at least two-thirds (2/3) of the members in good standing present and voting at the general meeting.

Section C. Rules Committee

Under the ultimate direction of the Steering Committee, a standing Rules Committee shall be appointed. The Rules Committee shall be responsible for custody of, amendments to, and maintenance of the Bylaws.

1. The Parliamentarian shall chair the Rules Committee.
2. Members of the Rules Committee shall be appointed by the Steering Committee and/or elected by the General Membership.
3. The WPDS President or Co-Presidents may serve on the Rules Committee but do/does not have a vote.

4. Current Officers and WPDS Vice-Presidents may serve on the Rules Committee, but they shall not serve as chair of the Rules Committee.
5. Each member of the Rules Committee must be elected by five of the seven members of the Steering Committee, or by majority vote of the membership.
6. A member in good standing may write a letter to the Steering Committee requesting appointment to the Rules Committee.

Article VIII – Other Matters

A. Diversity

1. No one shall be denied membership on account of ethnicity, gender, national origin, age when not otherwise noted, disability, economic status, sexual orientation, or religion.
2. Meetings of WPDS and any committees thereof shall be held at times and locations accessible to the broadest range of individuals, including people with disabilities and young people.
3. In making appointments to committees (including ad hoc committees), the Steering Committee shall strive to reflect the diversity of the people in the Sacramento area.

B. Records

1. WPDS shall keep the following records:
 - a. Minutes of meetings of the General Membership, Steering Committee, and other committees;
 - b. Adequate and correct financial records;
 - c. Membership records, including contact details, attendance records, and dues payments;
 - d. Copies of the Bylaws and other governing rules and regulations;
 - e. All contracts in which the Organization is a party.
2. Any member of the Steering Committee shall have the right to inspect all books and records of the Organization at a reasonable time and place.

3. The Organization shall hold all information on members for the Organization's purposes only and shall not transfer member information to third parties without obtaining the prior approval of the individual members.

C. Notice of Meetings

Meeting notices shall be posted on the WPDS website and sent to members via common means of communication utilized by WPDS.