

BYLAWS
of the LONG BEACH LAMBDA DEMOCRATIC CLUB

Article One--NAME

The name of this association shall be the Long Beach Lambda Democratic Club.

Article Two--PURPOSE

The Long Beach Lambda Democratic Club (hereafter designated as the Club) was formed in the recognition that anyone who is LGBT (Lesbian, Gay, Bisexual, Transgender), or other sexual or gender identities, shall be fully and equally represented in the Community, state and national body politic and shall take their place as equal citizens of society, members of the Democratic Party, as well as elected officials. It shall be our goal and purpose to promote the general human and civil rights of all people. The Club is chartered under the auspices of the Los Angeles County Democratic Party.

Article Three--MEMBERSHIP

- A. Membership shall be open to all Democrats, those registered as such over the age of 18 and those minors under 18 or those who have not yet met residency qualifications or are in the process of naturalization who have stated an intention of registering as Democrats when eligible, regardless of LGBT or other sexual or gender identity, and who support the goals and purposes of the Club.
- B. Members shall have paid the yearly membership dues, as stated in the Standing Rules appended to these Bylaws, payable in January.
- C. A member in good standing must have paid the current dues at least fourteen (14) days prior to being eligible to vote and will be eligible to vote after attending one previous meeting in the current dues cycle.

Article Four--OFFICERS AND STEERING COMMITTEE

- A. The elected officers of the club shall be:
 - President
 - Vice-President
 - Secretary
 - Treasurer
 - (3) Members-at-Large
- B. The Immediate Past President shall also be an officer.

- C. The President shall appoint a Parliamentarian to assist in running both general and steering committee meetings.
- D. These above elected officers, the Immediate past President, and the Parliamentarian, along with the chairs of the standing committees enumerated below shall serve as the voting members of the Steering Committee, each of whom shall have one vote, except for the President, who shall act as the Chair of this committee and who shall vote in the event of a tie vote of the committee. Should an officer or Chairperson have three (3) unexcused absences from Steering Committee or general membership meetings, the office or Chair position will be considered vacant and a special election for the officer held to fill the office.
- E. The standing committees shall be:
 - Political Action
 - Membership
 - Human Rights Banquet
 - Rules and Bylaws
- E. Ad hoc committees shall be formed and the Chairs appointed by the President to meet temporary issues and concerns. The Chairpersons of these ad hoc committees will not have a vote on the Steering Committee.
- F. The Steering Committee shall conduct the business of the Club between General Meetings.

Article Five--DUTIES OF OFFICERS

- A. President. Shall be the principal executive officer and spokesperson of the club. Shall carry out the policies and be governed through the Bylaws of the Club. Shall do everything necessary to carry into effect the goals and purposes of this organization as voted upon by its membership. Shall be the sole executor, with the advice and consent of the Steering Committee, of all binding agreements for the club. Shall create, appoint the Chairpersons and ask for volunteers for standing, ad hoc, and special committees necessary to the functioning of the club. Shall be an ex-officio member of all committees except the ad hoc Nominating Committee. Shall appoint assistant officers as may be required. Shall appoint liaisons to the appropriate Assembly District Committees and other clubs or committees. Shall vote in case of a tie in the Steering Committee. Shall be guardian of the membership list and responsible for its confidentiality and dispersion, with the permission of the Steering Committee, and limited to members of the Steering Committee.
- B. Vice-President. Shall do everything necessary to assist the President in the performance of that office's responsibilities. In the event of the absence or temporary disability of the President, shall exercise all powers of the President.
- C. Secretary. Shall record all minutes of the general membership meetings and steering committee meetings. At the general membership meetings shall have available the minutes of the previous meeting. At the steering committee meetings shall have available the

minutes of the previous meeting. Shall maintain all records of the Club, serve all required notices and maintain the membership roster and mailing lists along with necessary communication lists and will discharge such duties as pertain to this office. Shall see to the confidentiality and security of all records as they pertain to the membership of the club.

- D. Treasurer. Shall receive membership dues, make disbursements and maintain the club financial records. Shall present the current fiscal status to the membership at the general meetings. Shall secure the endorsements of the President and Treasurer on all disbursements. Shall be responsible for the preparation of all Federal, State, County, and City financial reports, as required in relation to the political activities of the club. Shall be responsible for the confidentiality and security of all records as they pertain to the club.
- E. Members-at-Large. Three members shall be elected from the membership-at-large to serve as voting members of the Steering Committee.
- F. Parliamentarian. Shall advise the President or Acting President in meetings by interpreting the rules and bylaws of the Club and the most recently revised Robert's Rules of Order. Shall assure that appropriate parliamentary procedure is followed. Shall similarly advise any member when asked.
- G. Chairpersons. Shall maintain records of their committee's activities and function and submit summaries to the Secretary, and report to the Steering Committee and general membership.
 - 1. The Political Action Committee shall coordinate the political activities of the club and consider and make as recommendations endorsements of the club to the Steering Committee, which shall make a recommendation to the general membership.
 - 2. Membership Committee shall maintain the records of members, payment of membership dues, and shall notify members when their memberships need renewal. Shall be responsible for maintaining and increasing club membership.
 - 3. The Human Rights Banquet Committee shall produce the annual Human Rights Banquet. The Committee shall report to the Steering Committee and budget items over \$500 must be approved by the Steering Committee prior to expenditure.
 - 4. The Rules and Bylaws Committee shall prepare all amendments to these bylaws and work with the Parliamentarian to interpret of the rules of governance at meetings of the Club.

Article Six--NOMINATIONS AND ELECTIONS

- A. The term of office for all officers and appointed chairpersons shall be one (1) year with nominations to be presented to the general membership in January with the election in February. The President shall appoint a Nomination Committee in December to oversee the election process and ensure that all offices are filled. A slate of officers shall be presented in

- B. The President shall appoint a member to fill any vacancies of any office to ensure the continuity of that office until the next general meeting which shall be called by Steering Committee within thirty (30) days. In the case of the Presidency, the Vice-President shall act as President until such time as a Presidential election shall be held.
- C. All officers and chairpersons shall hold office until their successors are elected or appointed to assume those responsibilities.
- D. Any member can call for a secret ballot at anytime in these proceedings. Upon a second, the motion is non-debatable and shall carry with a simple majority.
- E. An officer shall be considered elected if they receive a simple majority (50% plus 1) affirmative vote of those present and voting, including abstentions. Members in good standing must sign in on an appropriate sign-in sheet and only the number of signatures can be used to determine the percentage for an election.
- F. Runoffs will take place at the same meeting between the candidates who received the two highest numbers of votes. Should a deadlock still occur, a new election shall be called for within thirty (30) days.
- G. Any officer or member may be removed from office or the Club with a two-thirds (2/3) affirmative vote of those present and voting, including abstentions, at any general meeting

Article Seven--MEETINGS

- A. The most recently revised Robert's Rules of Order shall govern the running of meetings of the Club unless superseded by these Bylaws.
- B. General membership meetings shall be held at least quarterly each year with the membership being notified seven (7) days prior to each meeting by the appropriate communication. A quorum will be at least ten (10) members or ten percent (10%) of the total membership, whichever is greater.
- C. Steering committee meetings shall be held at least monthly at a preset day each month, with notification of the meeting provided by the appropriate communication, with a quorum being a simple majority of Steering Committee members.
- D. Special meetings of the membership shall be called at the discretion of the President with notice to all members by appropriate communication. Special meetings of the Steering Committee may be called by the President with notice to all members of the Steering Committee by appropriate communication at least seven days (7 days) notification.

- E. Any member may attend a Steering Committee meeting with voice, but no vote.

Article Eight--ENDORSEMENTS

- A. Endorsements of a Democratic candidate may be made in any election. An affirmative vote of 60% of those present and voting, including abstentions, will constitute an endorsement.
- B. In partisan elections, the Democratic candidate shall be endorsed with an affirmative vote of 60% unless a vote of No Endorsement receives 60% of the affirmative vote of those present and voting, including abstentions.
- C. In general elections, the Democratic candidate shall be automatically endorsed unless a vote of "No Endorsement" receives 60% of the affirmative vote of those present and voting, including abstentions.
- D. "No Endorsement" shall always be an option when no candidate receives 60% of the vote of those present and voting.
- E. Members in good standing must sign in on an appropriate sign-in sheet and only the number of signatures can be used to determine the percentage for an endorsement.
- F. Any member may call for a secret ballot at any time in these proceedings. Upon a second, the motion is non-debatable and shall carry with a simple majority.

Article Nine--AMENDMENTS

These Bylaws may be amended by a two-thirds (2/3) vote of those present and voting at a general membership meeting provided that the amendment is included in the notice to members at least fourteen (14) days prior to the meeting. Any amendment shall be written by the Rules and Bylaws Committee for approval by the Steering Committee.

Article Ten--DISSOLUTION

Upon dissolution of the Club, all property, funds, records, etc. will be given to the Los Angeles County Central Democratic Committee. Historic documents shall be placed in the ONE Archives at the University of Southern California.

**STANDING RULES
of the Long Beach Lambda Democratic Club**

I. Membership Dues

Membership dues are due and payable for the calendar year in January. The following are the membership levels.

Membership Level	Amount	Benefits
Senior, Student/Limited Income	\$15	
Individual	\$30	
Family	\$50	2 adults w/children under 18 yrs.
Silver	\$250	Family membership
Gold	\$500	Family membership
Platinum	\$1000	Family membership

II. Amendments

These Standing Rules can be amended by a 50% (fifty percent) plus one vote of the general membership at a general membership meeting.