

# MAT SU DEMOCRATS

## BYLAWS

adopted February 16, 2019

We, the Democrats who reside within the boundaries of the Matanuska-Susitna Borough and those Democrats who reside in any precinct of a district bordering the Matanuska-Susitna Borough and whose voters cast their ballots in common with that district, have joined together to form the Mat Su Democrats and have adopted these Bylaws.

### ARTICLE I: NAME, AFFILIATION, & ASSOCIATED DISTRICTS

**Section 1. Name:** The organization name shall be **Mat Su Democrats**.

**Section 2. Affiliation:** Mat Su Democrats is affiliated as a Regional Organization of the Alaska Democratic Party, as defined in its Party Plan of Organization, and with the Democratic National Committee

**Section 3. Districts:** Mat Su Democrats includes Alaska House Districts 7-12.

**A. Membership:** House Districts participate voluntarily in the Regional Organization and retain autonomy.

**B. Withdrawal:** A House District may withdraw from the Mat Su Democrats with a two-thirds vote of the members present at an advertised meeting of the District. Upon withdrawal, the District Chair will notify the Mat Su Democrats and the Alaska Democratic Party of the District action.

### ARTICLE II: STATEMENT OF PURPOSE

Mat Su Democrats is organized and authorized to develop and implement activities designed to enhance the interests of Democrats in the Matanuska-Susitna Borough and those precincts which adjoin the Matanuska-Susitna Borough and who vote in common with voters of the Borough, the State of Alaska, and the nation. To these ends Mat Su Democrats will work to

- Elect Democrats
- Promote involvement in the political process and voting
- Advance Democratic values

- Advise Democratic Party leadership of our collective concerns and desires.
- Cultivate incoming District officers and work to consistently maintain and expand a knowledge base

### **ARTICLE III. MEMBERSHIP**

**Section 1. Eligibility:** Membership in Mat Su Democrats is open to all registered Democrats or Young Democrats in the Matanuska-Susitna Borough and those Democrats residing in any identified adjoining precinct.

**Section 2. Dues:** No dues shall be assessed.

### **ARTICLE IV. EXECUTIVE COMMITTEE**

**Section 1. Executive Committee:** The Executive Committee of Mat Su Democrats shall include the Chair, Vice Chair, Secretary, Treasurer, Regional Vice Chairs (2), Events Coordinator, and Young Democrat. This committee will coordinate general membership issues, meeting agendas, and arrangements for the Mat Su Democrats biennial caucus.

**A. Quorum:** A quorum of the Executive Committee is 5 members.

**B. Meetings:** The Executive Committee will meet as needed.

- i. Meetings are open to all Mat Su Democrats. Every effort will be made to give advanced notice.
- ii. The secretary will keep or cause to be kept a recording of the actions of the Executive Committee.

### **ARTICLE V: GENERAL MEMBERSHIP MEETINGS (PROPOSED)**

**Section 1. Attendance:** All meetings are open Mat Su Democrats as well as to members of the public, except as otherwise noted in these Bylaws. Efforts will be made to provide for telephonic or electronic participation.

**Section 2. Notice:** All meetings shall have at least a one-week notice of time, location, and agenda. Efforts will be made to maintain a regular meeting time.

**Section 3. Quorum:** A quorum of the general membership meeting will include three (3) officers and at least one (1) District officer from four

(4) House Districts.

**Section 4: Election of District officers**

A. At the general membership meeting in October of non-election years, Certified Mat Su Democrats will elect a Mat Su Democrats' Chair, Vice Chair, Secretary, and Treasurer. These officers take office at the next regular meeting after they are elected. The Mat Su Young Democrats will elect their representative to the Mat Su Democrats' Executive Board.

**Section 5. Voting:** Each member is entitled to one vote. Democrats may vote by text or telephone.

**D. No Candidates:** If, at the time of the election, no candidate has declared for any of the offices, the Chair—in a reasonable time after the election—shall appoint an eligible member to fill that position and report the appointment to the Executive Committee.

**E. Vacancy in Office:** In the event of a vacancy in office, the Chair shall appoint an eligible replacement to serve the remaining portion of the term. In the event of a vacancy in the office of the Chair, the Vice-Chair shall succeed to the office of the Chair, and the Executive Committee shall elect a Vice-Chair.

**F. Removal from Office:** An officer who misses 3 consecutive Executive Board and/or General Membership meetings without excuse may be removed from office. Further, a person who is found to be in conflict with the ADP Code of Conduct may be removed for cause. An officer can be only be removed from office by a vote of two-thirds (2/3) of the members of the Executive Committee, within a noticed meeting. Proceedings will be closed unless the officer in question requests that it be open.

**ARTICLE V(a):MAT SU DEMOCRATS CAUCUS**

**Section I.** In election years, Mat Su Democrats will hold a caucus of members from component House Districts. Business conducted includes:

- A. Election of a man and a woman to serve as Regional Vice Chair of the Alaska Democratic Party.
- B. Election of a regional representative to the Alaska Democratic Party Grievance Committee.
- C. Election of each House District's Chair, Vice Chair, Secretary, Young Democrat, and State Central Committee person. These officers will take office after the State Convention.

- D. Election of each House District’s delegates to the Alaska Democratic State Convention and one District representative for each of three convention committees: Credentials, Party Plan, and Platform.
- E. Drafting proposed changes to the Party Plan of Organization, the Party Platform and timely resolutions for Convention consideration.
- F. **In Presidential Election years**, the caucus will conduct a presidential fan out and choose delegates to the State Convention based on the resulting preferences.

## **ARTICLE VI. OFFICER DUTIES**

**Section 1. Officers:** The officers of the Mat Su Democrats shall be the Chair, Vice-Chair, Treasurer, Secretary, Young Democrat, and Events Coordinator. Officers, except for the Young Democrat, will be elected at the first general membership meeting in October of a non election year. Officers of the Mat Su Democrats will abide by the Alaska Democratic Party’s Code of Conduct.

**A. Chair:** The Chair is the Chief Executive Officer with authority to exercise the powers provided in the Party Plan of the Alaska Democratic Party and;

- Represents Mat Su Democrats on the State Central Committee;
- Calls and presides at meetings of the regional organization;
- Works with other officers to ensure that all ADP rules and state and federal laws are followed;
- Encourages people to become volunteers for Mat Su Democrats, local and statewide Democratic campaigns;
- Supports the campaigns of Democratic candidates;
- Organizes and publicizes—or assists in organizing—a Mat Su Democrats Caucus every other year; and
- Helps to organize volunteers.

**B. Vice-Chair:** In the temporary absence of the Chair, the Vice Chair carries out the duties of the Chair; and the Vice Chair assists the District Chairs in performing their duties.

- Assists the Chair in performing their duties;
- Chairs fundraising committee; and reports information to Mat Su members at regular meetings.

**C. Treasurer:** The Treasurer administers the Mat Su Democrats bank account; distributes funds as directed by actions of the Executive Committee and/or the General Membership; and

- Keeps a detailed account of all contributions, other receipts, and disbursements;
- Submits financial reports to Executive Committee and general membership meetings;
- Submits in a timely manner all necessary Alaska Public Offices Commission (APOC) reports with a copy to the treasurer of the Alaska Democratic Party.
- Develop a budget with the Executive Committee

**D. Secretary:** The Secretary maintains the records, both electronically and physically and:

- Establishes the quorum at all meetings;
- Keeps, or causes to be kept, a true and complete record of the proceedings of Executive and Membership meetings.
- Provides minutes of meetings of the Executive Committee and general membership. Minutes will be provided electronically before the next meeting.
- Attends to the giving and serving of all notices, and
- Performs such additional duties as these Bylaws or the Executive Committee shall require.
- Maintains electronic and physical records for seven yearsf
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**E. Young Democrat**

- Serves as liaison to the Mat-Su and Alaska Young Democrats
- Promotes and organizes youth political action
- Speaks to the interests of Young Democrats; and
- Organizes YD's to work in campaigns and get out the vote

**F. Regional Vice Chairs:** The Mat Su Region will have two vice chairs, one man and one woman, who serve on the Alaska Democratic Party's (ADP)

Executive Committee. The Regional Vice Chairs:

- Represent regional issues at the ADP Executive Board meetings;
- Participate in Mat Su Democrats' Executive Board meetings;
- Update Mat Su Democrats on statewide issues; and
- Serve on ADP committees as needed.

**G. Events Coordinator:**

- Organizes events including, but not limited to Drinking Liberally, Egan Dinner, Summer Picnic
- Contributes information for preparation of the annual budget.
- Prepares and publishes a calendar of events, including candidate gatherings in election season and Alaska Democratic Party events.

**ARTICLE VII. COMMITTEES**

- A. Standing committees will be established for Communications, Events, and Grievance
- a. The Chair of the Mat Su Democrats will appoint chairs for each committee.
  - b. The General Membership will develop a yearly plan for each committee.
  - c. Committees will meet as necessary and report progress to the general membership;
- B. Ad hoc Committees may be established as needed.

**ARTICLE VIII. CANDIDATE RECRUITMENT AND SUPPORT**

- A. Districts are responsible for recruiting candidates for their local school board, assembly, city council, state house and state senate seats.
- B. Mat Su Democrats will support local candidates and file appropriate documents.
- C. Financial resources in partisan races will be allocated to registered Democrats in the general election.

**ARTICLE VIII. PARLIAMENTARY AUTHORITY AND AMENDMENTS** (proposed language)

**Section 1. Parliamentary Authority:** On matters not covered by these Bylaws or rules adopted by a committee or the general membership or the Alaska Democratic Party Plan of Organization, the most recent edition of Robert's Rules of Order shall be the parliamentary authority of proceedings at all meetings of Mat Su Democrats.

**Section 2. Amendments:** These Bylaws may be amended by a vote of two-thirds (2/3) of members present at a biennial caucus or at a General Membership Meeting for which 30 days notice has been given. Except, these Bylaws may be updated to conform to any changes in Alaska State Election House District numeration without a vote.

**Section 3. Effective Date:** These bylaws will become operational on adoption at an advertised General Membership Meeting. The election of officers will occur in the first advertised General Membership Meeting after adoption of these bylaws. Following this transition period, elections will occur following the statewide election cycle.

**Adopted February 16, 2019**