

# Charter

33rd Legislative District Organization  
State of Washington  
(Approved on January 18, 1999)

## *Preamble*

We, the members of the Democratic Party residing within the Washington State 33rd Legislative District boundaries, in order to contribute to the growth, development and influence of the Democratic Party primarily in our communities, and also in the state and in the nation, to elect declared Democrats and like-minded non-partisan candidates to public offices of all types and at all levels, to support the platform of the Democratic Party and to encourage good citizenship and community responsibility by guaranteeing maximum participation, equal representation, and equal treatment of all, do hereby associate ourselves together and establish this Charter.

## *Article I*

### *Name*

This organization shall be known formally as the Washington State Thirty-Third Legislative District Democratic Organization. The informal name of this organization shall be the 33rd District Democrats.

## *Article II*

### *Membership*

**Section 1. Precinct Committee Officers.** All Democratic elected and appointed Precinct Committee Officers (PCOs) who reside in the 33rd Legislative District are automatically voting members of the 33rd Legislative District Democratic Organization, with full voting rights, upon the beginning of their term. Because of the substantial duties of PCOs they are not required, though highly encouraged, to pay dues.

A. Elected Precinct Committee Officers. Elected Precinct Committee Officers are registered voters residing within the precinct they seek to represent, who are elected in accordance with State Law.

B. Appointed Precinct Committee Officers. Appointed Precinct Committee Officers are registered voters residing within the precinct they seek to represent. These officers must complete a King County Democratic Party application form, be approved by the 33rd voting membership at a regular meeting, and be approved by the Chair of the King County Democratic Central Committee.

**Section 2. Non-PCO Members.** In addition, any resident, minor or adult, of the 33rd Legislative District able to independently declare partisan affiliation is eligible to become a General Voting Member by publicly and truthfully declaring themselves to be Democrats and paying dues. General members shall be eligible to vote and run for office as specified by these bylaws twenty-eight (28) days after payment or waiver of dues. Renewing members will have their full membership rights restored immediately upon payment of dues.

**Section 3. Member Rights.** Voting Members may serve in any District Office and shall have the power to vote on such district officers and issues as allowed by these bylaws, State Laws, and all applicable Democratic Party Charters and By-Laws.

## *Article III*

### *Dues*

**Section 1. Regular Dues.** An annual membership fee shall be solicited from all members, the amount of which shall be established as early as possible each calendar year.

**Section 2. Living Lightly.** A reduced fee shall be offered to those who cannot afford the full cost of annual dues.

**Section 3. Newsletter Subscription.** A subscription to the monthly district newsletter, for interested persons and organizations outside of the district, shall be offered for a fee roughly equivalent to the cost of producing and mailing one single copy of the newsletter annually.

**Section 4. Additional Dues Levels.** The Chair, in conjunction with the Treasurer and the Executive Board, shall have the authority to establish other honorary dues levels for the purposes of fundraising and promotion of the district.

**Section 5. Participation.** At no time, in keeping with the principles of democracy and the Democratic Party, shall district membership or participation be limited in any way by ability to pay membership dues. In cases of financial hardship, the Executive Board may grant a waiver of dues for those qualified members who request the waiver in writing.

## ***Article IV***

### ***Officers***

**Section 1. Officers.** The officers of this organization to be elected every other year at the district re-organization meeting shall be as follows: Chair, Vice Chair, Treasurer, Secretary, Washington State Democratic Central Committee Representatives, King County Democratic Central Committee Representatives and Alternates, and Legislative Action Committee Representatives and Alternate.

*A. Eligibility.* Any person who was a voting member in good standing of the organization in all or part of the previous biennium, whether Precinct Committee Officer or not, is eligible to run for district office.

*B. Gender.* The District Chair and the Vice Chair must be of opposite genders. Committeewomen must be female, Committeemen must be male. There is no gender specification, nor shall there be any gender discrimination for any other offices, elected or appointed.

*C. Terms of office.* Terms of Office for elected officers are approximately two years, commencing at the biannual 6January Re-organization meeting. Officers appointed mid-term shall serve until the next re-organization meeting.

*D. Duties of Elected Officers*

*1. Chair:* Shall be the chief administrative officer of the 33rd District Democrats and shall encourage and direct participation of members in local and statewide Democratic Party activities, shall represent the 33rd District in public and to the media, shall represent the 33rd District at King County Democratic Central Committee Meetings and Organization of State Chairs' Meetings, shall direct the implementation of policies adopted and authorized by the 33rd District Executive Board, and report on his or her activities at each general district and Executive Board meeting.

*2. Vice Chair:* Shall assist the Chair in the performance of the Chair's duties in the event of his or her absence, Shall be first alternate to the Organization of District Chairs, shall be third alternate to the King County Democratic Central Committee, shall be chiefly responsible for new membership recruitment, particularly among disadvantaged and diverse groups, and shall perform other duties as assigned by the Chair or Executive Board.

*3. Treasurer:* Shall maintain records of all receipts and disbursements of funds of the organization in with all Public Disclosure Commission, local, state, and federal laws and regulations, shall report all financial activity at each Executive Board meeting, shall keep all organizational financial records in balance, shall file Public Disclosure Commission reports as needed and shall perform other duties as assigned by the Chair or the Executive Board.

*4. Secretary:* Shall record minutes of all district and Executive Board meetings, shall provide such minutes to the district Chair and the Newsletter Editor within days of said meeting, shall record all officers and voting members, updated as members are voted in, shall maintain all organizational files and records in a safe and orderly manner, and shall perform other duties as assigned by the President or the Executive Board.

*5. Washington State Democratic Central Committee Committeewoman & Committeeman:* Shall attend all

meetings of the Washington State Democratic Central Committee and represent the interests of the 33rd District in voice and vote. Shall be the designated 33rd District liaisons to the Chair, staff, and elected members of the Washington State Democratic Central Committee. Shall report upon the activities of the Washington State Democratic Central Committee in a concise fashion, and shall perform other duties as assigned by the Chair or Executive Board.

6. *King County Democratic Central Committee Committeeman & Committeewoman*: Shall attend all meetings of the King County Democratic Central Committee and represent the interests of the 33rd District in voice and vote. Shall be the designated 33rd District liaisons to the Chair, staff, and elected members of the King County Democratic Central Committee. Shall report upon the activities of the King County Democratic Central Committee in a concise fashion, and shall perform other duties as assigned by the Chair or Executive Board.

7. *King County Democratic Central Committee Alternate Committeewoman & Committeeman*: In the absence of the regular representative, shall attend all meetings of the King County Democratic County Committee and represent the interests of the 33rd District in voice and vote. Shall report upon the activities of the King County Democratic Central Committee in a concise fashion, and shall perform other duties as assigned by the Chair or Executive Board.

8. *Legislative Action Committee Representatives (2)*: Shall attend all meetings of the Legislative Action Committee and represent the interests of the 33rd District in voice and vote. Shall be the designated 33rd District liaisons to the Chair and members of the Legislative Action Committee. Shall report upon the activities of the Legislative Action Committee in a concise fashion, and shall perform other duties as assigned by the Chair or Executive Board.

9. *Legislative Action Committee Alternate (1)*: In the absence of either Legislative Action Committee Representative, shall attend all meetings of the Legislative Action Committee and represent the interests of the 33rd District in voice and vote. Shall report upon the activities of the Legislative Action Committee in a concise fashion, and shall perform other duties as assigned by the Chair or Executive Board.

**Section 2.** The officers of this organization to be appointed every other year by the Chair, and approved by the Executive Board and general membership shall be as follows: Parliamentarian, Sergeant-at-Arms, Newsletter Editor, Registrar.

*A. Duties of Appointed Officers:*

1. *Parliamentarian*: Shall advise the Chair in parliamentary rulings during the business of the District Meetings or an Executive Board meeting, to assist the Chair in the interpretation of the District Charter & Standing Rules, and/or the County, State or National Charter, shall chair any district General or Executive Board Meetings in the event of the absence of the Chair and Vice Chair, and to perform other duties as assigned by the Chair or Executive Board.

2. *Sergeant-at-Arms*: Shall assist the chair and the parliamentarian in maintaining parliamentary order during all General Meetings and Executive Board meetings, shall be authorized to maintain civil order during those same meetings, including physically removing individuals and/or calling emergency personnel if required, shall lead the membership in orderly behavior in the unlikely event of location evacuation and/or emergency response, and shall perform other duties as assigned by the Chair or Executive Board.

3. *Newsletter Editor*: Shall edit and produce, using district funds, the official district newsletter, The Demo-Chat, each month in which a district meeting is called. At minimum, such newsletter shall include the Official Call to the district meeting, the date and the minutes of the last general district meeting. The Newsletter Editor shall also be responsible for encouraging additional submissions, particularly those which relate to local Democratic politics, and for coordinating the mailing of said newsletter to, at minimum, all voting members of the district in good standing and all paid newsletter subscribers, but preferably all names currently appearing on the newsletter mailing list, and shall perform other duties as assigned by the Chair or the Executive Board.

4. *Registrar*: Shall register the names of those voting members in attendance at each general or special

district meeting, shall register the names of those requesting new membership at each general meeting, shall record the names of those new members approved at each meeting, shall provide lists of current voting membership to the Chair, Secretary, and Newsletter Editor, shall serve as credentialing officer for the bi-annual district and King County re-organization meetings, for the Legislative District Caucus, and for the 33rd District at the Congressional District and State Conventions in accordance with the charter and standing rules of those bodies, and shall perform other duties as assigned by the Chair of the Executive Board.

**Section 3. Chair's Authority to Appoint Officers.** The Chair has the authority to appoint, upon approval of the Executive Board and the general membership, any other officers deemed useful or necessary. These may be permanent or temporary offices, and these officers serve at the pleasure of the Chair.

**Section 4. One-Vote Limit.** No district member may hold more than one permanent office having Executive Board vote, elected or appointed, simultaneously. This does not preclude an Executive Board officer from performing the duties of another office in the event of absence of an officer, vacancy in an office, or assignment by the Chair or the Executive Board.

**Section 5. Failure to Attend Meetings.** If any 33rd District officer fails to attend two consecutive district meetings, Executive Board meetings, or any combination thereof, without contacting the Chair, Vice Chair or Secretary and providing a reason for absence, such absences shall be considered an official act of resignation.

**Section 6. Chair Vacancy.** A vacancy in the office of the Chair shall be filled by the Vice Chair at the meeting immediately following the confirmation of the vacancy.

**Section 7. Vacancies.** Vacancies in all other Executive Board offices, as defined in Article IV, shall be filled by appointment from the Chair, subject to confirmation by the Executive Board and the general membership. This requirement excludes ex-officio Executive Board members.

## ***Article V***

### ***Executive Board***

**Section 1. Membership.** The following constitutes the voting membership of the Executive Board of the 33rd District Democrats: Chair, Vice Chair, Treasurer, Secretary, Washington State Democratic Central Committee Representatives, King County Democratic Central Committee Representatives and Alternates, all Legislative Action Committee Representatives and Alternates, Parliamentarian, Sergeant-at-Arms, Newsletter Editor, and Registrar. Additionally, any duly approved permanent district officers serving at the pleasure of the Chair shall be voting members of the Executive Board.

**Section 2. Ex-Officio Officers.** Any member in good standing of the 33rd District Democrats, holding an elected executive office in the King County Democratic Central Committee, on the Washington State Democratic Central Committee Executive Board or on the Democratic National Committee shall be an ex-officio member of the 33rd District Executive Board.

**Section 3. Meeting Chair.** The District Chair shall chair all Executive Board meetings.

**Section 4. Frequency.** The Executive Board shall meet at the call of the Chair at least once every month.

**Section 5. Notice.** At least seven (7) days' written notice of an Executive Board meeting shall be provided to each Executive Board Member, including date, time, and location.

A. **Emergency Meetings.** For issues of an urgent or timely nature, emergency meetings of the Executive Board may be called with less than seven (7) days' notice by any Executive Board member, provided that no Executive Board member issues a challenge to the action taken at the meeting. Such challenge must be submitted in writing to the Chair or Vice Chair within seven (7) days of the next general district meeting. A good faith effort must be made to contact every member of the Executive Board prior to the emergency meeting. An emergency meeting of the Executive Board does not have to be convened in person.

**Section 6. Purpose.** The Executive Board shall be the governing body of this organization between 33rd District meetings.

The Executive Board shall set organizational policy where necessary, especially in the following areas:

- A. Oversee all activities of the organization.
- B. Approve funding and expenditures of all activities, both specific, and discretionary.
- C. Recruit new membership.
- D. Remove officers for just cause.

**Section 7. Quorum.** A quorum of the Executive Board shall consist of no less than fifty percent (50%) plus one (1) of the eligible Executive Board votes, and the Secretary shall call the roll at the beginning of each meeting.

- A. Any meeting at which a quorum is not present shall be deemed a meeting of the committee of the whole.
- B. Decisions made by a committee of the whole meeting shall be non-binding and shall not be implemented until approved at the next General Meeting or official Executive Board meeting at which a quorum is present. Decisions made by a committee of the whole must be included in the notice of the next Executive Board meeting.

## ***Article VI***

### ***Removal of Officers***

**Section 1. Impeachment.** The process for removal of any officer, either elected or appointed, shall be as follows:

- A. *Grounds.* Grounds for removal shall be misfeasance, malfeasance, or nonfeasance in the performance of an officer's duties.
- B. *Charges.* A motion for removal must be made at a regular or special meeting of the Executive Board. Charges demanding removal shall be referred to the Executive Board to ascertain, by two-thirds (2/3) vote, whether or not said charges are proper grounds for removal.
- C. *Inability to Charge.* If the Executive Board cannot determine by majority vote that the charges are proper grounds for removal, said charges shall be dropped and stricken from the record.
- D. *Impeachment Action.* Once the Executive Board has determined the charges before the body to be proper grounds for removal, the Executive Board shall place the motion for removal on the agenda of the next regularly scheduled general membership meeting. A detailed statement of the charges shall be mailed to each member in good standing of the general membership at least fifteen (15) days prior to the meeting where the impeachment proceedings will be heard, which shall be held no more than thirty (30) days following the day charges were first brought before the Executive Board.
- E. *Right to Face Accuser.* The parties calling for removal of an Executive Board member must be present at the general membership meeting at which removal is considered. The Executive Board member subject to removal must be present, or proof must be offered that the officer subject to removal was notified of the meeting and chose not to attend. If proper notice to the officer was proven to have been delivered, failure to attend will be considered an official act of resignation. The Executive Board member subject to removal must be given the opportunity to respond at or before the meeting at which removal is considered.
- F. *Eligibility to Vote on Impeachment.* Only voting members on the membership rolls before charges were brought before the Executive Board shall be eligible to vote on the motion for removal. A two-thirds (2/3) affirmative vote of those present and eligible to vote shall be required for removal of an officer.

## ***Article VII***

### ***Meetings***

**Section 1. Organizational Meetings.** During January of each odd-numbered year or within sixty (60) days of any redistricting action based upon National or State census, the Chair of the King County Democratic Central Committee shall call a meeting of the duly elected Precinct Committee Officers for the purpose of organizing said district. The existing district organization shall function until the district organizational meeting.

**Section 2. Regular Meetings.** The 33rd District Democrats shall meet at the call of the Chair at least once per quarter, preferably once per month, excepting the month of December.

A. At least ten (10) days mailed notice of a general district meeting shall be available to each voting member, including date, time, and location.

B. A quorum shall be a simple majority of members in good standing present, provided that, at the call to order a minimum of fifteen percent (15%) of all elected Precinct Committee Officers and at least one elected Executive Board Officer is present.

**Section 3. Special Meetings.** Special Meetings may be held at the call of the chair or the call of fifty percent (50%) of the elected district officers, or by written petition of ten percent (10%) of the voting members submitted to an elected officer.

A. At least ten (10) days United States Postal Service mailed notice of a special district meeting shall be available to each voting member, including date, time, and location.

B. A quorum shall be a simple majority of members in good standing present, provided that, at the call to order a minimum of fifteen percent (15%) of all elected Precinct Committee Officers and at least one elected Executive Board Officer is present.

**Section 4. Proxy Voting.** No proxy voting shall be allowed at any organizational, general, or special district meetings.

## ***Article VIII*** ***Endorsements***

**Section 1. Endorsement Meetings.** All regularly scheduled meetings between filing date and the November general election shall be open for agenda items relating to endorsements. Any other district meeting may be called an endorsement meeting, providing it is so announced in the duly mailed meeting notice. The call need not name specific candidates, offices, or ballot issues.

A. *Action.* Action taken may include *Endorsement*, *No Endorsement*, or *No Action*. An Endorsement is specifically positive, No Endorsement is specifically negative, and No Action is as stated -- no action, either positive or negative, is taken at that time.

B. *Process.* To endorse or withhold endorsement requires a specific motion, and a two-thirds (2/3) vote of those eligible members present and voting. For No Action, either a specific motion may be offered, or simply no action may be taken by the body.

**Section 2. Issues of Public Interest.** Resolutions on issues of specific public interest other than ballot measures may be debated and voted upon without prior notice. Such resolutions must be approved by two-thirds (2/3) votes of eligible members present and voting.

**Section 3. Public Statements, Funds Dispersal.** No public statement of endorsement may be made or funds dispersed on behalf of candidates without endorsement as specified in this article. However, access to district lists and the district coordinated campaign infrastructure may be granted upon approval by a simple majority of the elected members of the Executive Board.

## ***Article IX*** ***Amendment Procedure***

**Section 1. Amendment Procedure.** Amendments to this Charter shall be adopted only by a three-fourths (3/4) affirmative vote

of the voting members attending any regular district meeting, provided such amendment was proposed in writing and mailed to all voting members thirty (30) days prior to the meeting at which such change shall be voted upon.

**Section 2. *Effective Date.*** Amendments to this Charter shall become effective immediately after adjournment of the meeting at which the change was approved.

## ***Article X***

### ***Policy***

**Section 1. *Ideals.*** It shall be the policy of this organization to endeavor to uphold all ideals set forth in this Charter and by the Democratic Party.

**Section 2. *King County Democratic Central Committee Affiliation.*** This organization is a part of the King County Democratic Central Committee, shall be in compliance with all Bylaws of the King County Democratic Central Committee, and shall endeavor to carry forth the work of that organization in the 33rd Legislative District.

**Section 3. *Senior Party Cooperation.*** This organization seeks a cooperative relationship with the Washington State Democratic Central Committee and the Democratic National Committee and shall be guided by the actions of the Democratic Party assembled in state or national convention.

**Section 4. *Continuous Function.*** This organization functions continuously.

## ***Article XI***

### ***Parliamentary Authority***

**Section 1. *Rules.*** The rules contained in the 1990 Scott Foresman edition of Roberts' Rules of Order, newly revised, shall govern actions of this organization in all cases in which they do not conflict with this charter or with the Charter or By-Laws of the King County Democratic Central Committee, the Washington State Democratic Central Committee, the Democratic National Committee, or the United States Constitution.

**Section 2. *Conflict Resolution.*** In all cases where this charter is in conflict with any senior party Charter or By-laws, the conflict shall be resolved in favor of the most senior charter (e.g. The Charter of the Democratic National Committee supersedes the By-Laws of the King County Democratic Central Committee).

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