

Bylaws of the First District Democratic Organization

Article I: Name

The official name of this Organization is the “First Legislative District Democrats”.

Article II: Definitions

Section 1. These Bylaws use the following definitions:

- A. “KCDCC” means the King County Democratic Central Committee.
- B. “SCDCC” means the Snohomish County Democratic Central Committee.
- C. “WSDCC” means the Washington State Democratic Central Committee.
- D. “Chair” means Chair of the First District Democratic Organization.
- E. “County Chair” means the chair of the KCDCC or SCDCC as applicable by county.
- F. “First District Democrats” means the First District Democratic Organization.
- G. “Majority” means fifty percent (50%) plus one (1).
- H. “Membership” means the members as defined in Article III, Sections 1 and 2 when so assembled, those present and voting on any given action.
- I. “Publish” means to disseminate information or notice to Members by U.S. mail, e-mail, or posting to official websites. The First District Democrats considers information to be “published” when the communication is deposited in the U.S. mail, sent by e-mail, or posted on the official website.

Section 2. The Bylaws define the following terms in subsequent articles:

- A. “Member” shall have meaning set forth in Article III, Sections 1 and 2.
- B. “Associate Member” shall have meaning set forth in Article III, Section 3.
- C. “Executive Board” shall have meaning set forth in Article IX, Section 1.
- D. “Officer” means and includes the individuals described in Article VII, Section 1.
- E. “Meeting” includes regular meetings, special meetings, and reorganization meetings, and these terms shall have further meaning set forth in Article V.
- F. “PCO” means Precinct Committee Officer, and includes “elected PCO,” and “appointed PCO” and these terms shall have further meaning set forth in Article IV, Section 1.
- G. “Precinct Coordinator” means an individual who performs some of the functions of a PCO, such as “get out the vote” activities, in a precinct that does not have an Elected PCO or an Appointed PCO, and in which the individual does not reside.
- H. “Standing Rules” shall have further meaning set forth in Article XV, Section 1, and in the Standing Rules themselves.

Article III: Membership.

Section 1. All Democratic PCOs as defined in Article IV and who are in good standing are members of the First District Democrats.

Section 2. Any registered voter residing within the First Legislative District who declares themselves a Democrat may become a member on payment of annual dues.

Section 3. Democrats who are not registered to vote in the First Legislative District may become non-voting members upon approval of the executive Board and payment or waiver of annual dues. The Executive Board may withdraw approval of any non-voting member upon majority vote; if approval is withdrawn then membership fees paid by that person during that calendar year shall be refunded. Non-voting members are entitled to a voice in the Organization and to receipt of First District Democrats' publications, but they have no vote. Dues are not required of anyone under the age of 18.

Section 4. Dues shall be payable at the time of joining and are renewable each year. The Membership shall establish the amount of annual dues. A majority vote of the Membership may change the amount of the annual dues, on recommendation of the Executive Board. The Executive Board shall review the annual dues amounts at least once per annum.

Section 5. All records of the First District Democrats are open to inspection by any member of the First District Democrats. The Chair shall respond within 7 days of receipt to requests for records or delegate the response to another officer.

Section 6. The Chair is the spokesperson for the Organization. The Chair, or a majority vote of the Executive Board, may delegate other officers or members of the Executive Board as spokespersons for limited purposes. Members shall not use any title of office or identify themselves as representing the First District Democrats unless authorized by the Membership or the Executive Board.

Article IV: Precinct Committee Officers (PCOs)

Section 1. The rules of the KCDCC, SCDCC, and Washington State Law shall govern the election and appointment of PCOs. There shall be two (2) different types of PCOs:

A. An elected PCO is a PCO elected in the Primary Election by the voters in the precinct in which the PCO resides.

B. An appointed PCO is a resident of a First Legislative District precinct appointed by the King County or Snohomish County Chair according to the Bylaws of the Washington State Democrats and the Bylaws of the respective County Democratic Party Organization.

Section 2. In the event of two or more people seeking an appointment to a vacant precinct the Membership must use a written, signed ballot to select the person to receive the appointment.

Section 3. The District Chair shall submit approved recommendations to the appropriate County Chair within fifteen (15) days of approval.

Section 4. Appointed PCOs shall have all the rights and obligations of elected PCOs.

Section 5. The First District Democrats shall consider elected or appointed PCOs as resigned from their office on written or electronic notification to the Chair, or on their registration to vote at an address outside the precinct that the PCO represents. The Chair shall make resignations public at the next regular meeting. The Chair may fill vacancies due to resignation at the regular meeting following this announcement.

Section 6. The Chair shall appoint Precinct Coordinators, subject to approval of the Membership. An individual ceases to be a Precinct Coordinator upon the election of an Elected PCO or the appointment of an Appointed PCO for that precinct, but may be reassigned to another precinct that has no PCO. All Precinct Coordinator appointments end December 1st of even-numbered years.

Article V: Meetings

Section 1. The First District Democrats shall hold regular meetings as set forth in the Standing Rules. A quorum at regular meetings shall be ten percent (10%) of the members eligible to vote. Notice of the regular meeting shall be made a minimum of seven (7) days prior to the meeting.

Section 2. A special meeting is a meeting other than a regular or reorganization meeting. Twenty-five percent (25%) of the Members eligible to vote, twenty-five percent (25%) of the PCOs, or a majority of the Executive Board may call a special meeting and shall notify the Chair. The Chair must publish notice of a special meeting at least seven (7) days before the meeting date.

Section 3. The Chair will convene a reorganization meeting after December 1, following the Primary election, and before the State Democratic Party reorganization meeting in January. At the reorganization meeting, all PCOs and all members whose dues are current for the year are eligible to vote, per Article VI.

Section 4. General Membership Meetings Held Electronically: In the event of a natural disaster, public mandate, or other emergency situation that would make it unsafe or not prudent to meet in person, or per the executive Board's decision, the General Membership may meet electronically.

Section 5. Committee and Executive Board Meetings Held Electronically: Committee and Executive board meetings may be held online by the general consensus and agreement of the committee or board membership.

Section 6. Rules for Electronic Meetings: Except as otherwise provided in these bylaws, meetings may be conducted through use of Internet meeting services designated by the Chair that

support voting and support visible displays identifying those participating, identifying those seeking recognition to speak, showing (or permitting the retrieval of) the text of pending motions, and showing the results of the votes. These electronic meetings shall be subject to all of the rules adopted by First District Democrats to govern them, which may include any reasonable limitations on, and requirements for member participation; where possible allow for a telephonic feature. Any such rules adopted shall supersede any conflicting rules in the parliamentary authority but may not otherwise conflict with or alter any rule or decision of the First District Democrats. A visibly anonymous vote, which is auditable, and conducted through the designated internet meeting service shall be deemed a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot.

Article VI: Voting

Section 1. First District Democrats elected and appointed PCOs, and any member who has paid their dues at least fifteen (15) days in advance of a meeting, shall be entitled to vote on all matters arising at that meeting, unless otherwise provided in these Bylaws or by the Standing Rules. During reorganization meetings, an individual who has paid membership dues for the even-numbered year immediately preceding the reorganization meeting, and who has paid their membership dues by the date of the reorganization meeting, shall be eligible to vote.

Section 2. Per the Bylaws of the Washington State Democrats the District Chair, 1st Vice Chair, State Committee Members, representatives and alternates to County Executive Boards, and adoption or amendment of the Bylaws at each organizational meeting shall be decided by majority vote of the elected PCOs. After the organizational meeting the voters for replacements of these officers shall be the elected and appointed PCOs. All other officers shall be elected by a majority of the Membership.

Section 3. Voting shall be by signed written ballot or credentialed electronic ballot for all officer positions, unless the vote is uncontested. The First District Democrats shall not recognize proxies in voting on any business of the First District Democrats.

Section 4. For the election of officers, if no person receives a majority on the first ballot cast, the Membership shall eliminate the person receiving the least votes, and any other candidate who wishes to resign from consideration. On each succeeding ballot, the same rule shall apply until one person receives a majority of votes cast for the position. In the event of a tie, decision shall be made by lot or coin toss.

Section 5. Members voting to elect candidates to the officer positions of the First District Democrats shall have been members fifteen (15) days prior to the meeting when the elections occur. An individual who has paid membership dues for the even-numbered year immediately preceding such a meeting, and who has paid their membership dues by the date of such meeting, shall be eligible to vote.

Article VII: Officers

Section 1. The officers of the First District Democrats shall be:

- A. Chair
- B. First Vice Chair
- C. Second Vice Chair
- D. Third Vice Chair
- E. Secretary
- F. Treasurer
- G. KCDCC Delegate and alternate (this is considered a single position for the purposes of calculating the Executive Board quorum)
- H. Two (2) SCDCC Delegates (identifying as a gender other than their associate)
- I. Two (2) State Committee Members (identifying as a gender other than their associate)
- J. Young Democrats Delegate
- K. PCO Coordinator
- L. Two At- Large Members
- M. Parliamentarian

Section 2. At least one of the following must reside in a county other than that of the Chair: First Vice Chair, Second Vice Chair, Third Vice Chair.

Section 3. The First Vice Chair must identify as a gender other than the Chair.

Section 4. Officers shall serve until the next reorganization meeting, or until they submit written notice of their resignation, or until removed from office by the First District Democrats per Article X.

Section 5. The Chair shall announce vacancies in Executive Board positions at a regular meeting. The First District Democrats shall fill vacancies by election at the following regular meeting. For any Executive Board positions unfilled at the reorganization meeting, the First District Democrats shall deem those positions to be announced at that time, and the First District Democrats thus may fill the vacant positions at any subsequent regular meeting.

Section 6. The Young Democrats Delegate must be a Young Democrat (age 35 or younger).

Section 7. If a member of the executive board holds multiple positions the individual only gets one vote and only counts as one person for the quorum.

Article VIII: Duties of Officers

Section 1. The Chair shall be the executive officer and shall call and preside over all meetings of the First District Democrats and its Executive Board. The Chair shall serve as the spokesperson for the First District Democrats. The Chair shall ensure that all records of the First District Democrats are faithfully maintained. The Chair shall implement the policies of the First District Democrats and the Executive Board, and shall provide oversight and review of the district treasury and related financial documents. A Chair who resides in King County will attend all KCDCC meetings with voting rights and responsibilities per the organization's Bylaws. A Chair who resides in Snohomish County shall join the Snohomish County Democrats and attend all regular and SCDCC meetings with voting rights and responsibilities per the organization's Bylaws. The Chair may appoint members to perform duties, as the Chair deems necessary.

Section 2. The First Vice Chair shall serve in the absence of the Chair. The First Vice Chair shall perform such other duties as assigned by the Chair.

Section 3. The Second Vice Chair shall perform the duties of the Chair in the absence of the Chair and First Vice Chair and shall perform such other duties as assigned by the Chair.

Section 4. The Third Vice Chair shall perform the duties of the Chair in the absence of the Chair, First Vice Chair, and Second Vice Chair, and shall perform such other duties as are assigned by the Chair.

Section 5. In order of succession per Article VII, the most senior Vice Chair who resides in a County other than that of the Chair shall attend the Democrats Central Committee meetings of that County with voting rights and responsibilities per the organization's Bylaws.

Section 6. The Secretary shall take, or cause to be taken, the minutes of the General and Executive Board meetings, maintain all records of the First District Democrats other than financial records, and perform such other duties as the Chair assigns. For each meeting, minutes shall identify the meeting Chair and person responsible for recording minutes; record all actions, nominations, and votes taken; and the results of all votes. Draft meeting minutes shall be submitted to the Chair within seven (7) days after each meeting.

Section 7. The Treasurer shall maintain a bank account for the First District Democrats, receive and disburse the funds of the First District Democrats, maintain the financial records of the First District Democrats, prepare and file applicable public disclosure reports, prepare and file applicable tax reports and returns, formally prepare the Organization's budget; provide monthly written financial reports to the Executive Board and the Membership, and perform such other duties as the Chair assigns. The Treasurer and the Chair (in the absence of the Treasurer) shall be the only officers authorized to draw on the Treasury.

Section 8. The King County Delegate shall represent the First District Democrats at KCDCC meetings (the alternate is strongly encouraged to attend all meetings). The King County Delegate (or, in their stead, alternate) shall be responsible for presenting resolutions from the First District Democrats to the KCDCC and for reporting KCDCC actions to the First District Democrats. It shall be the responsibility of the Delegate to notify the Chair and elected alternate in event that the Delegate cannot attend any KCDCC meeting; if neither the Delegate nor alternate can attend then the Chair shall appoint a temporary alternate per the KCDCC bylaws.

Section 9. The Snohomish County Delegates shall represent the First District Democrats at SCDCC meetings. They shall be responsible for presenting resolutions from the First District Democrats to the SCDCC and for reporting SCDCC actions to the First District Democrats.

Section 10. The State Committee Members shall represent the First District Democrats at WSDCC meetings. They shall be responsible for advocating for resolutions passed by the First

District Democrats to the WSDCC and for reporting WSDCC actions to the First District Democrats. It shall be the responsibility of the Committee Member to find a proxy if the Committee Member cannot attend a meeting and report this temporary proxy to the WSDCC.

Section 11. The Parliamentarian is to advise the Chair and Members on all disputes concerning parliamentary order, these Bylaws, and the Standing Rules at regular and special meetings.

Article IX: Executive Board

Section 1. The Executive Board shall consist of the elected Officers listed in Article VII, Section 1, and the Chairs of the Standing Committees as defined in the Standing Rules of the First District Democratic Organization.

Section 2. In addition to other responsibilities enumerated in these Bylaws and the Standing Rules, the Executive Board shall establish regular monthly meeting dates for the purpose of planning and directing the policies and activities of the First District Democrats. A majority of the members of the Executive Board may call special meetings of the Executive Board.

Section 3. The Executive Board or an ad-hoc by-laws committee appointed by the Chair shall review these Bylaws and may make recommendations for amendments per Article XIX.

Section 4. A quorum of the Executive Board shall be fifty percent (50%) of its members. This quorum shall also apply to electronic votes. A quorum shall be based on the number of members not the number of positions.

Article X: Removal from Office

Section 1. Only elected PCOs may petition or vote to remove the Chair per RCW 29A.80.061. A petition to remove the Chair must be signed by at least 15 elected PCOs or 25 percent (25%) of the elected PCOs, whichever is fewer. Any member may petition to remove any officer other than the Chair by filing a petition signed by twenty-five percent (25%) of the members or twenty (20) members, whichever is fewer. Within one (1) day after receiving a petition for officer removal the Chair shall call a meeting of the First District Democrats with an agenda that includes voting on the petition. If the Chair fails to call such a meeting in a timely manner then this duty will devolve to and be performed by the next officer per the order of officer succession defined under Article VII. Voting to remove an officer must be held at a properly noticed general or special membership meeting held within fourteen (14) days of initial petition receipt by the Chair. The Executive Board must send notice, by certified mail at that person's registered voting address, of the intent to introduce a motion for removal by the Chair at least seven (7) days prior to the next regular meeting. Removal of the Chair requires a majority vote of the elected PCOs per RCW 28A.80.061. Removal of the First Vice Chair, or a WSDCC, KCDCC, or SCDCC representative requires a two-thirds (2/3) vote of the elected and appointed PCOs in attendance. Removal of any other officer requires a majority vote of the Membership in attendance.

Section 2. The Chair may declare the position of any elected or appointed member of the Executive Board, except the Chair, vacant, with an affirmative vote of two-thirds (2/3) of the members of the Executive Board, if that member has been absent from three (3) consecutive monthly Executive Board meetings.

Section 3. With respect to the removal of any officer, the Chair must publish the following at least seven (7) days before the meeting at which the First District Democrats will consider the removal:

- A. The grounds asserted by those who petitioned for removal of the officer;
- B. The response, if any, of the officer in question; and
- C. The date and time of the meeting when the First District Democrats will act on the petition for removal.

Article XI: Resolutions

Section 1. The Rules for Resolutions shall detail the process for researching, submitting, and acting on resolutions.

Section 2. If a resolution involves an issue or activity of a committee as defined in the Standing Rules, the Chair of the Issues Committee shall forward the resolution to that committee for comment prior to the regular meeting at which the Membership will consider it.

Section 3. The Membership may nonetheless consider proposed resolutions that the proposer did not submit in a timely manner to the Issues Committee, or that the Issues Committee did not publish in a timely manner, if the resolution is submitted in writing to the Secretary or Chair before the adoption of the meeting agenda and two-thirds (2/3) of the Membership agree to consider the resolution.

Article XII: Censure

Section 1. Censure shall be defined to be an official, public statement by the First District Democrats disapproving the conduct of a member, non-voting member, official, elected official, or candidate seeking the endorsement of the First District Democrats. The Executive Board shall be responsible for researching the facts of the case and shall present the results of their research to the Membership. Censure shall be by resolution and shall require a two-thirds (2/3) vote of the Membership in attendance. The Chair shall give written notice via certified mail to any person subject to censure at least seven (7) days prior to the meeting at which the Membership will consider the censure and give the person an opportunity to respond on the official website of the First District Democrats. The public statement, and breadth, must be approved by majority vote of the membership in attendance at the time of censure.

Article XIII: Expenditures

Section 1. The First District Democrats shall pay no money from the funds of the First District Democrats except as made by the treasurer, or by the Chair in the absence of the Treasurer. All expenditures shall be in accordance with the budgets approved by the Executive Board or the Membership.

Section 2. The Executive Board may authorize expenditures in the course of regular budgeted operations or business.

Section 3. The Executive Board may authorize non-budgeted expenditures of five hundred dollars (\$500.00) or less. At a regular meeting, the Membership must authorize non-budgeted expenditures in excess of five hundred dollars (\$500.00) and all contributions to candidates and ballot issues.

Section 4: Expenditures over \$100 shall be made at in-district, businesses owned and/or operated by Historically Underrepresented Peoples, and/or union shops unless there is a compelling reason why they cannot be (reason must be provided upon request).

Article XIV: Standing Rules

Section 1. The Standing Rules shall detail the organizational structure and further define the procedures of the First District Democrats.

Section 2. The Standing Rules shall become effective on adoption by a majority of the Membership at a duly called First District Democrats meeting, with notice of consideration of the Standing Rules included in the notice of the meeting.

Section 3. The requirements of these Bylaws shall take precedence over the Standing Rules in cases of conflicting provisions.

Section 4. The Executive Board or an ad-hoc committee as appointed by the chair shall periodically review the Standing Rules and make recommendations for amendments. The Membership may amend the Standing Rules at a duly called regular or special meeting. The Chair shall include notice of such a proposed amendment in the notice for the meeting. An amendment requires approval from a majority of the Membership.

Article XV: Endorsements

Section 1: The Rules for Endorsement shall detail the process of providing candidates with the endorsement and financial support of the First District Democrats.

Section 2: The Rules for Resolutions shall detail the process of endorsing ballot measures.

Section 3: The Executive Board or the Endorsement Sub-Committee shall periodically review the Rules for Endorsement and make recommendations for amendments. The Membership may amend the Rules of Endorsement at a duly called regular or special meeting. The Chair shall include notice of such a proposed amendment in the notice for the meeting. An amendment requires approval from a majority of the Membership or a two-thirds (2/3) vote of those in attendance.

Section 4: The Executive Board or the Issues Committee shall periodically review the Rules for Resolutions and make recommendations for amendments. The Membership may amend the Rules for Resolutions at a duly called regular or special meeting. The Chair shall include notice

of such a proposed amendment in the notice for the meeting. An amendment requires approval from a majority of the Membership or a two-thirds (2/3) vote of those in attendance.

Section 5. The requirements of these Bylaws shall take precedence over the Rules for Endorsement in cases of conflicting provisions.

Article XVI: Ownership

Section 1. The First District Democrats shall own, control, and have full rights to its name, physical property, digital property (website, newsletter, social media accounts, etc.) and financial assets.

Section 2. The First District Democrats shall maintain an official inventory of all First District Democrats' property and create a tracking mechanism by which Members may use said property. No member shall create physical or digital property of the First District Democrats without adding it to the inventory. Physical property is tracked by the Chair and digital property is tracked by the Communications and Technology Committee Chair.

Article XVII: Binding Authorities

Section 1. This Organization shall operate under the laws of the State of Washington, under the National and Washington State Charters and Bylaws of the Democratic Party, and under the Bylaws of the KCDCC and SCDC. The requirements of these documents shall take precedence over these Bylaws in cases of conflicting provisions.

Section 2. In any procedural situation not expressly covered by these Bylaws, the Standing Rules, or any other rules adopted by the Membership, the most recent edition of the revised Robert's Rules of Order shall govern. In all other situations, the Chair, on the advice of the Executive Board and Parliamentarian, shall arbitrate and make such decisions as deemed necessary.

Article XVIII: Code of Conduct

Section 1. The First District Democrats may adopt and maintain a Code of Conduct approved by the membership and published on the First District Democrats website.

Article XIX: Adoption and Amendments

Section 1. These Bylaws shall become effective on adoption by a majority of the PCOs present and voting at a duly called First District Democrats reorganization meeting, with notice of consideration of the Bylaws included in the notice of the meeting.

Section 2. In the event the body is unable to adopt the full set of bylaws at the reorganization meeting, the bylaws may be tabled to be reviewed at a subsequent general meeting. In the event this occurs, amendments and passage shall be by a majority vote.

Section 3. The Membership may amend these Bylaws at a duly called regular or special meeting. The Chair shall include notice of such proposed amendment in the notice for the meeting and include the original and proposed language. An amendment requires a two-thirds (2/3) vote of the PCOs present and voting for approval.

Section 4. The Membership may not suspend these Bylaws for any purpose, nor may any provision in these Bylaws enable such suspensions

These By-laws were approved as amended at the 01/22/24 Reorganization Meeting of the First District Democratic Organization.