

34th District Democrats
West Seattle, Vashon and Maury Island, White Center and
Burien, King County Washington



Leadership Opportunities with the 34th District Democrats in 2009

Version 7

Every two years each Democratic Party organization in Washington State “reorganizes”. Reorganization means we elect new officers. After reorganization, the newly elected Chair of the District Organization appoints new standing committee chairs. This means there are many opportunities for committed Democrats in the District to lead and work on the campaigns and issues important to the Democratic Party. This document describes these opportunities, which include:

- Taking a leadership role as an elected officer of the organization;
- Taking a leadership role as an appointed chair of a committee
- Working on a committee or in an appointed position

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2009 34th District Democrats Reorganization – Election of Officers January 14, 2009

The “reorganization” is the process of electing new officers. This year the reorganization will occur at our District meeting on Wednesday, January 14, 2009, at the Hall at Fautleroy, 9131 California Avenue SW in Seattle. The reorganization is conducted by the King County Democratic Central Committee (KCDCC) pursuant to the bylaws of 34th District Democratic Organization, the by-laws of the KCDCC, the bylaws of the Washington State Democratic Central Committee, and the Revised Code of Washington.

This document is unofficial and informal, and is intended merely as an aid to 34th District Democrats members who are not Precinct Committee Officers. All relevant information concerning reorganization will be issued to PCOs in the Official Call, which will be issued by the King County Democratic Central Committee. This document describes in general the reorganization process, who can vote, which officers are elected, and who is eligible to stand for election for each office.

Leadership Positions

The following elected positions within the 34th District Democrats will be filled at our January reorganization meeting. Any member of the 34th District Democrats is eligible to run for any of these offices. But only PCOs elected and certified by the State Democratic Party for 2009-10 can vote for all offices except secretary and treasurer – any member who has paid dues can vote for those two offices:

- Chair
- First Vice Chair
- Second Vice Chair
- Treasurer
- Secretary
- King County Committeewoman and alternate
- King County Committeeman and alternate
- State Committeeman
- State Committeewoman

District Officers elected at the Reorganization

- **The Chair of the 34th District Democrats**, leads the executive board, presides over all meetings, is the chief executive officer of the organization, speaks for the organization, is an ex-officio member of all committees, may appoint ad hoc committees and their chairs, delegates to other organizations deemed appropriate, and any other duties as implied by the title. The Chair represents the district as a member of the KCDCC executive board and is authorized to declare vacant an office where the holder has failed to attend three consecutive membership and/or executive board meetings, provided that said board member has been notified in writing of his/her removal; and may accept a board member's resignation. (Article V-1)
- **The first vice chair** succeeds the chair in the event that the chair resigns or is removed from office until a special election is held. The vacant office shall be filled as set forth herein at the next regular meeting following written notice to the membership. The acting chair is

eligible to be elected chair at that time. The first vice chair also presides over all meetings at the direction of, or absence by, the chair; represents the organization at the direction of the chair; provides any administrative duties as deemed appropriate by the chair; serves as an alternate delegate for the chair on the KCDCC executive board; and any other duties as implied by this title. (Article V-2)

- **The second vice chair** succeeds the first vice chair in the event that the first vice-chair becomes the chair; performs any administrative duties deemed appropriate by the chair, and any other duties as implied by this title. (Article V-3)
- **The secretary** is responsible for the minutes, any administrative duty deemed appropriate by the chair, and any other duties implied by this title. (Article V-4)
- **The treasurer** is the chief financial officer of the organization and shall receive and disburse all funds of the organization, shall maintain proper financial records, including filing of PDC reports, submitting a financial report each month for distribution to the membership, and submitting an annual financial report in a timely fashion, for distribution to the membership. (Article V-5)
- **The State Committeewoman and Committeeman** each represents the 34th District Democratic Organization at all regular and special meetings of the Washington State Democratic Central Committee.
- **The King County Committeewoman and Committeeman** each represents the 34th District Democratic Organization at all regular and special meetings of the King County Democratic Central Committee.
- **The alternate King County Committeewoman and Committeeman** each, in the absence of the regular Committeewoman and Committeeman, represent the 34th District Democratic Organization at all regular and special meetings of the King County Democratic Party Central Committee.

The Executive Board

The executive board consists of the elected officers, the elected state and county delegates, the elected county alternate delegates, the appointed parliamentarian, and the appointed standing committee chairs. (By-Laws, IV-1)

Laws, By-Laws and Rules governing the Reorganization Process

All of the material in this document is based upon Washington State Law, Party Organization By-Laws and the Rules.

- The King County Democratic Central Committee (KCDCC) is described here: <http://www.kcdems.net>, and the reorganization process is specified in Article 12 of the KCDCC's by-laws, which are here: <http://www.kcdems.org/documents/approved%20bylaws%20092507.pdf>
- The by-laws of the Washington State Democratic Party Central Committee are at <http://www.wa-democrats.org/index.php?page=display&id=137> .
- An overall description of the Democratic Party Structure in Washington State is here: <http://www.wa-democrats.org/index.php?page=display&id=20> .
- The Revised Code of Washington Section 29A governs the organization of political parties in the State: <http://apps.leg.wa.gov/RCW/default.aspx?cite=29A.80>
- The by-laws of the 34th District govern the reorganization and they can be found on our website at http://www.34dems.org/org_bylaws.htm .

- The Rules of the Executive Board specify the titles and purposes of the Standing Committees. The District Chair appoints the Chair of each standing committee. The Rules can be found online at http://www.34dems.org/org_e-board.htm.

34th District Democrats Opportunities for Leadership on Committees

After the reorganization and election of new officers is complete, the newly elected chair of the 34th District Democrats assumes overall leadership of the organization. The Chair shall appoint standing Committee Chairs, who must be confirmed by a majority vote of the members (By-Laws, Article IV-6). Some of these appointments could occur at the reorganization meeting on January 14th, or they could occur later. Members who are interested in chairing or working on a committee should talk to existing 2008 executive board members to find out more about the work and to make their interests known.

In September, our E-Board adopted new Rules of the Executive Board. These rules provide for 14 standing committees. Several of the committees have been operating for some time; others are new. The rules and this set of committees could very well change in 2009, but are shown here to give members an idea of the available leadership opportunities. The committees are:

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| • Finance | • Newsletter |
| • Fundraising | • Young Democrats |
| • Membership | • By-Laws & Rules |
| • Outreach | • Legislative Action, Platform & Resolutions |
| • Leadership Development | • PCO/Area Organizing |
| • Program | • Caucus & Elections |
| • Communications | • Hospitality |

Committees and Committee Chairs

- **The parliamentarian** shall be appointed by, and serve at the pleasure of, the chair. (Article IV-5). Vote of the membership is not required.
- **The Finance Committee** assists the Treasurer in the preparation and implementation of the annual budget, audits the financial records of the Organization, and generally oversees the financial health of the Organization. The Treasurer shall be a member of this committee.
- **The Fundraising Committee** plans and conducts fundraising for the Organization, and shall be responsible for conducting at least one major annual fundraising event, in addition to other fundraising events and activities at the discretion of the Fundraising Committee and the Executive Board. The Treasurer and Chair of the Finance Committee shall be a member of this committee, either of whom may, but shall not be required to, serve as the Fundraising Committee Chair.
- **The Membership Committee** recruits new members, fosters retention of existing members of the Organization, and manages member information and data. The Membership Committee shall serve as the credentialing body for regular and special meetings, and shall certify which members have voting rights at such meetings.

- **The Outreach Committee** plans and executes outreach events, voter registration drives, and other activities to increase visibility and diversity of the Organization and raise political awareness within the various communities of the 34th Legislative District.
- **The Leadership Development Committee** supports recruitment of candidates for official positions in the Organization, and shall encourage competitive officer elections. The Leadership Development Committee shall disseminate information about the various officer and committee chair positions and report to Membership on the candidates willing to run for various offices at least one month before elections are held. Candidate nominations from the floor shall be taken during a Membership meeting and shall be given equal standing to candidates identified by the Leadership Development Committee. The Chair of the Organization may also request that the Leadership Development Committee make recommendations for Standing Committee chair appointments
- **The Program Committee** shall seek speakers and propose topics for discussion at regular and special district meetings, shall solicit suggestions for speakers and topics from Membership, and shall make recommendations for the same for consideration by the Executive Board. The Program Committee shall propose an annual schedule of key events of the Organization to the Executive Board for approval. The Program Committee may organize and hold at least one “Issues Forum” each calendar year that shall be open to the public.
- **The Communications Committee** shall oversee the preparation of mailing and communications of the Organization, except that the newsletter shall be prepared by the Newsletter Committee. The Secretary of the Organization, Corresponding Secretary, Newsletter Editor and Information Technology Manager shall be members of the Communications Committee, any one of whom may serve as the Communications Committee Chair.
- **The Newsletter Committee** prepares the monthly newsletter. The Newsletter Editor chairs this committee and is responsible for the editorial content of the Newsletter.
- **The Young Democrats Committee** recruits Democrats under the age of 36 to join and participate in the Organization, organizes events for young Democrats, and supports the efforts of the Membership & Outreach and PCO/Area Organizing Committees. This Committee is not formally associated with the State or County Young Democrats organizations.
- **The Bylaws & Rules Committee** prepares and recommends modifications of the bylaws and rules to the Executive Board and the Membership.
- **The Legislative Action, Platform & Resolutions Committee** researches and informs the Membership and the people of the 34th Legislative District regarding proposed legislation placed before any legislative body having jurisdiction within the District. This committee shall prepare a draft Platform for consideration and ratification by the membership, and for consideration and adoption at the Legislative District Caucus. The proposed Platform shall be published in the newsletter and posted on the website for at least 30 days prior Legislative District Caucus. Approval of the Platform requires a majority vote of the seated delegates present at the Legislative District Caucus.
- **The PCO/Area Organizing Committee** supports recruitment of, and trains, organizes and assists Precinct Committee Officers in the discharge of their duties. This Committee shall establish Area Organizing Subcommittees (AOS) to advance PCO recruitment and involvement in the Organization.

- **The Caucus and Elections Committee** shall plan, organize and hold the Democratic presidential and state caucus proceedings in the District, and shall coordinate Organization efforts on public elections with the KCDCC and WSDCC.
- **The Hospitality Committee** supports the social life of the organization by making meetings a welcoming place for all members, their families, and guests, including staffing a welcoming table and providing food and refreshments. The Hospitality Committee shall organize an annual Summer Picnic and a Holiday Party for the Membership.