

West Virginia Federation of Democratic Women, Inc. Bylaws



CONTENT

ARTICLE I -	NAME
ARTICLE II -	OBJECTIVES AND POLICY
ARTICLE III -	MEMBERSHIP
ARTICLE IV -	OFFICERS AND THEIR ELECTION
	A. Officers
	B. Elections
	C. Nominations
	D. Affiliated Clubs
ARTICLE V -	EXECUTIVE BOARD
ARTICLE VI -	MEETINGS
ARTICLE VII -	STANDING COMMITTEES
ARTICLE VIII -	AMENDMENTS
ARTICLE IX -	RULES

ARTICLE I – NAME

Section 1

The name of this organization shall be “The West Virginia Federation of Democratic Women, Inc”.

ARTICLE II – OBJECTIVES AND POLICY

Section 1

The purpose of this organization shall be to unite Democratic women into a group working together for the success of the Democratic Party; by stimulating a more active interest and participation in governmental affairs; by promoting the fundamental principles for which the Democratic Party traditionally and historically stands, a Government responsive and responsible to the people; and by developing leadership and promoting harmony within the party ranks.

Section 2

This organization shall be guided by the results of the primary elections. It shall neither endorse nor support the candidacy of any person or persons for public office prior to the nomination, but shall support aggressively the campaign of nominees and the platform of the Democratic Party.

ARTICLE III – MEMBERSHIP

Section 1

(A) All Democratic Women’s Clubs in the State of West Virginia may become Members of this organization: provided however, that each club’s purposes and activities are in harmony with the principles and program of the Democratic Party: that each club should be organized within its county or metropolitan area: that each club must have and maintain twenty-five (25) or more paid voting members who are registered as Democrats in their county: that each club must pay a fee of five (\$5.00) dollars in order to become affiliated with this organization: and that each club must annually pay one (\$1.00) dollar per capita.

(B) In counties with more than one (1) affiliated club, members shall vote in only one (1) club.

(C) In counties with more than one (1) affiliated club, members who maintain more than one (1) club membership shall be counted for delegate representation to WVFDW State Annual Meeting in only one (1) club.

WEST VIRGINIA FEDERATION OF DEMOCRATIC WOMEN, INC. BY LAWS

ARTICLE III: (continued)

(D) Affiliated clubs failing to remit one (\$1.00) dollar per capita may be Re-instated upon payment of two (\$2.00) dollars for the club and the per capita fee for each member.

Section 2

(A) Any woman who is registered as a Democrat and who resides in a county where there is no organized club may become a member of the Federation by contributing five (\$5.00) dollars or more annually to this organization.

(B) Women who join the Federation under Article III, Section 2 A shall be called "Direct Federation Members". Such members belong only to the Federation and cannot be voting members of any Federated Democratic Women's Club.

(C) Direct Federation Members must be certified and registered at the Annual Meeting in the same manner as club delegates and shall be accorded full voting privileges at that Annual Meeting.

(D) Such memberships shall be limited to no more than five (5) members from any one county.

ARTICLE IV – OFFICERS AND THEIR ELECTION

A. OFFICERS

Section 1

The officers of this club shall be a President, Vice President, Six District Directors (two for each congressional district), a Recording secretary, and a Corresponding secretary, a Treasurer, a Chaplain, Parliamentarian and Historian.

Section 2

No person shall be eligible to hold any office in this organization except: (1) Duly qualified voting members of affiliated member Democratic Women's Club in good standing, as defined in Section 2, of Article III, of these by-laws; or an associate member in good standing as defined in Section 2, of said Article III. No person shall be eligible to hold the office of president of this organization who has not been eligible to hold an office in this organization for more than three (3) consecutive years next preceding the nomination of such person as president.

ARTICLE IV- OFFICERS AND THEIR ELECTION (continued)

B. Elections

Section 1

(A) The President, Vice President, Six (6) District Directors, Recording Secretary, Treasurer, and Historian of the organization shall be elected at the Annual Meeting of the Federation every other year beginning in 1973 for a two (2) year term.

(B) If there is more than one (1) nomination for any office, election for said office shall be held by secret ballot.

(C) The terms of office of all officers will begin January 1st following the annual meeting at which they are elected

(D) No member shall serve in the same office for more than two (2) full consecutive terms

(E) Only members whose names were listed as a member on the membership list submitted to the WVFDW for the payment of per capita dues for the most recent annual meeting are eligible to vote for the election of officers.

Section 2

The Corresponding Secretary, Parliamentarian and Chaplain shall be appointed by the President as soon after her election as practical.

Section 3

(A) In case of a vacancy in the office of the President, the Vice-President shall succeed to the office of President.

(B) Any other vacancy shall be filled by the Executive Board.

(C) Any officer failing to perform the duties of her office without just cause may be removed by a three-fourths (3/4) vote of the Executive Board.

(D) The Treasurer's record shall be audited at the close of each two (2) year term, by a qualified accountant, or a qualified committee to be designated by the Board of Directors. After the committee report has been accepted the records shall be returned to the Treasurer whose records were audited.

ARTICLE IV- OFFICERS AND THEIR ELECTION (continued)

C. NOMINATIONS

Section 1

Nominations shall be submitted at the Annual Meeting by a nominating committee selected by the Executive Board two (2) months before the date of the Annual Meeting. It shall consist of five (5) members, one (1) from each Congressional District and two (2) members at large.

Section 2

The outgoing President shall be responsible for the installation of the new officers. The outgoing President shall consult with the President-elect in preparation for the installation.

D. AFFILIATED CLUBS

Section 1

Affiliated clubs shall hold elections every two (2) years. Officers of affiliated clubs shall serve two (2) year terms to run concurrently with those of the State Federation.

Section 2

Officers of affiliated clubs shall be installed at the time of their election and assume the responsibilities of their respective offices in January following their election.

ARTICLE V – EXECUTIVE BOARD

Section 1

The Executive Board shall consist of the elected officers and appointed officers and the immediate past president.

Section 2

The Executive Board shall conduct all ordinary business of the Federation in the interim between the annual meetings. Executive board members must attend at least four (4) meetings each year. Failure to attend may be grounds for removal from the board, subject to a majority vote of the Board, taking into account any extenuating circumstances. No Board member may be removed until formal written notices have been given and the member has been given an opportunity to respond.

WEST VIRGINIA FEDERATION OF DEMOCRATIC WOMEN, INC. BY LAWS

ARTICLE V- EXECUTIVE BOARD (continued)

Section 3

The Executive Board shall formulate the policies of the Federation from suggestions of the local clubs and from Annual Meeting activities.

Section 4

Any member of the Federation Executive Board who is unable to attend in person any meeting of the Federation Executive Board may appoint, by proxy, a representative to attend any meeting of the Federation Executive Board, who shall have the right, power and authority to attend any such meeting for which appointed and, who shall have the same voting rights and privileges there at as the absent member would have if present. Any and all such proxies shall be in writing, signed by the member giving the same, and attested to by the signature of a witness. Such proxies shall be filed with and preserved by the Secretary of such respective board on the day of such meeting or prior thereto. No person shall have or exercise more than one (1) vote, in person or by proxy, and no person who does not reside in a congressional district may be given or exercise the proxy of a Director from said District.

ARTICLE VI – MEETINGS

Section 1

(A) The Executive Board shall meet at least quarterly at the call of the President

(B) For the meetings of the Executive Board, a majority of voting members shall constitute a quorum.

Section 2

The Federation shall hold one (1) annual meeting.

Section 3

(A) Each affiliated club shall have one (1) delegate and one (1) alternate to the Annual Meeting for each ten (10) voting members, except that no club shall have more than thirty (30) delegates or alternates.

ARTICLE VI – MEETINGS

Section 3 (continued)

(B) Delegates shall be selected by each affiliated club. A certified list must be submitted to the Credentials Chairman by the Club President at least ten (10) days before the Annual Meeting.

(C) Any member of the Federation may attend the Annual Meeting; however, only duly certified and registered delegates may vote at the Annual meeting.

Section 4

The annual meeting shall be held during the fall each year as named by the Executive Board, rotating the location as evenly as possible throughout the state.

Section 5

There shall be an annual district meeting in each congressional district for social or educational purposes under the direction of the Executive Board of the Federation.

ARTICLE VII – STANDING COMMITTEES

Section 1

The President shall appoint the following standing committees: By-Laws, Legislative, Membership, Public Relations, Voter's Registration and Ways and Means and Speaker's Bureau.

Section 2

The Executive Board shall designate to the committees their special duties and responsibilities.

Section 3

Each Committee Chairman shall submit to the Annual Meeting an annual report of the committee activities.

Section 4

An Advisory Council shall be added to the standing committees.

(A) The Advisory Council will consist of the following members: All Past Presidents, the sitting Parliamentarian and one member to be appointed by the President. This member must have completed at least one full term on the Executive Board.

(B) The President will serve as an ex-officio member whose voting privileges shall be limited to tie-breaking votes.

(C) The Advisory Council duties shall be to investigate and report recommendations to the Executive Board of:

- (1) complaints filed against the WVFDW Inc. or its duly chartered clubs by:
 - Federated clubs
 - Federated club members
 - Candidates
 - Duly chartered Democratic Organizations
 - Democratic Party officials
- (2) Any charges of unauthorized use of the WVFDW Inc. name, logo or website
- (3) All applications to become a chartered club in the WVFDW, Inc.

(D) The President or a simple majority of the Executive Board may refer any contentious issues that arise to the Advisory Council for an official Advisory Council opinion.

(E) The President shall appoint the chair of the Advisory Council

(F) The Advisory Council shall be exempt from the annual reporting requirement of Article VII, Section 3

ARTICLE VIII – AMENDMENTS

Section 1

Amendments to these By Laws may be made by a two-thirds (2/3) vote of the delegates present at any annual meeting, provided that notice of any proposed amendments shall be mailed to each club and associate member at least thirty (30) days before the Annual Meeting.

ARTICLE XI: RULES

Section 1

In all matters not covered by these By Laws, the club shall be guided by “Roberts Rules of Order” newly revised.

Amended in Annual Meeting, Wheeling, WV, September 15, 1990
Amended @ Annual Meeting, Charleston, WV, September 26, 1992
Amended @ Annual Meeting, Lewisburg, WV, September 23, 1995
Amended @ Annual Meeting, Charleston, WV, August 24, 1996
Amended @ Annual Meeting, Charleston, WV, September, 2002
Amended @ Annual Meeting, Charleston, WV, September 2006