

BY-LAWS of the RARITAN TOWNSHIP DEMOCRATIC CLUB
Approved 01/10/2019

Article 1: Name

The name of this non-profit Organization shall be the Raritan Township Democratic Club, referred to hereinafter as the "Club".

Article 2: Purposes

The purposes of this Club shall be to select and support candidates for Raritan Township Committee, to recommend such candidates to the County Committee for approval, to support other Democratic candidates and to promote Democratic principles.

Article 3: Membership and Dues

3.1 Any member of the Democratic Party who resides in Raritan Township shall be eligible for membership.

3.2 There shall be yearly dues of \$25.00, payable during July. Payment of dues constitutes membership in good standing. For new members, dues are to be paid during the month of intended affiliation without proration.

3.3 Only members in good standing can vote at club meetings. New members will be able to vote 90 days after paying dues.

3.4 New prospective members who reside outside of Raritan Township can attend meetings as honorary, non-voting members.

Article 4: Meetings

4.1 At each regular meeting of the Club the following order of business shall be addressed as appropriate:

- a. Reports of the officers
- b. Committee reports
- c. Old business
- d. New business
- e. Adjournment

4.2 There shall be regular monthly meetings of the Club at such time and place as the President shall designate.

4.3 Special meetings may be called by the President at any time as the need may arise.

4.4 Eight members in good standing shall constitute a quorum at any meeting of the Club.

4.5 In the year that concludes the terms of Club officers, there shall be a biennial reorganization meeting which shall be held in the month of July.

4.6 At the biennial reorganization meeting the first order of business shall be the election of officers.

Article 5: Municipal Chair

The Raritan Township Municipal Chair shall be the liaison between the Club and the Hunterdon County Democratic Party organization. The Municipal Chair is responsible for all communications between these entities.

Article 6: Club Officers

- 6.1 The Club shall have a President, Vice President, Communications Secretary, Recording Secretary and Treasurer, who shall be elected for a term of two years beginning with election at the biennial meeting until the biennial meeting two years later, at which time new officers shall be elected. Officers shall be permitted to succeed themselves.
- 6.2 In the case of a vacancy for any reason during the term of the President, the Vice President can temporarily fill the term of the President at the next regular meeting, or the term of President may remain vacant until the next biennial meeting, at the discretion of the Club.
- 6.3 In the case of a vacancy for any reason during the term of the Vice President, Communications Secretary, Recording Secretary or Treasurer the vacancy shall be filled at the next regular meeting of the Club.

Article 7: Duties of Officers

- 7.1 Duties of the President. The President of the Club shall preside at all meetings of the Club, set and distribute the agenda for each meeting, perform all duties as prescribed by the By-laws and such other duties as ordinarily appertain to the office. The President may also make disbursements of Club monies as the By-laws prescribe.
- 7.2 Duties of the Vice President. In the temporary absence of the President, it shall be the duty of the Vice President to perform the duties of the President. The Vice President shall assist the President in the performance of his/her duties indicated above.
- 7.3 Duties of the Communications Secretary. The Communications Secretary shall issue notice of all meetings, conduct the correspondence of the Club with the concurrence of the President and perform all such other duties as the By-laws prescribe and such other duties as ordinarily appertain to the office.
- 7.4 Duties of Recording Secretary. The recording secretary shall keep accurate minutes of the meetings and proceedings of the Club and a record of such other matters as may be directed by the Club to be placed in its files and circulate such minutes and records of proceedings to the membership; shall keep an accurate roll of officers and members and shall notify officers and members of committees and new members.
- 7.5 Duties of Treasurer. The Treasurer shall receive all money and property of the Club; shall make disbursements as the By-laws prescribe, and shall render an annual report of all receipts and disbursements to the Club which accounts shall be open to inspection to any member of the Club; shall report at each meeting or as often as required the financial condition of the Club.

Article 8: Finances

- 8.1 No debts shall be incurred and no continuing obligations entered into in excess of \$500 except upon a vote of the members present at any “official” meeting of the Club upon the approval of a majority of the members present. A meeting is “official” if there is a duly constituted quorum present at the meeting.
- 8.2 Between meetings funds in an amount not to exceed \$1,500 may be appropriated upon a majority vote of the President, Vice President, Communications Secretary, Recording Secretary and Treasurer. Any such expenditure shall be subject to review at the next meeting of the Club.

Article 9: Committees

The Club shall have committees as may be created when necessary and the members shall be appointed by the President. The President shall appoint from the membership of any such committee a Chair. The Chair of each committee shall report the activities of the committee to the President whenever requested and, when practical, at the regular monthly meeting.

Article 10: Amendments

These By-laws may be amended at any regular monthly meeting upon a 2/3 vote of the members of the Club present at such meeting; provided, however, the proposed amendment shall be submitted in writing to the Recording Secretary and mailed to each Club member at least 20 days prior to the meeting at which the amendment will be voted upon. Provided further that there is a duly constituted quorum is present at the meeting.