



**African American Initiative
Colorado Democratic Party**

**AMENDED BY-LAWS
Adopted May 2005**

**AFRICAN AMERICAN INITIATIVE
OF
COLORADO DEMOCRATS**

BY-LAWS

Revised 2013

**ARTICLE I
NAME and ADDRESS**

- Section I.** Name of organization - The name of this Organization is African American Initiative of Colorado Democrats; hereafter may be referred to as the Organization.
- Section II.** The address of the Organization may change from time to time based on the recommendation of the Executive Board.

**ARTICLE II
PURPOSE**

- Section I.** Provides the vehicle for African Americans to have a political “voice” and direct involvement within the Colorado Democratic Party.
- Section II.** The African American Initiative of Colorado Democrats is a partisan political organization dedicated to supporting Democrat elected officials, candidates and legislative issues that affect the quality of life of African American individuals and families. It shall:
1. Foster the direct involvement of African Americans in political and legislative affairs,
 2. Promote the ideas and principles of the Democratic Party,
 3. Recruit and cause the mentoring of African American Democrats as candidates for elected office,
 4. Present African American public policy issues to the Colorado Democratic Party.

**ARTICLE III
POLICY**

- Section I.** The African American Initiative of Colorado Democrats and its officers shall not endorse or support issues or the candidacy of any candidate for public office in a partisan election prior to the nomination and endorsement of a candidate by the Colorado Democratic Party.
- Section II.** The African American Initiative of Colorado Democrats may actively support the nominees of the Democratic Party in accordance to PART ONE,

Principles and Policies, Article I, Section C of the Plan of Organization and Rules of the Democratic Party of Colorado.

**ARTICLE IV
Membership and Dues**

Section I. Eligibility: Any person who is a registered Democrat and subscribes to the mission, purpose, and policies of the Organization is eligible for membership. Persons other than African Americans are eligible to be “Supportive” members without voting privileges.

Section II. Types of Membership: Membership will be composed of the following categories:

- 1. Regular Members - African Americans registered as Democrats in the State of Colorado whose dues are paid in full. Regular members have the privilege of voting and holding office.**
- 2. Supportive Members - Other individual members who are registered Democrats whose dues are paid in full. Supportive members are entitled to voting privileges with the EXCEPTION of voting for officers. Supportive members are not entitled to holding office.**
- 3. Organizations and Businesses - African American Organizations and Businesses whose dues are paid in full. Entitled to one African American representative who is a registered African American Democrat, with voting privileges. Representatives of Organization and Businesses are not allowed to hold office.**
- 4. Youth/Young Adults - African Americans age 17 and under with non-voting or office holding privileges.**
- 5. Approved Colorado Democratic County Party’s African American Initiative Representative – One African American Representative with voting and office holding privileges.**

Section III. Dues: Payment of Dues:

Membership shall be subject to the annual payment of dues, which shall be in such amounts as the Executive Board from time to time shall fix and which shall be payable in advance.

The receipt of dues by the African American Initiative of Colorado Democrats and *no other* will determine membership in the organization.

- 1. Dues are set by category of membership:**

Regular Members - \$20.00

Supportive Members - \$10.00

Organization or Business - \$50.00

Youth/Young Adult - 0

African American Initiative Representative of a Colorado Democratic County Party - \$20.00

2. Any member that fails to pay dues within sixty days from the time such levy becomes payable will be dropped as a member for nonpayment of dues.

Section IV. Members in Good Standing and Voting Privileges

1. A member whose dues are paid in full for one year will be considered a member in good standing.
2. Regular members dues must be paid in full at least 30 days prior to voting on any issue or elected officer.
3. Regular members must be present to vote on issues of the organization.
4. Exception: Voting members are allowed to submit their vote via e-mail, or Postal Service when amending, revising or altering these By-laws. Providing that the vote via e-mail or postal service is received by the Organization no less than three (3) days prior to the General or Special Meeting.
5. Proxies are not allowed unless members are in good standing.

Section V. Termination of Membership:

1. Membership shall be terminated in the event dues have not been paid for a period of sixty (60) days from due date unless the due date is extended by the Executive Board for good cause, provided that in no event shall an extended due date exceed 90 days from the original due date.
2. The Executive Board, by two-thirds (2/3) vote, may terminate a member for any of the following causes
 - a. Unauthorized use of the organization's name.
 - b. Unauthorized representation in the name of the organization.
 - c. Violation of the mission and policies of the Organization and the Colorado Democratic Party as stated in CDP Part One, Principles and Policies, Article I, Section C of the Plan of Organization and Rules of the Democratic Party of Colorado.
 - d. Abuse and unauthorized use of member roster, email, Facebook, Twitter, Ping, and any other social media or website.

- e. Any act deemed detrimental to the organization or the Democratic Party as determined by two-thirds (2/3) vote of the Board of Directors with the exception of an elected officer.

ARTICLE V MEETINGS

A simple majority of of the eligible voting members present shall constitute a quorum at all general, special, or annual meetings.

Section I. General Membership Meeting: General Membership meetings will be held quarterly each year. The officers or the Organization will determine time and place.

Section II. Annual Meeting: An Annual Meeting of all members shall be held in conjunction with state party meeting regulations. The Executive Board will notify the membership of date, time and place.

Purpose of the Annual Meeting shall be:

1. Election of officers
2. Approve proposed annual program
3. Transact such other business as put forth by the Executive Board.

Section III. Executive Officers: Officers may meet as often as deemed necessary to address and carryout the operation of the organization.

Section IV: Executive Board Meetings: The Executive Board will be every other month or as deemed necessary to address and carryout the operation of the organization.

The Executive Board shall consist of all elected officers.

Section V. Executive Session: An Executive Session may be called to address matters that include the termination of a member or officer, or any other matter that is deemed personal and or private to the operation of the organization.

An Executive Session can only be requested by an officer, a majority of the Executive Board or a simple majority of members present at any meeting.

Section VI. Special Meetings: Special meetings may be called by the following:

1. Executive Officers - by the chair or any other officer,
2. Executive Board - by a majority of members of the Executive Board.

ARTICLE VI OFFICERS

Section I. The elected officers of the organization will be a Chair, 1st Vice Chair, 2nd Vice Chair, Recording Secretary, and Treasurer.

Only eligible members in good standing as defined in Article IV, Section II, for at least one year prior to the election can run for office of the Organization.

Section II. Term of Office

- 1. Elected Officers shall serve for a term of three (3) years.**
- 2. Officers shall be nominated and elected by the general membership.**

Section III. Duties and Responsibilities

- 1. Unless specifically approved and authorized by the Executive Board, the officers should not receive any compensation for their respective service(s).**
- 2. Any elected officer may be removed from office by a majority vote of the general membership at a General or Special Membership meeting for failure to perform the duties of their office, nonpayment of dues or any act detrimental to the cause of the organization.**
- 3. Chair:**
 - a. The Chair will preside at all General, Annual, Officer, and Executive Board Meetings.**
 - b. The Chair shall be the official spokesperson for the organization.**
 - c. The Chair shall appoint standing and Ad Hoc committees and chairpersons.**
 - d. The Chair shall approve all disbursements and reimbursements of funds for the Organization.**
 - e. The Chair shall sign all documents and other negotiable instruments for the Organization.**
 - f. The Chair shall approve all correspondence, press releases, publications, and other communications issued in the name of the Organization.**
 - g. The Chair shall be the ex officio member of all committees except the Nominating Committee and shall be notified of all meetings.**
 - h. The Chair shall have a copy of the by-laws present at all meetings**
 - i. The Chair shall be the official spoke person and Representative of the Organization.**
 - j. The Chair shall be a non-voting member of all Standing and Ad Hoc committees except to break a tie vote as required.**
- 4. First Vice Chair:**

- a. In the absence of the Chair, the First Vice Chair shall perform the duties of the Chair.
- b. Shall assist the Chair in performing his/her duties.
- c. Shall serve on the Media/Communications Committee
- d. Assist with developing all media, flyers, and other communication materials for the organization.
- e. The First Vice Chair shall have a copy of the by-laws present at all meetings.

C. Second Vice Chair:

1. Shall serve on the Membership/Outreach Committee
2. Assist with developing the strategic planning of the organization.
3. The Second Vice Chair shall have a copy of the by-laws present at all meetings
4. Shall assist the First Vice Chair in performing his/her duties.

D. Recording Secretary

1. Record minutes at all General, Executive Officers, Executive Board, Special and Annual meetings. Present minutes of the previous meeting for approval.
2. Keep the official record of all categories of members which includes dates of payment of dues and voting members in good standing.
3. Initiate Roll Call of members when deemed necessary for voting on issues and officers.
4. Maintain all general correspondence of the organization.
5. Release all records and documents to successor.
6. The Secretary shall maintain two (2) separate books; one in which the By-laws shall be recorded, leaving every other page blank. Whenever an amendment is made to any of the by-laws, in addition to being recorded in the minutes it should be immediately entered on the page opposite to the Article amended with a reference in red ink to the date and page of the minutes where it is recorded. The other book shall contain typed and dated approved minutes, with all corrections and/or additions.

E. Treasurer

1. Maintain records of all dues paying members that include name, date of payment, and contact information.
2. Maintain a record of all donations made to or from the Organization.
3. Prepare and present a financial report at all General, and Annual meetings and upon request of the Chair or a majority of the members of the Executive Board.
4. Maintain record of disbursement and reimbursement of monies.

F. Parliamentarian:

- 1. Appointed by the Chair with the approval of the Executive Board.**
- 2. Shall be well versed in the By-Laws of the African American Initiative of Colorado Democrats and Robert Rules of Order.**
- 3. Shall attend all General, Executive Board and Annual meetings and assist the Chair or presiding officer in the appropriate conduct of meetings.**

Section IV. Vacancies

- 1. Should a vacancy occur for an officer, the membership shall within 60 days of the vacancy, by General or Special meeting elect by majority vote, a successor.**
- 2. The newly elected officer is to be elected to a three year term.**

Section V. Removal of an Elected Officer

- 1. An officer can be removed from their elected position by a two-thirds (2/3) vote of the eligible Voting Members in good standing as defined in Article IV, Section II, #1, #3, and #5 at a General or Special Meeting.**

**ARTICLE VII
EXECUTIVE BOARD**

Section I. Membership:

The membership of the Executive Board shall consist of all elected officers.

Section II. General Powers:

- 1. Responsible for developing and the implementation of the mission, strategic plan and the African American GOTV of the Organization.**
- 2. All members of the Executive Board shall have voting powers except the Parliamentarian. The Executive Board is accountable to the membership and shall abide by the By-laws of the organization.**
- 3. The Executive Board shall obtain professional resources as necessary.**
- 5. Meeting shall be held at a neutral location.**

**ARTICLE VIII
NOMINATIONS, ELECTIONS AND VOTING**

Section I. The Nominating Committee shall be composed of three (3) members. One of whom shall be a member of the Executive Board. The other two members shall be volunteer members in good standing or appointed by the Chair.

- a. The Nominating Committee shall be operational no less than two months prior to the Annual meeting and election of officers.**
- b. The Nominating Committee shall select its own chair.**
- c. Members of the Nominating Committee cannot be a candidate for any elected office.**

Section II. Duties of the Nominating Committee

- a. Receive and recruit nominees of eligible members.**
- b. Develop and organize the ballots for election of officers of the Organization.**
- c. Report to the General Membership, the nomination of candidates for office one month prior to the Annual Meeting.**
- d. If the Nominating Committee is unable to recruit or did not receive an eligible nominee for an elected position, then nominations of an eligible member may be made from the floor at the Annual Meeting.**

Section III. Elections and Voting

- a. Elections of officers will be held at the Annual Meeting.**
- b. Elections will be by ballot.**
- c. Only members with voting privileges as stated in Article IV, Section II, #1, #3 and #5, are eligible to receive a ballot and vote for an officer of the Organization.**
- d. When there is only one candidate for an office, election may be by voice vote of eligible voting members in good Standing.**
- e. The election will be implemented and the ballots counted by the members of the Nominating Committee with the assistance of two additional volunteers that are not running for office.**
- f. The Nominating Committee will be responsible to report the results of the election at the Annual Meeting.**

X. Rules of Order

- A. Where procedural questions arise regarding rules of order not addressed in these by-laws, current Roberts Rules of Order shall be the final determinant.**

XI. Amendments to the By-Laws

- 1. These By-laws may be amended by a majority of all eligible voting members providing that the amendments were submitted to the Executive Board in writing at least 60 days prior to a membership or special meeting.**
- 2. The Executive Board will then have the responsibility to submit proposed amendment(s) to the membership thirty (30) days prior to a General, Special meeting or at the Annual Meeting.**
- 3. Members may vote either by e-mail, postal service or being present at the General, Special or Annual meeting where the amendment is on the agenda to be discuss and adopted.**