

**PROPOSED CHANGES TO THE  
BYLAWS OF THE 45TH DISTRICT  
DEMOCRATS CONCERNING  
COMMITTEES**

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State Committeemember

## **New Article XI: Committees**

**Section 1:** Following each biennial reorganization, the Chair shall establish or reestablish the following standing committees by appointing a chair or co-chairs plus at least two other voting members: Administration and Rules, Data Management, Communications, Endorsements, Events and Hospitality, Fundraising, Legislative Action, Membership and Outreach, PCO Support, and Technology. In addition, following each biennial reorganization, the Chair shall establish a Finance Committee, which shall be chaired by the Treasurer.

**Section 2:** In consultation with the executive board, the Chair may at any time establish ad hoc committees. Every committee so designated shall have a chair or co-chairs and at least two other voting members.

**Section 3:** Committee chairs shall submit workplans on behalf of their committees to the executive board on for approval no later than the announced date of the February executive board meeting each year, or, if the committee has been reconstituted after January 31st of the current year, thirty days following the appointment of the committee's leadership and members. Every workplan must identify the committee's objectives for that calendar year and a timeframe for accomplishing each one.

**Section 4:** The Administration and Rules Committee shall be responsible for providing orientation to new members of the executive board, drafting rules to govern the organization's meetings and work for consideration by the membership, and proposing updates to these bylaws as necessary. The committee shall also review resolutions submitted by members prior to their consideration by the membership. It may propose revisions to submitted resolutions in consultation with the drafters as part of its review process.

**Section 5:** The Data Management Committee shall be responsible for the management of the organization's voter data and provisioning access to VoteBuilder or any successor voter file system.

**Section 6:** The Communications Committee shall be responsible for communications between the organization, the membership, and the public, including announcements sent through email or mobile messaging services, the content of the website, social media, press releases, and the creation of voter literature.

**Section 7:** The Endorsements Committee shall be responsible for vetting candidates, evaluating ballot measures, and making endorsement recommendations to the membership.

**Section 8:** The Events and Hospitality Committee shall be responsible for hospitality at meetings and the organization of special or seasonal events, such as the District's annual picnic, winter holiday party, and parade entries. The Events and Hospitality Committee shall also assist with the organizing of multi-organizational events the District helps facilitate, such as the annual Eastside Dinner, if requested.

**Section 9:** The Finance Committee shall be responsible for drafting budgets for the organization in consultation with the executive board and assisting the Treasurer in carrying out fiscal and compliance duties. The Finance Committee shall also regularly scrutinize the reports filed by the organization with the Public Disclosure Commission to check for errors.

**Section 10:** The Fundraising Committee shall be responsible for the organization's development. It shall work with the Finance, Membership and Outreach, and Events and Hospitality Committees to strengthen the organization's financial resources in support of the party's candidates and causes.

**Section 11:** The Legislative Action Committee shall be responsible for championing the organization's platform planks and policy priorities at the local, state, and federal levels. It may draft and recommend a legislative priorities agenda each year for adoption by the membership.

**Section 12:** The Membership and Outreach Committee shall be responsible for recruiting new members to join the organization and building bridges with constituencies the organization desires to have a relationship with.

**Section 13:** The PCO Support Committee shall be responsible for providing precinct committee officers with the tools and resources they need to discharge their duties effectively, and recruiting new PCOs to serve the Democratic Party in precincts within the 45th District.

**Section 14:** The Technology Committee shall be responsible for administration of the organization's website content management system and cyber assets, including its domain registrations, password management, and web hosting. The Committee shall additionally be responsible for researching and recommending vendors and platforms for the organization's use at the request of the Chair.

**Section 15:** At least ninety days prior to any date on which the Washington State Democratic Party has scheduled legislative district caucuses, the Chair shall establish the following caucus committees by appointing a chair or co-chairs and at least two other members: Logistics, Rules, Credentials, and Platform. The Logistics Committee shall secure a venue and other resources needed to hold the caucus, the Rules Committee shall develop proposed rules for the caucus to adopt, the Credentials Committee shall be responsible for preparing and certifying to the caucus the list of participants that it has registered after finding them entitled to accreditation, and the Platform Committee shall be responsible for drafting a platform for the caucus to consider and revising any resolutions that are submitted.

**Section 16:** Not later than seven days following a general election day in an even numbered year, the Chair shall establish a temporary Reorganization Committee consisting of at least three members of the organization. The Reorganization Committee shall manage preparations for the biennial reorganization meeting of the District, including the possible transfer of signing responsibilities on 45th's financial accounts and the establishment of an online filing system where candidates for officer positions may declare their interest and submit statements of five hundred words or less for precinct committee officers to consider. The Reorganization Committee's responsibilities shall cease after the newly elected officers hold their first executive board meeting of the two year term.