San Bernardino County Democratic Central Committee

DEMOCRATIC CLUB CHARTERING PROCEDURES

Pursuant to the California Elections Code Section 20201 and the San Bernardino County Democratic Central Committee's ("SBCDCC") bylaws (Article I, Section 3; and Article III, Section 2), all Democratic Clubs ("Clubs") must obtain a charter from the SBCDCC in order to operate in San Bernardino County. Thus, chartering with the SBCDCC is MANDATORY, not optional.

PREAMBLE:
Recognizing that Democratic Clubs are a major component of the Democratic Party structure—providing outreach, organizing, support, visibility, and communication of Democratic values to grassroots Democrats in their area—the SBCDCC shall encourage Club development and expansion and provide on-going technical support.

BENEFITS AND PRIVILEGES:
As a duly Chartered Democratic Club in San Bernardino County, Clubs may:

- Use the word "Democrat" or variations in their name
- Raise money as a recognized Democratic Party organization
- Endorse Democratic candidates in San Bernardino County
- Affiliate with the California Democratic Leadership Council
- Apply for Liability Insurance & Property Coverage through the CDP
- Utilize (MOE) Motivate Organize Elect

CHARTERING DUE DATE: New Clubs may submit Chartering applications at any time. Clubs seeking charter renewal ("Renewal") must submit the appropriate paperwork no later than November 15th of each year regardless of their anniversary date ("Renewal Deadline"). A 30 day grace period is granted to active clubs to submit their application after which they shall be deemed inactive and lose all Benefits and Privileges.

CHARTERING FEES: All chartering clubs must pay the applicable chartering fee annually, submitted along with their Chartering or Renewal package. The amount shall be set by the Central Committee, in accordance with its bylaws.

CHARTERING RULES:

1. Clubs must submit a Charter Application ("Application") to the First Vice Chair of the SBCDCC (Chair of the SBCDCC Credentials Committee) by the due date. An Application Package will be provide on the SBCDCC's web site or upon request.
2. Clubs must submit the Charter Application which shall include:
    a. Club's current bylaws and standing rules,
    b. Minutes of the Club meeting showing the election of the current officers,
    c. Names and contact information for all Club officers in writing or electronically (see Application for email address),
    d. A minimum of 20 current paid "Chartering" Club members that are registered Democrats in San Bernardino County who have not signed any other Renewal or Club Charter application within the same year (from November 15th to October 31st),

e. A list of the names , addresses, and emails of all Club members in writing or electronically (see Application Package for email address),
f. Applicable Chartering or Renewal fees, paid in full.

3. No new club shall adopt a name which may confuse voters, which may be construed as denigrating or demeaning any other club or group, or conflicts with any other established name. Clubs are encouraged to select a unique name that reflects its geographic, ideological focus, cause, identity, or affiliation with a nationally recognized Democratic Party organization. [Examples: The Harry Truman Democratic Club, Democratic Club of (name of city), The New Frontier Democratic Club, Native American Democratic Club, High Desert Young Democrats.] Clubs previously Chartered with a name that may not comply with this rule are "grandfathered in" as long as they maintain their Charter by complying with all other rules.
4. Club bylaws or standing rules MUST include but are not limited to the following specific requirements:
    a. Membership: Every member shall be either:
        i. a registered Democrat, or
        ii. A person devoted to the principles of the Democratic Party who are otherwise ineligible to register as a voter at time of membership (ex. under 18 or non-citizen). Any such ineligible person shall express their intent to register as a Democrat immediately upon their eligibility to do so. (Note that this provision is provided by the SBCDCC for increased participation, but does not make such a club member eligible to vote or otherwise participate in CDP activities.)
    b. Nondiscrimination: The organization does not require or use any test of membership or oath of loyalty which has the effect of requiring prospective or current members to acquiesce in, condone, or support discrimination on the grounds of race, color, creed, national origin, physical ability, sex, age, religion, ethnic identity, sexual orientation, or economic status.
    c. Fair Bylaws or Standing Rules: Include the following requirements:
        i. Regularly held meetings, open to all Democrats, which requires at least 10-day prior written notice.
        ii. A regular election of officers.
        iii. Payment or waiver of dues/fees due to economic hardship.
        iv. Amendment of Bylaws with due notice.
        v. Dedication of its members to the principles of the Democratic Party.
        vi. Prohibition of the endorsement of non-Democrats in any race or the financial support of non-Democrats.
    d. Endorsement Procedures: The bylaws or standing rules must include procedures for endorsing candidates, including the following:
        i. Specific statement that only Democrats may be endorsed.
        ii. Provision to avoid endorsing more candidates than there are seats available.
        iii. Provisions to invite all Democratic candidates to seek the club's endorsement.
        iv. An interview, questionnaire, or other candidate screening process, to be completed prior to any endorsement action.
        v. Provision to inform club's membership of the impending endorsement vote.

SBCDCC POLICIES REGARDING CHARTERED CLUBS:

1. A club chartered by the SBCDCC shall conform to all rules and regulations of the SBCDCC, the California Elections Code, and/or the California Democratic Party, including but not limited to:
   a) No club may raise funds in the name of the Democratic Party, without a charter.
   b) No club shall endorse a person(s) seeking election to any office, unless that person is a registered Democrat.
   c) No club shall take any actions which would be contrary to policies and procedures established by the SBCDCC.
2. All clubs recognize that the SBCDCC is the chartering authority within San Bernardino County in accordance with California Democratic Party rules, and may withdraw charters upon good cause.
3. The Chair of the SBCDCC Credentials Committee shall present a club with an official charter document signed by the Chair of the SBCDCC Credentials Committee upon approval of their charter by the SBCDCC.
4. The Chair of the SBCDCC Credentials Committee may, upon investigation, and with the advice and consent of the Executive Committee, ask the SBCDCC to review the charter of a club alleged to be in violation of any rules or regulations of the SBCDCC, the California Elections Code, and/or the California Democratic Party. Clubs in question have a right to a hearing before the Executive Committee, prior to a regular meeting of the County Central Committee at which their charter will be reviewed
5. All chartered clubs and their official representatives shall not publicly endorse any but the Democratic Party's nominees. This provision applies to partisan and non-partisan offices at the national, state, and local, levels.
6. No elected or appointed SBCDCC member shall remain a member of any chartered Democratic Club which does not abide by these rules and regulations.

For the purposes of implementing the above provisions and to remain in good standing as a chartered club, active clubs chartered by June 30, 2013 shall pay a prorated fee for the interim period from August 1, 2013 to November 14, 2013, provide updates of officers and bylaws/standing rules, if any, to the First Vice Chair of the SBCDCC (Chair of the SBCDCC Credentials Committee) no later than September 18, 2013.

REVISION HISTORY:

ADOPTED: August, 1978, Submitted By: Barbara Burgess, Credentials Chairman SBCDCC;
Authority: Article III, Section 3, SBCDCC Bylaws
AMENDED: 5/84
AMENDED: 5/98
AMENDED 3/08
AMENDED 6/09
AMENDED & ADOPTED as Standing Rules of the SBCDCC April 25, 2013