

Democrats Abroad Dominican Republic Country Committee Bylaws

DEMOCRATS ABROAD DOMINICAN REPUBLIC BYLAWS
adopted on February 20, 2015

Article I: Name

The undersigned hereby constitute an organization having as its name Democrats Abroad Dominican Republic.

Article II: Purpose and Relationship to Democrats Abroad

- 2.1 The organization shall apply for admittance to the Democratic Party Committee Abroad (the "DPCA") as a Country Committee within Democrats Abroad.
- 2.2 The purposes of the organization shall be to advance the interests of the Democratic Party of the United States and of Democrats Abroad and to provide for appropriate action by its supporters residing in the Dominican Republic.

Article III: Members

- 3.1 Members must be citizens of the United States, of voting age, who subscribe to the principles of the Democratic Party of the United States and of Democrats Abroad and are resident in the Dominican Republic. A member who by her/ his actions demonstrates that she or he no longer subscribes to the principles of the Democratic Party of the United States and of Democrats Abroad may be excluded from membership by a two-thirds vote of the members of the Executive Committee; provided however that such vote may only be taken after the member has had reasonable notice (7 days) of the Executive Committee's intention to exclude the member and has had reasonable opportunity (7 days) to contest the proposed action by the Executive Committee.
- 3.2 To the greatest extent possible, all the various elements of the Democratic Party and of the United States Democratic community in the Dominican Republic shall be represented within the organization.
- 3.3 The current list of members, as maintained by the Secretary pursuant to Article VIII, shall be delivered to the appropriate officers of the DPCA no later than March 31 of each year in such form and format as the DPCA shall from time to time require.
- 3.4 To become a member of Democrats Abroad Dominican Republic, each member of the organization shall fill out and sign a registration form consisting of his/her name, mail and e-mail addresses, telephone and fax numbers and U.S. voting district/State, proof of U.S. citizenship and other information contained on the membership list which shall be presented to the

Executive Committee/Membership Committee for approval. Each member of DA/DR shall consent to the delivery of his/her name, mail and e-mail address, telephone and fax numbers and US voting district/State and other information contained on the membership list of the organization to the DPCA and to such lawful use thereof as the DPCA shall make from time to time. Membership in Democrats Abroad Dominican Republic automatically results in membership in Democrats Abroad.

Article IV: Cessation of Membership

Any member shall cease to be a member if he/she no longer meets the qualifications of a member. Any such former member may be reinstated on the same conditions as a new member.

Article V: Officers

The Officers of the organization shall be the Chairperson, Vice-Chairperson, Secretary, Treasurer and Counsel to the Committee. The Vice-Chairperson shall be of the opposite sex from the Chairperson.

Article VI: Chairperson

The Chairperson shall be the chief executive officer of the organization, shall call and preside at all meetings of members and of the Executive Committee, and shall have responsibility for all activities approved by the organization. The Chairperson shall sit ex-officio on all committees of the organization including Standing Committees, with full voting privileges.

Article VII: Vice-Chairperson

In the absence of the Chairperson, the Vice-Chairperson shall call and preside at meetings of members and of the Executive Committee. The Vice-Chairperson shall have such other duties as the Chairperson shall define.

Article VIII: Secretary

The Secretary shall maintain a current list of members of the organization (containing the name, mail and e-mail addresses, telephone and fax numbers and U.S. voting district/State and such other information as the DPCA may from time to time require), minutes or all meetings, and all files and administrative records of the organization. All such records, except membership/mailling lists, and database shall be open for inspection by members.

Article IX: Treasurer

The Treasurer shall manage the finances of the organization, maintain its financial reports to members and make and maintain such financial reports as may be required by law (including without limitation the laws and regulations of the United States and the several States applicable to political parties and contributions to them).

Article X: Counsel

The Counsel shall be available for consultation by the Committee or its officers on legal and procedural questions relating to Democrats Abroad Dominican Republic and its activities.

Article XI: Executive Committee

- 11.1 The Executive Committee shall be composed of the Chairperson, Vice-Chairperson, Secretary, Treasurer and Counsel to the Committee and two Members-at-Large elected from among the eligible members of the organization.
- 11.2 The Executive Committee shall meet at regular intervals upon call by the Chairperson, for the purpose of consulting with and advising the Chairperson in the administration of the organization. A meeting of the Executive Committee may be called by one-third of the Executive Committee.

Article XII: Committees

- 12.1 Voter Registration, Issues, Programs/Special Events, Fund-Raising and Media.
- 12.2 The Chairperson may create one or more ad hoc committees, with such functions and responsibilities as he/she shall designate.
- 12.3 The Chairperson shall appoint and remove the chairpersons of any Committee and the ad hoc committees (if any), subject to ratification by the members of the Executive Committee at the meeting of the Executive Committee next following such appointments or revocation. The membership of each such committee shall be selected by the committee chairperson after consultation with the Chairperson.
- 12.4 Meetings of all committees shall be open to all members of the organization.

Article XIII: Other Officers

The Chairperson may appoint and remove such assistant Officers or honorary Officers, having such duties as he/she shall designate, subject to ratification by the members of the Executive Committee at the next meeting of the Executive Committee.

Article XIV: Terms

- 14.1 The Officers and Members-at-Large of the Executive Committee shall be elected every two years at the annual meeting of the organization (which meeting shall be held no later than January 31). They shall be elected for a term expiring upon the election of their successor. No Officer can serve more than two consecutive terms in the same office.
- 14.2 The terms of all incumbent assistant Officers and committee chairpersons shall automatically expire upon the election of new Officers in accordance with the foregoing paragraph.

- 14.3 Any Officer or Member-at-Large who misses three consecutive regularly called meetings of the Executive Committee may be removed from office by a three-fourths vote of the entire Executive Committee at a regularly called and quorate meeting at which the question of such removal is on the agenda sent out in advance and at which the Officer or Member-at-Large is given due opportunity to explain the reasons for her or his absence.

Article XV: Nominations

- 15.1 At least 15 days prior to the annual meeting, a committee to nominate candidates (the "Nominations Committee") for election to office shall be named by the Chairperson with the approval of the Executive Committee.
- 15.2 At the meeting approving the appointment of the Nominations Committee, the Executive Committee shall decide whether the elections shall be conducted (i) by mail ballot (to be counted at the annual meeting), (ii) by vote (in person or by a written or e-mail proxy submitted 7 days prior to the annual meeting) held at the annual meeting
- 15.3 The Nominations Committee shall notify its nominations to the membership no less than 10 days prior to the annual meeting.
- 15.4 If the elections are to be conducted by mail, any member of the organization wishing to run for office as an Officer or a Member-at-Large of the Executive Committee and not nominated by the Nominations Committee shall declare his/her candidacy at least 14 days before the annual meeting by a letter addressed to the Chairperson of the Nominations Committee. The Nominations Committee shall send ballots by mail to the membership of the organization no earlier than 13 days before the annual meeting and no later than 10 days before such meeting.
- 15.5 If the elections are to be held by mail ballot, no nominations may be made from the floor except when there is no declared candidate for an office to be filled. If the elections are to be conducted by vote (in person or by written or e-mailed proxy), nominations for all positions to be filled may be made from the floor of the annual meeting.

Article XVI: Elections and Removal from Office

- 16.1 The Officers and Members-at-Large of the Executive Committee shall be elected by a majority of votes of (i) the members voting (in person or by written or e-mail proxy) at the annual meeting (or in the case of a vacancy, at the general meeting at which the election is held) or (ii) by mail ballot counted at the annual meeting (or in the case of a vacancy, at the general meeting at which the election is held). In the event of an election to be held by mail ballot, ballots received by mail shall be kept unopened and delivered to tellers appointed by the meeting to count the votes.
- 16.2 Any Officer or Member-at-Large of the Executive Committee may be removed from office by a vote of two-thirds of (i) those present at a duly convened meeting of the membership or (ii) those voting in a duly organized vote by mail on the question.

Article XVII: Vacancies

Any vacancy among the Officers or the Members-at-Large of the Executive Committee may be filled by special election held at any subsequent meeting of the members of the organization in accordance with Articles XV and XVI hereof. Until such vacancy is filled, the Chairperson may appoint in his or her discretion a member to fill the vacancy on a temporary basis. Any Officer or Member-at-Large elected at a special election shall serve only until the next regular election.

Article XVIII: Notice

Notice of annual meetings, meetings at which elections will be held and meetings to amend these Bylaws shall be mailed to members at least 7 days before the meeting. Notice of other meetings of members and of the Executive Committee shall be given by such method as the Chairperson shall from time to time reasonably prescribe.

Article XIX: Meetings

- 19.1 An annual meeting of members shall be held no later than January 31 of each year and shall act upon the following: (i) approval of the accounts and the report of the Chairperson and the Treasurer for the preceding calendar year, (ii) in election years, the election of the Officers and Members-at-Large of the Executive Committee, and (iii) such other business as the Chairperson shall deem appropriate.
- 19.2 Other meetings of the membership may be held from time to time upon call by (i) the Chairperson, (ii) one-third of the Executive Committee or (iii) 1/3 of the membership who request the holding of a meeting in writing at least 7 days prior to the meeting.
- 19.3 All meetings of the membership, the Executive Committee, and ad hoc committees (if any) shall be open to the membership and conducted in accordance with these Bylaws (including the provisions on notice).
- 19.4 Meetings of Democrats Abroad Dominican Republic may be held in person, by telephone, videoconference, or such electronic means as the Executive Committee may from time to time unanimously approve.
- 19.5 For the purposes hereof, a quorum shall be determined as follows.
 - (i) for meetings of the membership, at least 25 members
 - (ii) for meetings of the Executive Committee, and Standing Committee or any ad hoc committee, one-half of the members of such committee.
- 19.6 All meetings shall be conducted in accordance with the latest edition of Roberts Rules of Order.

Article XX: Rules Applicable to the Committee

The functioning of the Committee shall be governed by (i) these Bylaws and such rules as the Executive Committee may from time to time adopt and (ii) the Bylaws of Democrats Abroad and the Charter and Bylaws of the Democratic Party of the United States and such rules and regulations as Democrats Abroad and/or the Democratic Party of the United States shall adopt from time to time. In the event of a conflict

between (A) these Bylaws and the rules referred to in subclause (i) of the previous sentence and (B) the documents, rules and regulations referred to in subclause (ii) of the previous sentence, the documents, rules and regulations of such subclause (ii) shall prevail.

In the city of Santo Domingo, Dominican Republic, on the 20th day of February 2015.

Roque Leonel Rodriguez, Chair

Maria Elena Orourke, Vice Chair

Rosanna Trinidad, Secretary