American Democrats Abroad

(Hong Kong)

BY-LAWS

Amended as of July 10, 2018 (New amendment in boldface)

Room 7, 27/F, Block C, Greenwood Garden, Sha Tin, New Territories, Hong Kong (Registered Address)

GPO Box 819, General Post Office (Mailing Address)

Objective

Section 1 Objective

The name of the society shall be “American Democrats Abroad (Hong Kong)”. Its objective, shall be to provide a local organization for United States citizens residing in Hong Kong who wish to promote the interests of the Democratic Party of the United States of America.

Membership

Section 2 Membership

Members must be citizens of the United States, of voting age (or who will be such before the next Federal election), who subscribe to the principles of the Democratic Party of the United States and of Democrats Abroad and are resident in or near Hong Kong. Registration occurs once the Secretary of the society places the member’s name on the society’s membership list.

Meetings

Section 3.1 Meetings

Meetings of American Democrats Abroad (Hong Kong) may be called (a) by the Chairman, (b) in his or her absence, by any Vice Chair, or (c) on the written request of at least one-fourth of the registered members. An annual general meeting shall be called **during the first two quarters of each calendar year** to approve accounts, adopt the budget and take any other action related thereto as may be appropriate. In even numbered years unless the majority of members decide otherwise, the election of all officers shall be held at such annual general meetings. General meetings for other purposes may be held at any time.”

Section 3.2 Quorum and Voting

A quorum shall consist of the physical presence of no less than ten(10) registered members. Without such quorum, no meeting may be held and no business conducted. Each registered member shall be entitled to cast one (1) vote.

Officers

Section 4.1 Officers

The officers of American Democrats Abroad (Hong Kong) shall consist of:

1. The Chairperson

2. The Executive Vice Chair

3. one or more Vice Chairpersons

4. the Treasurer; and

5. the Secretary

Section 4.2 Election

All officers elected at the annual general meeting held during even numbered years shall serve a term of two (2) years. Election of each officer shall be by an affirmative vote of a majority of all registered members present at the aforesaid meeting.

Section 4.3 Nominations

Officer candidates may be nominated prior to, or at, the aforesaid meeting. They may be nominated either by themselves or by another registered member of American Democrats Abroad (Hong Kong).

Section 4.4 Vacancies

Vacancies in any officer position may be caused by resignation, cessation of residence in Hong Kong or removal from office and shall be filled by appointment of the Chairperson with the consent of a majority of the officers. THose appointed to fill such vacancies shall serve out the balances of the terms of their respective predecessors.

Section 4.5 Subcommittees

A subcommittee shall be officially constituted if its creation is approved by the Chairperson and a majority of the officers. Only an officer may head a subcommittee. The head of a subcommittee shall notify the Secretary in writing of the names and contact details of the members of his subcommittee.

Section 4.6 Proxies

An officer may give a proxy to a member of an officially constituted subcommittee. The proxy shall be in writing and shall refer to the date of the meeting at which the proxy holder may vote on behalf of the officer. The proxy may be limited or general.

Section 4.7 Chairperson

The Chairperson shall be responsible for the general management and administration of the society. The Chairperson may appoint deputies to perform specific duties unless objected to by any other officer. The Chairperson shall preside at all meetings, establishing their agenda and implementing, either directly or through membership, all decisions made thereat.

Section 4.8 Executive Vice Chair

The Executive Vice Chair shall assist the Chairperson in the general management and administration of the society and shall serve in the place of the Chairperson whenever the latter is absent or incapacitated, and shall have such other duties as may be determined by the Chairperson or by the membership by means of a vote, consistent with these by-laws and duties of other officers.

Section 4.9 Other Vice Chairperson

Shall undertake such duties as the Chairperson may direct.

Section 4.10 Secretary

The Secretary shall be responsible for sending all notices to members on behalf of the officers and preparing and maintaining complete minutes of all meetings, maintaining the records and membership lists and performing such other duties as the Chairperson or the membership, by means of a vote, may determine.

Section 4.11 Treasurer

The Treasurer shall be responsible for all financial matters of the society including the keeping of records of all receipts and disbursements and making any necessary financial reports to the Hong Kong Government, the Democratic National Committee and the organizations of the Democratic Party.

Contributions

Section 5 Contributions

The operating costs of American Democrats Abroad (Hong Kong) shall be met by any lawful means including contributions solicited from al members annually or more frequently as the need arises.

Amendments

Section 6 Amendments

Any amendment to these by-laws shall require the affirmative vote of at least two-third’s of the registered members in attendance at any two consecutive meetings.

Effectiveness

Section 7 Effectiveness

These by-laws shall be effective upon a vote of two-thirds of members present in attendance at a meeting, provided that notice of the intended adoption of these by-laws has been given in the call for such meeting.

## Local Laws

Section 8 Local Laws

All activities of American Democrats Abroad (Hong Kong) shall comply at all times with the laws in effect in Hong Kong.