**­Illinois Democratic Women By-Laws**

**Article I: Name**

Section 1: The name of this organization shall be the Illinois Democratic Women and hereinafter referred to as I.D.W.

Section 2: I.D.W. shall have and continually maintain within Illinois an official address which shall be the address of the current President, or as may be designated from time to time by the Executive Committee.

Section 3: The fiscal year shall commence on July 1 and end on June 30 of each following year.

**Article II: Purpose**

Section 1: I.D.W. shall be a grass-roots organization whose purpose shall be: Working for more equitable representation and participation of Democrat women in all levels of the Democratic Party and in all levels of government.

Section 2: I.D.W. shall work to fulfill this purpose through educational programs and fundraising activities.

Section 3: It shall be the policy of I.D.W. to refrain from endorsing any candidate prior to Primary elections.

**Article III: Membership**

Section 1: Membership in I.D.W. shall be open to all Democrats who support the principles and purposes of this organization.

Section 2: Membership shall be dependent upon payment of dues and assessed by I.D.W. Board of Directors and announced at the Annual Meeting. The dues shall apply for each fiscal year. New members shall pay one-half years dues if after January 1st.

Section 3: Regular local Democrat Women’s Organizations may be **charter** members of I.D.W. by paying for **25% of organization’s annual membership dues,** ~~one membership,~~ affording said **members of** organization voting privileges of a single representative member. Individuals of such organizations may also be members by paying individual memberships.

**Article IV: Membership**

Privileges Section 1: Each member shall have one vote on each matter of business brought before I.D.W. regular meeting and conventions.

Section 2: Eligibility to vote shall be determined by verification of membership by Treasurer and/or Membership Chairperson. Only members in good standing as of March 31 each year shall be eligible to vote in election to officers at Annual Convention. Voting shall be by ballot. Proxy voting shall not be accepted at election of officers.

**Article V: Meetings**

Section 1: There shall be an Annual business meeting and Convention of membership ~~held in Springfield, Illinois on the first Friday and Saturday of May,~~ with the Board having the discretion to change the date as needed. The purpose of the meeting shall include election of Executive officers of I.D.W.

Section 2: There shall be regular meetings, one of which shall be the Annual meeting, convened at a time and date approved by the Executive Committee.

Section 3: Special meetings of membership may be called on written petition of 10% of the membership with notice of the time, place and reason for calling of the special meeting.

Section 4: Special meetings of the Executive Committee may be called on the written petition of two-thirds of the Executive Committee with notice of the time, place and reason for calling of the special meeting to all current Executive Committee members of record fifteen days preceding the date of the special meeting. A quorum shall be a simple majority.

Section 5: All regular or special meetings shall be open to all members.

Section 6: All meetings shall be conducted in accordance with Robert’s Rules of Order, Newly Revised.

Section 7: A quorum at any regular or special meeting, for the purpose of conducting business of I.D.W. shall consist of one (1) executive officer, on (1) board member, and ten (10) regular members, in the absence of a quorum, business may be conducted as usual for the purpose of accepting minutes of previous meetings, filing of Treasurer’s report for audit and acceptance of Committee reports.

Section 8: The Executive Committee shall have the power to act for the Board of Directors with respect to such matters as the Board may assign to it; but the delegation thereto of authority shall not operate to relieve the Board of Directors, or an individual Director, of any responsibility imposed upon them by law. Any action required by law to be taken by an Officer or governing body on behalf of I.D.W. shall be taken as if the action were approved at a regular or special meeting of I.D.W.

**Article VI: Officer and Directors**

**Addition**: Article VI: Officers and Directors

Section 1: I.D.W. members in good standing and new members as of March 31 each year shall elect at the Annual business meeting, the following Executive Officers: Co-Presidents with one residing in Cook or the collar counties and one residing outside of Cook County and the collar counties, 1st Vice President, 2nd Vice President, Secretary and Treasurer. Terms of office shall be two years. President and 1st Vice President shall be elected in even numbered years. 2nd Vice President, Secretary and Treasurer shall be elected in odd numbered years.

Section 2: Vacancies in offices shall be filed by appointment from the Executive Committee. Appointments shall preferably be filled from the membership in the same Congressional District as the vacated seat.

Section 3: The Executive Committee shall consist of **Co-Presidents**, 1st Vice President, 2nd Vice President, Secretary, and Treasurer ~~and immediate Past President~~.

Section 4: The Board of Directors shall include those named in Article VI, Section 3 and shall include Committee Chairpersons.

**Article VII: Election of Officers**

Section 1: Executive Officers shall be elected at the Annual business meeting and shall be deemed “officers elect” until assuming full responsibilities July 1st.

Section 2: The Secretary shall cause to be printed ballots for casting votes. Such ballots shall state the office to be elected and space provided for names placed in nomination for each office.

Section 3: Parliamentarian shall appoint election judges, with the approval of the Executive Committee, to tabulate ballots cast.

**Article VIII: Duties and Powers of Officers**

Section 1: The **Co-Presidents** and 1st Vice President shall be principle Executive officers of I.D.W. and shall be responsible for administration of I.D.W. business. The President shall be ex-officio member of all standing and ad-hoc committees. The 1st Vice President shall serve in the absence of the President. The 1st Vice President and 2nd Vice President shall Chair a Standing Committee of their choice.

Section 2: The Secretary shall keep an accurate and official record of I.D.W. proceedings and submit a written report of previous proceedings at the following Annual business meeting.

Section 3: The Treasurer shall receive and deposit monies and securities of I.D.W. expenditiously, and shall maintain accurate books, accounts of receipts and expenditures, and band and credit balances. The Treasurer shall be responsible for all disbursements of funds and shall submit a written quarterly report at regular quarterly mettings and shall submit a written annual report, subject to audit, to the membership at the Annual business meeting. The Treasurer shall be responsible for filing all necessary financial reports with the State Board of Elections in a timely manner.

**~~Article IX: Committees~~**

~~Section 1: Standing Committees shall include, but not be limited to: Training and Education; Finance and Fundraising; Campaign-Liaison; Membership; Newsletter-Public Relations; Annual Convention; Senate District Coordinator; Legislative Committee and Youth Outreach.~~

~~Section 2: Standing Committee Chairpersons shall be appointed by the President upon approval of the majority of the Executive Committee except those Standing Committees chaired by the 1~~~~st~~ ~~Vice President and 2~~~~nd~~ ~~Vice President.~~

~~Section 3: Ad Hoc Committees may be established as deemed necessary. Ad Hoc Chairperson shall be appointed by the President upon approval of the majority of the Executive Committee.~~

~~Section 4: An Election Committee, consisting of five I.D.W. members, shall be appointed by the President upon approval of the Executive Committee ninety (90) days prior to election of officers at the Annual business meeting. Members of I.D.W. wishing to become candidates for office of President, 1~~~~st~~ ~~Vice President, 2~~~~nd~~ ~~Vice President, Secretary or Treasurer (in appropriate years) must file a letter of Intention with the Election Committee forty-five (45) days prior to the Annual Meeting. The Election Committee shall present a list of nominees based upon those Letters of Intention. The Election Committee shall also seek nominees for candidacy in those offices for which no members have submitted a Letter of Intention. Nomination for each office shall also be accepted from the floor. Voting shall be as noted in Article IV, Section 2.~~

**~~Article X: Duties of Committees~~**

~~Section 1: Training/Education: Coordinate programs to be presented at regular meeting of I.D.W. for the purpose of educating Democrats in the function of and participation in the Democrat Party and political process.~~

~~Section 2: Finance/Fundraising: Responsible for promoting fundraising 7 projects for I.D.W. purposes. Present a budget to the membership at the first regular meeting of each fiscal year.~~

~~Section 3: Campaign/Liaison: Coordinate volunteers to work in campaigns of candidates who support the purposes of I.D.W. and issues endorsed by the Democrat Party. Act as liaison for I.D.W. between Democratic Party of Illinois, Democratic National Committee and National Federation of Democratic Women. May appoint, with approval of the majority of the Executive Committee, and Chair the delegation to the N.F.D.W. Annual Convention. Maintain members resumes for submission to nation and/or state boards; commissions, etc.~~

~~Section 4: Membership Responsible for promoting membership in I.D.W. and maintaining a current membership record. All dues collected to be transmitted to Treasurer for deposit in general treasury of I.D.W.~~

~~Section 5: Newsletter and Public Relations: Responsible for publication and distribution of Partners in Politics (PIP) the official newsletter of I.D.W. Official notification of all regular meetings of I.D.W. shall be through PIP. Maintain communication with the news media of Illinois (i.e. newspapers, radio and television). Submit I.D.W. news released to appropriate media as needed.~~

~~Section 6: Annual Convention: Responsible for coordinating all preparations for the Annual Convention of I.D.W. Establish time and place of Convention. Appoint all Chairperson and committees necessary to complete all arrangements for the Annual Convention. Appoint and supervise a Committee to produce the Convention Ad Book.~~

~~Section 7: Senate District Coordinator: Responsible for recruiting one Senate District Chairperson for all Districts. Each Senate District Chairperson is to serve as liaison between members of their Senate District and the Board of Directors. Each Senate District Chairperson will help to coordinate publicity and fundraising within their Senate District and will assist with organizing state-wide meetings of I.D.W. help within their Senate District.~~

~~Section 8: Youth Outreach: Chairperson is responsible for encouraging and promoting youth membership in I.D.W.~~

~~Section 9: Legislative Committee: Chairperson is responsible for coordinating legislative activities in Springfield and for keeping membership informed of pertinent legislative information.~~

~~Section 10: All Committees shall submit a report to the membership at each regular meeting of I.D.W. An annual report shall be submitted at the Annual business meeting. A written report shall be submitted to the President seven (7) days prior to each meeting.~~

Article ~~XI~~**X**: Amendments

Section 1: The By-Laws may be amended by a two-thirds (2/3) vote of members present at the Annual business meeting, provided the amendments shall be submitted to all members at least thirty (30) days prior to the meeting at which the amendments are to be voted upon.

Section 2: Amended By-Laws shall become effective immediately upon approval.

Revised: 1984 – 1990 – 1991- 1993- 1995