



**New 2023 Members:**

**Renewing Members**  
Susan Burleson

**General Meeting Minutes**  
**July 16, 2023**  
Conducted In-Person and via Zoom

**I The Meeting was called to order at 2:01, Dignitaries attending included:**

Thuy Jensen, Brentwood School Board, Susanna Meyer, Brentwood Vice Mayor and Jovita Mendoza, Brentwood Counsel member (on Zoom).

Attendees were reminded that the meeting was simultaneously broadcast On Zoom subject to the usual rules:

- (1) All Zoom Attendees will be muted.
- (2) Please rename your Zoom to your first and last name.
- (3) To ask questions: Raise Your Hand

**II Minutes for May**

Carolina Vilaseca Moved to adopt the minutes from July.  
Bill Nusbaum Seconded

Motion was adopted unanimously.

**III Agenda Review**

Motion to approve the agenda was requested. Bill Nussbaum asked for the final two words, apparently a typo, regarding his agenda item report be removed. This was approved without objection.

Move to adopt the agenda: Bill Nussbaum  
Second: Valerie Thurston  
The motion passed unanimously.

**IV Shannon Skinner – President**

President Skinner noted the club that all MCDC committees are looking for additional help in promoting their particular area of responsibility.

She reminded the Club of the DPCC (Democratic Party of Contra Costa County) dinner to be held August 24<sup>th</sup>, early bird tickets are \$75.

## MCDC General Meeting Minutes July 16, 2023

### IV Shannon Skinner President (cont.)

Further, she noted that “Stand Down on the Delta” a comprehensive effort to provide temporary shelter, counseling, legal, medical, and psychological care as well as living supplies to indigent US Armed Services Veterans will be held from September 8 to September 11. Veterans are invited to relax (“stand down” and avail themselves for several days and nights of free camping facilities on the County Fairgrounds supervised by the Stand Down Committee. Both skilled (medical, legal, and psychological) and unskilled volunteers are needed. Contact Doug McClelland ([dougatsfo@aol.com](mailto:dougatsfo@aol.com)) for more information.

General update: All MCDC committees are looking for additional help.

### V Carolina Villaseca – Vice President

#### A. Upcoming Speakers:

- (1) August – Lori Wilson, California State Assemblywoman
- (2) September – Stacey Plaskett, Congresswoman from U.S. Virgin Islands – member of the January 6<sup>th</sup> committee

B. If you have a person who would like to come and speak to our club, please contact Carolina Villaseca at (216) 570-1270 or [mcvillaseca@yahoo.com](mailto:mcvillaseca@yahoo.com)

### VI Guest Speakers:

Carolina then introduced Cheryl Suddeth who hosted today’s discussion: a panel to speak on their topic:

#### Environmental Justice in a Time of Unjust Decisions

Panelists included Cheryl Davila, Founder Climate Emergency Mobilization Task Force, Igor Tregub, Chair, CADEM Environmental Caucus, and Dr. Fred Bialy, MD, Co-Leader Contra Costa Policy Action Squad of Climate Reality Project

Environmental Justice is the concept to recognize that underserved populations are more likely to exist in environmentally damaged communities, so the question is:

How do we ALL live in this planet’s environment in a “just” way?

Cheryl Davila started her task force started in 2019 as [climatemobilization.org](http://climatemobilization.org) to gather more information on the topic and found that we must get involved and stay active due to all the current issues. Inclusive action is important in order to educate all people to the issues and current dangers of the climate crisis.

## MCDC General Meeting Minutes July 16, 2023

### Guest Speakers (continued)-

Igor Tregub is the current chair of the Environmental Caucus. He noted that the effort to make the planet safe for all starts with recognizing and prioritizing those who are victims of environmental injustice. He discussed, for example, efforts designed to help utilities financially ended up negatively impacting consumers (who were incurring increased bills) who needed those resources for enhancing their own conservation efforts. He thanked the club and members for being foot soldiers in the climate change effort and their help in pushing to improve the climate change situation.

Dr. Fred Bialek is working with the Climate Reality Project started by Al Gore over 20 years ago. He showed a short slide show on actions of his "Reality Squad". He is an advocate for a policy that reduces carbon emissions to help mitigate the climate crisis. He noted that in Contra Costa County, most greenhouse emissions come from transportation and buildings. They are creating policies to retrofit existing buildings and enhance building codes for new homes, in addition looking to promote electrification of vehicles including surprising damage done by landscaping equipment and vehicles.

He encouraged anyone interested in helping or working with the squad to contact him.

The panel was asked what MCDC can do to assist in this effort, and the panel noted we need to keep educating ourselves and put pressure on elected officials.

When asked for a bit more specificity, Igor noted it is important for us first to recognize that we have had these privileges from our birth due to our family's standing in society, so it is important for us to be the ones to bring others into the effort, and to talk to decision makers. In doing so we need to "meet people where they are at" ... Sit down, be humble, and listen to folks who have been historically affected by the impacts of climate change and understand in their words what they want and need.

Following Environmental Justice was Brentwood Vice Mayor Susannah Meyers who spoke on:

### **Proposed Day of Service**

Susannah reported on a 2012 study done by "Nerd Wallet" regarding Contra Costa County finances. They reported that for every \$8 spent in West County on grants for organizations and social programs, only \$1 was spent in East County. We are looking to turn that around.

Part of that will be a "Day of Service" --a Day of bringing nonprofits and service organizations together to bring resources to residents of the community. Day of Service is inviting non-profits to spend a day in a specific charitable effort. You find a need and match it to an organization that can address it.

April 2024 is the goal to start participating in this. Currently 14 non-profits have expressed interest in participating.

Presently, however, you can go to the [BetterinBrentwood.com](http://BetterinBrentwood.com) web site, type in volunteer, then click on volunteer opportunities to see a page which provides links to different volunteer opportunities.

## MCDC General Meeting Minutes July 16, 2023

### VII Membership – Elinor Bell, Co-Chair

Elinor reported we now have 85 members and reviewed the dues structure and how to join. She thanked members for showing up to staff the booth on Farmers market.

Renewing Members become Members in Good Standing and may vote as soon as dues are paid. New members become Members in Good Standing and may vote 30 days after their dues are paid.

Payment is via Credit Card at <https://www.marshcreekdems.org/all-products> or Venmo MarshCreekDems (3416) or Check sent to Thuy DaoJensen/MCDC, P.O. Box 521, Brentwood, CA 94513

### VIII Voter Outreach: Linda Smith

Farmer's Market Update – Thanks to Joe Ely and Doug, Liz Fuller, Tamela Hawley, Sue Higgins and Suzanne Cook for staffing our booth. Help is still needed for July 22<sup>nd</sup>, August 12, and Aug. 26<sup>th</sup>

Ray Cole has volunteered to show up at 7:30 AM each Sunday to save our spot.

Linda announced she will be holding letter writing parties each Wednesday going forward for letters and postcards to Ohio (due to their unusually timed election) and Virginias's normal mid-terms which are held on off years from the Presidential election.

### IX Webmaster – Joe Ely [www.MarshCreekDems.org](http://www.MarshCreekDems.org)

2751 Visitors this year

Joe is asking for patience as he learns more and researches changes to be made

### X Social Justice – Ray Cole, Chair – E-mail Ray at [raycole6s@outlook.com](mailto:raycole6s@outlook.com) to join the committee.

Ray was not at the meeting but asked the following to be noted that the Committee should focus on areas where there is the ability to act locally. There should be a limited number of areas (but with the ability to take on new issues as they arise), and the ones listed below can likely be sub-divided into additional categories. The Committee is looking for people who would like to join it in the following endeavors:

- LGBTQ.
- Homelessness.
- Schools/Education.
- Race related issues (this will overlap with other categories).
- Senior issues

## MCDC General Meeting Minutes July 16, 2023

### **X. Social Justice (cont.)-**

The Committee is looking for people who would like to join it in the following endeavors:

- LGBTQ.
- Homelessness.
- Schools/Education.
- Race related issues (this will overlap with other categories).
- Senior issues.

The Committee does not want to duplicate work that existing committees are involved in.

Committee members would adopt a category; Committee member involvement would be some or all of:

- Becoming the subject matter expert on your selected issue and communicate updates to the board.
- Monitoring what is coming before the City Council, County Board of Supervisors, and other local governmental bodies, such as school boards, related to your selected issue.
- Developing and presenting recommendations to the board so they can take a formal position.
- Become an Outreach/Liaison to stakeholder groups involved in your issue.

There is likely more and the time involved is what you have available. This is a very open ended effort.

### **XI Issues and Legislation – Bill Nusbaum, Chair**

Meetings are held via Zoom on the first Saturday of the month at 11:30 am. The next meeting is Saturday August 5<sup>th</sup> 11:30 am

Topics currently looking at for Development

- Voter suppression
- Zoning and Growth
- Ethics Rules for Courts
- Gun Control
- Civics in the Classroom
- Poverty in Contra Costa County
- Infrastructure of Climate Change
- Political Homelessness

The Committee is spending a lot of time researching and trying to support certain bills. Currently there are two of interest in Sacramento, one about abortion rights (AB571) to affirm medical malpractice for providers of abortion is available and making sure insurance providers not drop coverage for doctors. Another, AB 1646 deals with changes to the professional code for doctors. The Committee does not feel it has the expertise to analyze that topic and so will not be reporting on it.

## MCDC General Meeting Minutes July 16, 2023

### XII DPCCC District # Update

Carolina had numerous newsy items to share. They included:

- Dr. Sara Levin, officer of Contra Costa County Board of Health's request that members of MCDC Contact their state representatives to show support for SB 345 to strengthen California's standing as a safe haven for abortion access. This bill will provide legal protections for California health care practitioners that provide or dispense medication or other services for abortion, contraception, or gender-affirming care, regardless of their patient's geographic location.
- The planned Costco for Brentwood has passed the Planning Commission, however, builder Seeno Construction is threatening to sue Brentwood because of supposed California Environmental Quality Act (CEQA) conflicts. Stay Tuned!
- Brentwood had over 10,000 visitors for the July 4 "fireworks" show which this year was a drone light show! It was very well received, especially by the Fire Marshall!

### XIII Publications/Social Media

Carolina requested she be contacted with any newsworthy information that could be passed along. (216) 570-1270 or [mcvillaseca@yahoo.com](mailto:mcvillaseca@yahoo.com).

She noted We are continually posting important items on Facebook regarding news and calls to action. Send any call to action to Carolina at [marshcreekdems@gmail.com](mailto:marshcreekdems@gmail.com), and asked folks to check our Facebook page often for our frequent updates and post your comments and "likes" whenever you can!

Carolina shared the following as well:

#### Pollution:

Learn how to wean yourself from Plastic: [plasticfreejuly.org](http://plasticfreejuly.org)

#### Antioch

**Dr. Jag Lathan** is collecting funds for a school supply give-away to those in need in the Antioch school system in August. Here is the link to donate. <http://spot.fund/m2zjxcs>

#### Contra Costa

**Stand Down the Delta 2023** needs volunteers! **Sept 8-Sept 11**. Held at the Contra Costa Fairgrounds in Antioch. More info at [Delta Veterans Group](#)

#### Oakley

Our very own **Sue Higgins** is helping organize the **Oakley Walk to Prevent Suicide on 10/7** at Civic Center Park. Family friendly. 1 mile. Register or donate at [American Foundation for Suicide Prevention \(AFSP\)](#)

# MCDC General Meeting Minutes July 16, 2023

## XIII Publications/Social Media (Continued)

**Immigration** - People to call, text, social media, etc.

**President Joe Biden**

President Comment line

202-456-1111

Tue - Wed 11-3 EST 8-Noon PST

Twitter - @POTUS

**Vice President Kamala Harris**

[www.whitehouse.gov/contact](http://www.whitehouse.gov/contact)

Twitter @VP

**Secretary of Health and Human Services Xavier Becerra**

Twitter - @SecBecerra

HHS [1-877-696-6775](tel:1-877-696-6775)

**Senator Alex Padilla**

Fresno (they answer the phones) (559) 497-5109

Twitter @SenAlexPadilla

FB Senator Alex Padilla

**Senator Dianne Feinstein**

Fresno (559) 4857430

Twitter @SenFeinstein

Facebook Senator Feinstein

**Representative Mark DeSaulnier (or your Rep)**

Antioch (925) 754-0716

Walnut Creek (925) 933-2660

Big thanks to **LA Mayor Karen Bass** for anticipating the need for preparedness and treating asylum seekers with the respect they deserve.

(213)978-0600

Twitter @MayorOfLA

# MCDC General Meeting Minutes July 16, 2023

## XIV Swing Left – Doug McClelland

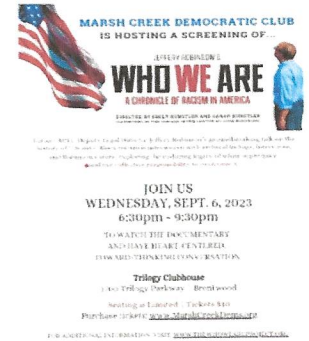
Doug reported Swing Left volunteers are currently doing letters to Ohio and will be preparing Virginia letters starting next month, then shared a “steamy” (momentarily) PG-13 political ad regarding birth control in Ohio. You can view it here if you wish:

<https://www.cnn.com/videos/politics/2023/07/17/ohio-political-ad-birth-control-democrat-republican-ip-vpx.cnn>

## XV MCDC Movie Event

MCDC’s showing of “Who We Are – A Chronicle of Racism in America” was again reviewed. Salient facts are:

- A. September 6, 2023 from 6:30 to 9:30 – Trilogy Clubhouse
- B. Movie Trailer [www.youtube.com/watch?v=IGsGRSgZbXY](http://www.youtube.com/watch?v=IGsGRSgZbXY)
- C. Movie followed by discussion led by Bill Randall
- D. Thank you to Debbie Randall for donating the Flyer Design
- E. Tickets - \$12 – We are limited to 100 attendees
- F. Event Costs \$900 – Room Rental - \$400 + Movie License - \$500 for 5 showings
- G. To Buy Tickets
  - i. Credit Card at <https://www.marshcreekdems.org/all-products>
  - ii. Venmo MarshCreekDems (3416)
  - iii. Check sent to Thuy DaoJensen/MCDC, P.O. Box 521, Brentwood, CA 94513
  - iv. Cash at our meetings



## XVI Treasurer’s Report – Thuy DaoJensen, Treasurer

### Marsh Creek Dems Treasurer’s Financial Statement

June 5 – July 2, 2023

Date	Description of INCOME	Amount
	<b>BALANCE as of June 5, 2023:</b>	<b>\$ 2,956.91</b>
13-Jun-2023	SQUARE deposit of (1) membership dues	\$4.55
16-Jun-2023	SQUARE deposit of (1) membership dues	\$19.12
28-Jun-2023	CHECK deposit of (1) membership dues	\$20.00
28-Jun-2023	CASH deposit of (3) membership dues	\$60.00
	<b>Total INCOME</b>	<b>\$ 3,060.58</b>
Check #	Description of EXPENSES	Amount
	<b>Total EXPENSES</b>	<b>\$0.00</b>

**BALANCE as of July 2, 2023:                      \$ 3,060.58**



## MCDC General Meeting Minutes July 16, 2023

### XVII By-Laws Changes Proposed Bylaws Changes were presented and are attached

Book-keeping, secretarial and modernization of the Bylaws (to reflect current new operations).

### XVIII For the Good of the Order (comments/suggestions)

- a. **2023 Annual Josh Harder (our Congressman representing Central Valley around Stockton as well as Discovery Bay, Byron, and rural areas up to and including about 100 homes in Brentwood) Friends & Family BBQ.** We're thrilled to announce that we will be joined this year by two of Josh's colleagues and friends: **Reps. Adam Schiff & Katie Porter!**  
**Saturday, August 26<sup>th</sup>, from 5:30 to 7:00 pm the link is:**

<https://www.cnn.com/videos/politics/2023/07/17/ohio-political-ad-birth-control-democrat-republican-ip-vpx.cnn>

- b. Harry Thurston was recognized and informed the meeting that Joseph Ruggiero, known as Rugsy, a past member of the MCDC, passed away on June 27<sup>th</sup>. Harry fondly provided the following eulogy:

*Rugsy was a longtime advocate for Civil Rights, worked as a Freedom Fighter with Dr. Martin Luther King in 1965, and worked for voting rights his entire life, organizing voting rights drives in Contra Costa County and registered thousands of new voters.*

*He was active in the 2012 Obama Campaign, the 2016 Hillary Campaign, and wrote over 3,000 "Get Out the Vote" letters/post cards through MCDC for various election cycles through the years. He was an active member of East Contra Contra County Indivisible as well.*

*There are three types of people in this world: Those that are on the sidewalk, oblivious to the events around them, those that stand on the curb and lend nonparticipant support to those working for change, and those few that actually are in the street doing the work to make change, even at times with personal risk.*

*Rugsy all his life was always in the street working for change. Please remember Rugsy and send your thoughts of thanks and peace for a life well lived.*

### XIX Adjournment

**The meeting was adjourned at 3:44**

(8)

# MARSH CREEK DEMOCRATIC CLUB BY-LAWS

**I MISSION STATEMENT:** To inspire, to activate, to excite, and to encourage Brentwood, Discovery Bay, Bethel Island, Antioch, Oakley, Knightsen, and surrounding area residents to take an active interest in politics and government; to foster and perpetuate the ideals and principles of the Democratic Party; to support and assist in the election of Democratic candidates; to encourage voter registration and membership in the Democratic Party; and through Democratic ideals and principles to encourage the highest degree of equality, justice, government transparency, and a healthy environment.

## **II NAME AND GOVERNANCE**

- A. The name of this organization shall be the Marsh Creek Democratic Club (Marsh Creek Dems).
- B. The club will serve Brentwood, Discovery Bay, Bethel Island, Antioch, Oakley, Knightsen and surrounding areas.
- C. These By-Laws shall govern the operation and functions of the Marsh Creek Democratic Club in compliance with, and subject to, the By-Laws of the Contra Costa County Democratic Central Committee and the California Democratic Party.

## **III OBJECTIVES**

- A. To contribute to the growth and influence of the Democratic Party, by building and organizing capable and experienced leaders and volunteers.
- B. Foster Democratic ideals by: stimulating an active interest in the Democratic Party; contributing to party leadership and responsibility; providing constructive roles for volunteers in Democratic politics; and promoting an active base.
- C. Publicize and support endorsed candidates and causes with an aggressive campaign.
- D. Obtain charter from the Contra Costa County Democratic Party.
- E. Maintain communication with our local city and county and state representatives for the purpose of encouraging Democratic views and goals and to disseminate information from those representatives to our members.
- F. Achieve these objectives through:
  - 1. Voter education b) Grassroots Organizing (GO) Team c) Fundraising d) Political and social events e) Candidate recruitment and support f) Party platform support g) Club programs and speakers h) Local, county and state Party involvement i) Input to/from candidates and incumbents j) Community outreach k) Endorsing Candidates l) Media engagement m) Communication with members on local, state and national Issues

## **IV MEMBERSHIP**

- A. Full membership is open to all registered Democrats, and those persons who pledge to register as Democrats when allowed by age or citizenship requirements or the elimination of any other legal impediment.
- B. Persons who do not qualify for full membership shall be eligible to participate in MCDC activities as associate dues paying members, but shall not have the privileges of voting or holding MCDC office.
- C. New members must fill out the membership form, including residence address, but there is no requirement that an MCDC member live in the Brentwood, Discovery Bay, Bethel Island, Antioch, Oakley, or Knightsen areas.
- D. An eligible person becomes a Member in Good Standing 30 days after paying annual dues to the Treasurer or the Treasurer's authorized representative.
- E. An existing member shall be considered a Member in Good Standing, if their dues are current, or have been waived due to economic hardship, ~~their voting rights being subject to compliance with the other provisions of these by-laws.~~
- F. ~~Only Members in Good Standing as of July 1, who are duly registered as a member of the Democratic Party of California will be included in the roster submitted for purposes of participation in the California Democratic Party endorsement process.~~

- ~~G.F.~~ Use of Club Name: No officer, Executive Board member or Club member shall use the name of the Club in connection with any candidate or issue not endorsed by the Club.
- ~~H.G.~~ Members shall be given a copy of the MCDC By-laws upon request.
- ~~H.H.~~ MCDC supports non-discrimination in membership, including age, gender, race, color, creed, and sexual orientation, persons with disabilities as defined by the Americans with Disabilities Act of 1990 as amended, religion, national origin, ethnicity, or economic status.

## V DUES

- A. ~~Dues shall be due on January 1 of each year and payable by the February meeting of each calendar year. The membership year will go from February 1<sup>st</sup> to January 31<sup>st</sup>.~~
- B. Annual dues shall be \$20. Student/Youth \$5.00
- C. Prorated dues: Members who join after November 1st will be offered a prorated \$10 membership fee.
- D. Changes in annual dues shall be recommended by the Executive Board to the membership at a regularly called meeting of the Club after due notice, and shall be approved by a majority of the members in good standing present and voting. Payment for membership shall be accepted only from accounts in the prospective member's name or which the prospective member controls.

## VI OFFICERS

- A. The Officers shall be elected at the first meeting of the calendar year and shall hold office for one year or until a successor is installed.
- B. The Officers shall be as follows:
1. President
  2. Vice President
  3. Secretary
  4. Treasurer
  5. Immediate Past President
- C. No Officer shall hold more than one office at a time, except on an "Acting" basis, and under no circumstances should the President and Treasurer be the same person.
- D. The Treasurer shall be responsible for the collection of dues, receive and deposit all club funds; maintain an accurate record of club receipts and expenditures; sign all checks as authorized by the Executive Board; make the record of club receipts and expenditures available to any member when requested; provide a report of the club financial status at club meetings as requested; provide an annual written report of club financial status; make the books and all other financial records of the club available to the audit committee each year in May. In addition, the Treasurer will File all financial reports as required by law in a timely fashion with the appropriate agencies and draft and present a proposed annual budget for review by the Executive Board and General Membership.
- E. The Immediate Past President shall advise the President on matters important to the MCDC and participate in Executive Board meetings and the annual membership meeting.
- F. Treasurer's books will be audited for approval by the membership when ordered by the Executive Board.

## VII EXECUTIVE BOARD

- A. The elected Officers, Past President, Swing Left Chair, Membership Chair, Precinct Taskforce Chair, Program & Events Chair, Voter Outreach Chair, Communications Chair and Issues, Endorsements and Legislation Chair shall constitute the Executive Board. Any member of the Executive Board may be removed following three consecutive absences (unless excused by the President) during the calendar year. After six consecutive absences, they must be removed. Committee Chairs will be chosen by the committee members at the first meeting of the new year. The Executive Board can add committee chairs to the Board as needed.
- B. The Executive Board will meet a minimum of four (4) times per calendar year for the purpose of planning and directing and implementing the policies of the MCDC. During election years, the Executive Board will strive to meet monthly. All members can attend Board meetings.
- C. Members of the Executive Board should be notified of the time and place of each Board meeting at least five (5) days in advance and a preliminary agenda should be provided.

- D. A majority of members of the Executive Board, at a duly constituted meeting, shall constitute a quorum.
- E. For the purpose of establishing a quorum, telephonic/or Skype/Facetime/Go-to-Meeting or electronic attendance is authorized.
- F. Special meetings of the Executive Board, for any purpose whatsoever, may be called at any time by the President or upon written request from five members of the Executive Board.
- G. The Executive Board may affiliate the MCDC with such other Democratic Party organizations as seem appropriate and desirable.
- H. The Executive Board shall select the delegates and alternative delegates to which the MCDC is entitled to the organizations with which the MCDC is affiliated. Those delegates and alternate delegates selected shall be MCDC members in good standing. The President shall fill delegate vacancies from the alternates and new alternates will be selected at the next Executive Board meeting.
- I. All Executive Board members shall serve without compensation.
- J. A member in Good Standing may be designated by the President with the consent of the Board to serve as Parliamentarian with the duties of interpreting the MCDC's Charter, and By-laws, and the most recent edition of Robert's Rules of Order, to ensure the activities of the MCDC are in keeping with both the spirit and meaning of these documents and to provide guidance in these matters.

## VIII ELECTIONS

- A. Elections will be held annually as early as possible in the year, but in no case, later than April.
- B. New members shall be entitled to vote on Club matters thirty (30) days after dues are received. Ongoing members shall be entitled to vote upon payment of dues for the year. Membership must be renewed annually.
- C. Every Member in Good Standing shall be eligible for any office in this Organization
- D. Nominations for officers may also be made by the Executive Board or any member in good standing.
- E. "Intent to Run" forms will be available at the November meeting. All candidates for office shall submit an "Intent to Run" via email with the Secretary at least fourteen (14) days prior to election
- F. The Secretary will post online and email all club members the declared candidates 12 days prior to the election.
- G. The Secretary will prepare a ballot for all offices that are contested.
- H. In the absence of a contest, the election shall be by acclamation.
- I. In the event a Member in Good Standing cannot attend the meeting in which an officer election will occur, either in person or via Video Conferencing, the Member in Good Standing may submit an absentee ballot electronically to [MarshCreekDems@gmail.com](mailto:MarshCreekDems@gmail.com). The absentee ballot must be received by the Secretary no later than one (1) hour prior to the scheduled start of the meeting. The email must be sent from the account listed on the membership form.
- J. The Secretary will send absentee ballots to all Members in Good Standing who request them.
- K. All offices that are contested shall be conducted by secret ballot.
- L. Candidates receiving the highest number of votes of the Member in Good Standing present and voting shall be considered elected.
- M. All terms shall be for one (1) year immediately following the election or until the next election.
- N. With the exception of President, in the event that an officer vacancy exists, any active member may then be nominated to run for that office. The membership will vote to fill vacancies at the following meeting.

## IX STANDING AND OTHER COMMITTEES

- A. The Executive Board may form ad hoc committees at any time. Ad hoc committees will consist of at least one Executive Board member. The purpose of an Ad Hoc committee is essentially for short term projects and may include non-Board members who wish to be active for a limited time only.
- B. Standing committees shall be determined by Executive Board and may change as needs arise.
- C. Suggested standing committees
  1. Membership
  2. Program and Events Committee (including Fund Raising)
  3. Communications Committee (Print, Digital and Social Media)

4. Voter Outreach–Voter Registration, Letter/Postcard Writing–Text and Phone Banking
5. Issues, Endorsements, and Legislative Committee
6. Elections and By-Laws
7. The Finance and Audit Committee, which will consist of a minimum of two members of the Executive Board, will include two non-Board members appointed by the Board, and will prepare an annual budget for the MCDC for the fiscal year and will audit the MCDC bank statements and copies of all checks periodically to determine how the MCDC has spent funds over the past year or years.
8. Swing Left
9. Precinct Taskforce – Oversee Training and Recruiting of Precinct Captains

## X AMENDMENTS

- A. Amendments to the By-laws may be initiated by the Executive Board, By-Laws Committee, or by written petition signed by ten percent (10%) of the MCDC members eligible to vote.
- B. The Executive Board shall consider any such petition and make a recommendation at the next MCDC general membership meeting following receipt of the petition.
- C. Written notice of any proposed amendment(s) shall be given to the MCDC membership at least fourteen (14) days prior to any membership consideration.
- D. Discussion of changes, amendments, revisions and review will occur at the membership meeting prior to any consideration and vote.
- E. A majority vote of an established quorum of qualified MCDC members shall be necessary for passage of By-laws amendments and revisions recommended by the Executive Board, and those not recommended by the Board will require a two-thirds vote in favor.
- F. In the event a Member in Good Standing cannot attend the meeting in which an amendment will be voted on, the Member in Good Standing may submit an absentee ballot electronically that must be received by the Secretary no later than one (1) hour prior to the scheduled start of the meeting. The email must be sent from the account listed on the membership form.
- G. A majority vote of an established quorum of qualified MCDC members shall be necessary for passage of By-laws amendments and revisions recommended by the Executive Board, and those not recommended by the Board will require a two-thirds vote in favor.
- H. All by-law changes during the chartered period must be submitted to the DPCCC Club Development Committee within 30 days of the change
- I. To align with DPCCC/CADEM requested changes in our By-laws necessary to qualify for rechartering, the Executive Board may approve those changes by a majority vote.

## XI MEETINGS

- A. General membership meetings shall be held monthly on dates and times as designated by the Executive Board.
- B. Regular Meetings: There shall be at least ten (10) regular meetings of the Club in each calendar year, to be held at such times and places as may be designated by the Executive Board. Insofar as possible, meeting locations and times should be consistent with prior and subsequent meetings.
- C. Election Meetings: The annual meeting of the Club for purposes of electing officers shall be typically held in the early part of each year, but must be held no later than April. It shall be a regular meeting of the Club.
- D. Notice and agenda of regular and special meetings shall be prepared and distributed by the Secretary. The Secretary shall send notices and agendas via email to all club members and post on the Club's website at least ten (10) days prior to the convening of each meeting. If special meetings are called with less than ten (10) days' notice, the Secretary must notify the Executive Board by telephone and/or email.
- E. Any interested party may request to place an item on the agenda of a regular or special meeting in writing to the President and Secretary at least seven (7) days prior to the meeting. An item may be added to the agenda after the noticing deadline by a 2/3 vote of the present and voting Members in Good Standing at a general membership meeting.

- F. The Secretary shall send minutes of general membership meetings via email to all club members and post on the Club's website ~~within fourteen (14) days after each meeting.~~
- G. Special Meetings: Special meetings of the Club may be held when called by the President (or by a Vice President in the event the presidency is vacated), by a one-third (1/3) vote of the members of the Executive Board or by written request, whether electronic or print, to the President by twenty percent (20%) of members of the Club in good standing. In the latter case, the President must call the meeting, with due notice to the membership, as soon as practical but at most within fifteen (15) days from the receipt of the request, but such special meeting may coincide with a regular meeting of the Club if such is scheduled to occur within said 15-day period.

## **XII ENDORSEMENTS**

- A. Candidate Endorsement Guidelines
  1. The Club has the legal right to endorse, not to endorse, or take no position on candidates running for public and Democratic Party offices.
  2. Endorsement may be in the form of use of Club's name, -monetary contributions or any combination thereof.
  3. All contributions must be made in accordance with state laws and club requirement that a minimum of \$225 balance remains available in the treasury at all times.
  4. The Club may only consider registered Democrats for endorsement.
  5. All Candidate Endorsements must follow the procedures listed below.
- B. Endorsement Procedures
  1. Members in Good Standing may request that an endorsement forum or a special meeting be held to inform the membership of the various candidates and consider their endorsement. The Club may have more than one meeting if needed.
  2. The Executive Committee shall set the rules of the forum, giving each candidate an equal amount of time for presentation and allowing a set time for questions from members.
  3. Democratic candidates, who have filed papers and who are seeking Club endorsement and ~~are~~ deemed viable by the endorsement Committee will be invited to an endorsement forum or special meeting. Candidates will be notified of the rules before the forum or special meeting.
  4. If candidates are not able to attend the endorsement meeting, candidates may send a representative or have a Club member speak on their behalf.
  5. Candidates may also provide literature, resume or any other promotional materials.
  6. Following all presentations, members in good standing attending in person or via Video Conference must vote by a 50%+1 of those attending to endorse a candidate.
  7. In accordance with state laws and club requirements, members in good standing may vote by 50%+1 of those attending to make a monetary contribution to an endorsed candidate's campaign.
  8. All Candidates applying for endorsement shall be notified of the Club's decision in a timely manner. Endorsed candidates may be listed in a press release distributed to the appropriate media.
- C. Issue Advocacy
  1. Positions on pending legislation, proposition, and any other issues of importance to the Democratic philosophy may be taken and supported by the Club with a majority of members present. Members may request additional information or speakers on these issues before taking a position on each.

## **XIII QUORUM**

- A. A quorum for an MCDC general membership meeting shall consist of twenty percent (20%) of the total Members in Good Standing.
- B. For the purpose of establishing a quorum, telephonic/or Skype/Facetime/Go-to-Meeting or electronic attendance is authorized.

## **XIV PARLIAMENTARY PROCEDURE**

- A. All proceedings, including those not covered by this Constitution and Bylaws, shall be governed by the latest edition of Roberts Rules of Order.

**XV AFFILIATION**

- A. The club shall affiliate as an associate member of the County Democratic Central Committee and pay the current annual chartering fee.
- B. Any roster submitted to the California Democratic Party (CADEM/CDP) for participation in the CADEM pre-endorsement caucuses will only have members in good standing, as defined in these bylaws, as of the date set by the CADEM Chair prior to the caucuses.

**XVI CLUB REPRESENTATIVES**

- A. California Democratic Party (CDP)
  - 1. In order to be eligible to participate in CDP pre-endorsing conferences, the Club's President, Secretary, or Treasurer will ratify the roster of Democratic members in good standing by July 1 of each odd-numbered year identifying the legislative districts and representatives for each district and submit it to the CDP and DPCCC. Representatives should be equally apportioned between men and women to the extent possible.
- B. Contra Costa County Democratic Party (DPCCC) Voting and Voting Alternate Member
  - 1. Under the Club's charter with the DPCCC, an elected Club member and the member's alternate can become voting delegates to the DPCCC for a term of 2 years according to the provisions of Sections 3 and 4 of this Article. The "Club DPCCC Voting Representatives Application" application is required be submitted to the DPCCC within 30 days of the intended acceptance as voting members.
- C. SECTION 3. Selection
  - 1. Club representatives to the CDP and DPCCC – and any other official representatives, delegates, and alternates from the Club to conferences, caucuses, councils, conventions, and other meetings – shall be selected by a vote of the Executive Board. The voting member and alternate must not already be a voting member of the DPCCC or willing to relinquish their current voting status upon accepting the Club voting members' status. The voting members and alternate must be acceptable to the requirements of the DPCCC.
- D. SECTION 4. Adherence to Club Positions
  - 1. Club representatives described in this Article, when participating in voting and discussion in that capacity, shall adhere to and represent the club's official positions on endorsements and other matters wherever applicable, and shall agree to do so prior to their selection.

Adopted October 22, 2018  
Revisions Approved 12-15-19  
Revisions Approved 7-5-20  
Revisions Approved 4-16-23