

**Mission Statement  
And  
By-Laws of  
WE DO  
Women Empowered Democratic Organization  
of  
Bergen County**

**Mission Statement**

WEDO (Women Empowered Democratic Organization) of Bergen County is a women's political group dedicated to empowering women through involvement in the political process. Our primary mission is to educate and mentor women seeking to run for office and build a strong grassroots community of Democratic women who want to play an active role in local government, while being supportive of the causes of the Bergen County Democratic Organization. This will be accomplished by recruiting, educating and supporting our members who will be a voice for women involved in the government and politics of the 70 municipalities of Bergen County.

**By-Laws**

**Article I - Membership**

A. Eligibility

1. Membership shall be open to any female resident of Bergen County who is a registered Democrat in accordance with the laws of the State of New Jersey and to any elected official representing Bergen County on any level.

B. Admission and Expulsion Procedures

1. Application for membership shall be submitted on a form in general use by the Organization and shall be accompanied by advance payment of annual dues.
2. Members shall pay dues as determined by the Executive Board in accordance with Article VIII and upon payment thereof shall be considered a member in good standing.
3. Any member in good standing shall be entitled to one vote in accordance with membership qualifications.
4. Any member whose payment of dues is delinquent in accordance with Article VIII shall lose good standing status if dues are not paid in full.
5. Any member of the Organization may be suspended or expelled from membership for misrepresenting the Organization, for conduct that impairs the welfare or reputation of the Organization or its members, or for violation of any by-laws rules or regulations. Charges against such member will be presented at a regular meeting. If such member is present, the vote shall proceed. Such

suspension or expulsion shall be effective immediately upon the approval of a majority of members present at that meeting. If said member is not present, notice of charges will be mailed to said member within one week. The vote will then be held at the next general meeting after written notification has been received.

### **Article III - Meetings**

#### **A. Annual, Regular and Special Meetings**

1. The annual membership meeting for the election of Officers and Trustees, presentation of annual reports, establishment of dues and any other Organization business shall be held at a time and place selected by the Executive Board.
2. A majority of the Executive Board shall be necessary to constitute a quorum at a regular or special meeting for the transaction of business.

### **Article IV - Officers and Executive Board**

A. The officers of the Organization shall consist of the President, Vice President, Secretary, Treasurer, and Advisor. Officers shall be elected for a term of three years

B. The Executive Board shall consist of the officers listed above.

#### **C. Duties of Officers and Executive Board**

1. All officers and members of the Executive Board shall serve for three-year terms, and shall serve without compensation.
2. All officers and members of the Executive Board must be members in good standing and shall serve without compensation.
3. The President shall preside at regular and special meetings of the Organization and appoint all standing or temporary committees. The president shall be an ex-officio member of all committees.
4. The Vice President shall assume the responsibilities of the President in the event of absence, incapacitation, resignation or removal, and assume responsibility of any other officer as the need arises until the President appoints a replacement.
5. The Secretary will keep the minutes of the Organization and Executive Board; file any certificates required by statute, give and serve notices and other correspondence to members, and present communication addressed to the Organization at meetings.
6. The Treasurer shall have care and custody of all monies belonging to the Organization; cause the money of the Organization to be deposited into proper accounts in an insured banking institution, and must be one of the officers required to sign checks or drafts.
7. The Advisor shall act as support to the Officers.
8. The Executive Board shall have charge of the property and business of the

Organization with authority to manage and conduct same, subject to the instructions of the general membership. It shall plan and direct the work necessary to carry out the program as adopted by the Organization. It shall offer advice and consent on all matters of Organizational policy of the membership and investigate all complaints concerning the conduct of a member inimical to the welfare of the Organization.

#### D. Vacancy of Officers

1. In the event of a vacancy in any office other than that of the President, the President shall appoint a successor to such vacancy until the next general election.
2. In the event of a vacancy in the office of President, the Vice President shall assume responsibilities of the President until the next general election, and appoint a Vice President until the next general election.

### **Article V - Nominations and Elections**

#### A. Nominations

1. Nominations shall be made from the floor at the June general membership meeting.
2. All nominees must be present at the meeting to accept their nominations.
3. Robert's Rules of Order shall prevail.

#### B. Elections

1. The election of officers shall take place at the June membership meeting.
2. Elections shall be by secret ballot if more than one candidate has been nominated.
3. Roberts Rules of Order shall prevail.

### **Article VI - Committees**

#### A. The Standing Committees are:

1. Membership Committee
2. Fundraising Committee
3. Public Relations Committee
4. Legislation/Policy Committee
5. Training Education Committee
6. Outreach Committee
7. By-Laws Committee

#### B. Other Committees

1. The Executive Board may establish temporary or special committees at any time for the efficient operation of the Organization.

#### C. Committee Appointments

1. The Chairpersons of the Standing Committees shall be appointed by the President following the election of officers.
2. The Chairpersons of temporary or special committees shall be appointed by the President at any time and serve at the discretion of the President.
3. Chairpersons may appoint committee members with the approval of the majority of the Executive Board.
4. All Chairpersons and committee members must be members in good standing and serve without compensation.
5. No committee Chairperson shall enter into any contract or incur any indebtedness or financial obligation of any kind, except under the authority of the Executive Board.

### **Article VI - Endorsements**

- A. The Organization will only endorse and support candidates running on the regular Democratic line for the November General Election.

### **Article VIII - Financial Administration**

#### A. The Fiscal Year

1. The Fiscal Year shall commence on January 1st and end on December 31st

#### B. Dues

1. Dues will be determined by Executive Board and will be presented to the membership at the annual meeting.
2. Recurring member dues must be paid by February 15th.
3. First time member dues must be paid by the June general membership meeting and will be due again in February of the following year.

#### C. Contributions to Candidates

1. In keeping with the organization mission of empowering women through involvement in the political process, the WE DO of Bergen County's Continuing Political Committee shall donate to women members in good standing who:
  - a. Are candidates for public office on the municipal level.
  - b. Are candidates for public office on the county level.
  - c. Are candidates for public office on the state level.

- d. Are candidates for public office on the federal level.
2. Contribution amount is at the discretion of the executive board.
3. Contributions to other Democratic candidates can be recommended to the membership by the Executive Board but is not mandatory.
4. The donation or in-kind services to be contributed to any candidate will be decided by the Executive Board based on eligibility of funds.

### **Article IX - By-Laws and Amendments**

These By-Laws may be altered, amended, or new By-Laws adopted, upon approval by the By-Laws committee. These alterations, amendments, or new By-Laws may be submitted to the executive board for final approval and then distributed to the general membership at least 10-calendar days before the the June general membership meeting. The alterations, amendments, or new By-Laws may be accepted upon approval of a simple majority of members in good standing at the June general membership meeting.