

County Watch

BYLAWS

ARTICLE 1: Name of Organization

The name of this organization shall be *CountyWatch*.

ARTICLE 2: Objectives

The general purposes of this organization are to achieve the following objectives and aims:

- (a) Promote open and accountable government in Orange County;
- (b) Address issues of countywide concern, especially issues relating to the structure of county government; the relations between the county, cities, and other governmental entities; and the centralization of government power;
- (c) Serve as a multi-partisan forum to address the issues of campaign ethics and practices, as well as other issues impacting the political process.
- (d) Promote partisan elections at the state and local level.

ARTICLE 3: Membership

Section 1: Membership in *CountyWatch* shall be open to all registered voters who desire to support the objectives of the organization.

Section 2: Members will be entitled to fully participate in all matters that come before the organization. Any individual seeking to become a member must complete and return to the Treasurer a membership application form. The membership fee must accompany the application form. All applicants for membership must be recommended by the Executive Committee and approved by the membership prior to being eligible to vote.

Section 3: The Executive Committee shall determine annual dues, payable on January 1.

ARTICLE 4: Officers

Section 1: Officers of *CountyWatch* shall be the Chair, Co-Chairs, Secretary and Treasurer. All officers must be members of *CountyWatch*.

Section 2: All officers, except the Co-Chairs, shall be elected for terms of office of two years. The election of officers shall be held at a meeting of *CountyWatch* at which a quorum is present within thirty (30) days after December 1 of each even-numbered year. A majority of those members present shall be necessary to elect.

Section 3: The term of office for all officers shall begin on January 1 of the immediately following odd-numbered year.

Section 4: A vacancy in any office shall be filled for the unexpired term by special election at the next regular or special meeting, provided that ten (10) days written notice of such election is provided to the members of **CountyWatch**.

ARTICLE 5: Duties of the Officers

Section 1: The Chair shall be the chief executive officer of **CountyWatch** and shall preside over meetings of the organization and its Executive Committee. The Chair shall accept the primary responsibility for seeing that each officer and committee fulfills the duties as prescribed herein.

Section 2: The Co-Chairs, who shall be the current chairs of the Orange County Democratic Executive Committee and the Orange County Republican Executive Committee, shall assume, on a rotating basis, the duties of the Chair in that individual's absence or inability to serve. Each Co-Chair shall assist the Chair in the performance of the Chair's duties and such other duties as requested by the Chair.

Section 3: The Secretary shall record and report the minutes of all meetings of **CountyWatch**. Sufficient copies of such minutes shall be available at each regular and special meeting. The Secretary shall be the custodian of all official records of **CountyWatch**, except the Treasurer's records. The Secretary shall maintain a current roster of **CountyWatch**, members.

Section 4: The Treasurer shall be custodian of all funds of **CountyWatch**, shall maintain full and accurate records of all financial transactions, and shall file all necessary financial reports as required by law. The Treasurer shall prepare and submit a monthly financial statement to **CountyWatch**. The Treasurer shall pay all bills promptly upon authorization.

ARTICLE 6: The Executive Committee

Section 1: The Executive Committee shall consist of the elected officers of **CountyWatch**, the Immediate Past Chair, and two (2) members elected at-large from the membership at the same time and place as the officers. All members of the Executive Committee must be members of **CountyWatch**. The two at-large members shall not be members of the same political party.

Section 2: The Executive Committee shall have all power and authority over the affairs of **CountyWatch** during the interim between meetings of **CountyWatch**. Any action by the Executive Committee is subject to ratification by the membership at the next **CountyWatch** meeting.

ARTICLE 7: Finance

Section 1: The annual budget of **CountyWatch** shall be prepared and submitted for approval to the membership at the first regular meeting of each calendar year. Should **CountyWatch** fail to approve a budget at that time, the previous year's budget shall be considered readopted until otherwise amended. However, the first budget to be approved following the initial adoption of these bylaws shall be presented to the membership for consideration no later than two months following the bylaws' initial adoption.

Section 2: The Chair and Treasurer shall be accountable for the funds of **CountyWatch** and liable for their proper expenditure for authorized purposes only as provided by law.

Section 3: An ad hoc committee of at least three (3) members of **CountyWatch** shall be appointed by the Chair to conduct a review of the financial records of **CountyWatch** for each calendar year. The Treasurer shall not be a member of the ad hoc committee, but shall be available to answer questions.

Section 4: No officer shall enter into any contract on behalf of **CountyWatch**, which contract binds **CountyWatch** for the purchase of services or materials for a period in excess of the current budget year, unless the following statement is included in the contract: "**CountyWatch's** performance and obligation to pay under this contract is contingent upon approval of an annual budget by **CountyWatch** providing for such expenditure."

ARTICLE 8: Meetings and Quorum

Section 1: Regular meetings of **CountyWatch** shall be held on the first Saturday of each month. By majority vote of the members attending a regular meeting, the succeeding meeting may be canceled or any meeting rescheduled. Cancellation of two consecutive meetings is prohibited.

Section 2: The Chair, with the acquiescence of the officers, may reschedule a meeting in the event of an unforeseen event which is likely to substantially reduce attendance or make the meeting impractical, and provided there is not enough notice to have **CountyWatch** act at a regular meeting.

Section 3: Notice of regular, special, and rescheduled meetings shall be forwarded to all members by mail or e-mail.

Section 4: Attendance of at least 25% of the current membership shall be necessary to establish a quorum.

Section 5: Proxy voting is not permitted.

ARTICLE 9: Standing and Special Committees

Section 1: The Chair may establish committees as needed.

Section 2: The Chair shall appoint chairs and members of all committees, subject to the approval of the **CountyWatch** membership.

Section 3: Committee chairs shall provide reports at **CountyWatch** meetings. The Executive Committee shall review all committee reports, prior to submission to the **CountyWatch** membership.

ARTICLE 10: Amendments

Section 1: Any proposed amendment(s) to these bylaws shall be submitted in writing to the Secretary at any regular meeting, at which time it shall be read to the membership.

Section 2: The call to the next regular meeting shall contain a copy of the proposed amendment(s), as well as notification of the upcoming vote on same.

Section 3: A two-thirds (2/3) vote of **CountyWatch** membership at any regular meeting is necessary for passage, provided that Sections 1 and 2 have been met. Unless otherwise specified, amendments shall be effective upon passage.

ARTICLE 11: Parliamentary Authority

Section 1: Rules contained the latest revision of Robert's Rules of Order Newly Revised shall govern this assembly in all cases to which they are applicable and in which they are not inconsistent with these bylaws or the Florida Statutes.

Section 2: The Chair may appoint a parliamentarian to advise the Chair on matters before **CountyWatch**.

*These bylaws of **CountyWatch** were duly adopted by the members of said organization on May 1, 1993, at which time a quorum of the membership was present. These bylaws were subsequently amended in January 1995 and January 1997, with a quorum of the membership present and voting in favor of the amendments. These bylaws were further amended on June 7, 2003, upon a two-thirds vote of the **CountyWatch** membership.*