

BYLAWS
OF THE
KOREAN AMERICAN DEMOCRATIC NATIONAL ORGANIZATION

ARTICLE I

NAME

The name of this organization (the "Organization") shall be the Korean American Democratic National Organization.

ARTICLE II

DEFINITION AND PURPOSE

The Duties, Powers and Responsibilities of this Organization shall include, but not be limited to:

1. Promoting and supporting the influence, growth and direction of the United States Democratic Party;
2. Raising funds to support qualified political candidates of Korean American descent and friends of the Korean American community;
3. Connecting state and local Korean-American Democratic organizations and individuals in a national network to benefit Korean American community;
4. Striving to increase the representation of the Korean-American community in government and the political process by supporting qualified Korean American candidates to elected and appointed offices;
5. Working together with Korean American community and Asian American communities to empower our community;
6. Informing members and the Korean American community of local, national and international political issues, of political candidates, and of the United States Democratic Party position;

7. Cooperating with all other duly recognized United States Democratic Party organizations; and
8. Coordinating and participating in United States Democratic Party functions, with particular emphasis on the Korean American community.

ARTICLE III

MEMBERSHIP

Membership of this Organization shall be open to any registered Democrat, or any person ineligible to register but who supports the principles and objectives of the United States Democratic Party, who pays the established dues, regardless of race, color, creed, national origin, sex, age, religion, ethnic identity, sexual orientation or economic status.

ARTICLE IV

MEETINGS

A. General Membership

Regular meetings of the membership shall convene yearly. Special meetings of the membership shall be convened upon the call of the majority of the membership or upon the call of the majority of the members of the Executive Committee.

The time and place for all meetings of the membership shall be publicized fully and in such manner as to insure thirty (30) day's written notice to all of members. Such meeting shall be held in places accessible to the membership and large enough to accommodate all of members. provided to

B. Executive Committee

Regular in person or tele-conference meetings of the Executive Committee shall convene **at least four times a year**. Special meetings of the Executive Committee shall convene upon the call of the President or upon the call of a majority of the members of the Executive Committee.

C. Standing Committees

Regular meetings of the Standing Committees shall be determined by each Standing Committee Members and its respective chairperson(s). Special meetings shall convene upon the call of the

Chairperson of each Standing Committee, majority of the members of such Standing Committee or the majority of the members of the Executive Committee.

D. Advisory Council

Meetings of the Advisory Council shall convene **on an ad hoc basis**. Special meetings shall convene upon the call of the majority of the members of the Advisory Council or upon the call of the majority of the Executive Committee.

E. Board of Directors

Regular in person or tele-conference meetings of the Board of Directors shall convene at least on a semiannual basis.

ARTICLE V

QUOROU

A quorum for the transaction of business by the Executive Committee, Standing Committees, Advisory Council or Board of Directors shall consist of the majority number of members within each committee. If at any regular or special meeting of this Organization (or of a committee thereof) a quorum is not present, those present may adjourn from time to time until a quorum is present. Elections for Executive Committee will be conducted by electronic vote.

ARTICLE VI

OFFICERS

The officers of this organization shall be elected by the membership as set forth under ARTICLE XI and shall be as follows:

1. **President.** For the first year of the Organization's existence, there shall be two co-presidents who shall perform the duties of the president as provided in this Section. The president shall be the chairperson of the executive committee and the official spokesperson of this organization and shall carry out the policies of this organization and its executive committee. The president shall do everything necessary to carry into effect the purpose of this organization.
2. **Executive Vice-President.** The executive vice-president will assist the president in dealing with the operational, administrative and fiscal aspects of the organization. Furthermore, the executive vice-president will serve as chair of the committees on Organizational Governance. In the event of a prolonged absence by the president, and as agreed upon by the majority of the executive committee, the executive vice-president will be installed as president. Following the guidelines prescribed in

the bylaws a new executive vice-president will be nominated by the executive committee and elected by the membership of the organization.

3. **Vice-President of Membership.** The vice-president of membership shall serve as chairperson of the membership committee. The vice-president working with the committee on membership will be responsible for maintaining and updating membership records, inform members of regular meetings as well as special events for the organization. The vice-president will be responsible for identifying, recruiting and developing prospective members for the organization.
4. **Vice-President of Voter Registration.** The vice-president of voter registration shall serve as chairperson of the voter registration committee. The vice-president in conjunction with the committee will be responsible for organizing and coordinating voter registration on a national level. The vice-president shall be responsible for ascertaining the number of Korean Americans that were registered on a national level. The vice-president shall also be responsible for developing and implementing a strategy to register new and present Korean American voters as Democrats.
5. **Vice-President of Fundraising.** The vice-president of fundraising shall serve as chairperson of the fundraising committee. The vice-president shall be responsible for identifying qualified and viable Korean American Democratic candidates for the organization to support and approved by a majority of the Executive Committee. In addition, the vice-president and committee will be responsible for organizing fundraising events that support the selected candidates.
6. **Vice-President of Communications.** The vice-president of voter registration shall serve as chairperson of the voter registration committee. This committee shall be responsible for all communications for the organization and publicize activities as well as political positions on behalf of the organization through private and public information reporting entities which may include news organizations, media and other publications as determined by the communications committee.
7. **Vice President of Policy.** The vice-president of policy shall serve as chairperson of the policy committee. This committee shall be responsible for analyzing all policies of the organization, deliberation of any policies and drafting the organization's position on policies as well as advocating issues pertaining to Korean American and Asian American communities and endorsing political candidates, upon Board of Director's approval. Addendum I attached hereto provides the Organization's Policy Guidelines.
8. **Secretary General General.** The Secretary General shall maintain all records of the organization and shall be responsible for emailing or delivering all required notices and handling correspondence. The Secretary General shall act as the Secretary General of the executive committee. The Secretary General will serve as

the official recorder for all Governance meetings **and take minutes during the meeting** and maintain any archives of the organization.

9. **Treasurer.** The treasurer shall take custody of all funds directly or indirectly raised or received by the organization, shall maintain bank account(s) for the purposes of depositing funds and disbursements at the direction of the executive committee. The treasurer shall be responsible for generating regular reports and activities of the treasury to executive committee, membership, advisory council and other agencies as required.

ARTICLE VII

EXECUTIVE COMMITTEE

The executive committee shall be responsible for formulating and carrying out the organizations' overall policies and objectives. The executive committee shall consist of the 2 elected officers as set forth under ARTICLE VI of the bylaws.

ARTICLE VIII

STANDING COMMITTEES

The standing committee shall be as follows:

1. **Communications Committee.** This committee shall be responsible for all communications for the organization and publicize activities as well as political positions on behalf of the organization through private and public information reporting entities which may include news organizations, media and other publications as determined by the communications committee.
2. **Fundraising Committee.** This committee shall be responsible for organization and coordination of fund raising functions, soliciting benefactors, and over fiscal activities in conjunction with the treasurer. The vice-president of Fundraising will chair and organize all committee activities.
3. **Governance Committee.** This committee will be responsible for maintaining the bylaws of the organization and drafting any internal operating guidelines for the Organization. The committee shall have the authority to amend, add or delete language within the bylaws and interpret the provisions of the bylaws as requested by any interested party of the organization. Any recommendation(s) of the committee will be first reviewed by the executive committee for consideration. Amendments to the bylaws may be considered as prescribed by ARTICLE AVIII of the bylaws. **The Executive Vice President will chair this committee and organize all committee activities.**

4. **Membership Committee.** This committee will be responsible for maintaining and updating membership records, inform members of regular meetings as well as special events for the organization. The vice-president will be responsible for identifying, recruiting and developing prospective members for the organization. The vice-president of membership will chair and organize all committee activities.
5. **Voter Registration.** This committee will be responsible for organizing and coordinating voter registration and education for prospective Korean American voters. The committee shall be responsible for developing and implementing a strategy to register new and present Korean American voters as Democrats. The vice-president shall be responsible for ascertaining the number of Korean Americans that were registered on a national level. The vice-president of voter registration and education will chair and organize all meetings of the committee.
6. **Policy Committee.** This committee shall be responsible for drafting and executing the policy of this Organization. This committee shall analyze all policies of the Organization, deliberation of any policies and drafting the Organization's position on policies. This committee shall also be responsible for advocacy and endorsement of the Organization, upon Board of Director's approval. Addendum I attached hereto provides the Organization's Policy Guidelines. The vice president of policy will chair and organize all meetings of the committee.

ARTICLE IX

ADVISORY COUNCIL

Advisory council shall be consisted of donors of **\$3,000** or more per year to the organization and or persons who have served the Korean American community with extraordinary commitment and dedication as recognized by the majority of the members of the executive committee.

The advisory council shall serve as a body of advisors to the general membership and the executive committee.

Honorary Advisors shall be members with high reputation and name recognition and will not be required to pay any dues. The Honorary Advisor is required to be approved by the vote of 2/3 of the Board of Directors.

ARTICLE X

BOARD OF DIRECTORS

The business of this Organization shall be managed by Board of Directors consisting of up to 50 members, together with the officers of this Organization.

The initial Board of Directors shall consist of charter members on a voluntary basis. Thereafter, the directors to be chosen for the ensuing year shall be chosen at the annual meeting of this Organization and they shall serve for a term of one year.

Board members shall consist of donors of \$1000.00 or more per year to the Organization.

ARTICLE XI

ELECTIONS

A. Election of Officers

The initial officers of the Organization shall be two co-presidents, treasurer and Secretary General who shall serve for a term of one year. Thereafter, an election for executive board officers shall be held annually for one president, vice presidents, treasurer and Secretary General. Sixty days (60) prior to the Election Day, the Secretary General shall send out a filing notice (the "Filing Notice") to potential candidates. people's and the Board of Directors, The election shall take place through electronic mail or by mail for which a notice of election (the "Notice") shall be promulgated by electronic mail to all members, including the Advisory Council, at least thirty (30) calendar days prior to the day of the election. The Notice shall contain the names of candidates and their statements. All persons interested in running for an office shall file their candidacy with the current executive board President or Secretary General by 5 p.m. (Eastern Time) (15 days) calendar days after the Filing Notice is promulgated. The Secretary General will send out a filing Members shall cast their votes by mail or electronic mail, pursuant to the instructions in the Notice. All candidates who receive at least 50 percent of the qualifying votes plus one vote shall take office commencing with the first executive board meeting scheduled for after the completion of the election. Following a transition period, the elected officers shall serve an official term of one year from May to April of the next calendar year. A vacancy in any office shall be filled by the majority vote of the quorum of the board of directors and shall be ratified by the majority of the quorum of the membership during a general meeting.

B. Notice

Proper notice of all meetings shall be the responsibility of the and shall be given not less than thirty (30) days prior to the meeting date.

ARTICLE XII

REMOVAL

Any member, Board of Director or officer may be removed for violations of the Organization's Bylaws, principles, or objectives upon the recommendation of the Executive Board or by a vote of two-thirds (2/3) of the Board of Directors present at a regular or special meeting. Such

accused member, Board of Director or officer must be given an opportunity to appear before said meeting or before a previous properly noticed meeting of the membership and an opportunity to respond to the charges giving rise to the proposed removal.

ARTICLE XIII

FUND EXPENDITURES

Routine and recurring expenditures of less than \$500 may be paid by the Treasurer prior to reporting to the Executive Committee of the amount and reason for the payment. Routine and recurring expenditures of \$500 or more shall be authorized in advance by the Executive Committee upon presentation by the Treasurer or the responsible committee chairperson. When a project has been authorized by the Executive Committee, the Treasurer is authorized to make payments upon presentation of appropriate bills. Special expenditures, including contributions, must be approved by a majority of the Board of Directors at a regular meeting pursuant to ARTICLE XV.

The authorized signatories for the checks of the Organization shall be the Treasurer, the Secretary General, and the President. Checks in the amount less than \$500 may be signed only by the Treasurer. Checks in the amount of \$500 or more must be signed by at least two of the authorized signatories.

Funds may be collected and expended by the Organization only for the support and furtherance of the activities and objectives of the Organization that are described in the Bylaws.

ARTICLE XIV

DUES SCHEDULE

- A. Board of Directors - \$1,000.00
- B. Individual Membership - \$100.00
- C. Students - \$25
- D. Advisory - \$3,000 Minimum per Year or Extraordinary Service

ARTICLE XV

CONTRIBUTIONS AND ENDORSEMENTS

Any monetary contribution to a political cause or candidate or any official endorsement of a political candidate or issue on the Organization's behalf shall be adopted by the majority of the members of the Executive Committee and be approved by the majority of the Board of Directors.

Any member or outside organization seeking support or endorsement from the Organization for a public event, including inclusion of the Organization in advertisements, shall gain prior approval from the Executive Committee.

ARTICLE XVI

PARLIAMENTARY RULES

Meetings of this Organization shall be governed by the Bylaws of this Organization and Roberts' Rule of Order.

ARTICLE XVII

DISSOLUTION

Upon dissolution of this Organization, all possessions, materials, and monies shall be placed into a trust account and shall be disbursed in accordance with the directions of the Executive Committee.

ARTICLE XVIII

EFFECTIVE DATE

These Bylaws shall become effective immediately upon the adoption by a two-thirds (2/3) vote of the Board of Directors.

ARTICLE XIX

AMENDMENTS

The Bylaws may be amended by a quorum of the Executive Committee upon due notice, subject to the written approval of the majority of the membership or to a vote of majority of the Board of Directors present at a regular meeting called upon due notice. Written notice of the vote must be given to the Board of Directors not less than thirty (30) days prior to the vote. Furthermore, the proposed amendment(s), in writing, must be provided to the Executive Committee, and to the Board of Directors not less than (5) days prior to such vote.

ADDENDUM I

Korean American Democratic National Organization Policy

Purpose of the Policy Committee – The Policy Committee will have the responsibility of drafting and executing the policy of the Korean American Democratic Organization.

Policy

1. Committees
 - A. Committees should have a specific set of policies tailored toward their specific functions within the committee
 - B. Committees have a specific function, role, and discretionary privileges that may perform tasks organized by the specified committees.
2. Advocacy
 - A. KADNO may advocate issues pertaining to the policies that affect Korean Americans.
 - B. KADNO may advocate issues pertaining to U.S. policies
 - C. Issues may be presented by the board and voted upon regarding support of said issue.
3. Endorsement

- A. KADNO endorses members of the Democratic Party
 - I. The endorsements of candidates will be presented after the primary election

 - B. KADNO may advertise awareness of Korean American Democratic candidates, but may not endorse a candidate until after the primary election, and if the Korean American candidate has won the primary.
4. Organization Participation
- A. KADNO is allowed to participate in the support of groups and activities of organizations that are a part of the Democratic Party

 - B. KADNO is allowed to participate in the support of groups and activities of Korean American non-partisan nationally recognized groups and its local affiliates

 - C. KADNO will not participate in groups or organizations that are of other party or political affiliations.

 - D. Any member or outside organization seeking support or endorsement from KADNO for a public event, including inclusion of KADNO in advertisements, shall gain prior approval from the Executive Committee.**