

Single Payer San Joaquin By-Laws

(rev 3/13/2014)

A non-profit educational organization

Article I Purpose and Affiliation

Section 1.1: **Name**

The name of this organization shall be Single Payer San Joaquin

Section 1.2: **Nature of this Organization**

This organization is formed as a non-profit educational organization to promote and advocate for a universal single payer health care system.

Section 1.3: **Purpose of this organization**

This organization is formed to carry out the following purposes of its members:

- To foster continuing and expanding information to the Greater San Joaquin community about the establishment of a single payer health care system and to provide an enduring local organization affiliated with the “California Alliance for Retired Americans” in association with their national organization, with “Health Care-Now”, and the “Campaign for a Healthy California” as well as co-operation with social, community, political, and governmental entities that educate about single payer health care.
- To develop and encourage a grass root voice within California community, to foster continuing adherence to democratic ideas supporting universal single payer health care.
- To promote accessibility to organizational activity among interested citizens and to encourage more citizens to become knowledgeable and active in health care issues.

Section 1.4: **Affiliation**

This organization shall affiliate with, and remain affiliated to, “California Alliance for Retired Americans” in association with their national organization, “Health Care-Now” and the “Campaign for a Healthy California”

This affiliation does not preclude activities and actions with other community, social, and political groups in our efforts to educate about universal single payer health care for all Californians and Americans.

Article II Membership

Section 2.1: **Members**

Membership in this organization shall be open to all residents of the Greater San Joaquin County area of California. Discrimination on the basis of age, gender, ethnicity, and political affiliation will not be permitted. Diversity shall be encouraged and this organization shall actively recruit members in an effort to have a diverse organization membership.

Section 2.2: **Geographic Focus**

The focus of this organization shall be educating the community about universal single payer health care in the Greater San Joaquin County area and surrounding areas of the

State of California as may best serve the purposes of the organization. This organization shall carry out an educational program in concert with other universal single payer health care organizations as shall best serve the purpose of this organization.

Section 2.3: **Dues**

Dues shall be paid annually by all members, with each year's dues payable by the start of the January general meeting.

Dues will be set at the organizational meeting each January.

Dues must be current for a member to be in good standing.

Section 2.4: **Increasing Dues**

From time to time this organization may raise its dues. Any increase in dues must be proposed by the Executive Officers and passed by a 2/3 majority of the membership present and voting by secret ballot.

Article III Officers of the Organization

Section 3.1: **Officers**

The organization's officers shall number five. They shall be the two Co-Chairs, the Treasurer, the Recording Secretary, and the Corresponding Secretary. The term of office shall be one year. Officer elections shall be held at each January general meeting, commencing in January 2014. The Executive Board of this organization shall consist of the elected officers of this organization and three members at large.

In the event that an officer leaves his/her position or resigns, the remaining Executive Board members shall seek nominations to fill the office from the general membership. The announcement of the vacancy in the office will be posted for one month or until the next regularly scheduled membership meeting. Having received any nominations, the remaining Executive Board members shall then elect by a majority vote of the Executive Board at the next regularly scheduled Board Meeting. Such elections shall be effective until the next general membership meeting, at which meeting the selection of the new officer shall be put to a vote of confirmation.

Section 3.2: **Co-Chairs**

It shall be the duty of the Co-Chairs to preside at all meetings of the membership and of the Executive Board and to enforce due observance of these by-laws. The Co-Chairs shall appoint all committees and shall be ex-officio members of all committees. By virtue of election to office the Co-Chairs shall be the first delegate to conventions and conferences of the California Alliance for Retired Americans and Health Care-Now. It shall be the duty of the Co-Chairs to share in the duties of the Chair. In the event of the death, disability, resignation or removal for office of one Co-Chair the remaining Co-Chair shall become Chair until a new Co-Chair is selected by the organization.

Section 3.3: Treasurer

The Treasurer shall keep an accurate account of all receipts, expenditures, and membership of the organization and shall present a detailed statement of all receipts and expenditures of the Executive Board monthly. The Treasurer shall surrender all of the books of accounts to an independent public accountant, or a committee appointed by the Co-Chairs with the approval of the Executive Board for an annual audit. At the expiration of the Treasurer's term of office, the Treasurer shall deliver to his/her successor all monies, books, and records belonging to Single Payer San Joaquin. In the event the Treasurer position is not filled, the duties of the Treasurer shall be performed by an appointment of the Co-Chairs and with the approval of the Executive Board until the Treasurer position is filled.

Section 3.4: Recording Secretary

It shall be the duty of the Recording Secretary to keep a faithful record of the proceedings of meetings of the membership and the Executive Board. The Recording Secretary shall answer all communications, and issue notices for all meetings of the membership and of the Executive Board. The Recording Secretary shall also maintain an official copy of these By-Laws including all amendments thereto.

Section 3.5: Corresponding Secretary

It shall be the duty of the Corresponding Secretary to maintain the Single Payer San Joaquin website, all social media pages, and to send all official correspondence of the organization.

Section 3.6: Executive Board

The Executive Board shall be composed of the two Co-Chairs, Treasurer, Recording Secretary, Corresponding Secretary, and three (3) members at large. The Executive Board shall meet monthly and on special call of the Co-Chairs. A majority of the members of the Executive Board shall constitute a quorum. The board shall exercise general supervision of the interest and affairs of the organization and its properties, pass on all applications for membership, approve all expenditures of the organization, and direct the Treasurer as to what credit union, monies of the organization are to be deposited. The Executive Board shall submit a yearly budget at the January membership meeting for their review and approval.

Article IV Committees

Section 4.1: Outreach Committee

The Outreach Committee will develop a working list of groups and organizations that "Single Payer San Joaquin" needs to make contact with and then make arrangements to have speakers and presentations given to their organizations. The Committee will also develop a working list of individuals that "Single Payer San Joaquin" needs to make contact with and then make arrangements to have speakers and presentations given to them. The Committee will oversee the development of a listing of all community activities and make arrangements for "Single Payer San Joaquin" to have a speaker or speakers present. The Committee will also develop a listing of public locations that "Single Payer San Joaquin" can establish an "informational booth" and then make arrangement for being present at these locations.

Section 4.2: Education Committee

The Education Committee is to collect all information concerning the issue of “The American Health Care System” and establish a collection and web-based library on the issue of “Single Payer Health Care”. The Committee will process this information to establish a collection of public presentations regarding the issue of American health care system, “Single Payer Health Care”, and other issues of importance concerning health care. The committee will develop and produce audio/visual presentation concerning the importance of the health care issues and the impacts that it has on our communities and the individuals who live in them. The Committee will also develop flyers, handouts, display boards, and other materials that can be presented to the public for informational purposes.

Section 4.3: Communication Committee

The Communication Committee will develop methods of keeping the community informed on health care issues, and to establish a monthly web based newsletter for individuals who are interested in learning more about single payer. The committee will oversee the communications between “Single Payer San Joaquin” and the members of the community, and collect and maintain the roster of individuals, groups, and organizations showing an interest and concern with health care issues. The Committee will also be responsible for providing communication content on the organization’s website and social media presence.

Section 4.4: Legislative Committee

The Legislative Committee will monitor state and national health care legislation and keep the rest of the organization informed as the current status of said health care legislation. The Committee will recommend legislation for advocacy action by the organization.

Article V Meetings

Section 5.1: Frequency, Conduct and Procedures

Regular meetings of the membership shall be held monthly. The exact day, time, and place of membership meetings shall be determined by the Executive Board, which shall also have authority to adjust meeting dates. A quorum must be in attendance at a membership meeting for any official business of the organization to be conducted. (Quorum consists of eight (8) members including the Executive Officers). If, at any announced regular or special membership meeting a quorum is not achieved, the Executive Board shall have the authority to act upon any items on the published agenda of such meeting. The conduct and procedures of all regular and special membership meetings shall be set forth in Robert’s Rules of Order.

Article VI Amendments

Section 6.1: Procedures

The Executive Board or any three full members of the organization in good standing may present in writing to the Recording Secretary a resolution to amend the By-Laws.

Within ten working days of receipt of a resolution to amend the By-Laws, the Corresponding Secretary shall email or mail a written notice to all members of the regular or special membership meeting at which the resolution is to be acted upon. The notice shall contain the resolution and the date, time, and place of the meeting to amend the By-Laws. The proposed amendment shall be considered at the next regularly scheduled meeting of the membership.

A resolution to amend the By-Laws is subject to a two-thirds majority vote of those members voting for approval. An approved resolution shall become effective immediately unless provided otherwise in the resolution.

Article VII Removal of Officers

Section 7.1: Removal of Officers

An officer of the organization may be charged for malfeasance, misfeasance or nonfeasance in office by action of a two-thirds majority of the Executive Board, or by a petition presented to the Recording Secretary signed by ten percent of the members in good standing of the organization. If the Recording Secretary is the charged party, the petition shall be presented to the Co-Chairs. Charges against an officer must be specific as to the alleged act(s) of malfeasance, misfeasance, or nonfeasance. The charged officer shall be forwarded the specific charges in writing by the Recording Secretary or Co-Chairs, as the case may be, within ten working days of the Executive Board action, or filing of a petition. The charged officer(s) shall be afforded a full and fair hearing before the members assembled at the special meeting. Following which, if two-thirds of the members voting by secret ballot find the officer guilty as charged, the charged officer(s) shall stand removed from office and the vacancy shall be filled as provided elsewhere in these By-Laws.

Article VIII Disbandment of Charter

Section 8.1: Disbandment

Should the organization disband for any reason, all financial accounts will be subject to a final audit of the financial books and checking accounts. A final audit of the financial books and records of the organization shall be made in conjunction with an independent, outside auditor. Upon conclusion and certification of such audit, final distribution of funds shall be as follows:

- a) All outstanding obligations of the organization shall be promptly paid.
- b) All funds due and owing Affiliates shall be promptly remitted to the Affiliate's general funds.
- c) Funds then remaining shall then be distributed according to a vote of the majority of the membership of Single Payer San Joaquin in a regular announced meeting.