

WASHOE COUNTY EMPLOYEES ASSOCIATION

POLITICAL ACTION COMMITTEE BYLAWS

ARTICLE I

CORPORATION NAME

The name of the Corporation shall be: WASHOE COUNTY EMPLOYEES ASSOCIATION POLITICAL ACTION COMMITTEE, INC (hereafter referred to as "WCEA PAC" or "PAC")

ARTICLE II

PURPOSE OF THE ORGANIZATION

The purpose of WCEA PAC is to act on behalf of the Washoe County Employees Association (WCEA) and its members through involvement in political activity, endorsement or opposition of candidates for public office, endorsement or opposition of ballot initiatives, participation in electoral processes, lobbying, and other legislative processes.

ARTICLE III

PRINCIPAL OFFICE

The location and mailing address of WCEA PAC will be the same as WCEA. However, business may hereafter be transacted and offices established in other places, either within or outside the State of Nevada, as may be determined from time to time by the WCEA PAC Board of Directors.

ARTICLE IV

OFFICERS OF WCEA PAC

Section 1: The officers of the PAC are as follows: Chair, Vice Chair, Secretary, and Treasurer. These four officers will collectively be known as the WCEA PAC Executive Board or WCEA PAC Executive Committee. All officers must be active, regular, members of the WCEA in good standing.

- A. The President of the WCEA shall serve as the Chair of the PAC. The Chair shall serve as the Chief Executive Officer of the PAC and shall have general and active management of the business of the PAC.
- B. The Vice President of the WCEA shall serve as the Vice Chair of the PAC. In the Chair's absence, the Vice Chair will have all the same duties and authorities as the Chair and will discharge the functions of the Chair.
- C. The Secretary of the WCEA shall serve as the Secretary of the PAC. It shall be the duty of the Secretary to record the minutes and maintain a written record of all PAC meetings. The Secretary will attend and present the minutes of any PAC meeting held.
- D. The Treasurer of the WCEA shall serve as the Treasurer of the PAC. The Treasurer shall be the custodian of all funds and make all disbursements on behalf of the PAC. It shall be the duty of the Treasurer to keep a written record of all contributions to the PAC as well as a record of all

financial transactions of the PAC. It shall be the Treasurer's duty to prepare and file all reports that are required by law to be filed in a timely manner. The Treasurer shall present an annual PAC Treasurer's report to the WCEA Board of Directors after the completion of the fiscal year.

Section 2: The Board of Directors shall consist of the Chair, Vice Chair, Secretary, Treasurer, and the seven Directors from the WCEA Board of Directors.

Section 3: The term of office shall be identical to each individual's term of office for the WCEA Board of Directors. Upon death, resignation, or removal of a board member from the WCEA Board of Directors, that person's WCEA PAC term shall be immediately ended.

Section 4: A member or officer of the WCEA Board of Directors may refuse appointment to or resign from the WCEA PAC Board of Directors while remaining in their position on the WCEA Board. In this instance, the WCEA PAC position shall remain vacant until the next WCEA election.

Section 5: Any PAC officer or member can be removed by the WCEA Board of Directors at any time for just cause, by a two-thirds (2/3) vote of the WCEA Board of Directors membership.

ARTICLE V

MEMBERSHIP

Section 1: Membership in WCEA PAC is voluntary. Only active members of the WCEA are eligible for PAC membership.

Section 2: The WCEA PAC Board of Directors shall be the only members of the PAC and shall have sole voting rights. WCEA members do not have voting rights regarding PAC business. All members of the PAC Board of Directors shall be eligible to vote on PAC business.

Section 3: Any member of WCEA PAC who is planning to run for elected office or is actively running for elected office is required to notify the WCEA PAC Board and recuse themselves from all PAC meetings, business, votes, etc., until the election has completed, the candidate has withdrawn their candidacy, or they do not qualify for the general election after primary voting.

ARTICLE VI

DUES

Section 1: Members of the WCEA who elect to support the PAC will have an amount of \$0.25 deducted from their WCEA dues and transferred to WCEA PAC.

Section 2: Non-members may make voluntary contributions to the PAC at any time, up to the limits prescribed by law.

Section 3: Members of the WCEA may make additional voluntary contributions at any time, up to the limits prescribed by law.

Section 4: All dues shall become the property of the PAC and shall not be refunded to a member or other contributor.

ARTICLE VII

FINANCES

Section 1: All finances of WCEA PAC are separate from finances of the WCEA. Finances shall be used to pay PAC expenses incurred in the normal operation of the organization, including, but not limited to, office expenses, labor expenses, postage, campaign donations (both cash and in-kind), lobbying expenses, meals, travel, conferences, training, etc.

Section 2: The Officers of the PAC shall approve all spending of PAC funds.

Section 3: In addition to dues, the PAC may raise funds through open donations, fundraising events, etc.

ARTICLE VIII

MEETINGS

Section 1: There shall be a least one (1) annual meeting of the PAC. The meeting shall coincide with the annual WCEA member meeting.

Section 2: An agenda for shall be posted on the WCEA website at least five (5) calendar days before any PAC meeting.

ARTICLE IX

POLITICAL ENDORSEMENTS AND CONTRIBUTIONS

Section 1: The PAC Board of Directors shall determine if any funds or in-kind gifts or donations shall be donated to a campaign, candidate, ballot initiative, etc.

Section 2: Endorsement and donation proposals shall be submitted to the PAC Board of Directors to vote for approval. If the majority of those voting approve, an endorsement and/or donation shall be made.

Section 3: Any candidate and/or ballot initiative endorsed by the PAC will be allowed to use the endorsement for campaigning, literature, commercials, or any other purpose approved by the PAC.

Section 4: Any request for endorsement will be brought to the PAC Board of Directors for consideration.

ARTICLE X

AMENDMENT AND REPEAL

Section 1: All changes to the Association Bylaws must be approved by one of the following methods:

- (a) Approval by the majority of the WCEA Board of Directors and a vote by the full WCEA membership of which a majority of voters approve.
- (b) Approval of two-thirds (2/3) of all PAC Board of Directors.

ARTICLE XI

PROCEDURE/AUTHORITY

Roberts Rules of Order Revised shall be the parliamentary authority for the Association on all questions not covered by the Articles of Incorporation, Bylaws, or Special Rules of Order.

APPROVED, RATIFIED AND ADOPTED by the Washoe County Employees Association Board of Directors this 9th day of March, 2022.