

# **Calaveras County Democrats**

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**BYLAWS  
CALAVERAS COUNTY DEMOCRATIC  
CENTRAL COMMITTEE**

**APPROVED JULY 10, 2008**

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**Bylaws**  
**Calaveras County Democratic**  
**Central Committee**

**ARTICLE I. - NAME, PURPOSE, FUNCTIONS**

**Section 1.01        Name**

The name of this organization shall be the Calaveras County Democratic Central Committee (CCDCC) hereinafter may be referred to as the Committee, which is the official representative body of the California Democratic Party in Calaveras County.

**Section 1.02        Purpose**

The purpose of this Committee is to:

1.     Conduct the business of the Democratic Party as charged to the County Central Committees by the State Election Code, the bylaws of the California Democratic Party State Central Committee and the bylaws of the Calaveras County Democratic Central Committee.
2.     Conduct campaigns for the Party and its candidates for public office; appoint committees; and conduct such other business as the policies and programs of the Party may require.
3.     Support or endorse selected candidates for nonpartisan Calaveras County office as outlined in Article VIII, Section 3 of the California Democratic Party State Central Committee Bylaws, following procedures outlined in Article IX of these bylaws.
4.     Take positions on selected ballot measures as outlined by the Resolution Procedures contained in Article X of these bylaws.

**Section 1.03        Functions**

This Committee acts to:

1.     Encourage and promote public interest and participation in political activity.
2.     Register Democrats to vote and to assist voters to the polls.
3.     Monitor and cooperate in election and polling place oversight.
5.     Use every possible means to assure public understanding of the principles and issues involved in national, state, and local elections.
6.     Support the California Democratic Party and Democratic candidates for local, state and federal offices.
7.     Charter, support, assist and guide local Democratic Clubs.
8.     Raise funds for Democratic campaigns.
9.     Promote and maintain an active base of volunteers.
10.    Elect members to the Central Committee as prescribed by the California Elections Code.

**Section 1.04        Governance**

The COMMITTEE, and any committee of the COMMITTEE, shall be governed by the following documents, in the following order of precedence: The Elections Code of the State of California and any other pertinent public law; the bylaws of the California State Democratic Party; these bylaws, and Robert's Rules of Order.

## **ARTICLE II. - MEMBERSHIP**

### **Section 2.01       Members**

1. This Committee shall consist of those members elected and/or appointed in conformance with the Elections Code of the State of California and of these bylaws.
2. Elected members of this Committee shall be elected by Supervisorial Districts.
3. The number of members of this Committee for each Supervisorial District shall be determined by the most recent report of Democrat registration to the Secretary of State. The Secretary of State office shall notify this Committee of registrations and the allocation of members to be elected under provisions of the Elections Code.
4. All members of this Committee shall be registered members of the Democratic Party of California and reside in Calaveras County.

### **Section 2.02       Renewal of Membership**

A membership renewal application is required to be filled out by all members of the COMMITTEE every two years prior to the December meeting in an election year. The Chair will provide application forms at the November meeting.

### **Section 2.03       Vacancies in Committee Membership**

1. A vacancy on this Committee shall be deemed to exist in the event of the following situations:
  - a. Appointment or election of an ineligible person.
  - b. When a member dies or becomes incapacitated to act.
  - c. When a member moves out of the current supervisory district or out of the county.
  - d. When a member resigns.
  - e. When a member is removed from membership pursuant to Section 2.07 of this Article.
  - f. When a member ceases to be a Democrat.
2. Membership vacancies shall be filled as follows:
  - a. At a regular monthly meeting, the Chair shall declare a vacancy exists.
  - b. Notice of vacancies shall be given as much publicity as possible.
  - c. All members shall be notified of the vacancy prior to the next regular meeting.
  - d. At the next regular meeting, nominations may be made. The vacancy may be filled:
    - i. By a majority vote of the members present.
    - ii. The election of the nominee or nominees shall be held at the following regular meeting.
    - iii. The proposed nominee(s) must be present at the meeting at which the vote is taken.

**Section 2.04          Membership Dues**

No dues or assessments shall be imposed on any member. Any member may contribute money or make in-kind contributions to the Central Committee.

**Section 2.05          Alternate Members**

1. Any member of the Committee may appoint an alternate, who must meet the same qualifications as the regular member who appointed him/her. Such alternate members shall have the right to vote only with the written authorization of the member who appointed him/her. An alternate member of the Committee shall be subject to the rules and regulations of the Committee and the Elections Code of the State of California.
2. Alternate members shall be sworn in by the Chair either at the end of the meeting in which they are appointed or at the monthly meeting following his/her appointment.
3. When signed by a member, the following certification shall be deemed sufficient for appointment of an alternate member with the right to vote: "I hereby appoint (full name of alternate) as my alternate with the right to vote in my absence."
4. Such appointment becomes valid on the date the appointment is made. The original certification shall be filed with the Secretary at the meeting at which the alternate first holds appointment. The Secretary shall file a copy with the Calaveras County Clerk.
5. The appointment is automatically revoked when an alternate no longer meets the same qualifications of membership as the member who appointed him/her or when the appointing member ceases to be a regular member of the Committee. The appointment may also be revoked in writing at any time by the appointing member.
6. Alternates are subject to removal as provided in Article II – Section 2.07.
7. An Alternate shall be considered a regular member for the provisions of Article II – Section 2.07 a) and c) of these bylaws.

**Section 2.06          Ex-Officio Members**

1. Ex-Officio means "by virtue of one's office." It confers membership in the Committee during the periods such members hold the position(s) named below. Ex-officio members shall be accorded all the rights and privileges of the other Committee members except the right of ballot designation as incumbent member. An Ex-officio member of the Committee may appoint an alternate.
2. Ex-officio members of the Committee shall include the following:
  - a. All Democratic Party nominees who reside in the county, for partisan public office as set forth in Elections Code sections 720b and 7207.
  - b. The statewide chairs or presidents, who reside in the county, of official or chartered statewide organizations.

## **Section 2.07      Removal from Membership**

1. This Committee may remove any member if, during his/her term of membership, such member:
  - a. affiliates with or registers as a member of another party;
  - b. publicly avows preference for another party; publicly advocates that the voters should not vote for the endorsed candidate of the Democratic Party for any office;
  - c. publicly gives support to or avows a preference for a candidate nominated by another party;
  - d. is convicted on criminal charges.
  
2. Removal for absence:
  - a. An absence from the regularly scheduled monthly meeting of the Committee may be excused by the chair for illness or temporary absence from the county. (*California Election Code: Division 7#72131*), or other reasonable circumstances;
  - b. After three (3) consecutive non-excused absences, the member's name shall be placed on agenda for considerations for removal. Removal can be made at this meeting, or subsequent meeting, by a simple majority vote of those present.
  
3. Removal for Cause
  - a. A member may be removed for cause, such as those listed as Rules of Conduct and Decorum, Article VI.
    - i. At least three (3) members of the Committee must sign and submit to the Secretary of this Committee a written statement of charges containing the grounds for removal.
    - ii. The Secretary of this Committee, upon receipt of the statement of charges, shall send to the accused member by timely certified mail, a copy of the statement of charges and a letter stating that the accused member may have a hearing before the Executive Board of this Committee.
    - iii. The accused shall have 14 calendar days to respond prior to a hearing being scheduled.
    - iv. At this hearing the accused member shall be afforded an opportunity to respond to the statement of charges and to confront the complainants.
    - v. Such hearing shall be conducted in such fashion as to afford the accused member due process. Due process requires, without limitation, adequate notice and opportunity to be heard.
    - vi. After such hearing by the Executive Board, the Executive Board may cancel the "call for removal" if satisfied with the accused member's presentation, or, if not resolved at the hearing, the matter will be brought before the full Central Committee for consideration at the next regular meeting.

- vii. If a motion for removal is made at the next regular meeting, the accused member may be removed by a vote of not less than 2/3 of the members, or their designated alternates, present and voting.

## **ARTICLE III. - OFFICERS**

### **Section 3.01      Officers**

The elected officers of this Committee shall include:

1.     Chair
2.     Vice Chair
3.     Secretary
4.     Treasurer
5.     Member at Large

### **Section 3.02      Election of Officers**

Officers shall be nominated and elected by the members of the COMMITTEE at the Organizational meeting.

Each elected officer shall take office as of January 1 and shall serve a two-year term and shall hold office until:

1.     Until he/she is no longer a member of the Committee,
2.     A successor is elected at a regularly scheduled election defined above.
3.     The officer's resignation from the position.
4.     The officer is removed from the position by removal executed by the Committee as described in Article II, Section 2.07 Removal of Membership.

### **Section 3.03      Duties of Officers**

All officers shall attend all meetings and executive board meetings unless illness or advance notice of absence is given to the Chair or Secretary of this Committee.

1.     The Chair shall:
  - a.     Preside at all meetings of this Committee and of the Executive Board meetings.
  - b.     Have the power to call special meetings of this Committee and the Executive Board.
  - c.     Decide upon and publish the agenda for all regular, special and executive board meetings.
  - d.     Make all necessary appointments to committee positions and conduct Party business with the advice and consent of the Committee.
  - e.     Nominate a Parliamentarian who shall serve at the pleasure of the Chair. Said Parliamentarian shall not be considered an officer.
  - f.     Nominate a Public Information Officer (PIO). The Public Information Officer shall not be considered an officer of the Committee.
  - g.     Be an ex-officio member of all standing and sub-committees.
  - h.     Appoint such other sub-committees as may be required to accomplish the goals of the Committee.

- i. Serve as this Committee's representative at the State Party Executive Board meetings, unless he/she declines at which time the membership of this Committee shall elect a member from the Committee voting membership to serve.
  - j. Speak and act as the authorized representative of the Committee to other elements of the Democratic Party and to the public.
2. The Vice Chair shall:
- a. Preside at meetings in the absence of the Chair.
  - b. Assume the duties of the Chair in the event of his/her legal, mental, or physical incapacity to act as Chair until such time as the Chair can return to office **or** a new Chair is elected.
  - c. Notify clubs of status regarding charter and necessary yearly responsibilities.
  - d. Arrange for Speakers, in cooperation with the Communications Committee.
3. The Secretary shall:
- a. Keep minutes of all meetings including special meetings, to include quorum counts, etc.
  - b. Distribute minutes of all committee members within 14 calendar days of the meeting for which the minutes pertain.
  - c. Send meeting notices to all members and alternates at least 5 days in advance of all regular meetings.
  - d. Issue at least 72 hours notice for all special meetings to all members and alternates by the most effective means possible.
  - e. Keep attendance records of members.
  - f. Assist the Chair with preparation of agendas and with periodic updating and verification of official membership files.
  - g. Maintain a current file of appointed alternates and make sure ~~the~~ alternate changes are forwarded to the County Elections Office.
  - h. Send notes, letters, and other correspondence of a social and/or business nature on behalf of the Committee for events, such as loss of a member or member's family, illness, special acknowledgements, invitations and RSVP's, etc.
  - i. Provide a packet of information to new members that shall contain at least the following:- Bylaws
4. The Treasurer shall:
- a. Receive all Committee funds and transmit them to the financial entity (bank or other) authorized by the Executive Board and or this Committee. Records of receipts and disbursement shall be made and kept.
  - b. Cause payment to be made for routine and recurring expenditures of less than fifty dollars (\$50) upon receipt of documentation (receipts or cancelled checks). Expenditures of over fifty dollars (\$50) shall be approved by the members of this Committee.
  - c. Submit a written treasurer's report monthly.
  - d. Cause to have completed all reports required to be filed pursuant to state and federal guidelines.

- e. Close each years books by February 1.
- 5. The Member-at-Large shall:
  - a. Participate as a voting member of the Executive Board.
- 6. Officer Vacancies
 

When an office becomes vacant, the office shall be filled as follows:

  - a. A declaration of vacancy must be announced by the Chair or acting Chair at the first meeting following the occurrence of the vacancy.
  - b. At the next regular meeting following the declaration announcement the position shall be filled by election of voting members present.

**Section 3.04      Removal of Officers**

- 1. An officer may be removed from office for nonfeasance, malfeasance, or violation of these bylaws by majority vote of the entire membership of the Central Committee or by two-thirds (2/3) majority vote of those present and voting at a regular meeting, only after completion of the following process:
  - a. At least three (3) members must sign and submit to the Secretary a written statement of each charge containing the grounds for removal. This charge(s) shall remain private to the Committee and not be published outside the Committee before, during, or after such hearings and decisions.
  - b. Within four (4) days of receiving the statement of charges, the Secretary shall send a copy of the statement and a copy of this section of the By-Laws to the accused officer by certified mail.
  - c. If the accused officer does not resign within fourteen (14) days of receiving the statement of charges, the Chair shall schedule a hearing on the charges for the next regular meeting and the Secretary shall send a copy of the statement and notice of the hearing date and time to each member of the Committee.
  - d. At the hearing, the Committee shall examine only the charges contained in the statement of charges. The hearing shall be conducted in a manner as to afford the accused officer due process of law. Due process requires, without limitation, adequate notice and opportunity to be heard.
  - e. Upon conclusion of the hearing, only a motion for removal or a motion to retain the officer shall be in order.
  - f. If the accused officer is the Secretary, the duties assigned to the Secretary shall be performed by the Vice Chair. If the accused officer is the Chair, the duties assigned to the Chair shall be performed by the Vice Chair.
- 2. Members so removed from office may remain Committee members, but are no longer part of the Executive Board

**ARTICLE IV. - EXECUTIVE BOARD**

**Section 4.01      Composition**

The Executive Board shall consist of the Chair, Vice Chair, Secretary, Treasurer, and Member-at-Large, to be selected by the membership, for a total of five (5) voting members.

**Section 4.02 Duties of Executive Board**

1. The Board shall have administrative control over the affairs, funds and property of this Committee, except that of modifying any action taken by the Committee membership.
2. The Board shall receive reports of Standing or Sub-committees as may be necessary between monthly Committee meetings.
3. The Board shall submit policy recommendations to this Committee.
4. The Board shall perform such other duties as this Committee's bylaws or policies may require.

**Section 4.03 Executive Board Meetings**

1. The Executive Board shall meet at least quarterly or at the discretion of the Chair and/or the majority of the Executive Board members. Said meeting shall be determined by the Chair with at least 72 hours prior notice to the Board and Committee members.
2. Executive Board meetings shall be open to all regular Committee members. Members wishing to place items on the agenda for the Executive Board meeting shall notify the Chair 48 hours in advance of the meeting.
3. The Executive Board may submit policy recommendations to the Committee.

**Section 4.04 Quorum at Executive Board Meetings**

A quorum shall be at least three (3) Executive Board members.

**ARTICLE V. - STANDING COMMITTEES**

*(Refer to Committee Policies for operation and purpose of each committee)*

**Section 5.01 Standing Committee Appointments**

1. Chairs and/or Co-Chairs of Standing Committees shall be nominated by the Chair from the elected members and alternates of this Committee.
2. Standing Committee members shall be appointed by the Chair of the Standing Committee, and can be drawn from elected members or alternate members of the Committee.
3. Standing Committee meetings shall be called and meeting places decided by Standing Committee Chairs.
4. Standing Committee meetings shall be open to all members of the Committee. However, only Standing Committee members shall be allowed to vote on its business.

**Section 5.02 Consolidation of Standing Committees**

Consolidate or nce done, de-consolidate Standing Committees as deemed appropriate.

**Section 5.03 Communication Standing Committee**

1. This Standing committee shall be responsible for public relations, publicity, and community outreach and education.
2. It shall act as a liaison with Calaveras Democratic organizations.
3. It shall act as a liaison with other county and state Democratic organizations.
4. It shall manage data bases and website.

**Section 5.04      Membership & Voter Registration Standing Committee**

1. This Standing Committee shall recruit members for this Central Committee.
2. This Standing Committee shall manage the program for voter registration.

**Section 5.05      Finance and Fundraising Committee**

1. This standing committee shall oversee the finances of the Committee and develop the Committee's annual budget by the March meeting.
2. This committee shall cause there to be an audit of the Committee's accounting records of the preceding calendar year before the February meeting and shall report the results of the audit at the March meeting.
3. This Standing Committee shall train all recipients of contributions of how to handle all contributions as mandated by the Party, county, state, and federal laws.
4. This Standing Committee shall review fundraising activities to determine if they are cost effective and establish a budget for each event.

**Section 5.06      Bylaws Standing Committee**

This Standing Committee shall maintain the bylaws and polices of the Committee, reviewing them regularly assuring that they are current and in compliance with the Democratic National Committee (DNC), State of California Democratic Party By-laws, and the California Election Code, as well as review the By-laws of all chartered clubs and volunteer organizations within the jurisdiction of the COMMITTEE.

**ARTICLE VI. - MEETINGS**

**Section 6.01      Regular and Special Meetings**

1. All meetings of this Committee shall be governed by the Elections Code of the State of California, the Rules of the California State Democratic Central Committee, these bylaws, and the most current Revision of Robert's Rules of Order, with precedence in the order named.
2. This Committee shall have a minimum of eight (8) regular meetings per year.
3. Special meetings may be called by the Chair, or by a signed request from 1/3 of the membership, provided that all members are notified of the special meeting.
  - a. All items for consideration at a special meeting must be included as part of the special meeting announcement.
  - b. Only the announced purpose of the special meeting shall be discussed at the meeting.
  - c. No other business shall be allowed.

**Section 6.02      Organizational Meeting**

1. In order to meet the timely reporting requirements of the State Democratic Party Rules, this Committee shall reorganize during the regularly scheduled meeting following the November election. At this meeting following elections, nominations shall be held for officers' positions. At the regular December meeting following, officers shall be elected. Officers shall take office January 1<sup>st</sup>.
2. The agenda for the organizational meeting shall consist of:

- a. Presiding Officer Report
- b. Introductions
- c. Ratification of bylaws (*a copy of bylaws shall be provided to all elected Committee members prior to the organizational meeting and shall be available to all others at the meeting.*)
- d. Election of officers for two-year terms
- e. Election of delegates to the State Central Committee (see Article VIII of these bylaws)
- f. Announcements to fill vacancies due to lack of candidates on primary ballot.
- g. Orientation for new members and review for old members.

**Section 6.03 Quorum**

A quorum at Committee meetings shall consist of more than 50% of the Committee membership.

**Section 6.04 Proxies**

With the exception of alternate members as covered in Article II, proxies shall not be permitted at any regular meeting of the Committee.

**ARTICLE VII. - RULES OF CONDUCT AND DECORUM**

- 1. Meetings
  - a. For all CCDCC meetings, the Chair will provide the agenda either before or at the opening of the meeting. (See “agenda” in the By-Laws.) For a Special Meeting (for which the topic is restricted) the Chair shall enforce adherence to the agenda.
  - b. After calling the meeting to order and declaring a quorum (or none), the Chair may introduce the topics of the agenda for discussion. Following any introductory remarks by the Chair, the Chair shall call for comment, and members at the meeting may then ask to be recognized to address the Committee, by raising hands. The Chair will recognize a first speaker (and later, subsequent speakers). There shall be only one recognized speaker at a time. The recognized speaker may stand to speak or may speak from his/her seat.
  - c. The Chair may, at any time, impose time limits for the recognized speakers if necessary.
  - d. A member when speaking must confine himself to the topic or question before the meeting.
  - e. A member shall address comments to the Chair, and not to any other member present or absent.
  - f. A member shall avoid personalities. “It is not allowable to arraign the motives of a member”...it is not the person but the nature or consequences of suggested actions that may be supported, condemned, added-to, or subject to proposed modifying.

- g. If the speaking member strays from the question before the meeting, the Chair may rule the member out of order and request that the member return to and conclude remarks about the topic or question. If the speaker refuses, the Chair may gavel the member to silence and rescind permission to speak.
  - h. In event the Chair rules the speaking member out of order and requires that the member take his/her seat, and the member violates the Chair's call, the Chair may ask the members present to affirm the call for the speaking member to be silent and sit down. In event of a refusal of the member to cooperate, the Chair may call on the members present to present and vote a censure for the record.
  - i. The Chair will recognize each member in turn, who will have the floor exclusively. The Chair shall call a member who disturbs the meeting by interrupting the speaker, engaging in side conversations, or other disruptive behavior, to order. If the disrupting member continues the disruption, the Chair may request the member to absent him/herself from the meeting. If the member will not leave, the members present will be invited to move that member to the door.
  - j. If one or more members engage in intrusive, divisive and/or inappropriate behavior during a Committee meeting, the Chair shall require of them that they remove themselves from the meeting.
  - k. The Chair may at any time declare the meeting adjourned with the matters of the agenda tabled.
2. Conduct required for membership on the Committee
    - a. Members of the CCDCC shall not engage in personal attacks against each other, verbal or physical. This shall include intimidating, browbeating, insulting, harassing and manipulating behavior.
    - b. During meetings of the Committee or of its subcommittees;
    - c. Sent out by email with multiple-address distribution, or through other methods of publishing or broadcasting.
    - d. In public, including especially in interviews with or correspondence to publications or media.
    - e. In private, face-to-face confrontations interfering with the CCDCC members' efforts to move programs forward.
    - f. By sabotaging the efforts of other members in their Committee activities or positions
    - g. By withholding cooperation with other members in Committee matters.
  3. Members shall cooperate with and support the assigned, Committee-based, Democratic activities and efforts of other members within subcommittees and across committees, Democratic organizations or project boundaries.
  4. In the event that issues of contention cannot be resolved by decorum, the Chair may establish an ad hoc subcommittee and select a chair, to permit opponents to be heard in an effort to negotiate and resolve the issues creating the disruptive contentions.

5. These rules of conduct and decorum do not restrict the constitutional rights of members to be heard—these rules are promulgated so that the rights of all members can be respected, and so that disrupting activities that interrupt the business of the Committee need not be tolerated.

## **ARTICLE VIII. - FISCAL YEAR AND AUDIT**

### **Section 8.01 Fiscal Year**

The fiscal year shall be January 1 through December 31.

### **Section 8.02 Audit**

1. The books shall be audited once a year, no more than 45 days after the year-end closing.
2. An Ad-hoc Audit Committee shall be appointed by the chair to conduct an audit.

## **ARTICLE IX. - ELECTION OF CALIFORNIA STATE DEMOCRATIC CENTRAL COMMITTEE MEMBERS**

### **Section 9.01 Election of State Democratic Central Committee Members**

1. The members of this Committee's delegation to the State Democratic Convention shall be elected by this Committee.
2. State Central Committee members shall be selected by this Committee at the organizational meeting using the same election process as has been chosen for the officer elections by this Committee at its November even year meeting.
3. The number of State Central Committee members to be elected shall be determined by the most recent report of registration from the office of the Secretary of State for the November even year election.

### **Section 9.02 Eligibility / Nomination / Election**

1. Eligible members shall be those elected members of this Committee in good standing at the time of the selection.
2. The selection of State Central Committee Members should reflect an equal representation of gender whenever reasonably possible.

### **Section 9.03 Duties and Obligations**

State Central Committee members shall be elected to serve a two-year term. This Committee may fund dues and convention fees.

## **ARTICLE X. - ENDORSEMENTS**

### **Section 10.01 Endorsing Partisan Candidates**

The endorsement by the COMMITTEE of partisan candidates by the COMMITTEE shall be subject to provisions of the State Party By-Laws governing such endorsements.

**Section 10.02 Endorsing Non-Partisan Candidates**

1. Endorsing candidates for local non-partisan offices by the Democratic Party in Calaveras County shall be the exclusive responsibility of the COMMITTEE. The following constraints apply:
  - a. Such endorsements of non-partisan candidates shall be limited to countywide races, Supervisorial Districts, and special districts within the county.
  - b. All local Democratic Club endorsements shall be ratified by the COMMITTEE before they are deemed to be official party endorsements.
  - c. Endorsement by the COMMITTEE is by affirmative vote of 60% of the members voting.
  - d. A choice of no endorsement or no recommendation may also be affirmed.
  - e. If the COMMITTEE wishes the California Democratic Party to recognize and support a candidate for non-partisan office that the COMMITTEE has or will endorse, the following requirements as stated in the California Democratic Party By-Laws and Rules apply:
    - i. A Democratic County Central Committee endorsement shall be extended only to registered Democrats.
    - ii. Endorsement shall not be given to more candidates than there are seats open for the office in question.
    - iii. All endorsements shall be made in accordance with the Committee By-Laws provisions duly adopted at least six months prior to making such an endorsement.
    - iv. No vote on endorsement shall be taken by secret ballot.

**ARTICLE XI. - RESOLUTIONS**

**Section 11.01 Procedures**

1. Resolutions in support of state or federal Democratic positions.
  - a. Resolutions must be received by the Chair and the Secretary of this Committee at least 15 days prior to the regular meeting at which the resolution shall be considered.
  - b. The sponsor of each resolution shall provide the Secretary with sufficient copies of each resolution for each member and alternate member of this Committee. The Secretary shall include the above copies of the resolution with the notice of the next regular meeting of this Committee.
  - c. Any resolution failing to meet the 15-day notice must have the signatures of a minimum of 10 voting members of this Committee and presented to the Chair for qualification by the day before the regular meeting at which the resolution is to be considered. Sufficient copies for all members and alternates shall be provided by the sponsor.
  - d. All members and alternate members of this Committee shall be given the opportunity to express themselves on the proposed resolution prior to any action being taken.

- e. Resolutions may be approved by a majority vote of the voting members present.
2. Resolutions pertaining to county events, needs, and issues. These resolutions shall be passed by majority vote of members present at a meeting.
3. Resolutions expressing support for political movements, positions, or issues. These resolutions may be introduced by motion from the floor and passed by majority vote.

## **ARTICLE XII. - CHARTERING CLUBS AND VOLUNTEER ORGANIZATIONS**

### **Section 12.01      Development**

1. The Committee shall encourage the development of organizations for the purpose of furthering the ideals of the Democratic Party.
2. All organizations operating in Calaveras County must obtain charters from the COMMITTEE prior to use of the “Democratic” name.

### **Section 12.02      Use of “Democrat or Democratic” Name**

1. The Elections Code of the State of California and several court decisions dictate that the Democratic Party has sole ownership of its name, and the Democratic Party has delegated to each county the sole responsibility for granting permission to use the word Democrat or Democratic name within the county through the chartering process.
2. No organization without a Charter may use the name Democrat or Democratic in order to raise funds, including dues, in accordance with the Elections Code of the State of California.
3. The COMMITTEE will actively pursue all legal means available to prevent un-chartered organizations from using the word Democrat or Democratic in their name.

### **Section 12.03      Organization Requirements**

1. Members must be registered Democrats in order to be counted.
2. Such organizations shall meet the following requirements:
  - a. Fill out and submit a “Request to Charter” form to the Committee.
  - b. Provide to this Committee a copy of its bylaws or organizational rules and provide a copy of any and all revisions.
  - c. Appoint, if affirmed by members, one of its members to act as a liaison to this Committee.
  - d. Provide the Committee with a roster of its officers and all members. (Roster must include name, address, phone numbers, and if possible e-mail addresses of its members.) As membership changes, provide updates.

**Section 12.04 Charters**

1. The Committee shall grant a charter by a majority vote of the Committee, at which time a Charter Certificate will be executed and given to the charter organization or club.
2. Charters may be revoked by majority vote of this Committee.

**Section 12.05 Policies**

1. Chartered Organizations or Clubs shall not publicly endorse or give support to a candidate who is not a Democrat.
2. Chartered Organizations or Clubs may endorse a candidate different from the “endorsed candidate of the Party” if said candidate is a Democrat.
3. Chartered Organizations or Clubs who choose to take stands on ballot issues that differ from the State Party position, must make it clear that they are not speaking for the Party, but for their own organization only.
4. Chartered Organizations or Clubs and members of, shall not act in a way which will bring discredit to the Democratic Party at any level.

**ARTICLE XIII. - AMENDMENTS**

These bylaws may be amended as follows:

1. A proposed amendment shall be submitted in writing at a regular meeting of the Committee.
2. All Committee members shall be notified of the text of proposed amendment and of the bylaws section(s) to be considered for amendment at least 10 days prior to the next meeting of the Committee when such proposals will be considered.
3. At the meeting following members’ notification of proposed amendment, the bylaws may be amended by a majority vote of the voting members present at the meeting.
4. An amendment germane and pertinent to the substance of a noticed amendment, made from the floor, shall be in order without further notice being required.

These bylaws were revised, amended and ratified by members of this Committee  
at its regular meeting on

July 10, 2008