

Bylaws, Asotin County Democratic Central Committee

PREAMBLE

We, the Democrats of Asotin County, Washington, are committed to the principles of the Democratic Party and to the Constitution of the United States of America. We work together to promote a representative party open to everyone who supports its principles. We support public officials, candidates, issues and policies that protect individual rights, civil liberties, our environment and social and economic justice for all. We encourage participation by the citizens of Asotin County in all levels of their government. We seek their support by providing information regarding the ideals, goals, and operations of the Democratic Party. These By-Laws proscribe and govern the actions and attitudes of the elected and appointed members of the Asotin County Democratic Central Committee, as follows:

ARTICLE I: NAME AND DESCRIPTION

The name of this organization shall be the Asotin County Democratic Central Committee, hereinafter called ACDCC. ACDCC is comprised of the total number of Precinct Committee Officers (PCOs) in Asotin County. References to Executive Board relate to the ACDCC Officers described in Article V.

ARTICLE II: POLICY AND PURPOSE

Section 2.1: Authority

This organization is a county central committee of the Democratic Party that operates under the authority of the National, State and County Democratic Party charters and bylaws as well as the laws of the State of Washington.

(Const. Art. II §15; RCW 29A.80.010; RCW 29A.80.030).

Section 2.2: Policy

It is the policy of the ACDCC to contribute to the growth, development, and influence of the Democratic Party. To this end, these Bylaws and Rules of the ACDCC are adopted in a spirit of ensuring maximum participation and equal representation in the democratic process and equal and equitable treatment of all individuals regardless of sex, race, age, religion, creed, sexual orientation, marital, parental or economic status, physical disability, and ethnic or national origin.

Section 2.3: Support

The ACDCC supports and promotes the platforms of the National, State and Asotin County Democratic Party. The ACDCC supports and promotes Democratic and non-partisan candidates who, as demonstrated by their individual records, statements and reputations, stand in general agreement with these platforms and who have been endorsed by the ACDCC.

Section 2.4: Functions

The ACDCC performs functions as set out by statute and delegated by the Washington State Democratic Party. These functions include, but are not limited to the following:

- Nominating Democratic candidates to fill vacancies in partisan county positions and in legislative positions for the District 9 Legislative District (Const. art. II §15)
- Endorsing candidates and issuing resolutions affecting the interests of Democrats in Asotin County
- Reorganizing the Legislative District Democratic Organizations and coordinating activities and encouraging cooperation among them
- Raising funds for the promotion of endorsed Democratic Party issues and candidates

ARTICLE III: DEFINITIONS

Section 3.1: Order of Business

The order of business of this organization may be: Call to order, roll call, acceptance of the previous meeting's minutes, correspondence and communications, announcements, public comments, treasurer's report, executive committee reports, reports of the standing committees, reports of the special committees, old business, new business, programs, and adjournment.

Section 3.2: Parliamentary Authority

The parliamentary authority for this body will be the latest version of Robert's Rules of Order, referred to and applied by the Chair or an appointee of the Chair.

Section 3.3: Quorum

A quorum shall consist of one third (1/3) of the total duly authorized voting members and a simple majority shall prevail unless otherwise stated in these by-laws.

ARTICLE IV: MEMBERSHIP

Section 4.1: VOTING MEMBERS:

As used in these Bylaws, the unqualified term "PCO" means the following:

- Precinct Committee Officer who has attained that office either through the elective process specified in RCW 29A.80.041, or
- Precinct Committee Officer appointed by the ACDCC Chair pursuant to RCW 29A.80.031

Section 4.2: NONVOTING MEMBERS:

Non-voting members of the ACDCC shall include the following:

- Democratic public officeholders representing residents of Asotin County
- Officers of the Democratic National, State, Congressional District, County and Legislative District Organizations who reside in Asotin County
- Anyone who provides financial or organizational support, including serving on a ACDCC committee or volunteering, and who agrees to have his/her name listed as a member and supports the principles of the ACDCC and of the Washington State Democratic Central Committee (WSDCC) and Democratic National Committee (DNC) charters
- Nonvoting members may be asked to offer an advisory vote as determined by the existing Executive Board

ARTICLE V: DUTIES OF THE EXECUTIVE BOARD

The executive board shall consist of the elected officers of the organization, who shall be a Chairperson; Vice Chairperson, who must be of the opposite sex; pursuant to state party rules, a State Committeemember and another State Committeemember; Secretary and Treasurer.

The executive officers shall remain in office from election at the bi-annual re-organizational meeting until replaced by election at the next bi-annual re-organizational meeting. The executive board shall be responsible for calling and advertising the bi-annual meeting 30 days written notification*.

The executive board shall encourage party members to run for election as Precinct Committee Officers.

Section 5.1: Officers

The elected officers of the ACDCC shall be the County Chair, Vice-Chair, Treasurer, Secretary, State Committeeman and State Committeewoman. As required by RCW 29A.80.030, the Chair and Vice-Chair shall be of opposite sex.

All ACDCC Officers shall attend and participate in all meetings. If an officer has unexcused absences at three consecutive regularly scheduled meetings the elected Precinct Committee Officers and Executive Board shall elect a replacement. A simple-majority vote will be taken to forward the motion to the next monthly Executive Board meeting. Ten-day written notice is required.

Section 5.2: Term of Office

Officers shall be elected for two-year terms by the elected PCOs at the Asotin County reorganization meeting following even-year elections.

Section 5.3: Filling Vacancies

In the event of a vacancy in the office of the Chair, a new Chair shall be elected by the PCOs at a special meeting of the ACDCC called by the Vice-Chair within thirty (30) days of the vacancy being announced. In the event of a vacancy in an office other than Chair, the office may be filled by the Executive Board following the announcement of the vacancy at a regular Executive Board meeting provided that written notice of the proposed election at the next regular meeting has been sent to voting Executive Board members at least 10 days in advance of the meeting.

Section 5.4: Chair

The Chair shall perform the following duties:

- Be the Chief Executive Officer of the ACDCC and preside at all meetings of the ACDCC and the Executive Board
- Issue the call and set the agenda for all meetings of the ACDCC and its Executive Board. Requirement: 7-day written notice*
- Issue the call and set the agenda and operating rules for the ACDCC reorganization meeting following the election in even-numbered years (see Article VII, Section1), and the call and proposed agenda and operating rules for the Legislative District reorganization meetings following the ACDCC reorganization meeting; Requirement: 14-day written notice*

- Appoint a Parliamentarian, Sergeant-at-Arms, and such other individuals as may be necessary for the efficient and fair conduct of meetings
- Be the sole authorized spokesperson for the Democratic Party of Asotin County
- No documentation will be published or provided outside of the organization without approval of the ACDCC Chair or the designee of the ACDCC Chair
- Be an ex-officio voting member of all committees of the ACDCC and its Executive Board
- Appoint committee chairs and members.
- Perform such other duties as the ACDCC or its Executive Board shall assign
- Fill, by appointment, vacancies that exist in the precincts
- Administer Votebuilder operations and fully support PCO operations in Asotin County
- Not hold public office other than PCO
- Not indicate a preference in public for any candidate who has democratic opposition
- Assign two voting members to spot check the treasury annually with Treasurer

Section 5.5: Vice Chair

Each Vice Chair shall perform the following duties:

- Lead standing committees as assigned by the Chair, and perform such other duties as the ACDCC, its Executive Board or Chair might assign
- In the absence of the Chair, perform the duties of the Chair
- In the event the position of Chair is permanently vacated for any reason, the Vice Chair shall call a special meeting of the ACDCC for the purpose of electing a Chair within 30 days of the vacancy being announced

Section 5.6: State Committeemembers

The State Committeemembers shall perform the following duties:

- Represent ACDCC and liaise between the ACDCC and the Washington State Democrat Central Committee (WSDCC)
- Conduct all duties incumbent upon the office by attending quarterly (WSDCC) meetings and actively serving upon committees assigned to them by the body
- Present WSDCC business and meeting agendas to the ACDCC and PCOs for advisory vote and take into consideration the results of that vote, at the State meeting
- Report upon the WSDCC meeting at the first meeting following the State meeting
- Submit expenses incurred attending the quarterly State Committee meetings. These expenses will be reimbursed for room and gas up to a maximum of \$100, upon receipt of proof of expenses

Section 5.7: Secretary

The Secretary shall perform the following duties:

- Record and preserve the minutes of the meetings according to the accepted standards
- Conduct correspondence for the organization when so directed by the Chair, and issue notice of meetings

Section 5.8: Treasurer

The Treasurer shall perform the following duties:

- Prepare and present a budget to the Executive Board at the meeting in January
- Record all monetary transactions and remit all authorized expenditures of the ACDCC
- Deposit all monies in a duly authorized bank. All disbursements will be made by check, to be co-signed by two (2) of the following officers; Treasurer, Chair, and Vice Chair.
- Report annually during the month of November, stating income and the source thereof and disbursements. This report shall become part of the meeting minutes and posted on the ACDCC website
- Any reporting requirements under Washington State Public Disclosure Act shall be the responsibility of the Treasurer

ARTICLE VI: PRECINCT COMMITTEE OFFICERS PCOs

Asotin County Precinct Committee Officers shall perform the following duties:

- Attend at least two (2) PCO meetings for support and training
- Represent their precinct to the best of their ability
- Support democratic voters in your precinct by distributing candidate information, registering voters, and encouraging meeting attendance
- Elect ACDCC Executive Board members at the Bi-Annual Reorganization meeting; Article VII, Sec.
- Elect LD 9 Executive Board members at the Bi-Annual Reorganization meeting RCW 29A.80.04

Precinct committee officer, eligibility

"Any member of a major political party who is a registered voter in the precinct may file his or her declaration of candidacy as prescribed under RCW 29A.24.031 with the county auditor for the office of precinct committee officer of his or her party in that precinct. When elected at the primary, the precinct committee officer shall serve so long as the committee officer remains an eligible voter in that precinct." —RCW 29A.80.041

Precinct committee officer—Election—Term

"The statutory requirements for filing as a candidate at the primaries apply to candidates for precinct committee officer. The office must be voted upon at the primaries, and the names of all candidates in contested races must appear under the proper party and office designations on the ballot for the primary for each even-numbered year. The candidate receiving the highest number of votes will be declared elected. The term of office of precinct committee officer is two years, commencing the first day of December following the primary." —RCW 29A.80.051

ARTICLE VII: MEETINGS

Section 7.1 Re-organizational Meeting

The re-organizational meeting shall be held every two (2) years following the General Election in accordance with the statutes of the State of Washington. This meeting will be presided over by

the chairperson. The voting privilege is limited to PCOs who were elected in the current primary. No proxies will be allowed.

Section 7.2 Regular Meetings

Regular meetings of this organization shall be held on a quarterly date to be determined at the re-organizational meeting. A specific meeting place will be decided upon by the Executive Board. The place must serve the greatest number. All meetings of the ACDCC shall be open to the public, with the exception that a simple majority of the voting members of the ACDCC may call for a closed meeting. The majority of voting membership may request a change of meeting place and time with 10 days written notice.

Section 7.3 Special Meetings

Special meetings may be called by the chairperson or the executive board. These meetings must include the voting membership (elected PCOs) for an advisory vote and shall be public with at least 3 days written notice. If the membership requests a special meeting, they must have a majority plus one (1) and signatures affirming the request. Written notice to the chair of such request of meeting shall be given to the chair for acknowledgment. A quorum must be in attendance in order for any business to be transacted.

ARTICLE VIII: ELIGIBILITY FOR EXECUTIVE BOARD MEMBERS

Any Democrat is eligible to run for an ACDCC office.

A candidate may declare his/her intention to run and is at liberty to campaign for votes. This is in keeping with the practices of the State Democratic Organization.

A Democrat shall be any registered voter of Asotin County who is willing to support the principles and goals of the Democratic Party as expressed in these by-laws and who wishes to be known as a Democrat.

ARTICLE IX: VACANCIES

An officer shall vacate office by one of the following methods:

Resignation

Any officer may resign from office by submitting a written resignation, which shall become effective upon approval by the Executive Board

Removal from Office

Any officer may be removed from office for failure to discharge the duties of the office to the satisfaction of the membership, provided the following:

1. The charges for removal are submitted in writing to the Secretary (or to the Chairperson if the Secretary is charged) and signed by at least 1/3 of the duly authorized voting members;
2. The officer so charged and the membership-at-large received written notice* of the charges at least ten (see Article V, Sec. 1) (10) days before the meeting at which the charges are to be read and adopted;

3. The officer charged has the opportunity to address the membership; and
4. Two-thirds of the members present and voting, cast ballots in favor of removal

ARTICLE X: AMENDMENTS

The by-laws may be amended by a 2/3 majority of the total duly authorized voting members after thirty (30) days written notice to the voting membership and one (1) prior reading at the next general membership meeting and a vote or a special meeting, providing it is 30 days from the written notice; or one reading at a general membership meeting followed by a second reading at the next general meeting and a vote or a special meeting, providing it is 30 days from the original reading.

ARTICLE IX ENDORSEMENTS AND FINANCIAL CONTRIBUTIONS

Section 9.1: Endorsement Authority

The ACDCC Executive Board and voting members shall establish by majority vote endorsement of Democrat and unaffiliated candidates. The Executive Board and voting membership may seek advisory votes from general membership established in Article IV.

Section 9.2 Financial and In-kind Contributions

The ACDCC may give financial support to candidates, propositions, and ballot issues only the following circumstances:

- The Executive Board has endorsed the candidate or issue. Decisions regarding amounts of financial support to be given to any candidate or issue shall be determined by the majority of the voting membership body (Article IV)
- If more than one candidate is endorsed by the Executive Board and voting membership for a given position, all support, whether financial or in-kind, must be evenly distributed among all candidates endorsed for that position

***Notice and Written Notification**

Notice and written notification may be sent by electronic means. If an electronic communication has been refused or returned, notice shall be sent by U.S. mail.

If the representative, alternate or PCO requests it, notice must be sent by U.S. Mail.

Adoption

These Bylaws were adopted this 26th day of January, 2017, at a regular meeting of the Asotin County Democratic Central Committee.