

DEMOCRATS OF CHELAN COUNTY
COUNTY EXPRESSION BYLAWS

February 18, 2010

PREAMBLE

We, the Democrats of Chelan County, State of Washington, believe in the concepts expressed in the Declaration of Independence and the Constitution of the United States of America that all power to govern resides with the people. In accordance with the National Charter of the Democratic Party of the United States of America, we organize and pledge ourselves to promote a representative party open to all who support its principles.

OBJECTIVES

As Democrats of Chelan County we:

- A. Will work to elect Democrats to elective office.
- B. Will strive for a representative party, open to all Democrats, to work for all people and promote the principles expressed in the Constitution of the United States.
- C. Will adhere to those concepts and principles expressed in the county, state, and national Democratic Platforms.
- D. Will recognize the Constitution of the State of Washington and exist under the provision of RCW 29A.80, Political Parties.

OPERATIONAL PRINCIPLES

ARTICLE I: Name and Membership

A. The name of this organization shall be the Democrats of Chelan County, hereinafter, "DCC". The membership shall consist of all duly elected or appointed Chelan County Democratic Precinct Committee Officers, members of the DCC, Executive Committee Officers of the DCC and all other registered voters residing in Chelan County, Washington, who identify themselves as Democrats.

ARTICLE II: Meetings and Rules of Procedure

A. The DCC shall hold an organizational meeting, to be known as the "*Bi-annual Organizational Meeting*", no later than the third Saturday in January following each general election. A majority of the Officers of the DCC shall establish the time and location for this organizational meeting and shall mail written notice at least ten days before the scheduled meeting to all newly elected or re-elected Precinct Committee Officers. Notice of the organizational meeting shall also be given to at least one newspaper of general circulation in Chelan County, Washington, and to such other news media as is deemed appropriate. The organizational meeting shall be held within Chelan County, Washington.

B. The organizational meeting shall be called to order by the incumbent Chair, who shall preside until the election of a Chair Pro-Tem, which shall be the first order of business. If the incumbent Chair is absent, the meeting shall be called to order by the First Vice-chair, Second Vice-chair, Secretary, or Treasurer, in that order. The Chair Pro-Tem shall preside until all officers are elected at which time the

newly elected Chair shall preside.

C. Regular meetings of the DCC shall be held at such time and location established by a majority vote of the membership at the organizational meeting. The time or location for such meetings may be changed at any subsequent regular meeting by vote of a majority of the members present. Appropriate notice of such change shall promptly be given the members prior to the next scheduled meeting.

D. The Chair or a majority of the officers upon giving at least five (5) days notice of the time and location to the membership may call special meetings of the DCC. This notice shall also specify the purpose of such meeting, and no action shall be taken, or business transacted, which has not been described in such notice.

E. All meetings of the DCC shall be open to the public. All registered voters residing in Chelan County, Washington, who profess themselves to be Democrats, and are willing to identify themselves as such, shall be entitled to vote. Each member of the DCC shall have one vote, and voting by proxy shall not be permitted. Only Chelan County Precinct Committee Officers may vote for the election, removal or replacement of officers. The presiding officer shall be empowered to solicit comment or opinions from all those present.

F. Contributions to political campaigns shall be based on Executive Committee recommendation to the membership. A majority vote of the membership at the meeting shall be required for approval of any recommendation. In the absence of a meeting quorum the recommendation of the Executive Committee shall stand.

G. No action may be taken at any general meeting in the absence of a quorum. A quorum shall consist of four (4) members of the Executive Committee, and ten (10) additional members of the DCC.

H. Unless otherwise stated herein, the current edition of *Robert's Rules of Order, Newly Revised*, shall govern the order of business and parliamentary procedures at all meetings of the DCC. At discretion of the presiding officer a parliamentarian may be appointed who shall decide all disputes regarding parliamentary procedure. If there is no parliamentarian appointed, the presiding officer shall decide all disputes regarding parliamentary procedure. The presiding officer shall determine the order of all speakers. The Secretary shall keep written minutes of all DCC meetings. In the absence of the Secretary, the presiding officer may appoint a Secretary Pro-Tem.

I. Membership dues for the DCC shall not be required; however donations to the DCC will be encouraged in order to assist with the financial operation of this organization.

ARTICLE III: Officers

A. The officers of the DCC shall consist of: a Chair, First Vice-chair, Second Vice-chair, Secretary, Treasurer, State Committeeman, and State Committeewoman. The officers shall be elected at the bi-annual organizational meeting, and shall serve until their successors are elected at the following bi-annual organizational meeting. All registered voters residing in Chelan County, Washington, who profess themselves to be Democrats, and are willing to identify themselves as such, shall be eligible to hold office in the DCC.

B. If a vacancy should occur in any office of the DCC, the vacancy shall be filled by a majority of the Chelan County Precinct Committee Officers present at the next regularly held meeting of the DCC following the occurrence of the vacancy, or at any duly called special meeting of the DCC. The office of Second Vice-chair may be left unfilled until the following organizational meeting.

C. Any officer may be removed upon two-thirds vote of those eligible to vote under Article II, Section E. of these Bylaws, provided at least fifteen (15) days prior notice of the meeting and the grounds for removal are given to the DCC membership and to the officer whose removal is sought. In the event the officer subject to removal would otherwise act as the presiding officer of such meeting, he or she shall be

ineligible to preside.

D. DCC Officer responsibilities shall include, but not be limited to the following:

Chair:

The Chair is responsible for directing this organization. The Chair:

1. Shall act as spokesperson for the DCC in a manner consistent with the strategic plan of the Executive Committee.
2. Shall prepare a written agenda for and convene, conduct and preside at DCC and Executive Committee meetings.
3. Shall perform activities as directed by the DCC and Executive Committee.
4. Shall, in consultation with the Executive Committee, make appointments to fill vacant Precinct Committee Officer positions and any committees which have been established.
5. Shall, provide timely media response to issues, party platforms, and candidate positions.
6. Shall encourage communication between DCC members and in this organizational structure.
7. Shall exercise other responsibilities and oversight as indicated elsewhere in these Bylaws.

First Vice- Chair:

The First Vice-chair shall:

1. Assist the Chair in fulfilling the duties of Chair.
2. Direct the DCC in the Chair's absence and shall assume all authority, duties, and responsibilities of the Chair.
3. Oversee recruitment and training of Precinct Committee Officer candidates.
4. Coordinate with the Washington State Democrats to maintain and enhance the registered voter file and oversee DCC efforts to canvass precincts and register new voters.
5. Serve as DCC liaison to the county Director of Elections, and coordinate poll watching and ballot counting activities.
6. Serve on the DCC Executive Committee and exercise other responsibilities as indicated elsewhere in these Bylaws.

Second Vice-Chair:

The Second Vice-chair shall:

1. Share responsibility for DCC fund raising and DCC event planning.
2. Recruit volunteers and recommend to the Executive Committee the appointment of committee members and chairs in order to accomplish the goals of the DCC.
3. In consultation with the Executive Committee make arrangements for the annual examination of the DCC assets and obligations as established in Article IV, Section E. of these Bylaws.
4. In consultation with the Treasurer, work to establish a general annual budget to be shared with the Executive Committee to fulfill the goals of the DCC.
5. Serve on the DCC Executive Committee and exercise other responsibilities as indicated elsewhere in these Bylaws.

Secretary: The Secretary shall:

1. Ascertain that all records of the DCC and the Executive Committee are orderly and available to the DCC.
2. Take minutes of the DCC and Executive Committee meetings and, as directed, publish such reports.
3. Prepare any official correspondence of the DCC.
4. Maintain a list of parliamentarians authorized by the Executive Committee.
5. Oversee maintenance and updating of the DCC membership database.
6. Maintain an official copy of the DCC Bylaws and have the Bylaws available at all official meetings of the DCC and the Executive Committee.
7. Obtain, maintain, and have available at each official meeting a current listing of all Precinct Committee Officers in Chelan County.
8. In consultation with the Executive Committee complete all official reports to the State and National Democratic Party and maintain copies of all such reports.
9. Serve on the DCC Executive Committee and exercise other responsibilities as indicated elsewhere in these Bylaws.

Treasurer: The Treasurer shall,

1. In consultation with the Executive Committee manage all funds of the DCC.
2. File with the Secretary quarterly financial reports of the DCC, citing receipts, disbursements, and current balances on account and due.
3. Prepare and file all Public Disclosure Commission reports in a timely fashion in accordance with deadlines established by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC).
4. In preparation for the annual financial examination procedure established by the Executive Committee in Article IV, Section E. of these Bylaws, ascertain that all financial records held by the DCC are current and in complete order.
5. Maintain budgets and financial reports of the DCC and Executive Committee and, as directed, publish such reports.
6. Inventory, maintain, and prepare an annual written report to the Executive Committee of all items owned by the DCC, including computers, electronics, and other items with value in excess of five hundred dollars (\$500.).
7. Document and maintain any personnel records of individuals employed by the DCC and complete any necessary state and federal documentation associated with that employment.
8. Serve on the DCC Executive Committee and exercise other responsibilities as indicated elsewhere in these Bylaws.

State Committee Woman:

State Committee Man:

The State Committeewoman and Committeeman shall:

1. Attend all meetings of the Washington State Democratic & Central Committee and make reports to the Executive Committee.
2. Serve on State Committees as requested by the WSDCC.
3. Vote on behalf of the DCC at meetings of the WSDCC
4. Regularly communicate with the state committee persons of the various County Committees of which the DCC shares in this legislative district
5. Serve on the DCC Executive Committee and exercise other responsibilities as indicated elsewhere in these Bylaws.

ARTICLE IV: Executive Committee

- A. There shall be an Executive Committee of the DCC consisting of all officers. The Chair may also appoint additional DCC members to the Executive Committee who will serve as non-voting members of the committee.
- B. The presiding officer of the Executive Committee shall be the Chair. The Chair or any three members of the Executive Committee may call for meetings of the Executive Committee. A quorum shall consist of fifty percent of the Executive Committee; provided that at least four officers of the DCC must be present in order to take any action.
- C. The Executive Committee shall act in an advisory capacity to the DCC and shall perform such functions and duties as authorized or required by these Bylaws or by resolution of the DCC.
- D. The Executive Committee shall ascertain that the Secretary has maintained a complete list of all members of the DCC, updated quarterly, in electronic format.
- E. The Executive Committee shall examine the year end financial records of the organization and report the results to the DCC at or before its February meeting.

ARTICLE V: Receipt and Disbursement of Funds

- A. The Treasurer shall deposit all funds received by the DCC and shall disburse the funds in accordance with these Bylaws or by resolution of the organization. The Treasurer shall maintain accurate books of account, showing monies received and disbursed, as well as all assets and liabilities of the DCC. The Treasurer shall maintain a checking account (and savings account, if appropriate), at a financial institution approved by the Executive Committee. No financial investments shall be made without the prior approval of the Executive Committee.
- B. Bills or other reasonable administrative expenses may be incurred by the Chair or the Executive Committee and shall be paid by the Treasurer. Bills in excess of One Thousand Dollars (\$1,000.) shall be paid by the Treasurer and one co-signer designated by the Executive Committee. Campaign donations shall require the approval of the DCC before payment. Contributions to political campaigns shall be based on Executive Committee recommendation to the membership. (See Article II, Section F.)
- C. The members of the DCC may authorize by resolution at any meeting, the Chair or the Executive Committee, to appropriate funds for any specified purpose. In doing so, the members may impose such restrictions or conditions as they see fit.
- D. The DCC is authorized to expend funds in support of, or opposition to, any candidate for partisan or non-partisan office. Additionally, the DCC is authorized to expend funds in support or opposition to any issue, ballot measure, initiative, or referenda pertaining to Chelan County, Washington. Campaign donations may be made for either the primary or general election, or for special elections. Members of the DCC may impose donation restrictions or other conditions, which they deem appropriate. Any expenditure of funds must be in compliance with Article VI, Sections C. and D. of these Bylaws.
- E. At each regular meeting, or at such other times as are requested by the Chair, the Treasurer shall give a summary of the financial status of the DCC. The Treasurer shall be responsible for submitting all required reports or statements to the Washington State Public Disclosure Commission (PDC).

ARTICLE VI: Endorsements

A. The DCC shall not make any pre-primary or pre-convention endorsements of candidates, except for uncontested primary races, unless recommended by the Executive Committee and voted on at a regular meeting of the membership.

B. The foregoing does not preclude the DCC from publicly indicating that someone who has declared to be a Democratic candidate is not recognized by the DCC as a member of the Democratic Party by reasons of conspicuous actions or statements made by said candidate.

C. Since the purpose of the DCC is to promote the Democratic Party and support Democrats who are running for public office, members of the DCC Executive Committee will not publicly campaign for candidates for elective positions that have not filed for the office as a Democrat. The exceptions are for non-partisan positions and those elective offices in which no Democrat has filed as a candidate.

D. The DCC is authorized to support or oppose any issue, ballot measure, initiative, or referenda pertaining to Chelan County, Washington. Endorsements may be made for either the primary or general election or for special elections. Endorsements in support or opposition shall be recommended by the Executive Committee, and voted on at a regular or special meeting of the DCC membership.

ARTICLE VII: Amendments

A. These Bylaws may be amended at any regular or special meeting of the DCC; provided however, that the wording of the amendment or a summary thereof shall have been distributed to all members either at the meeting immediately preceding, or by U.S. Mail, electronic mail (e-mail), or facsimile (fax), at least twenty (20) days prior to the meeting date on which the amendment is submitted for approval by the members. Amendment of the bylaws shall require affirmative approval by two-thirds of the members present, subject to the quorum requirements of Article II, Section G. of these Bylaws.

ADOPTED this 18th Day of February, 2010

at Wenatchee, Washington

DEMOCRATS OF CHELAN COUNTY

Connie Swett, *Chair*

Madalyn Mincks, *Secretary*

Ernie Bentsen, *Bylaws Committee Member*

Russell Speidel, *Bylaws Committee Member*