

Clarke County Democratic Committee Bylaws

ARTICLE I. Name

1.1 The name of this organization shall be the Clarke County Democratic Committee, hereafter to be referred to as the Committee. All members, officers, and subdivisions of the Committee are subject to these Bylaws and to the Charter and Bylaws of the State Committee of the Democratic Party of Georgia, hereafter to be referred to as the State Committee.

ARTICLE II. Duties

2.1 Duties of the Committee shall be:

- To elect State Committee members in compliance with State Committee Bylaws, Article II, Section 1.
- To determine Party Districts and Apportionment as directed by State Committee Bylaws, Article VII, Section 1 and to file changes with the State Party Chair and the Athens-Clarke Co. Election Superintendent
- To promote development of Party organizations and activities
- To seek and encourage qualified candidates for public office
- To support Democratic nominees
- To perform such primary and election functions as required by law
- To maintain appropriate records
- To promote and add logistical support to the State Affirmative Action Program
- To raise funds for the above purposes, and
- To perform such other duties as may be required by the State Committee

ARTICLE III. Membership and Party Districts

3.1. County Apportionment Plan. District lines shall coincide with Athens-Clarke County Commission Districts 1 through 8 and Super Districts 9 and 10. There shall be 4 members each elected from Districts 1 through 8 and 16 members each elected from Super Districts 9 and 10, for a total elected Committee membership of 64.

3.2. Challenge to the County Apportionment Plan. Challenges must be made in accordance with State Committee Bylaws Article VII, Section 2.

3.3 All members including Ex Officio must be registered to vote in Clarke County.

3.4. Designation of Posts and Terms. The Committee shall designate one half of the elected Committee Posts to be elected in Gubernatorial election years and one half to be elected in Presidential election years. Where elected, Committee members shall take office immediately following the next General Election. Elected Committee members shall serve 4-year terms except where terms are affected by reapportionment, in which case all terms shall be terminated.

3.5. Election Procedure. Committee members are to be elected on the general primary ballot, using the same procedures and rules as those for other county elected officials. The Committee shall set reasonable fees for qualification, and each candidate receiving the highest number of votes shall be elected without a runoff.

3.6. Ex Officio Members. The Committee shall also include as voting members, members of the State Committee, Democratic National Committee, Congressional District Chair, and public officials who by State Democratic Party rule are Ex Officio members of the State Committee and who reside in and are registered to vote in Clarke County. One Ex Officio member representing any affiliate with a duly recognized chapter chartered in Clarke County may also be included.

3.7 Emeritus Members. The Executive Committee may submit names of members who are at least 60 years old and have at least 10 years of continuous active membership on the Committee to the Committee membership to be elected to Emeritus status. Election to Emeritus status will be by simple majority of members present at the meeting in which the names are submitted. Such Emeritus members shall have all privileges and shall be exempt from dues and any other obligations of Committee membership.

3.8. Dues. The Executive Committee is empowered to set reasonable dues for members, to be determined upon election of the new officers. Dues shall be payable in March of each year. No member will be denied participation for failure to pay.

ARTICLE IV. Election of Officers and Executive Committee

4.1. The Committee shall elect officers no later than December 31 of even numbered years, to take office January 1 of the following year. The new Chair shall immediately upon taking office notify the State Committee Chair and appropriate Congressional District Chair of his/her election.

4.2. The Committee shall elect from its membership a Chair, Chair-elect, 4 Vice-Chairs, a Recording Secretary, a Corresponding Secretary, and a Treasurer. When possible, at least one of the Vice-Chairs shall be of the opposite gender of the Chair. The person receiving the majority of votes for election to an office shall be declared elected.

4.3. The Officers shall serve 2 year terms.

4.4. The Executive Committee shall consist of the Chair, Vice-Chairs, Recording Secretary, Corresponding Secretary, Treasurer, the immediate Past-Chair of the Committee, and the Committee's appointed Liaison to the County Board of Elections.

4.5. All other officers of the Committee and all members of subcommittees, elected or appointed, shall serve at the pleasure of the Committee.

ARTICLE V. Election Duties

5.1 Poll Officers. In accordance with Georgia Election Code and State Committee Bylaws, Article VII, Section 7, poll officers to conduct primaries and elections shall be recommended by the Committee to the Clarke County Election Superintendent.

5.2 Poll Watchers. In accordance with Georgia Election Code and State Committee Bylaws, Article VII, Section 7, two official poll watchers may be designated by the Committee for each precinct for each election.

ARTICLE VI.
Committee Functions, Records, and Certification

6.1. The Committee shall maintain records of all financial transactions, kept on a calendar year basis, and a list of unpaid obligations. Financial records shall be audited each year with a report provided to the Committee no later than the March meeting following the end of the organization year.

6.2 Filing of Records. The Committee shall report directly to the State Committee Chair and shall file a list of membership, all rules, regulations, bylaws and charters of affiliates, an annual report of activities or minutes, the location and signatories of Committee bank accounts, and certification by the Committee Chair that the Committee duly constituted and organized is following sound financial operating procedure. Such filing shall be in accordance with State Committee Bylaws, Article VII, Section 7.6.

6.3. Certification of Officers and Membership. The list of members and officers shall be certified in writing by two members of the Executive Committee.

ARTICLE VII.
Meetings and Voting

7.1 Executive Committee. The Executive Committee shall meet regularly at least once each quarter to establish an agenda for the regular Committee meeting and to transact other business in the Committee's interest.

7.2. Regular Meetings. The Committee shall meet regularly at least once each quarter. Special meetings may be called by the Committee Chair. Where meetings are not held in a previously designated time and place, all members shall be provided written notice at least 10 days in advance.

7.3. Emergency Meetings. Emergency meetings may be called within 5 days notice upon approval of the Executive Committee.

7.4. Quorum. A quorum for conduct of Committee business shall be 20 members including Ex Officio members, unless otherwise required in these Bylaws.

7.5. Voting. No person shall be entitled to more than one vote. Voting by proxy is not permitted. Secret ballot shall be permissible only when electing Committee members and State Convention Delegates in accordance with State Committee Bylaws, Article 1, Section 4.

7.6. All meetings shall be open to the public unless the Committee votes to go into Executive Session as provided in State Committee Bylaws, Article I, Section 4.

7.7. Unless otherwise provided for, Robert's Rules of Order most recently revised shall govern the conduct of all meetings.

ARTICLE VIII.
Committees

8.1. The Committee shall provide for an Affirmative Action Subcommittee as required by State Committee Bylaws Article VII, Section 8, and shall be headed by the Vice Chair for Affirmative Action. The Affirmative Action Subcommittee shall also be responsible for Candidate Development.

8.2. The Committee shall establish 3 other Standing Subcommittees, each headed by a Vice Chair, for the following activities:

- Communications

- Special Programs
- Fundraising

8.3 The Committee shall establish Ad Hoc Subcommittees or Teams as considered appropriate.

ARTICLE IX. Vacancies

9.1. All vacancies in Committee posts shall be filled by election by the Committee for the remaining term of office.

9.2. Names of prospective Committee members shall be submitted in the form of a nomination to the Recording Secretary. Nominees shall be read at one meeting and voted on at the next meeting of the Committee by secret ballot as described in Article VII, Section 5 of these Bylaws.

ARTICLE X. Removal Procedure

10.1. Committee members and officers may be removed by the Committee for cause, with reasonable notice, and with the opportunity to be heard, by a 2/3 vote of the Committee provided a 40% quorum of members is met, in accordance with the State Committee Bylaws, Article VII, Section 10.

10.2 Any person subject to removal from office shall receive a written notice of the alleged reasons for removal.

10.3. The removal procedure shall be conducted by a Subcommittee appointed by the Chair. Where the Chair is subject to the procedures, the Subcommittee shall be appointed by a majority of the other Executive Committee members.

10.4. The person subject to removal shall have the right to be informed of all persons who will witness against him/her and who will testify in support of the charges, at least 10 days before a hearing on said charges before the full Committee.

10.5. The person subject to removal shall have the right to counsel and to present witnesses, documents and arguments. The Subcommittee shall be afforded the same right.

ARTICLE XI. Reimbursement Prohibition

11.1. No member of the Committee shall receive compensation for or be reimbursed for expenses in attending a Committee meeting.

ARTICLE XII. Prohibitions and Contributions

12.1. The Committee is explicitly prohibited from supporting a Democratic candidate who has opposition in a primary or special election, nor shall a member use his/her office to support an opposed primary or special election candidate. No member shall publicly support another candidate other than the Democratic nominee in a partisan general election.

12.2. Any contributions made to a candidate who subsequently leaves the Democratic Party will be handled in accordance with State Committee Bylaws, Article I, Section 8.

ARTICLE XIII.
Veto

13.1. Any action by the Committee may be reversed by a 2/3rd majority vote of the membership of the State Executive Committee, in accordance with State Committee Bylaws Article VII, Section 14.

ARTICLE XIV.
Amendments

14.1. These Bylaws may be amended at any Committee meeting by a 2/3rd majority vote of those present, provided at least 10 days written notice of said amendments has been provided to all members including Ex Officio members.

Approved by the Clarke Co. Democratic Committee
January 27, 2005