BYLAWS OF THE

WASHINGTON COUNTY DEMOCRATIC PARTY OF UTAH

Revision 1.15.04 9-17-15

ARTICLE I NAME

The name of this organization shall be the Washington County Democratic Party of Utah (County Central Committee).

ARTICLE II PURPOSE

The purposes of the Central Committee shall be to:

a. Elect Democratic candidates;

b. Adopt a platform and work to ensure that it is carried into law;

c. Provide a link between Washington County Democrats and the State Central Committee;

d. Inform voters about Democratic Party principles; and

e. Maximize the membership of the Central Committee and the Democratic Party.

ARTICLE III AUTHORITY

The Central Committee shall have all powers to manage its affairs and transact its business that are consistent with the Constitution and laws of the United States, the Constitution and laws of Utah, the National Charter of the Democratic Party, the Bylaws of the Democratic Party of Utah and these Bylaws.

ARTICLE IV AFFIRMATIVE ACTION

The Central Committee shall ensure the widest and fairest representation of its members in its organization and activities. All rules shall be adopted by procedures that assure the fair and open participation of all interested Central Committee members. Discrimination in the conduct of Central Committee affairs on the basis of sex, race, age, religion, economic status, disability, ethnic origin, sexual orientation, gender identity, color, creed, parenthood or marital status is prohibited.

ARTICLE V MEMBERSHIP

Section 1: Members

Members of the Central Committee shall consist of all Democratic precinct committee persons (PCPs) elected and certified in Washington County and appointed to fill a vacancy or elected to fill a vacancy and the Executive Committee of the Central Committee; and registered Democrats who hold elective public office (partisan and non-partisan) and represent a jurisdiction in Washington County. A precinct committee person is a representative of the party in the precinct and a voting member of the Central Committee.

Section 2: Resignation of Precinct Committee persons (PCPs)

A Precinct committeeperson may resign by written notice to the Secretary and such resignations shall be effective when the Secretary declares the office vacant with a notice to the County Central Committee. Then the Secretary shall immediately notify the Central Committee Chair, and the State Chairs of the resignation.

Section 3: Removal

a. A precinct committeeperson elected in a Primary Election may be recalled only by the voters in that precinct. Said election shall be paid for by the County Central Committee.

b. An appointed precinct committeeperson is subject to the rules for recall specified for

Officers and Elected Officials of this Central Committee.

Section 4: Vacancies

a. The Central Committee may elect any person registered as a Democrat in the precinct in which the vacancy exists, or in a precinct which has a common boundary with the precinct in which the vacancy exists, to fill a vacancy in the office of precinct committee person.

b. Said election to fill vacancies shall be the last order of business at a Central Committee meeting.

c. The newly elected committeeperson’s tenure, with the ability to vote in regard to Central Committee matters, shall begin as soon as the Secretary enters the appointment on the county election records. The term of such committee person shall terminate at the same time as those elected in a primary election.

ARTICLE VI OFFICERS OF THE CENTRAL COMMITTEE

Section l: Officers

Officers of the Central Committee shall be a Chair, a First Vice-Chair, a Secretary and a Treasurer. These officers shall perform the duties prescribed by these Bylaws, the Central Committee’s Standing Rules and the parliamentary authority adopted by the Central Committee.

Section 2: Eligibility

Any person legally registered as a Democrat in Washington County shall be eligible to hold any office in this Committee.

If a currently active candidate for office also serves as an officer, they may not vote on any financial decision during that period of candidacy.

Section 3: Nomination and Election

Candidates for office of the Central Committee shall be selected by a Nominating Committee. The Nominating Committee shall be formed at the regular business meeting two months prior to the reorganization meeting. The Nominating Committee shall consist of:

a. A past Central Committee Chair appointed by the current Chair;

b. Chair of the Rules Committee or his or her designee; and

c. Two persons elected by the Executive Committee, except that no current officer of the

Central Committee shall be elected to the Nominating Committee.

The Nominating Committee shall announce a slate list of candidates for officers and delegates no later than the Monday following the general election, and shall present the list of candidates at the organizational meeting. Additional nominations from the floor will be taken. Only elected PCPs who were elected during the most recent Primary Election may vote on the election of Central Committee officers.

Section 4: Term of Office

a. Central Committee officers shall be elected for a term of two (2) years. The term shall begin at the close of the organizational meeting at which they are elected and end at the close of the next succeeding organizational meeting.

b. Delegates to the State Central Committee shall be elected for a term of two (2) years. The term shall begin on January 1 of the following year.

Section 5: Recall

Officers may be recalled for cause by a majority vote at a regular meeting of the Central Committee provided that the recall request and Executive Committee’s recommendation have been provided to all Central Committee members at least fourteen days prior to such action.

Section 6: Vacancies

a. If the office of Chair should become vacant, the First Vice Chair shall become Chair for the unexpired portion of the term.

b. When vacancies occur in the other offices, positions shall be filled by majority vote at the first possible regular meeting of the Central Committee. Persons so elected shall serve the unexpired portion of the term of the vacancy that is being filled.

Section 7: Duties

a. The Chair shall have the overall responsibility for the day-to-day operation of the Central and Executive Committees; supervise paid staff; appoint a Parliamentarian and all Committee Chairs; be an ex-officio member of all standing committees, except the Nominating Committee; and execute, with the Secretary, all contracts on behalf of the Central Committee; and be an alternate signer of checks with the Treasurer. The Chair shall ensure that notice of all regular and special meetings is sent to all members of the Central Committee not later than the sixth day before each meeting

b. The First Vice-Chair shall perform all of the duties of the Chair in the absence or disability of the Chair; coordinates the work of the District Leaders and may coordinate the work of standing committees, as assigned by the Chair; and be an alternate signer of checks with the Treasurer.

c. The Secretary shall keep a book of minutes of all meetings of the Central and Executive Committees, showing the time and place of the meeting, the names of those present, and the proceeding and actions taken. A book of approved Central Committee minutes and a book of approved Executive Committee minutes will be maintained at the WCDPU office. Copies of the Central Committee minutes will be made available to all Central Committee members by having copies of the previous unapproved minutes available at the meeting and posting them on the Central Committee website with staff access only. The Secretary shall maintain all the membership records of the Central Committee and carry out Central Committee correspondence and all legal notifications at the request of the Chair.

d. The Treasurer shall prepare adequate records and reports on all Central Committee operational and fundraising financial transactions; meet all campaign finance reporting requirements; provide for the custody and safekeeping of all Central Committee funds; maintain open financial books ready for inspection and review at all times; issue checks in accordance with the Central Committee-approved budget, with the Chair or First Vice-Chair as alternate signer; serve as non-voting member of the Contributions Recommendation Ad-hoc Committee.

e. The Parliamentarian shall insure that all proceedings of the Central Committee and the Executive Committee of the Central Committee are conducted in accordance with the By-laws, the Standing Rules and Roberts Rules of Order; conduct all election processes, including those for Central Committee officers, resolutions, and changes to the By-laws. The Parliamentarian shall be an ex-officio member of the Rules Committee.

ARTICLE VII ELECTED POSITIONS

Section 1: Eligibility

Delegates and alternates to the State Democratic Central Committee shall be members of the County Central Committee.

Section 2: Responsibilities

Delegates and alternates shall act as liaisons between the County Central Committee and the State Committees to which they are elected, voting as directed by the County Central Committee and reporting on substantive discussions and actions taken by those State Committees at the first possible County Central Committee meeting.

Section 3: Nominations and Elections

All delegates and alternates to the following committees shall be selected and serve according to the bylaws of the respective Committees.

a. Democratic Party of Utah Bylaws.

b. All delegates and alternates to the State Democratic Central Committee shall be elected by plurality vote at the Organizational Meeting of the Washington County Democratic Party of Utah (Central Committee).

c. National Convention of the Democratic National Committee Charter, its Call to the Convention, and its Delegate Selection Rules set the basis for the election of delegates to presidential elections year National Conventions.

ARTICLE VIII COMMITTEES & CAUCUSES

Section 1: The Executive Committee:

Shall consist of the four current elected officers and the Chair of the State Democratic Central Committee; hold monthly meetings; have a quorum when a majority of its members are present; review and make recommendations on all Central Committee officer recall petitions prior to action by the Central Committee; hire paid staff; and conduct all necessary business required between regular meetings of the Central Committee.

No member of the Executive Committee shall hold more than one voting position on the Central Committee, except for the Treasurer who is chair of the Budget Committee. No one person shall be entitled to more than one vote in Executive Committee meetings. Where a committee is represented by co-chairs, only one vote may be cast.

For unbudgeted financial decisions over $100, the chairs of all standing committees shall be included with the Executive Committee and required for a quorum.

Section 2: Financial Accountability

No single member or group of members can expend, or make any promises or commitments regarding a future expenditure of, Central Committee funds without a vote of the Executive Committee, subject to the following exceptions:

a. Expenditures approved by the Central Committee in the annual budget process.

b. An expenditure, outside of the approved budget, of less than $100 with approval of two executive officers.

Section 3: Standing Committee Members

a. All precinct committeepersons may be appointed as a member of any standing committee by the Chair of the standing committee.

b. Any member of a standing committee may be removed by written or e-mail notice from the Chair of the standing committee.

c. A standing committee member’s term shall begin after the organizational meeting and end at the close of the next organizational meeting.

Section 4: Standing Committees’ Duties

a. The Community Outreach Committee: Shall develop and strengthen the Central Committee by sponsoring and participating in community events to include Fairs, Parades, other events and other activities for PCPs and volunteers; perform credentials/registration duties for the Central Committee; reach out and serve as liaison to other organizations with Democratic views in the county.

b. The Communications Committee: Shall promote the welfare and principles of the Democratic Party and publicize meetings, conventions, fundraising events, and resolutions passed by the Central Committee in local news media; publish all necessary platform convention materials; and coordinate letters to the Editor.

c. The Budget Committee: Shall prepare an annual budget for adoption by the Central Committee and conduct an annual review of all Central Committee financial records. The Budget Committee Chair shall review any expenditure not contained in the adopted budget.

d. The Finance Committee: Shall have the primary responsibility for planning and executing all fundraising activities to meet Central Committee-approved, budgeted expenses.

e. The Resolutions and Platform Committee: Shall receive, review and make recommendations on all proposed resolutions; submit proposed platform items, based upon major issues, to the Central Committee for its consideration; send the required number of copies of the County Platform to the Platform Committee of the State Central Committee so that it may be considered for inclusion in the State Democratic Platform.

f. The Rules Committee: Shall regularly review Central Committee bylaws and Standing Rules at least once every two years, making recommendations for amendments as needed, proposing amendments thereto, as needed, for adoption by the Central Committee; and shall conduct all elections.

g. District Leader Committee: Shall be composed of the Campaign District Leaders headed by the First Vice-Chair; shall publicize opportunities for elective office; provide assistance to candidates; coordinate the Precinct and Neighborhood Leader program and related voter registration drives, “get out the vote” efforts, distribution of slate cards and candidate literature; and assist with coordinated campaign activities for all general elections.

h. The Young Democrats Committee: Shall promote the Democratic Party among county young people and coordinate activities within the county. Establishment of groups of Young Democrat groups at educational and community institutions is encouraged. Registration of first-time voters is also encouraged.

i. Information Technology Committee: Shall develop and maintain the Central Committee website, databases, blogs and software, enforcing all Central Committee standing rules pertaining to access and permitted uses; respond to tech-support, user access, and rule violation issues within 24 hours; provide online research as requested by the Executive Board or the Central Committee; advise the Central Committee on matters related to information technology.

j. The Office Committee: Shall be responsible for overseeing the regular operation of the office, including staffing and equipment usage, storage and maintenance.

k. The Training and Education Committee: Shall have oversight of all training and shall coordinate all training presented on behalf of the Central Committee. The committee shall train Campaign District Leaders and Precinct Committee Persons as to their duties and responsibilities in regard to the Central Committee. The committee shall also educate and train volunteers as to their opportunities to assist the Central Committee. A regular curriculum of academic education should be prepared and presented on a periodic basis.

l. The Latino Outreach Committee: Shall focus on the Latino community by registering voters and engaging all Latino voters in the Democratic political process. Accommodations for both written and spoken language translation should be available.

Section 5: Ad-hoc Committee Duties

a. Contributions Recommendation and Endorsement Committee: Shall make

recommendations as to which legislative candidate campaigns shall receive contributions from the Central Committee and as to which candidates for non-partisan office shall receive the endorsement of the Central Committee.

b. Nominating Committee: See above. (Article VI Section 3)

Section 6: Caucuses

a. The Washington County Central Committee may grant official recognition to a caucus of the Washington County Democrats who share demographic or other similar identity. Such caucuses are meant to encourage people of similar interests to be active in supporting the Washington County Democratic Party. The purpose of granting official recognition is to enable the caucus to participate in the policy decisions and the outreach programs of the Washington County Central Committee.

b. To achieve official recognition, the Caucus must be approved by the Washington County Central Committee. A group of at least 3 Democrats must request that their caucus be recognized.

c. Each caucus is responsible for complying with the regulations and financial requirements of the Washington County Central Committee. The Central Committee is not required to provide financial support to any caucus.

ARTICLE IX MEETINGS

Section 1:

All meetings of the Central Committee shall be open to the public.

Section 2: Organizational Meeting

a. The organizational meeting of the Washington County Democratic Party of Utah Central Committee in Washington County shall be the first meeting of the Central Committee held following a General Election. It shall be held no sooner than ten (10) days following the sending of the notice of the organizational meeting and no later than fifty (50) days after the election. Those present shall constitute a quorum.

b. The meeting shall be called by the Chair of the retiring Central Committee, who shall give notice of time, date, place and agenda of such meeting not later than ten (10) days following the General Election to each member of the newly elected Central Committee. At that time, a copy of this notice shall also be sent by the Chair of the retiring Central Committee to the retiring Chair of the State Central Committee and the Executive Director of the Democratic Central Committee of Utah.

Section 3: Regular Meetings

a. Regular meetings will be monthly.

b. Three (3) members shall constitute a quorum for regular and special meetings.

Section 4: Special Meetings

Special meetings shall be called by the Chair; in his/her absence or incapacity, by a Vice-Chair; in the absence or incapacity of both, by an Officer of this Central Committee; or by six (6) members. The meeting shall be solely for the transaction of business as stated in the call for the meeting.

Section 5: Notice of Meetings

Notice shall be sent to all members of this Central Committee not later than the sixth (6th) day in advance of each meeting.

Section 6: Prohibition of Proxies

Proxies in no instance shall be permitted to participate in any Central Committee meeting.

ARTICLE X CONVENTIONS

Section 1: Convention Delegates

a. At least ninety (90) days prior to the State Democratic Convention, the Washington

County Central Committee shall receive from the Democratic Party of Utah a notice

of the number of delegates and alternate delegates to that Convention that it is entitled to elect.

b. At least thirty (30) days before the Convention, the Washington County Central Committee shall elect the delegates and alternates and notify the Chair of the State Central Committee of the names and postal addresses of persons chosen.

Section 2: Selection of Delegates and Alternates

Delegates and alternates shall be selected in a meeting of the Central Committee in which voting shall be limited to its members.

Section 3: County Platform Convention

A county-level Platform Convention may be held in advance of the State Democratic Convention.

ARTICLE XI BALLOT MEASURES AND RESOLUTIONS

Section 1: Ballot Measures

The Central Committee may take a position on ballot measures.

Section 2: Resolutions

The Central Committee may pass a substantive resolution on any subject provided that:

a. A standing committee, or 5 members-at-large, has presented the proposed text of the resolution in writing to the Resolutions and Platform Committee for consideration at the next meeting.

b. Notice has been sent to all Central Committee members, with the entire resolution text, that the resolution will be considered at the meeting covered by the notice.

ARTICLE XII PARLIAMENTARY AUTHORITY

Rules of procedure in “Robert’s Rules of Order, Newly Revised” (current edition) shall govern the Central Committee in all cases not covered by these Bylaws, the Central Committee’s Standing Rules, or the Bylaws of the Democratic Party of Utah.

ARTICLE XIII AMENDMENT

These By-laws may be amended at any meeting of the Central Committee provided that:

a. The proposed amendment has been reviewed and recommended for adoption by the Rules Committee, and written copies of the proposed amendment made available with the meeting notice;

b. Two-thirds (2/3) of those present and voting vote to adopt the amendment.

ARTICLE XIV SB54 ALTERNATIVE NOMINATION BY PRIMARY SIGNATURES

This article complies with the SB54 addendum to the state bylaws :

* Except as it relates to presidential candidates, prohibits a ballot or ballot sheet from indicating that a candidate is associated with a political party unless the candidate is nominated by petition or nominated by a qualified political party.
* Changes dates relating to the establishment and publication of the master ballot position list.
* Defines a qualified political party as a registered political party that:
  + permits voters who are unaffiliated with any political party to vote for the registered political party's candidates in a primary election;
  + permits a delegate for the registered political party to vote on a candidate nomination in the registered political party's convention remotely or permits the designation of an alternate delegate;
  + does not hold the registered political party's convention before April 1 of an even-numbered year; and
  + permits a member of the registered political party to seek the registered political party's nomination for any elective office by seeking the nomination through the registered political party's convention process, seeking the nomination by collecting signatures, or both.
* Provides that candidates for elective office shall be nominated in direct primary elections, unless the candidates are listed on the ballot as unaffiliated or are nominated by a qualified political party.
* Modifies provisions relating to the conduct of a primary election.
* Describes petition requirements for appearing on a primary election ballot for nomination as a candidate for an identified political party.
* Grants rulemaking authority to the lieutenant governor.
* Describes duties of the lieutenant governor and county clerks in relation to the provisions of this bill.
* Describes requirements and exceptions for a qualified political party.
* Describes two alternate nomination procedures for a qualified political party:
  + via the convention nominating process:
    - must file in person with filing officer declaration of candidacy after second Friday in March and before 5pm on the third Thursday of March in the year of the general election (district attorney candidates need to file with county clerk in same time period); or
  + via gathering required valid signatures:
    - must file intention to gather signature for intent to run, before gathering required signatures, between January 1st and the third Thursday in March of election year with the filing officer on a form approved by the lieutenant governor;
    - must file in person with filing officer declaration of candidacy after second Friday in March and before 5pm on the third Thursday of March in the year of the general election (district attorney candidates need to file with county clerk in same time period);
    - must submit valid signatures at least 14 days prior to the day the qualified political party holds its convention for nominating candidates;
    - valid signatures:
      * must be residents of the district for that office;
      * must be registered voters;
      * must be permitted by the qualified political party to vote in that political party’s primary election;
    - number of signatures required:
      * 28,000 for statewide;
      * 7,000 for congressional;
      * 2,000 for state Senate;
      * 1,000 for state House;
      * 3% for county.

Revision 1.15.04 09-17-15 Approved by Central Committee

ORGANIZATION CHART FOR WASHINGTON COUNTY DEMOCRATIC PARTY OF UTAH

END OF BYLAWS

RESOLUTIONS

***2017-10-21 Resolution on Harassment and Bullying***

***DEFINITIONS AND TERMINOLOGY***

***Harassment can take many forms. It may be verbal, physical, or visual and can include but is not limited to: words, signs, jokes, pranks, intimidation, physical contact, or violence. It generally focuses on stereotyping that includes age, gender, race, color, ethnicity, culture, religion, sexual orientation or disability.***

***Bullying does not involve stereotyping but encompasses the same actions as harassment and is equally as serious.***

***Sexual harassment may include unwelcome sexual advances by either sex, requests for sexual favors, other verbal or physical contact of a sexual nature when such conduct creates an intimidating environment, prevents an individual from effectively performing the duties of their position either implicitly or explicitly.***

***BE IT SO RESOLVED THAT:***

***Each Democratic officer is responsible for keeping our environment free of harassment and bullying. Any officer who becomes aware of an incident of harassment or bullying, whether by witnessing the incident or being victimized by it, must report the incident to the Party Officer with whomever they feel most comfortable.***

***When the Washington County Democratic Party becomes aware that harassment or bullying might exist, we are obligated by law to take prompt and appropriate action, whether or not the victim wants our committee to do so. Appropriate investigation and disciplinary action will be taken, if warranted. All reports will be promptly investigated with due regard given for the privacy of everyone involved.***

***Any officer found to have harassed or bullied a fellow member will be subject to disciplinary action or possible termination. WCDPU will also take any additional action necessary to correct the situation. WCDPU will not retaliate nor will we tolerate any member of our party who retaliates against anyone who makes a good faith report of alleged harassment or bullying, even if the incident is found to be unsubstantiated.***