

Amador County Democratic Party

Bylaws Of The Amador County Democratic Central Committee

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Amador County Democratic Central Committee

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Article I - GENERAL

A. Name

The name of this organization shall be Amador County Democratic Central Committee, also known as the Amador County Democratic Party, hereinafter referred to as the "Committee."

B. Purpose

The purpose of the organization shall be:

- To promote Democratic ideals and programs;
- To increase Democratic registration in Amador County;
- To encourage the development of Democratic candidates for elected positions and to support those candidates in their electoral needs;
- To coordinate all Democratic activities within the County of Amador;
- To act as liaison to the State and National Parties;
- To promote and support Democratic Party legislation;
- To provide input to the State and National Party Platform;
- To elect delegates to the state conventions;
- To provide year-round voter support services;
- To charter groups or organizations to use the official term "Democrat" or "Democratic" and to use the official symbol of the Democratic Party.

C. Terms

1. All references in these By-laws to "Democrat" or "registered Democrat" shall mean a voter who disclosed a preference for the Democratic Party on their voter registration card. All references in these By-Laws to "Decline-to-state" or "No Party Preference" shall mean a voter who disclosed no preference for any political party on their voter registration card.

2. All references to "nominee" shall refer to that registered Democrat in a voter-nominated election who received the highest number of votes in the General Election. Should there be no registered Democrat among the "top-two" in the General Election, "nominee" shall refer to that registered Democrat who received the highest number of votes in the top-two Open Primary.

3. All references to "partisan primary" shall refer to the voter-nominated top-two open primary or similar primary election as determined by California Law.

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Article II – MEMBERSHIP

All members of the Committee must be registered Democrats. Committee membership shall be made up of Regular Members (elected members, appointed members) and Alternate Members, all of whom shall live in the county and the supervisorial district which they represent. Residency and voter registration eligibility shall be confirmed by the Committee prior to election or appointment to the Committee. Membership may also include [as well as] Ex-Officio Members as provided for in Article II, Section F Below.

A. The number of elected/appointed members

The number of elected/appointed members for each district shall be determined once every four years coinciding with the Presidential election and as provided for in the California Elections Code. Elected and appointed members (Regular Members) serve a four year term. Members shall adhere to the Equal Division Rule, as closely as possible considering the population of Democrats in Amador County.

B. Vacancies

In the event there are vacancies within a supervisorial district the Chair of this Committee shall appoint members to the vacancies upon the approval of the Committee by the majority vote. Alternates will be considered first.

C. Alternates

Each Committee member may choose one alternate to serve when that member is absent. Alternates shall be given full right of debate in all meetings of the Committee.

D. Oath of Office

All members and alternates shall take the Oath of Office from either the County Clerk or the Committee Chair within 90 days of election or appointment.

E. Notification of State Chair

In order for the representative to be eligible to vote at the next meeting of this Committee, the County Chair shall notify the State Chair of the Central Committee in writing signed by the County Chair of the names and addresses of the persons elected to membership no later than by a date publicized by the Chair of This Committee which is at least 60 days prior to the Organizing Convention of an odd-numbered year, or next business day if date falls on state holiday or weekend.

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F. Ex-Officio Members (See Elections Code Sections 7206-07)

1. Democratic nominees and/or officeholders for Congress, State Senate and State Assembly districts which are whole, or in part, in the County of Amador are Ex-Officio members of this Committee. These Ex-Officio members may appoint alternates as members of this Committee who, in the absence of the Ex-Officio member, will have all rights and privileges of the Ex-Officio member.
2. Former Chairs of this Committee not currently serving on the Committee and the current California Democratic Party (CDP) Regional Director shall be Ex-Officio members of the Committee.
3. Ex-Officio members shall be entitled to all rights and privileges, including the right to vote, and shall have the same standing in every way as other members of this Committee.

G. Dues

Dues shall be established by simple majority vote of qualified members of the Committee. Dues are due and payable by all members and alternates upon attaining membership in the Committee and are renewable on February 1 of each year.

H. Participation

All members are expected to participate in the activities of the committee and to participate on at least one standing committee.

I. Notice of changes of Residence

All members shall be required to notify the Chair and the Secretary if they move from the district for which they were elected/appointed to serve on the Committee.

J. Disclosure/Conflicts of Interest

All members shall be required to provide full and ongoing written disclosure to the Committee regarding the nature of any and all financial relationships with and/or fiduciary responsibilities to any political organization or private business or public entity collaborating with or pursuing a business relationship with this Committee.

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K. Delegates to the California State Central Committee

All regular members are eligible to be delegates to the California State Central Committee and have voting privileges at the annual Democratic State Convention. Delegates are elected at the Organizational Meeting.

L. Resignation of Members

Resignation is automatic when a Member:

- a. Ceases to be a registered Democrat
- b. Moves from the supervisorial district said member was elected or appointed to represent.
- c. Fails to take the Oath of Affirmation as required.

M. Removal of Committee Members

1. With the exception of Ex-Officio members as defined in Section F.1 above, a member of this committee may be removed as follows:

- a) Upon death or inability to serve
- b) Failure to pay dues
- c) Failure to attend three consecutive meetings. Excused absences shall not be counted in determining the three consecutive meetings. The Chair shall determine whether an absence is excused.
- d) For cause:
 - 1. Registering as a member of any political party other than the Democratic Party.
 - 2. Endorsing a candidate of any political party other than the Democratic Party.
 - 3. For any act or conduct not becoming a member of the Committee.
 - 4. Failure to vote in one of the two most recent elections.

2. Removal for cause shall be by two-thirds vote of the qualified members present at such a meeting in which Cause for Removal is an agenda item. The member of the committee to be removed shall be notified by certified mail at least 15 days prior to next month's meeting of pending action to remove them from office. All other members shall be notified by special mailing or email of pending action to remove the member from office.

3. If the Member does not resign then the member to be removed may request a hearing. At the hearing the officers shall examine the statement of charges brought against the accused member. The accused member shall be afforded an opportunity to respond to the charges. Any finding of a violation, and the imposition of an appropriate sanction for that violation, shall require a vote of not less than two-thirds of the officers present and voting.

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Article III – OFFICERS

A. The Officers

The officers shall be

1. Chair
2. Vice-Chair
3. Secretary
4. Treasurer
5. Sergeant-At-Arms

B. Election of Officers

Officers are elected for a two year term at the Organizational Meeting. The term shall begin on January 1st of the following year.

1. All officers shall be nominated from the floor.
2. A ballot shall be used in all elections of officers, except in absence of a contest.
3. All vote counting shall be public.
4. In the event that a Chair is not elected at the Organizational Meeting or proper election procedure is not followed, the past Chair may remain as Interim Chair until a new Chair is duly elected in accordance with these Bylaws.
5. Officers are elected by a simple majority of those present and voting. In case of a tie the officer will be chosen by lot.

C. Duties of the Officers

1. The County Chair

The County Chair shall be the chief executive officer and the official voice of this Committee; shall carry out its policies and purposes, shall pursue its interests to the best of their abilities, shall be responsible for this Committee's compliance with the requirements of the California Democratic Party State Central Committee (CDPSCC) By-Laws, and shall discharge other such duties as pertain to this office.

2. The Vice Chair

The Vice Chair shall assist the Chair in the performance of the duties of that office. To the extent necessary, the Vice Chair shall exercise the powers of the Chair in the event of the Chair's absence. In the event the office of Chair is vacated the Vice-Chair shall succeed to the office of Chair until such time as a new Chair can be elected. Other duties should not conflict with the duties or the authority of the Chair.

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3. The Secretary

The Secretary shall maintain all records of this Committee and its Executive Board, shall keep correct minutes of each meeting, issue all notices and discharge such other duties as pertain to this office. The Secretary shall notify all members and alternates by mail, email, website or telephone of all meetings and maintain records of members' name/address/phone/email information. In the absence of both the Chair and Vice Chair, the Secretary shall call the meeting to order, and a Chair Pro-Tem shall be elected by the members.

4. The Treasurer

The Treasurer shall have charge of all funds and maintain appropriate records thereof including a list of all qualified members. The Treasurer shall be cognizant of state and federal financial regulations and requirements for county central committees and shall be responsible for ensuring compliance with all state and federal financial regulations and mandatory filings. The Treasurer shall receive all monies paid into or received by the Central Committee, shall issue a receipt as required and discharge all regular bills of the Committee. The Treasurer shall make no other disbursement without the sanction of the Central Committee or its Executive Board and then only by check or electronic funds transfer.

The Treasurer shall submit their financial books for inspection to the Executive Committee when called to do so. The Treasurer is to report to the members at each meeting a summary of the previous month's activities, including members in good standing, total receipts and disbursements in the prior month. The Treasurer shall, upon request by any member in good standing, make available for inspection the monthly financial statements and any annual reports required by law (Secretary of State and IRS).

5. The Sergeant at Arms

The Sergeant at Arms shall maintain the order and enforce the by-laws when called upon by the chair.

6. The Executive Committee

The Executive Committee shall consist of the officers of this Committee.

- a) The Executive Committee shall have the power to conduct any business by email/telephone/conferencing, which cannot be delayed until the next scheduled meeting or Special Called Meeting. Any actions taken must be reported at the next Committee meeting for concurrence.
- b) The Executive Committee shall have supervision of all funds and property of the Central Committee and determine day-to-day policy and procedures of the Committee.

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7. Democratic State Central Committee (DSCC) Executive Board Members:

- a) Members of the State Central Committee (DSCC) shall be elected prior to the deadline prescribed by the CDP and in accordance with CDP guidelines.
- b) Written notice of holding elections for positions on the DSCC shall be sent to all Members.
- c) All Members will be informed of the anticipated cost of participation in the DSCC and the requirements of naming a proxy should they be unable to attend.
- d) Elected Officers of the Committee shall have first choice for a delegate position to the California Democratic Party. Remaining delegate seats will be filled as follows: all remaining Regular Members will be asked if they wish/plan to attend. If not all seats are filled, membership will be offered to Alternates (Regular Member and Ex-Officio Members).
- e) Member seats left vacant following the election shall be filled by appointment by the Chair.

8. Democratic State Central Committee (DSCC) Executive Board Representative

- a) The State Executive Board (E-Board) of the DSCC member must be an elected officer of the Committee and one of the elected delegates
- b) Member(s) of the State Executive Board of the DSCC shall be elected prior to the deadline prescribed by the CDP. This may be at the time of the DSCC Member election above, but must be held prior to the first DSCC Executive Board Meeting following the odd-numbered year annual CDP DSCC convention.
- c) Written notice of holding elections to the State Executive Board shall be sent to all Committee voting Members and Alternates
- d) Seats on the State Executive Board left vacant following the DSCC E-Board Representative election shall be filled by election of the Committee membership.

D. Officer Vacancies

In the event a vacancy in the office of Chair after the Organizational Meeting elections, the Vice Chair shall assume the responsibilities of Chair until proper notice and election to fill this position have been completed. In the event of a vacancy in any office other than Chair, the vacancy shall be filled by a vote of the membership at the Regular Meeting that follows the notification of vacancy.

E. Removal of Officers

1. An officer of the Committee shall be removed from office if:
 - a) During their term of office, they willfully neglect the duties of the office.
 - b) During their term of office, they misuse the Committee's funds.
 - c) During their term of office, they engages in any conduct that would be grounds for the removal of a member.

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2. Procedure for the Removal of an Officer:
 - a) The procedure for removing an officer from their post shall be the same as that for removing a member.
 - b) The only sanction available under this section is removal of an officer from their executive office, not the Committee.
 - c) If a member is removed from the Committee in accordance with Article II, M, the member automatically forfeits any office they hold.

Article IV MEETINGS

The Committee shall meet at least once per month or as shall be determined by the membership.

A. Monthly meetings

Regular monthly meetings of the Committee will be scheduled at the beginning of each term on a regular day and time at a location in Amador County and/or via Zoom, to be determined by the Executive Committee.

B. Organizational Meeting

The Organizational Meeting shall be held in December of even numbered years at a time to be determined and published four (4) weeks prior to the meeting. The meeting shall include seating of members (in presidential election years), election of officers and election of delegates and an Executive Board (E-Board) member to the California State Central Committee. The E-Board member must be an elected officer of the Committee and one of the elected delegates; any regular member may be elected as a delegate.

In Presidential Election Years newly elected members will be sworn in by the County Clerk or the existing Chair of this Committee. If the existing Chair is a newly elected member, an Ex-Officio member who is a former chair will swear in that person. The newly sworn in elected members will elect a new Chair. The new Chair shall then fill any vacancies with the approval of the elected member by majority vote. These new members will be sworn in by the County Clerk or the new Chair. Then the election of the remaining officers and DSCC delegates and DSCC E-Board member will proceed according to Article III, B.

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C. Special/Emergency Meetings

Special/Emergency Meetings of the Committee may be called at times more frequent than once per month by the Chair or upon request of a simple majority of the membership.

D. Presiding Officer

The Committee Chair shall preside over all meetings of the full Committee and all meetings of the Executive Committee.

E. Meetings of the Executive Committee

Regular Meetings of the Executive Committee will be at the discretion of the Chair. However, a Special Executive Committee Meeting may be requested by any member of the Executive Committee. Voting by phone or email is permitted when necessary.

F. Control of the Agenda

The agenda for Regular meetings will be controlled by the Chair and/or the Executive Committee.

G. Quorum

All official meetings of the Committee shall be conducted only with a quorum of members present. A quorum shall consist of at least one member or alternate (as specified in Article III, D) from at least three different supervisorial districts, in addition to at least one officer.

H. Rules

The latest edition of "Rosenberg's Rules of Order" shall govern any matter not covered in these By-Laws, the By-Laws of the California Democratic Party, the By-Laws of the Democratic National Committee, Federal Law or California State Law.

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I. Voting

All items put to a vote shall be passed by a simple majority of those members present and voting. Proxy votes are not allowed. Electronic or telephone voting may take place when necessary at the discretion of the chair and an issue put to members via electronic voting is passed by a simple majority of those voting by the required deadline.

J. Notification

Notification by phone/email/website of regular meetings shall be sent to Committee members one week prior to the meeting date. Notification of regular meetings shall also be sent to appropriate local media at least one week prior to the meeting date. Members of the Committee, and of the public when possible, will be notified by phone/email in the event a meeting date, time or location is changed.

Article V COMMITTEES AND STANDING COMMITTEES

This Committee shall have the following Standing Committees: Audit; Finance; Rules; Policy & By-Laws; Voter Education & Outreach; and Fundraising. The Chair shall appoint the members and chairs of these committees and may at their discretion, consolidate, or once consolidated, deconsolidate existing standing committees, and create additional special committees as needed to accomplish this Committee's goals.

A. Audit Committee

The Chair shall appoint an Audit Committee consisting of no more than three Trustees, each to be from a different district to examine and audit the Treasurer's records a minimum of once a year and at the change of Treasurers. This committee may schedule other audits at their discretion or at the request of this Committee, the Executive Committee or the Chair.

B. Finance Committee

The Treasurer shall chair the Finance Committee, which will consist of at least one member and no more than three members. It's the duty of the Finance Committee to prepare the Committee's Annual Operating Budget, subject to approval by this Committee, and to recommend financial policy to the Executive Committee.

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C. Rules, Policy & By-Laws Committee

The Chair will appoint a chair and at least two members to review this Committee's By-Laws, policies and procedures annually, recommend changes thereto, and review all proposed by-laws amendments.

D. Voter Education & Outreach Committee (VE&O)

The VE&O committee will be responsible for coordinating GOTV (get out the vote), voter outreach and education activities for this Committee, including developing a permanent precinct organization. The committee will consist of a chair and at least one member of each supervisorial district.

E. Fundraising Committee

This Fundraising Committee will be responsible for organizing fundraising activities to finance ongoing funding requirements of this Committee. The committee will consist of as many members as the committee needs to accomplish its goals.

Article VI CHARTERING/RE-CHARTERING PROCESS

A. AUTHORITY

In order to encourage organized participation in political activity by Democrats in Amador County, this Committee shall have the authority to charter organizations, as specifically set forth herein, which include in any part of their name the name of the Democratic Party, and, directly or indirectly, solicit funds in the State of California for any purpose whatsoever under the representation, either express or implied, that the funds are being solicited for the use of the Democratic Party. A charter, as defined by the California Elections Code, licenses the use of the word "Democrat" (or any variation of the word) in the organization's title and authorizes them to raise funds on behalf of that Democratic organization.

B. GRANTING:

1. This Committee may only charter organizations having as their objective the advancement of the Democratic Party.
2. Chartered Organizations are intended to be independent of the Amador County Democratic Central Committee and not "affiliated" therewith, as the term is defined by the Bipartisan Campaign Reform Act and other applicable Local, State and Federal rules and regulations. This Committee shall not engage in any activities that directly or indirectly establish, finance, maintain or control any organization chartered under this Article.

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3. Any Charter shall be effective from the date said charter was granted until the second meeting of this Committee held following the regular election of the county officers of this Committee immediately following the conclusion of a Presidential election year, or, until revoked for cause as set forth herein.
4. Charter shall only be granted upon the recommendation of the Rules, Policy & By-Laws Committee of this Committee pursuant to guidelines adopted by that committee, and approval of this Committee **by majority vote**.
5. The by-laws of the Chartered Organizations shall conform to the policies for chartering of the California Democratic Party, the Amador County Democratic Central Committee and any applicable state codes and laws.

C. DENIAL AND REVOCATION:

1. This Committee shall have the power and authority to deny or revoke a charter of any organization for cause by a majority vote. Cause for denial or revocation shall include:
 - a) Having less than twenty (20) members in Amador County.
 - b) Failing to grant membership to any registered Democrat resident of Amador County in the area which the organization draws its membership
 - c) The knowing enrollment of a person registered as anything other than a member of the Democratic Party as a voting member.

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Article VII ENDORSEMENTS

A. GENERAL PROCEDURES

For the purpose of this process “local” shall refer to an office or measure whose jurisdiction does not extend across county lines. The following general procedures shall govern all endorsement recommendations and endorsement proceedings of this Committee:

1. This Committee, specifically members in good standing, shall participate fully in the endorsement process of the California Democratic Party as specified in the DSCC By-Laws, Article XIII for partisan public office, or position on a State Ballot Proposition, Initiative, Referendum or Recall. All “official endorsements” of the California Democratic Party shall be the “official endorsements” of this Committee.
2. Notice of agendas and meetings
The time, place and agendas of all public meetings of the Democratic Party on all levels shall be publicized fully and in such manner as to assure timely notice to all interested persons. Such meetings must be held in places accessible to all Party members and large enough to accommodate all interested persons.
3. Full publication of selection procedures
The Democratic Party shall publicize fully and in such a manner as to assure notice to all interested parties a full description of the legal and practical procedures for selection of Democratic Party Officers and representatives on all levels.
4. Timely publication of selection procedures
Publication of these procedures shall be done in such fashion that all prospective and current members of the State Democratic Party will be fully and adequately informed of the pertinent procedures in time to participate in each selection procedure at all levels of the Democratic Party Organization.
5. Timely publication of selection qualifications
The Democratic Party shall publicize fully and in such a manner as to assure notice to all interested parties a complete description of the legal and practical qualifications of all officers and representatives of the State Democratic Party. Such publication shall be done in timely fashion so that all prospective candidates or applicants for any elected or appointed position within the State Democratic Party will have full and adequate opportunity to compete for office.

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6. E-mail notice
 - a. Publication of any Democratic Party notice via email will be considered valid if:
 - (1) The sender and receiver have both consented, in writing, to sending and receiving notice in this manner,
 - (2) The notice was sent to or from the email address specified when giving consent, or most recent email address specified on a subsequent notice of change of address by sender or receiver,
 - (3) The obligation to inform and procedure for informing of any change in email address has been specified in writing, and
 - (4) There is an opportunity to opt out of such consent at an appropriate time.
7. This Committee may provide endorsements of candidates for local non-partisan public office, a Local Ballot Proposition, Initiative, Referendum or Recall, CDP Resolutions, and internal CDP elections so long as these endorsements do not violate any portion of DSCC By-Laws, Article VIII. A Democratic candidate for nonpartisan office who has been endorsed by this Committee shall also be considered to be the endorsed candidate of the CDP. It is prohibited to endorse candidates for County Committees.
8. This article does not apply to Chartered Organizations (Clubs, etc.) as they are specifically intended to be independent of the California Democratic Party or this Committee and not affiliated therewith, as that term is defined by the Bipartisan Campaign Reform Act and other Local, State and Federal laws, rules and regulations. Therefore, endorsements by Chartered Organizations shall not be construed as the official endorsement of either this Committee or the California Democratic Party.
9. Insofar as official endorsements of this Committee are in accordance with the DSCC By-Laws, Article VIII, Section 4, recipient of the official endorsement of this Committee shall also be considered endorsed by the California Democratic Party and shall be entitled to the rights and privileges as may be attached thereto.
10. Policies and procedures governing endorsements by this Committee are the purview of the Rules, Policy & By-Laws Committee of this Committee and subject to the approval of this Committee by majority vote.

B. During an Election Year

During an election year all local and regional Democratic candidates will be notified of the meeting time and place at which endorsements will be considered. The procedure for obtaining an endorsement from the Amador County Democratic Central Committee will be made available to all qualified candidates.

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1. No endorsements will be made by the Committee of any person not registered to vote as a member of the Democratic Party.
2. This Committee shall not support more candidates for an office than the number to be elected for that office.
3. The Committee will not make an endorsement in a partisan race prior to an endorsement by the California Democratic Party. This does not prohibit the Committee from making an endorsement in a non-partisan race.
4. To secure an endorsement of this Committee any candidate must receive a 2/3 vote of those present and voting.
5. Secret ballots are prohibited.

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Article VIII AMENDMENTS

Amendments may be proposed at any regular meeting. Adoption of the proposed amendments will occur at the following regular or special meeting. The amendment may be adopted by two-thirds vote of those qualified members or alternates attending, providing a quorum be present. The Chair will cause to be made, a corrected copy of the amended by-laws and will assure timely distribution to all members and alternates, the California Democratic Party Rules Committee, the Secretary of State and the County Clerk.

By-Laws and/or any amendments thereto shall become effective immediately upon their adoption.

Initial Ratification:	April 19, 2007
Subsequently amended and ratified:	July 23, 2009
Subsequently amended and ratified:	October 27, 2011
Subsequently amended and ratified:	October 24, 2013
Subsequently amended and ratified:	June 11, 2015
Subsequently amended and ratified:	January 9, 2026

Certified by:

Steve Christensen, Chair

(Date)

Lori Jagoda, Secretary

(Date)