

BY-LAWS

THE PEND OREILLE COUNTY DEMOCRATS

We, the Pend Oreille County Democrats, provide our by-laws as an instrument to conduct our business as efficiently and openly as possible.

ARTICLE I – ORGANIZATION

SECTION 1. Title. The official name of this organization shall be “The Pend Oreille County Democrats” and also referred herein as the “Organization”. The incorporation of the Organization became effective January 1, 2006, upon the Articles of Incorporation of a non-profit corporation having been filed in the office of the Secretary of State of the State of Washington on December 19, 2005.

SECTION 2. Membership. It shall be composed of all Pend Oreille County Precinct Committee Officers (“PCOs”) of the Democratic Party, duly acting as provided by law; members of the Executive Committee; and other members.

SECTION 3. Purpose. As recognized by law, The Pend Oreille County Democrats is organized to perform functions of a political party as an integral part of representative government and to voice and advance the ideals of the Democratic Party. These By-Laws shall be construed to be consistent with the statutes and rules governing the Democratic Party of the State of Washington and its constituent county chapters.

ARTICLE II – OFFICERS

SECTION 1. Chair. The Chair shall head the Organization and Executive Committee; shall generally represent the Democratic Party of Pend Oreille County; and shall be an ex-officio member of all committees. The Chair or his/her surrogate shall advise and assist all Democratic candidates.

SECTION 2. Vice Chair. The Chair and Vice Chair shall be of the opposite sex whenever possible. The Vice Chair shall assist the Chair and act in the place of the Chair when appropriate.

SECTION 3. Secretary. The Secretary shall act as clerk and keep minutes of the Organization and Executive Committee meetings. The Secretary shall head the Committee that notifies all members of scheduled meetings unless the members are notified by other means.

SECTION 4. Treasurer. The Treasurer shall handle all funds of the Organization, deposit the same, and keep books of account and complete financial records. Each December, the Treasurer shall prepare the annual financial statement showing receipts and expenditures, to whom made and for what purpose. Such statement shall be available for inspection by members of the Organization.

SECTION 5. State Committeeman and Committeewoman. The State Committeeman and Committeewoman shall represent the Organization at meetings of the state Democratic Central Committee of Washington and at other meetings such as the 7th Legislative and 5th Congressional District meetings. The State Committeeman and Committeewoman shall prepare and submit a report, including pertinent support documents, to the E-board to assist members to be apprised of issues and activities of State Quarterly Meetings. Prior to the Committeeman and woman voting on issues that have any impact on POC Democrats, the Committeeman and Committee will make every effort to inform the E-board about significant upcoming State Quarterly Meetings ballot issues.

SECTION 6 Officers will be elected to a two year term.

ARTICLE III – SUCCESSION AND REMOVAL OF OFFICERS

SECTION 1. Succession. Should a vacancy occur more than 90 days before a general election in the offices of Chair, Vice Chair, State Committeepersons, Secretary or Treasurer, a special meeting of the Organization shall be called by the Chair within 30 days to fill the vacancy, excluding the Chair position. In the event such vacancy shall be the office of the Chair, the Vice Chair shall temporarily assume that office and shall call the special election meeting in accordance herewith.

SECTION 2. Removal. Any officer may be removed for just cause at any time by majority vote of the members of the Organization at a special meeting called for such purpose.

ARTICE IV – EXECUTIVE COMMITTEE

SECTION 1. Composition. The Executive Committee shall consist of the elected or appointed Chair, Vice Chair, Secretary, Treasurer, State Committeeman, State Committeewoman, and Chairs of the Standing Committees.

SECTION 2. Standing Committees:

The Standing Committees shall be Candidate Selection; Fundraising; Issues and Letters; Membership; Precinct Committee Officer (PCOs), Parliamentarian, Media/Communication, Labor, Community Outreach and any other on-going Committee formed to conduct business for the Organization and its members.

SECTION 3. Purpose. The purpose of the Executive Committee shall be to conduct business between the Organization meetings.

SECTION 4. Responsibilities. The responsibility of the Executive Committee is to provide direction to the Pend Oreille County Democrats.

The Executive Committee may expend funds for purposes including, but not limited to, office supplies, postage, duplicating expenses, and advertising. The Treasurer shall report such expenditures as are required to the Organization for its approval at its next regularly scheduled meeting.

In addition, in the event that an emergency arises requiring action before a full meeting of the Organization may be held, the Executive Committee may expend funds in such amounts as it believes necessary with a majority approval. A report of such expenditures will be made at the following Organization meeting at which time an explanation will be made concerning such emergency expenditure of funds.

SECTION 5. Meetings. Meetings shall be called quarterly. Such meetings shall be open to members, though voting shall be limited to Executive Committee members.

ARTICLE V – MEMBERSHIP.

All persons of voting age may request membership in the Organization. Membership cards shall be issued by the Treasurer. Such membership shall be approved by the Organization upon payment of the membership fee. If question arise in reviewing new members the Membership Committee shall request the affirm belief in and support of the principles and ideals of the Democratic Party and of the Constitutions of the State of Washington and of the United States.

ARTICLE VI – MEETINGS

SECTION 1. Notice. The Secretary shall oversee the Committee responsible for sending a written notice of meetings of the Organization.

SECTION 2. Quorum. Ten members shall constitute a quorum.

SECTION 3. Proxies. A Precinct Committee Officer may authorize, by signed proxy, a substitute to act for him/her at any meeting. Such substitute must be a resident and registered voter of the same precinct. No proxy shall be valid unless the Precinct Committee Officer fills in the name of the substitute.

SECTION 4. Vote. The right to vote is vested in the Precinct Committee Officers or their Proxies and Officers of the Organization. By current practice or unanimous consent, other persons attending an Organization meeting may participate in the meeting and vote on any matter coming before the group.

SECTION 5. Frequency. There shall be at least six Organization meetings each year. Special meetings shall be called by the Chair or at the request of 50% of the Executive Committee. Upon notice of such request, the Chair shall call a meeting within 15 days. Should the Chair fail to do so, any officer may call the meeting.

ARTICLE VII – REORGANIZATION MEETING

SECTION 1. Call. The Chair shall call a reorganization meeting of the Organization in the month of January in odd years.

SECTION 2. Credentials. A Credentials Committee shall be appointed by the Chair and shall have each attendee sign in. It shall register names and such record shall constitute the roll call. Then, the names shall be checked to see that each individual has either paid his/her annual dues or signed a statement that he/she is a Democrat and wishes to be a member of the Pend Oreille County Organization. The Credentials Committee shall furnish each member with 6 official ballots for the offices of Chair, Vice Chair, Secretary, Treasurer, State Committeeman, and State Committeewoman.

SECTION 3. Nominations. The Candidate’s Committee shall recommend a slate of officers and present such slate to the membership. Nominations may also be made by any active Democrat to the Candidate’s Committee or on the floor. The order of nominations shall be: (1) Chair; (2) Vice Chair; (3) State Committeeman; (4) State Committeewoman; (5) Secretary; (6) Treasurer. Any candidate may speak on his/her own behalf, or appoint someone to speak on his/her own behalf.

SECTION 4. Election. Elections for Chair and Vice Chair shall immediately follow nomination therefore. Elections for State Committeeman and Committeewoman shall immediately follow nominations therefore. Elections for Secretary and Treasurer shall immediately follow nominations therefore.

Voting shall be by secret ballot, and, if no one receives a majority on the first vote tally, there shall be a run-off vote between the two receiving the highest vote count. In the event of only one nominee for the office, the election shall be made by voice vote.

SECTION 5. Order of Business. The Agenda for the Reorganization Meeting shall be: (1) Call to Order; (2) Report of the Credentials Committee; (3) Reading of the Minutes of the last Organization meeting; (4) Financial Report; (5) Election; (6) Installation of Officers; (7) Committee Reports (8) New Business; (9) For the Good of the Order; (10) Adjournment.

ARTICLE VIII – PRECINCT COMMITTEE OFFICERS

SECTION 1. General Duties. Elected or appointed PCOs shall actively participate in recruiting new party members, register voters, aid and support Democratic candidates, and perform or delegate duties of election officers as provided by law.

SECTION 2. Precinct Caucus. As determined by the Executive Committee and the PCOs, Precinct Caucuses may be held individually or jointly at specified location(s) and time(s). The caucus chair(s) or PCOs, if a caucus is held separately, shall certify in writing to the Temporary Credential Committee, one delegate and one alternate from each precinct, who shall be registered voters of that same precinct. Resolutions adopted at a caucus shall be submitted in writing to the Temporary Resolutions Committee not less than ten days before the county convention. Should a PCO fail to hold a caucus, registered voters of that precinct may post a notice and hold such caucus elsewhere, submit resolutions, and certify delegates in the name of the precinct.

ARTICLE IX – COUNTY CONVENTION - The Chair shall issue the call for the County Convention in accordance with the state rules provided.

ARTICLE X – POWERS AND DUTIES--Officers and Committees shall have the necessary and proper powers to perform their duties, and shall be esponsible to the members of the Organization for their conduct and performance thereof. They shall perform such duties not herein provided as the Organization shall from time to time direct.

ARTICLE XI – QUALIFICATIONS--Officers and Committee members need not be Precinct Committee Officers.

ARTICLE XII – RULES--The latest edition of Robert’s Rules of Order shall govern all meetings.

ARTICLE XIII – AMENDMENTS - With formal motion, submitted in advance to the Chair whenever possible, these rules may be amended at an Organization meeting by a two-thirds vote of members present. The amendments may also be brought to the floor.

ARTICLE XIV – VACANCIES IN COUNTY GOVERNMENT

When an elective position is vacated and when requested to do so, the Pend Oreille County PCOs will provide a list of candidates to fill the vacancy to the Executive Committee. The candidates shall be ranked in the order of preference. The Executive Committee shall provide the list of three (3) candidates to fill the vacancy to the appointing authorities. It shall be the responsibility of those Democratic members serving on the appointing body to support the candidates consistent with the ranking established by the PCOs.

In the event the #1 ranked candidate is not selected, the Democratic members of the appointing body shall provide the Organization with an explanation of that decision.

ARTICLE XV – STANDARDS FOR ELECTED OFFICIALS SUPPORTED BY THE PEND OREILLE COUNTY DEMOCRATS

Elected officials, members of the Executive Committee, and PCOs should not openly or publicly support candidates running on opposition party tickets.

When an elected official holding office receives support from the Organization, that office holder shall endeavor to attend meetings.

Should an incumbent Democrat willfully disregard the recommendation made under ARTICLE XIV, the Executive Committee shall make a determination as to the need for action by the Organization.

Should the matter be referred to the Organization, it shall be done through the Executive Committee and placed on the agenda for the next regularly scheduled meeting. Any decision by the Organization relating to appropriate corrective action will require a simple majority vote of the membership present.

ARTICLE XVI - PROXIES AT DISTRICT, CONGRESSIONAL, AND STATE MEETINGS--The Chair and State Committeepersons may authorize, by signed proxy, a substitute to act for him or her at any meeting with the concurrence of the Executive Committee, whenever possible.

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