

# **Bylaws of the Sarpy County Democratic Party**

## **PREAMBLE**

The Sarpy County Democratic Party, hereafter referred to as the “County Party” recognizes the basic worth of all people and does not discriminate on the basis of age, race, color, national origin, religion, sexual orientation, physical disability, ethnic background or cultural heritage. The purpose of the County Party is to provide the ongoing structure to ensure the election of Democrats to both partisan and non-partisan offices; to retain and recruit Democrats, and encourage potential candidates for public office; and to provide our membership with a forum on matters of political interest. The County Party also provides education and training. The County Party demonstrates this commitment by providing candidates with technical support, expertise, and election Get Out The Vote efforts. The intention of the County Party is to approach its tasks with integrity and honor and to involve as many people as possible in the process. The goal of the County Party is to build a Party whose strength is in its solidarity.

## **ARTICLE I: The County Convention**

The Sarpy County Democratic Party Convention (hereinafter referred to as "County Convention"), as constituted and empowered by state law and the bylaws and rules of the Nebraska Democratic Party and Democratic National Committee is the body which directs and guides the County Party organization.

### **SECTION A:**

1. The Sarpy County Democratic Party shall convene a biennial County Convention. Any voter registered as a Democrat in Sarpy County is eligible to attend, participate in and vote at the County Convention. The Secretary shall declare that a quorum exists for the purposes of conducting business at the County Convention if at least 15 members in good standing of the Sarpy County Democratic Party are in attendance.
2. The agenda for the County Convention shall include the following:
  - a. Election of Officers, including but not limited to the County Chair, Associate Chair, 2<sup>nd</sup> Associate Chair, Secretary, and Treasurer.
  - b. Adopt any necessary revisions to these Bylaws.
  - c. Adopt a Platform: The Sarpy County Democratic Party shall not adopt a separate Platform from the Nebraska Democratic Party unless the need for a separate Sarpy County Platform shall be evaluated prior to the County Convention. If deemed necessary, a Platform Committee shall form to submit a Platform to the County Convention for approval.
  - d. Elect delegates and alternates to the Nebraska Democratic State Convention.
  - e. Such other business as may come before the convention in accordance with these Bylaws.

### **SECTION B:**

The Agenda for the Convention shall be drafted by the County Chair of the Party with the assistance of the Secretary, and the approval of the Executive Committee. The Executive Committee shall consist of the County Chair, Associate Chair, 2nd Associate Chair, Secretary, and Treasurer.

**SECTION C:**

1. The County Convention shall be called to Order by the County Chair or in his or her absence by the Associate Chair.
2. The Agenda shall include the following:
  - a. Call to Order
  - b. Approval of Minutes
  - c. Reports of Officers
  - d. Committee Reports
  - e. Election of Officers in the following order:
    - i. County Chair
    - ii. Associate Chair
    - iii. 2nd Associate Chair
    - iv. Secretary
    - v. Treasurer
    - vi. Other Officers as may be determined by the Convention
  - f. Adoption of any necessary revisions to the Bylaws
  - g. Adopt a Platform. (see Article I., Section A., Item 3).
  - h. Election of delegates and alternates to the Nebraska Democratic State Convention
  - i. Unfinished Business
  - j. New Business
  - k. Candidate Remarks
  - l. Adjourn

**SECTION D:**

The terms of the officers of the County Party shall begin with adjournment of the County Convention, and shall extend to the convention of the next biennial County Convention, unless resignation, removal or death shall come first.

**SECTION E:**

The County Convention and all other meetings of the Party shall be conducted in accordance with *Robert's Rules of Order*.

**SECTION F:**

The authority of the members of the Sarpy County Democratic Party shall be vested in the County Convention. When the Convention shall be in recess or adjourned, then the authority of the members shall be vested in the Central Committee (see Article III.) When the Central Committee shall be in recess or adjourned, the authority of the members shall be vested in the Executive Committee.

**ARTICLE II: PARTY OFFICERS**

**Section A: Provisions Applicable to All Officers**

1. Nominations shall be made from the floor of the County Convention. Any registered Sarpy County Democrat may be nominated. The person nominated must publicly declare that they accept the nomination. If no such declaration is made, the nomination is deemed void. Once all nominations have been made, the County Chair shall announce the nominations are closed. Each candidate for the office under consideration shall have the opportunity to make a brief introduction, a statement regarding their qualifications for office and why they feel

they are most qualified for the position. Thereafter an election for the position shall be—by public methods of voting. Voting shall be by voice vote, division of the house (standing or a show of hands), roll call vote or by signed written ballot as provided herein. The person winning the most votes shall be elected to the office.

2. Each officer shall hold office beginning with adjournment of the County Convention, and shall extend to the convention of the next biennial County Convention, unless resignation, removal or death shall come first.
3. In case of the death; serious illness; resignation; removal; change of address to a county other than Sarpy County; change of party affiliation; the vacancy shall be filled by an election at the next meeting of the County Central Committee to be held following publication of the vacancy. The person elected to fill the vacancy shall hold office until the next County Convention.
4. Any officer may be removed from office by the Executive Committee when an officer accumulates three unexcused absences from regular meetings of the Central Committee (see Article II. Section B, Item 6), when an officer is convicted of a felony or serious misdemeanor; or when an officer fails to faithfully fulfill her or his duties. Upon such removal, the vacancy shall be filled as set forth above.

### **Section B: County Chair**

The County Chair may, in addition to any other duties assigned by the County Convention:

1. Appoint such committees, subcommittees, commissions, boards or tribunals as he or she may deem necessary or appropriate.
2. Supervise, Organize, conduct and preside at meetings of the Executive Committee, Central committee, and biennial County Convention.
3. Direct the day-to-day activities of the Sarpy County Democratic Party. The County Chair shall not, however, act contrary to any directive of the County Convention or County Central Committee.
4. Represent the Sarpy County Democratic Party, and serve as its spokesperson for the Party.
5. Set the time, date, place and agenda of the Annual County Convention, Central Committee Meetings, and Executive Committee meetings.
6. Determine whether an officer's absence from a meeting is excused or unexcused.

### **Section C: Associate Chair**

The Associate Chair shall assist and advise the County Chair in the execution of the duties of office of the County Chair, and assume the duties of the County Chair in the absence of the County Chair. The Associate Chair (when possible) shall be of the opposite gender from that of the County Chair.

### **Section D: 2nd Associate Chair**

The duty of the Second Associate Chair (any gender) will be to assume the duties of the Associate Chair if that office falls vacant.

### **Section E: Secretary**

The Secretary shall keep the minutes of all Party Meetings: submit those minutes for the approval of the members at the next regular meeting of the Party; and issue, keep and maintain all correspondence to or from the Party on behalf of the Party.

## **Section F: Treasurer**

The Treasurer shall collect, receive, keep, and disburse the funds of the Sarpy County Democratic Party. All funds maintained by the County Treasurer shall be placed in a checking account kept at a financial institution which is insured by the Federal Depository Insurance Corporation. The Treasurer shall make a report at each meeting of the Party as to the condition of the Party's finances. The Treasurer shall only disburse funds in the form of a check, which shall require two signatures if the disbursement is over \$500.00 from any two of the following officers: the Treasurer, or County Chair or Associate Chair. Items that are ongoing monthly expenses are excluded. The Treasurer shall also provide timely, accurate reports regarding the financial circumstances of the Sarpy County Democratic Party as may be required by law, including but not limited to The Nebraska Accountability and Disclosure Commission.

## **ARTICLE III: CENTRAL COMMITTEE**

The Central Committee of the Sarpy County Democratic Party shall consist of any registered voter who has registered as a Democrat with the Office of the Sarpy County Election Commissioner. The Central Committee shall meet at the call of the Convention, shall determine, establish, formulate and execute the policies of the Sarpy County Democratic Party by simple majority.

## **ARTICLE IV: OFFICIAL ACTS**

Those actions taken by the Executive Committee, other committees, or officers of the Sarpy County Democratic Party in accordance with these Bylaws shall be deemed to be the official acts of the Sarpy County Democratic Party unless and until the act is overruled by a vote of the Party at a Central Committee Meeting or at the County Convention.

## **ARTICLE V: AMENDMENTS TO BYLAWS**

These Bylaws may be amended by a two-thirds (2/3) vote at the County Convention. Such amendments may only be made after the proposed amendment is published on the Party website for at least thirty (30) days prior to the vote.

Adopted by the Sarpy County Democratic Party Convention on June 4, 2014