

CONSTITUTION AND BY-LAWS
of the
Democrats of Auglaize County

INTRODUCTION

This set of By-Laws, as established and adopted, shall serve as the rules governing the operations and/or business of the following organization.

ARTICLE ONE: NAME

The name of this organization shall be the "*Democrats of Auglaize County*"—DAC-- hereafter referred to as the "Club".

ARTICLE TWO: PURPOSE

The purpose of this organization will be to promote, organize and perpetuate a representative, effective, and responsible Democratic social organization in Auglaize County.

ARTICLE THREE: MEMBERSHIP

Section I-- Membership in this club shall be open to all *registered Democrats* of Auglaize County, Ohio, who support the Constitution of the United States of America, the Constitution of the State of Ohio, and the principles of the Democratic Party.

Section II—Annual Membership will be limited to the first 100 registered Democrats, who reside in Auglaize County and are the first 100 to remit annual dues after December 1 of the preceding year. This section is included in order to comply with Ohio Campaign Finance. ORC 3517.01.

Section III--No member may vote on any motion, resolution, question, nomination or election at any meeting of the club who does not meet the aforesaid qualifications and has not paid the annual dues as decided upon by the Board of Directors of the club. Regular members who are current in their dues shall be considered "voting members" of the club.

Section IV—Membership will be limited to 100 Democrats registered in Auglaize County, to be determined by being the first 100 qualifying applicants to submit membership applications and dues between January 15 and February 15.

ARTICLE FOUR: DUES--Annual dues shall be payable to the Treasurer for the ensuing Club year in January or at the time of becoming a member, paid again on normal annual due dates. The amount of dues will be determined by the Board.

ARTICLE FIVE: MEETINGS

Section I—The club will meet on a regular basis, with meetings being held at least quarterly. Notice will be given at the previous meeting, and, when possible in local newspaper agenda and/or community calendar columns, on the website and mailed to the membership in the quarterly newsletter.

Section II--At all meetings nine (9) voting members shall constitute a quorum for the purpose of passing or adopting any item of business requiring a vote. A simple majority of the quorum is all that is necessary to act on official club business.

Section III--Except as herein provided, all proceedings of this club shall be governed by Roberts Rules of Order, Revised.

ARTICLE SIX: OFFICERS

Section I--The officers of the club shall consist of a President, a 1st Vice President, a 2nd Vice President, a Secretary and a Treasurer. Should one or more of these officers be absent, the absent officer(s) shall be temporarily replaced by the next officer present, following the above order of hierarchy.

Section II--The officers shall be voting members of the club.

Section III-- Officers are expected to attend all meetings of the club. If any officer of the club is absent for three (3) consecutive meetings, that officer may be subject to removal by the Board of Directors.

Section IV--Any office that becomes vacant due to the death or resignation of an officer shall be filled without undue delay at the next scheduled meeting following the existence of said vacancy. Any vacancies of offices, except the office of President, shall be promptly filled by election. In case of the vacancy in the office of President, the First-Vice-President shall fill the vacancy for the unexpired term.

Section V--The duties of the officers are as follows:

- a. President - The President shall be the chief officer of the club and shall preside at all regular and special meetings of the club. It is the responsibility of the President to perform those duties required to carry out the business and overall purpose of the club. He/she will formulate the meeting agenda, appoint all ad-hoc committees, maintain a close association and/or work with all standing committees and such other duties necessary in directing the club and its activities and functions. The President shall be chairman of the Board of Directors and shall be the official spokesperson for the club.
- b. First Vice-President - The First Vice-President shall assume and fulfill the duties of the President in his/her absence. ~~The First Vice-President will undertake other duties as assigned by the President.~~ He/she shall also serve as a member of the Club's Board of Directors.
- c. Second Vice President - The Second Vice-President will undertake other duties as assigned by the President. He/she will also serve as a member of the club's Board of Directors.

- d. Secretary - The Secretary shall be chairman of the Public Relations Committee. The Secretary shall keep all minutes of the club including regular, special, and Board of Directors meetings and shall read such minutes at the clubs meetings. The Secretary shall also have charge of all correspondence of the club, including meeting notices. It will be his/her duty to report all incoming and outgoing correspondence to the Board of Directors and to the full membership at its meetings. The Secretary shall also serve as a member of the club's Board of Directors.
- e. Treasurer - The Treasurer shall be chairman of the Membership Committee. The Treasurer shall receive and account for all funds of the club. The Treasurer shall keep an accurate account of all monies received and disbursed and shall give a report of finances to the Board of Directors and to the full membership at its meetings. The Treasurer shall be accountable for all revenues and expenditures of the club subject to the direction and/or approval of the Board of Directors. The Treasurer shall complete and file any financial reports required by law and, at the end of each year, shall prepare a financial report covering all receipts and expenditures for the year for review by the Board of Directors and the full membership. The Treasurer shall also serve as a member of the club's Board of Directors.

ARTICLE SEVEN: ELECTIONS

Section I - No member shall be eligible to run for election as an officer of the Club until s/he has been a voting member for (3) months immediately prior to the nominations.

Section II - Officers shall be elected at the annual meeting held in January for a term of one (1) calendar year beginning immediately upon election. Only members who have been voting members at least (1) month immediately prior to the election shall be eligible to vote.

Section III - The President, as Chairman, shall appoint a Nominating Committee. This committee shall be composed of two (2) voting members who shall be appointed by the President. This committee shall present candidates for all elective offices at the January meeting. Additional nominations from the floor shall be in order at this time providing the nominee has met the criteria in Article Seven: Section I.

Section IV - Any member may be removed from office upon a 2/3 vote of the attending membership of the club at any regular or special meeting after 10 days notice to the membership that a motion for the purpose of removal of said member will be considered at the regular or special meeting. The removal may be for causes including, but not limited to the following: Malfeasance, misfeasance, neglect of duty, incompetence, permanent inability to perform official duties, and conviction of a felony involving moral turpitude.

ARTICLE EIGHT: BOARD OF DIRECTORS AND COMMITTEES

Section I--FORMALIZED BOARD - Committee structure will be filled in order to effectively carry-out the business and functions of the club. The following shall be the duties of the Board of Directors and Standing Committees.

- a. **BOARD OF DIRECTORS** – The Board of Directors will be composed of all the officers of the club and will have general charge of the club and its various committees in order to insure the continuity and efficiency of the overall organization. More specifically, these duties shall include, but are not limited to, coordinating the activities of all committees, planning and initiating programs, reviewing and approving expenditures, outlining policies and making recommendations to the full membership. The Chairman of the Central & Executive Committee of the Auglaize County Democratic Party will serve as an ex-officio member of the club's Board of Directors.
- b. **BOARD OF DIRECTORS** - The Board of Directors shall be empowered to represent the Club between meetings of the Club when urgent business requires prompt and decisive action. (In no case, however, shall the Board of Directors transact any business that may affect the vital interests of the Club until the approval of the membership is secured).
- c. **PUBLIC RELATIONS COMMITTEE** - The Public Relations Committee will be responsible for all publicity and public relations affecting the club. More specifically, these duties shall include, but are not limited to, meeting summaries for the local news media, publicize major events of the club, send letters of appreciation to program speakers and event sponsors or donators, handle correspondence on behalf of the club, etc.
- d. **MEMBERSHIP COMMITTEE** - The Membership Committee will be responsible for sustaining and recruiting members. More specifically, these duties shall include, but are not limited to, holding a membership drive to recruit new members, collecting dues from all current and new members, and keeping up-to-date listings of all members, etc.

Section II-- AD-HOC COMMITTEES--Ad-Hoc committees shall be established and appointed as deemed necessary by the President. These committees will be formed to work on any special projects or issues that may arise and shall be dissolved once said committees work is completed.

Section III-- COMMITTEE MEETINGS--Committee meetings shall be held at the discretion of their designated chairman, with the exception of the Board of Directors, which will meet at the discretion of the President.

ARTICLE NINE: FINANCES

All financial transactions utilizing club funds shall receive approval of the Board of Directors prior to the expense being made.

ARTICLE TEN: ANTI-DISCRIMINATION PROVISION

The Democrats of Auglaize County hereby adopt and shall enforce the following anti-discrimination provisions:

1. No Democratic Loyalty Oath should be used which has the effect of requiring members of the Democratic Party to condone or support discrimination on the grounds of race, color, sex, age, national origin, physical disability or sexual orientation.

2. The time and place for all public meetings should be publicized fully and in such a manner as to assure timely notice to all interested persons, and should be open to all members of the Democratic Party regardless of race, color, creed, sex, age, national origin, physical disability or sexual orientation.
3. In order to fully and adequately perform prospective and current members of a full description of the legal, practical, and pertinent procedures for selection of all Democratic club representatives and officers, the club should publicize fully, and in such a manner, as to assure notice to all interested Democrats in time to have adequate opportunity to participate.

ARTICLE ELEVEN: ENDORSEMENT OF CANDIDATES

There shall be no pre-primary endorsement of any local candidate where said election is contested unless endorsed by the Auglaize County Executive Committee and is agreed upon by the Board.

ARTICLE TWELVE: AMENDMENT

This constitution may be amended, supplemented or repealed by a 2/3 majority of the attending members of this Organization. Amendments proposed under this Section must be submitted in writing and copies thereof sent to the Board of Directors at a reasonable time prior to the first reading of the proposed change. Such change can then be acted upon by the full membership at the next regular meeting after the initial reading.

ARTICLE THIRTEEN: DISSOLUTION

In the event this Club wishes to dissolve, a resolution stating the date of dissolution and reasons for same shall be adopted by 2/3 of the attending members vote of the Club after being submitted in writing at the previous meeting. When the Club disbands for any reason, the Club's assets and funds, after all debts are satisfied, shall become the property of Auglaize County Democratic Executive Committee.

Signed on January 19, 2006 by

Tom Barton
President, DAC

Anne Hamilton
Secretary, DAC

Amended January 2009