

**BRADLEY COUNTY
DEMOCRATIC PARTY**

**CONSTITUTION AND
BY-LAWS**

2009

TABLE OF CONTENTS

BRADLEY COUNTY DEMOCRATIC PARTY
263 HARLE AVE N.W.
CLEVELAND, TN 37311

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<u>CONTENTS</u>		<u>PAGE</u>
PREAMBLE		3
ARTICLE I	TITLE	3
ARTICLE II	JURISDICTION & AUTHORITY	3
ARTICLE III	MEMBERSHIP	4
ARTICLE IV	OFFICER QUALIFICATION	4
ARTICLE V	OFFICER RESPONSIBILITIES	5-7
ARTICLE VI	MEETINGS	7
ARTICLE VII	BUSINESS OF MEETINGS	8
ARTICLE VIII	RESOLUTIONS, AMENDMENTS, RULES, AUDITS AND CONTRACTS	8-9
ARTICLE IX	SCTIONS, RESGINATION, VACANICIES, ELECTIONS AND EXPULSIONS	9-10
ARTICLE X	ADOPTED BY-LAWS PLEDGE	11

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**CONSTITUTION AND BY-LAWS
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PREAMBLE

The Members of the Bradley County, Tennessee Democratic Party, offer in order to promote and encourage good government in Bradley County, Tennessee, the State of Tennessee and the United States of America, and increase interest and involvement of party members to insure a responsive leadership and enable the Bradley County Democratic Party to conduct its affairs in an open and orderly fashion while we join together with a renewed faith in our country, in our state and in our party to provide our people with responsive, responsible government and that our government should be of laws, not of favoritism and that all citizens, no matter what their religion, sex or race, shall participate fully in every level of government as we the membership adopt this Constitution and By-Laws and establish all party affairs are conducted in accordance therewith.

**ARTICLE I
TITLE**

1. This organization shall be known as the Bradley County Democratic Party.
2. The Bradley County Democratic Party's address is known as that of the Bradley County Democratic Chairperson, Cleveland, Tennessee.

**ARTICLE II
JURISDICTION AND AUTHORITY**

SECTION 1: The Bradley County Democratic Party Membership and elected officers shall have ruling authority in supervision over all matters pertaining to the Democratic Party of Bradley County, Tennessee set forth in these By-Laws, subject to the Laws of the State of Tennessee.

SECTION 2: Term of this Constitution and By-Laws shall be April through March, beginning the 1st of April of the odd year for (2) two years, ending the last of March thereafter.

ARTICLE III MEMBERSHIP

All residents of Bradley County, Tennessee, whom are registered voters in said county and believe in the ideas and principles of the Democratic Party, regardless of race, creed, age, sex, sexual orientation, or disability are eligible for membership of the Bradley County, Tennessee Democratic Party. Bradley County Citizens under the age of 18 will be entitled to join the Young Democratic Party of Bradley County

ARTICLE IV OFFICERS

1. The Officers of the Bradley County Democratic Party shall be nominated and elected for a (2) year term by the membership of the Bradley County Democratic Party during the re-organization (County Convention) meeting as directed by the Tennessee State Democratic Party Headquarters.

2. Officers: Chairperson (Chairman)
First Vice Chairperson (Chairman)
Second Vice Chairperson (Chairman)
Treasurer
Secretary
Executive Board (7 members)

3. Qualification for Officers:

All persons elected to hold offices within the Bradley County Democratic Party must be a resident of Bradley County, Tennessee, a known Democrat, registered voter of Bradley County, Tennessee and shall have attended and signed the attendance roll book in three (3) of twelve (12) monthly meetings prior to nomination to that office.

ARTICLE V RESPONSIBILITIES OF PARTY OFFICERS

CHAIRPERSON: Shall be responsible for the enforcement of the Constitution and By-Laws. They shall preside and preserve order over all meetings and discharge their duties as representative for the Bradley County Democratic Party throughout their term of office in the State of Tennessee. The Chairperson may appoint a committee and a committee chairperson for each committee appointed, to perform certain task for the party. They may also dissolve such committees and committee chairpersons as needed for the benefit of the party. The chairperson may call special called meetings of the executive board, executive committee and or party as needed for the good of the party. The Chairperson shall chair all Executive Board meetings and cast their vote to break any voting ties of the Executive Board. They shall be an ex-officio member of all Committees with a voice and shall refrain from voting except to break any deadlocks. The Chairperson shall strive to promote unity within the party and supervise the daily business of the party.

FIRST VICE-CHAIRPERSON: Shall be responsible for the enforcement of the Constitution and By-Laws. They shall preside and preserve order over all meetings and discharge their duties as representative for the Bradley County Democratic Party during the absence of the Chairperson. The Vice-Chairperson shall in conjunction with appointed precinct chairpersons be responsible for securing election workers for the precincts they represent during County elections, The First-Vice Chairperson is responsible for submitting a list of election workers for the Democratic Party to the Election Office to work elections. They will maintain a yearly calendar of events for the party and keep the membership informed of such activities. The First Vice-Chairperson shall report to the membership when called upon by the Chairperson on the proceedings of the Executive Board meetings. The First Vice-Chairperson shall be kept informed of all functions of the Bradley County Democratic Party from the Chairperson, officers and membership due this office.

SECOND VICE-CHAIRPERSON: Shall be responsible for the enforcement of the Constitution and By-Laws. They shall discharge their duties as representative for the Bradley County Democratic Party during the absence of the Chairperson or First Vice-Chairperson. The Second Vice-Chairperson shall Chair the Membership Committee and Public Relations Committee. They shall report to the membership at each monthly meeting due the membership and Public Relation Committees. They should work with the First Vice-Chairperson for efficient functioning of their respective positions and be on call to perform any other duties prescribed by the Chairperson.

SECRETARY: The Secretary shall be responsible for all party correspondence and shall keep the minutes of each monthly meeting, making any and all minutes available for inspection by any member upon reasonable request. The Secretary shall provide a membership attendance roll (roll book) of each monthly meeting for attending members in attendance to sign. If for some reason the Secretary should miss a monthly meeting, they shall make all provision necessary to get the roll book to the Chairperson before that monthly meeting.

TREASURER: The Treasurer shall be the Financial Officer of the Bradley County Democratic Party. They shall receive and record all monies accepted to the party, receipt any and all transaction and make available to the membership a monthly financial report at each monthly meetings. The Treasurer shall disburse no funds except that which has been approved by the membership and/or the Executive Board and shall be held liable for unauthorized disbursement of Party funds. The Treasurer shall have books available for inspection by the membership at any reasonable time with the approval of the Chairperson and register with the Tennessee State Democratic Party State Election Commission any and all reports required. They shall perform the duties of Treasurer and other such duties as assigned by the Chairperson. The Treasurer shall secure a two (2) party checking account system at any local Bank of their choice. The Chairperson and Treasurer shall sign each check for Party payment. The First Vice-Chairperson shall also be on the checking account signature card at the Bank for an emergency signature only and that shall be noted and reported at the next regular monthly meeting. The Treasurer shall secure a Bond of reasonable value as determined by the Executive Board within 30 days of taking office for their two (2) year term of office, paid for by the Bradley County Democratic Party.

EXECUTIVE BOARD: Shall consist of (2) two elected members of the Bradley County Democratic Party Membership At-Large and the five (5) elected officers. They shall make recommendations to the membership at all monthly meetings to the current activities, carry out directives of the membership, administer and recommend policies and plans to the membership, communicate and promote the programs, activities and efforts of the Bradley County Democratic Party.

The Executive Board shall be chaired by the Chairperson who only casts a vote to break a tie. The Executive Board shall meet (30) thirty minutes to (1) one hour prior to each monthly membership meeting as directed by the Chairperson. They shall report all executive decisions pertaining to financial matters by the Chairperson or Vice-Chairperson to the membership at the next monthly membership meeting.

The Executive Board shall be responsible for appointing voting precinct Chairpersons for each precinct of Bradley County, Tennessee.

EXECUTIVE COMMITTEE: The Executive Committee shall be composed of one (1) person appointed from each precinct and all elected Public Officials of the Democratic Party. The Bradley County Democratic Party First Vice-Chairperson shall chair all meetings which will be held once per year as directed by the First Vice-Chairperson and the Executive Committee's powers are to make recommendations of appointed precinct workers to the Bradley County Election Commission. The Chairperson shall appoint at-large members to fill any voids of representation from any precinct within the county.

ARTICLE VI MEETINGS

1. The Bradley County Democratic Party shall have monthly membership meetings on the (3rd) third Monday of each month at 6:30 PM at 155 Ocoee Street, Cleveland, TN 37311 (Bradley County Courthouse, Westside entrance off Broad Street)

2. The Bradley County Democratic Party Executive Board shall have monthly meetings (30) thirty minutes to (1) one hour as directed by the Chairperson prior to the Monthly Membership Meetings at 155 Ocoee Street, Cleveland, TN 37311.

3. The Bradley County Democratic Party Executive Committee shall meet (1) one time per year, as directed by the First Vice-Chairperson, for times and places to be announced by the First Vice-Chairperson.

4. The Bradley County Democratic Party shall have special called meetings for the Executive Board, Executive Committee and/or Membership, as needed and announced by the Chairperson. There shall be at least (5) five days notice given to Board Members or Membership prior to special meetings unless a situation becomes necessary for the Chairperson to act accordingly.

5. All monthly meetings of the Bradley County Democratic Party shall be publicized with the county wide media at least (7) seven days prior to the date of each meeting. All meetings should be open to the general public and all media representatives, except where legal counsel otherwise indicates a legal need for a closed meeting.

6. QUORUM:

A. (10) Ten Members that must include at least one (1) of the following officers, the Chairperson, First Vice-Chairperson or the Second Vice-Chairperson of the Bradley County Democratic Party, shall constitute a quorum at any regular monthly meeting or special called meeting by the Chairperson.

B. (4) Four Members including the one (1) of or either the Chairperson, First Vice and or the Second Vice-Chairperson of the Bradley County Democratic Party Executive Board shall constitute a quorum at any Executive Board meeting.

**ARTICLE VII
BUSINESS OF MEETINGS**

The regular order of business of all meetings of the Bradley County Democratic Party shall be in accordance with the current edition of Roberts Rules of Order, Newly Revised, but shall not be inconsistent with these current By-Laws and or any special order which may be adopted by its membership.

CALL OF ORDER:

- A. Pledge of Allegiance**
- B. Roll Call (reading from the Roll Book)**
- C. Reading and approval of the minutes of previous meeting**
- D. Treasurer's Report and approval**
- E. Report of the Executive Board (First Vice-Chairperson)**
- F. Report of committees**
- G. Unfinished business**
- H. New Business**
- I. Election (if necessary)**
- J. Announcements**
- K. Adjournment**

**ARTICLE VIII
RESOLUTIONS, AMENDMENTS, RULES
AUDITS AND CONTRACTS**

RESOLUTIONS and AMENDMENTS: All proposed resolutions and amendments to change the current By-Laws must be written and submitted to the Chairperson (1) one week prior to the next regular scheduled membership meeting, then it shall be brought before the membership for discussion. After and only after a motion to accept and second shall any vote be given such a resolution with a (14) fourteen day notice to the complete membership body through the local media news paper, then and only then shall a vote be taken at the next regular scheduled membership meeting and requiring 2/3 vote of the attending membership for approval.

RULES: The Bradley County Democratic Party is a constituent party of the Tennessee Democratic Party. The Bradley County Democratic Party Membership is an organization not created by the Tennessee Democratic Executive Committee, with the State of Tennessee Democratic Executive Committee having full authority in all matters over the Bradley County Democratic Party Membership. Any conflict between the Bradley County Democratic Party By-Laws and the By-Laws of the State of Tennessee Democratic Party, the By-Laws of the Tennessee Democratic Party shall prevail.

AUDITS Three (3) auditors may be designated from the Bradley County Democratic Party Membership, appointed by the Chairperson, who shall audit and examine the Treasurer's Books of account for the Bradley County Democratic Party and certify on an annual basis of balance of said books, prepared at the close of each fiscal year. Professional Auditors may be hired from time to time as the Membership Auditors deem necessary and shall be paid by the Bradley County Democratic Party for such task.

CONTRACTS The Bradley County Democratic Party shall not contract the party for any obligation that has not been approved for budget by the Membership and at such time any contracts are approved by the Membership, then an annual fiscal budget shall be set and utilized. The Treasurer shall present a monthly itemized statement of income and expenditures to the Membership at each monthly meeting while the Bradley County Democratic Party is under any contract.

ARTICLE IX SANCTIONS, RESIGNATIONS, VACANCIES, ELECTIONS AND EXPULSIONS

SANCTIONS (IX-A): The Bradley County Democratic Party Membership may vote to impose sanctions and or expel a member, but only if written notice is given that the issue will be taken up for actions after a (14) fourteen day notice by certified mail to the person in challenge and notification of membership at the next scheduled meeting. After the member in question has been given the opportunity to be heard, then the membership can take action.

AUTOMATIC EXPULSION: Any Bradley County Democratic Party elected Officer shall forfeit their office if they qualify for a political office as an Independent or representing any other political party other than the Democratic Party and if they oppose a duly qualified Democrat nominee outside the Democratic Party. If any Party Officer has missed (3) three consecutive monthly meetings without an excused absence determined by the Executive Board, then that Officer shall be taken to the Membership for an expulsion vote. Notice must be given said officer in reference to ARTICLE IX-A.

RESIGNATIONS: The Bradley County Democratic Party may accept a resignation from any Member or Officer and the resignation shall take effect upon receipt of written notice given the Chairperson. If an elected office becomes vacant, the Chairperson may appoint a member to fill that office until the Membership has time to elect a member to fill that vacant office at their scheduled monthly meetings or within sixty (60) days.

VACANIES: A vacancy may be filled by nominations from the Membership at a scheduled monthly meeting and the majority vote of a standing count shall be taken to determine the winner. If no nominations are placed for vacated offices, then the Chairperson may appoint any Member at-large to fill said vacancies. All newly elected or appointed officers shall fulfill the said officer term vacated.

ELECTIONS:

A. The Bradley County Democratic Party shall hold all elections during the County Democratic Party Reorganization Meeting as directed by the State of Tennessee Democratic Party.

B. The Bradley County Democratic Party shall hold the election of the two (2) At-Large Executive Board Members during the Reorganization Meeting. Nominations shall be from the Membership in attendance with the top (2) two vote getters being elected by secret ballot unless only (2) two members are nominated and at that time shall be duly elected..

PROXIES: The Bradley County Democratic Party shall not recognize a proxy vote.
ONLY ATTENDING MEMBERS PRESENT AT A SECHDULE MEETING SHALL BE ALLOWED TO VOTE

**ARTICLE X
PLEDGE OF ACCEPTANCE OF
NEWLY ADOPTED BY-LAWS**

We herby witness the acceptance of the newly adopted Constitution and By-Laws of The Bradley County Democratic Party. We agree to abide by these By-Laws while serving as an Officer of The Bradley County Democratic Party.

**BRADLEY COUNTY TENNESSEE
DEMOCRATIC PARTY
EXECUTIVE BOARD**

George L. Patton 3/28/09
Chairperson Date:

Benjamin Rigg 3-28-09
First Vice-Chairperson Date:

Sunny J. Murray 28 Mar 09
Second Vice-Chairperson Date:

Deborah H. Riggs 28 Mar 09
Treasurer: Date:

Quiana W. Hood 3/28/09
Secretary: Date:
Member

Eric S. [Signature] 3/28/09
Executive Board Date:

Sinda Patrice 3-28-09
Executive Board Date:
Member