

MACON COUNTY DEMOCRATIC PARTY BYLAWS

Article I.

NAME AND OBJECT

- SECTION 1: The name of this organization shall be the Macon County Democratic Party.
- SECTION 2: The object of this organization shall be to promote the ideals and principles of the Democratic Party, aid in the election of Democrats and Democratic nominees for public office, and improve the quality of life for Macon County residents.

Article II.

MEMBERSHIP

- SECTION 1: Eligibility. All residents of Macon County, Tennessee who are registered to vote in this county and who believe in the ideals and principles of the Democratic Party are eligible to become members of the Macon County Democratic Party.
- SECTION 2: Nondiscrimination. Membership in the Macon County Democratic Party shall not be denied because of race, color, gender, religion, age, and disability or ethnic origin.

ARTICLE III.

POWERS AND RESPONSIBILITIES

- SECTION 1: Governance. The governance and direction of the affairs of the Macon County Democratic Party shall be vested in the Macon County Democratic Party and its officers as hereinafter set forth in these bylaws, subject to the laws of the state of Tennessee and such rules as may be established by the Tennessee State Democratic Executive Committee.
- SECTION 2: Party Responsibilities. The Macon County Democratic Party shall have the following responsibilities:
- (a) Planning and conducting all county meetings and conventions.
 - (b) Keeping and maintaining records of all Democratic Party meetings and business.
 - (c) Supporting the duly selected nominees of the Democratic Party
 - (d) Organizing and conducting fundraising activities to support and aid in the election of Democratic nominees for public office and improve the quality of life in Macon County.
 - (e) Submitting a list of eligible willing workers for the elections to the Macon County election Commission prior to each election.

ARTICLE IV.

EXECUTIVE COMMITTEE

- SECTION 1. MEMBERSHIP. The Executive Committee shall be composed of the officers and two members elected from the membership to serve as Executive Committee members-at-large. The officers shall be a Chair, Vice-Chair, Secretary, Treasurer and two members elected at-large. Executive Committee members shall serve terms of two years or until a

successor is elected. The Executive Committee shall be representative of the districts of Macon County inasmuch as is feasible.

SECTION 2: Manner of Election. The Executive Committee members shall be elected at a Macon County Democratic Party at a regular meeting in March of odd-numbered years. Eligibility to vote in the election of executive committee members is determined by the execution of an affidavit or affirmation to the effect that they are bona fide Democrats.

SECTION 3: Resignations. The resignation of any member of the Executive Committee shall be made in writing and shall take effect at the time specified therein, or if no time is specified, then it shall take effect upon receipt of such resignation by the Chair or Secretary.

SECTION 4: Vacancies. A vacancy shall be filled by nomination from the membership. Any vacancy occurring in the Executive Committee may be filled by the affirmative vote of a majority of the members present at any regular meeting.

SECTION 5: Manner of Acting. The act of a majority of the Executive Committee members present shall be the act of the Executive Committee, unless a greater number be required by law or by these bylaws.

SECTION 6: CONDUCT.

(a) Notice and Opportunity To Be Heard. The Executive Committee may vote to impose sanctions on, or expel a members (of the Executive Committee), but only if written notice is given that the issue will be taken up at the meeting prior to the meeting on which such action is voted. The member in question (of the Executive Committee) must be given written notice, and an opportunity to be heard.

(b) Automatic Expulsion. A member of the Executive Committee shall automatically forfeit his/her membership on the Executive Committee (and the position shall be declared vacant) for the following reasons:

- (i) In the event he/she qualifies for political office as an Independent or representing any political party other than Democratic Party and opposes a duly qualified Democratic nominee.
- (ii) If he/she has 4 unexcused absences during a term. An absence is excused if notice is given to the Chair or Secretary prior to the start of the meeting and the reason for the absence is one of the following:
 - (1) illness;
 - (2) family illness or death;
 - (3) business; or
 - (4) out of town.

ARTICLE V. MEETINGS

SECTION 1: General. All meetings of the Macon County Democratic Party or of the Executive Committee shall be well publicized in countywide media at least ten (10) days prior to the date of the meeting. All meetings

shall be held at convenient times and locations, and shall be open to the general public and media representatives (except where legal counsel otherwise indicated based upon a legal need for a closed meeting.

SECTION 2: Regular Meetings. Regular meetings of the Macon County Democratic Party shall be held monthly, or when called by the Chair or by one-third (1/3) of the Executive Committee members.

SECTION 3: Special Meetings. If more than sixty (60) days have passed since the last previous meeting, and if the Chairperson has not called a meeting, any six (6) members may call a meeting by notifying all members at least seven (7) days prior to such a meeting. If fewer than sixty (60) days have passed since the last previous meeting, six (6) members may call a special meeting provided seven (7) days prior notice is given by mail to the membership. Any notification of a meeting must include time and location.

SECTION 4: Quorum. Members present at any meeting of the Macon County Democratic Party constitute a quorum and may transact business. Fifty-one percent (51%) of the Executive Committee must be present in order for the Executive Committee to conduct business.

SECTION 5: Convention Meeting. A regular meeting of the Executive Committee of the Macon County Democratic Party shall be held without other notice than this bylaw immediately after, and at the same place as, the convention for the purpose of preparing and reporting actions of the Convention for the Tennessee Democratic Party and the report of the newly elected officers for the Macon County Democratic Party.

ARTICLE VI.

CONDUCT OF CONVENTION

SECTION 1: Convention. The provisions for the holding of the county convention shall be as follows:

- (a) The convention shall be well publicized in the local news media. At least fourteen (14) days' prior notice must be given.
- (b) All members of the Macon County Democratic Party who are registered voters, and who attest they are bona fide Democrats by execution of affidavits or written affirmations to that effect, are eligible to vote at the convention for representatives of the Macon County Democratic Party to attend and participate in district meetings.
- (c) The Chairperson, prior to voting, shall appoint an adequate number of Sergeants-at-arms to assure that only bona-fide Democrats are present for the voting process. The Secretary or duly appointed representative shall verify the affirmations of all attendees.
- (d) The convention shall be called to order by the incumbent Chair of the Macon County Democratic Party who shall immediately call, as the first order of business, for the election of the Convention Chair. The Convention Chair then conducts an election of representatives to District Democratic meetings. The convention shall then adjourn as its business has been completed.

ARTICLE VII
CAUCUS

- SECTION 1: Caucus. The provision for holding the Macon County Democratic Caucus in lieu of a Democratic Primary for local elections shall be in accordance with the provisions of conduct of a caucus set forth by the Tennessee Democratic Party. The result of the caucus election must be reported in writing to the Macon County Election Commission by a date as required by law.
- SECTION 2: Voters. Prior to voting, members must be registered voters and attest they are bona fide Democrats by execution of affidavits or affirmations that effect..
- SECTION 3: Candidates: Candidates must be registered voters and attest they are bonafide Democarats by execution of affidavits or affirmation to that effect. Candidates should make their desire known at the last meeting of the Macon County Democratic Party prior to the Democratic Caucus.

ARTICLE VIII
PROXIES

- SECTION 1: No Proxies Allowed. No proxy shall be allowed at any meeting of the Macon County Democratic Party or the Executive Committee of the Macon County Democratic Party.
- SECTION 2: Unit Rule. No voting by the unit rule shall be allowed at any meeting of the Macon County Democratic Party or the Executive Committee of the Macon County Democratic Party.
- SECTION 3: Open Voting. All votes shall be public and shall not be by secret ballot.

ARTICLE IX
OFFICERS

- SECTION 1: Officers. The officers of the Macon County Democratic Party shall be a chair, vice chair, secretary, treasurer and two executive committee members all of whom shall be elected at the March meeting in odd years for a two year term or until their successors are duly elected and qualified.
- SECTION 2: Election of Officers. The officers shall be elected by a simple majority of the members of the Macon County Democratic Party present at the special March meeting in odd-numbered years. In the event a majority is not achieved, a runoff election shall be held until a majority prevails with the low vote getter being dropped. A complete list of the Executive Committee members shall be forwarded to the Chair of the Tennessee Democratic Party within ten (10) days after their election.
- SECTION 3: Vacancies. Vacancies in any office for any reason may be filled for the unexpired portion of the term by the affirmative vote of a majority of the members present at a meeting
- SECTION 4: Chair. The chair shall preside over the convention until the convention chair is elected, and over meetings of the Executive Committee and meetings of the Macon County Democratic Party. He/she shall perform all duties incident to the office of chair and such other duties as may be prescribed by the Executive Committee members from time to time.
- SECTION 5: Vice Chair. In the absence of the chair or in the event of his/her death Or inability or refusal to act, the vice chair shall perform the duties of the

chair, and, in so acting, shall have all the powers of, and be subject to all restrictions on, the chair. He/she shall perform all duties incident to the office of vice-chair and such other duties as may be assigned to him/her by the chair or by the Executive Committee.

SECTION 6: Secretary. The secretary shall:

- (a) keep the minutes of the Macon County Democratic Party meetings and Executive Committee meetings;
- (b) keep the minutes of any conventions which may be held;
- (c) see that all notices are duly given in accordance with the provisions of law and these bylaws
- (d) be custodian of the records of the Executive Committee and the Macon County Democratic party
- (e) keep attendance records of all meetings of the Macon County Democratic Party, Executive Committee and convention and make them available for inspection by any member.
- (f) Keep membership records and have general charge of membership books of the Executive Committee; and the Macon County Democratic Party and conventions.
- (g) In general perform all duties incident to the office of secretary and such other duties as from time to time may be assigned to him/er by the chair or by the Executive Committee, or which may be required by law.

SECTION 7: Treasurer. The treasurer shall

- (a) have charge and custody of, and be responsible for all funds and securities of the Macon County Democratic Party from any source whatsoever, and deposit all such monies in the name of the Macon County Democratic Party in such bank or other depositories as shall be selected in accordance with the provisions of these bylaws,
- (b) keep and maintain, open to inspection by any member at all reasonable times, adequate or correct accounts of the funds and transactions of the Macon County Democratic Party which shall include all matters required by law;
- (c) disburse the funds as he/she may be ordered by the Macon County Democratic Party and or Executive Committee;
- (d) render to the Executive or any of its members, whenever it may require or request it, an account of all his/her transactions as treasurer, and a financial statement in form satisfactory to it, showing the condition of the Macon County Democratic Party.
- (e) in general perform all of the duties incident to the office of treasurer and such other duties as, from time to time, may be assigned to him/her by the chair or Executive Committee, and
- (f) if required by the Executive Committee, give a bond, to be paid for by the Macon County Democratic Party, for the faithful discharge of his/her duties, in such sum and with such corporate surety or sureties as the Executive Committee shall determine.

SECTION 8: Executive Committee Members at Large. Members at Large attend all meetings of the Executive Committee and assist the officers in carrying out the duties and responsibilities of the Macon County Democratic Party. At the chairperson's request they shall be actively involved in the

publicity and fund raising efforts for the party.

SECTION 9: Neutrality. No member of the Executive Committee shall openly support a candidate in the County Democratic Caucus or any Democratic Primary so that the executive committee presents neutrality to maintain party unity.

SECTION 10: Members Must Support Nominees of the Democratic Party: No person shall be a member of the Executive Committee if he/she shall not support nominees of the Democratic Party. Failure to support the nominees of the Democratic Party shall be cause for removal. Officers may be removed under this Section by a membership simple majority vote of those present at any regular meeting or any meeting called for that purpose after at least the (10) days prior notice to all members of the Macon County Democratic Party.

SECTION 11 Resignations. The resignation of any member of the Executive Committee shall be made in writing and shall take effect at the time specified therein, or if no time is specified, then it shall take effect upon receipt of such resignation by the chair or secretary.

ARTICLE X COMMITTEES

SECTION 1: Committees. Appointed by the Chair. The chair may establish Committees it deems appropriate.

SECTION 2: Term of Office. Each member of a committee shall serve at the pleasure of the person or entity creating the committee, but no longer than until the next convention or until the committee is terminated.

SECTION 3. Removal of any Member of the Committee. Any member of any committee may be removed by the person or persons authorized to appoint such member whenever, in their judgment, the best interest of the Party shall be served by their removal.

ARTICLE XI CONDUCT OF BUSINESS AT MEETINGS

The regular order of business at Macon County Democratic Party meetings shall be as follows:

- (i) Call to order
- (ii) Invocation (optional)
- (iii) Pledge of Allegiance
- (iv) Roll Call
- (v) Reading and approval of the minutes of previous meeting
- (vi) Treasurer's report
- (vii) Reports of committees
- (viii) Resolutions
- (ix) Unfinished business
- (x) New business
- (xi) Elections (if necessary)
- (xii) Adjournment

ARTICLE XII
RESOLUTIONS

All proposed resolutions must be submitted to the chair at least one (1) week prior to a meeting. Emergency resolutions may be brought before the body by consent of a two thirds (2/3) majority of those present.

ARTICLE XIII
CONTRACTS AND EXPENDITURES

SECTION 1: Contracts; Expenditures; Bill Retention. The Macon County Democratic Party shall operate under an approved budget. Except in the case of an emergency for items not designated in the budget, no expenditures or bids shall be made or contracts entered into which purport to obligate the Macon County Democratic Party unless such expenditures or contracts are authorized by majority vote of those present at a duly called meeting at which a quorum is present, except those expenditures for less than fifty Dollars (\$50.00), obligating the Macon County Democratic Party may be authorized by the chair of the Executive Committee. The treasurer shall present a monthly itemized statement of income and expenditures to Executive Committee members. All paid bills shall be retained by the treasurer for a period of two (2) years.

SECTION 2: Audits. Auditors may be designated by the Executive Committee, who shall audit and examine the books of account of the Macon County Democratic Party and shall certify to the Macon County Democratic Party the annual balances of the books which shall be prepared at the close of the fiscal year by, or under the direction of the treasurer.

ARTICLE XIV
PARLIAMENTARY PROCEDURES

The current edition of Robert Rules of Order, newly Revised shall govern meetings of the Macon County Democratic Party in all cases to which they are applicable and in which they are not inconsistent with the bylaws and any special rules of order that may be adopted.

ARTICLE XV
AMENDMENTS

These bylaws may be amended by majority vote of the membership of the Macon County Democratic Party at a special meeting called by the Chairperson of the Macon County Democratic Party or by written substitution and two thirds (2/3) vote of the members present and voting.

ARTICLE XVI
RULES

The Macon County Democratic Party is a constituent party of the Tennessee Democratic Party. The Macon County Democratic Party is an organization created by the State Democratic Executive Committee with the State Democratic Executive Committee having full authority for all matters over the Macon County Democratic Party. Any conflict between the county bylaws and the bylaws of the Tennessee Democratic Party the bylaws of the Tennessee Democratic Party prevail.

