

# BYLAWS

## Rutherford County Democratic Party

*Adopted by the Rutherford County Democratic Party Convention, April 7, 2001*

*Readopted by the Rutherford County Democratic Party Convention, April 12, 2003*

*Amended and readopted by the Rutherford County Democratic Party Convention, April 2, 2005*

*Readopted by the Rutherford County Democratic Party Convention, March 31, 2007*

### Article I

The goals of the Rutherford County Democratic Party are to promote the ideals and principles of the Democratic Party to aid in the election of Democratic nominees to public office.

### Article II

All residents of Rutherford County, regardless of race, creed, age, gender or sexual orientation are eligible to become members of the Rutherford County Democratic Party.

### Article III

- A. The conduct of the affairs of the Rutherford County Democratic Party is subject to the laws of the State of Tennessee and to the rules of the Tennessee State Democratic Executive Committee.
- B. All members of the Rutherford County Democratic Party shall support the election of nominees of the Democratic Party.
- C. The Officers and Executive Committee Members shall constitute the governing body of the Rutherford County Democratic Party.

### Article IV

- A. The officers of the Rutherford County Democratic Party shall be the Chair, First Vice Chair, Second Vice Chair, Recording Secretary, Corresponding Secretary, and Treasurer, each of whom shall be elected for a two year terms at a Convention of the Rutherford County Democratic Party in April of odd number years. These officers shall serve until their successors are elected and recognized as qualified by the Executive Committee.
- B. The above-mentioned officers shall be elected by a simple majority of the certified attendees of the aforementioned Rutherford County Democratic Party Convention. In the event a majority is not achieved on the initial ballot for any such office, run-off elections shall be held, with the lowest vote getter dropped from the ballot, until a majority prevails.
- C. The **CHAIR** is responsible for all activities and committees of the Party. He/she shall be knowledgeable of the proper method of conducting meetings and when to hold them. The Chair shall make sure that all Party events are well planned

and well attended, shall be well informed about issues and candidates and be able articulately and responsibly to discuss them before groups and with the media. A newly elected Chair shall contact the local media to introduce himself/herself and establish accessibility. The Chair shall serve as a liaison between state Democratic Party officials, elected officials, and members of the county Democratic Party and shall notify such persons in a timely manner of all county party functions, recognizing the need for ample notice in order that such functions maybe placed on the Tennessee Democratic Party's Statewide Calendar of Events for Democratic candidates to attend. The County Chair shall work with the Treasurer in drawing up a budget and fundraising plan and in setting goals and providing the means of their fulfillment in regard to party activities.

- D. The **FIRST VICE CHAIR** shall assume the duties of the Chair in his/her absence and assist the Chair in all that person's duties. To the extent authorized by the Chair, the First Vice Chair shall coordinate Party activities with local College Democrats, Young Democrats, Democratic Women, high school Democrats, labor unions, senior citizens, churches, farmers' organizations, and the business community in order to encourage their participation in the activities of the Rutherford County Democratic Party.
- E. The **SECOND VICE CHAIR**, when authorized by the Chair, shall assist the Chair by recruiting Democratic party volunteers to help conduct party functions, staff telephone committees to insure a good attendance at all party meetings and functions, and (working in harmony with the appropriate member of the County Executive Committee) recruit precinct captains to help conduct election campaigns and get out the vote.
- F. The **RECODING SECRETARY** is responsible for maintaining and updating the County Democratic Party's records and making sure that the information therein is circulated among the party's officers and made available to any member of the Executive Committee when requested. The Recording Secretary is also responsible for supplying a sign-in sheet to be used at party functions, with places for names, addresses, and telephone numbers for each attendee. The Recording Secretary is responsible as well for keeping concise minutes of all party meetings, including those only of officers, and for supplying written copies of those minutes to county party officers no later than the beginning the next called meeting.
- G. The **CORRESPONDING SECRETARY** will maintain separate updated lists of all Executive Committee members and officers and send such lists annually to the Tennessee Democratic Party. Copies of sign-in sheets for local party functions shall be expeditiously forwarded by the Corresponding Secretary to the State Democratic Party. These lists shall include current addresses with zip codes and telephone numbers and (if possible) email addresses and fax numbers. Finally, the Corresponding Secretary shall be responsible for the invitational mailing for all county party functions.

- H. The **TREASURER** shall keep a thorough ledger which includes all receipts and disbursements, shall report at each Executive Committee meeting on the current state of the party's finances, and working with the Chair he/she shall submit annually a proposed party budget and fundraising plan. To the extent authorized by the Chair and at least one other officer of the Rutherford County Democratic Party, the Treasurer shall promptly satisfy the party's financial obligations. The Treasurer is responsible, as is the Chair, for abiding by all applicable laws governing contributions, expenditures, and other financial activities of the county party.
- I. When a member of the Rutherford County Democratic party ceases to occupy a party office, that person is responsible for transmitting all party records and other property in his/her possession to his/her successor.
- J. No officer of the Rutherford County Democratic party shall openly support any candidate for office prior to the conclusion of the Democratic Party primary election.


## **Article V**

- A. The Rutherford County Democratic Executive Committee shall be elected (see paragraph C below) from the Rutherford County Commission districts and shall consist of one woman and one man from each district for a terms of two years. There shall also be five at-large members of the Executive Committee elected by the Convention.
- B. The duties of the Executive committee members are (1) to canvass their districts to identify loyal Democrats; (2) to recruit precinct leaders and encourage them to find Democratic Party Poll workers for all elections, and (3) to serve as a liaison between the Democrats of their districts and the officers of the Rutherford County Democratic Party.
- C. Executive Committee members, including at large members, shall be elected by a Convention of the Rutherford County Democratic Party held in April of odd numbered years called (with at least fourteen days notice) for the purpose of electing such members. All voting age residents of Rutherford County who attest that they are bona fide Democrats and are registered to vote in Rutherford County are eligible to vote at the convention and to be candidates for the Executive Committee. After the convention is called to order, the Chair shall call for nominations, by County Commission district, for each Executive Committee position. After the nominations cease, the ballot is closed and the election shall commence. Separate elections will be held for each Executive Committee position with a plurality of votes enough to prevail in each election and ties to be broken by run-offs. Voting at the convention shall be open (not by secret ballot).

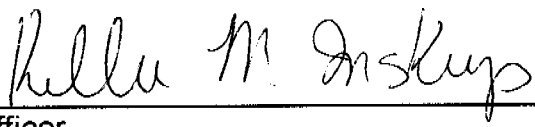
- D. Vacancies on the Executive Committee, including those involving party officers, shall be filled by a majority vote of those voting at the next regular meeting of the Committee following notification that such a vacancy exists. Notice of the vacancy(ies) shall be contained in the call for the meeting.
- E. The Rutherford County Democratic Executive Committee shall meet four times annually in January, April, July and October. Other meetings may be called by the Chair or by petition of one-third of the members of the Executive Committee. A quorum for the transaction of business shall be at least twenty percent of the Executive committee and the officers. Neither proxies nor voting by the unit rule shall be allowed at any meeting of the Executive Committee.
- F. All proposed resolutions or proposed alterations to these Bylaws must be submitted to the Chair at least eighteen days prior to the meeting at which they are to be considered and voted on. Emergency resolutions (but not bylaws changes) may be brought before the Executive Committee by consent of two-thirds of the members present. Proposed changes in the bylaws must be contained in the call for the meeting at which they are to be voted on, subject to the rule requiring fourteen days notice of such meeting.
- G. The current edition of Roberts Rules of Order shall govern all meetings of the Rutherford County Democratic Party in all cases to which they are applicable.

**NEWLY ELECTED OFFICERS PLEDGE OF ACCEPTANCE FOR THE ADOPTED BYLAWS**

We hereby witness the acceptance of the newly adopted bylaws of the Rutherford County Democratic Party. We have agreed to abide by these bylaws while serving as an officer of the Rutherford County Democratic Party.

  
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Officer

3/31/07  
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Officer


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