

BYLAWS
JEFFERSON COUNTY DEMOCRATIC PARTY
(Adopted April 4, 2009)

ARTICLE I
NAME AND OBJECT

~~SECTION 1: The name of this organization shall be the Jefferson County Democratic Party.~~

SECTION 2: The objective of this organization shall be to promote the ideals and principles of the Democratic Party and to aid in the election of Democrats and Democratic nominees for public office.

ARTICLE II
MEMBERSHIP

SECTION 1: Eligibility. All residents of Jefferson 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 Jefferson County Democratic Party.

SECTION 2: Nondiscrimination. Membership in the Jefferson County Democratic Party shall not be denied because of race, color, sex, religion, age, and disability or ethnic origin.

ARTICLE III
POWERS AND RESPONSIBILITIES

SECTION 1: Governance. The governance and direction of the affairs of the Jefferson County Democratic Party shall be vested in the Jefferson County Democratic Executive Committee (the "Executive Committee") and in officers of the Jefferson County Democratic Party, 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 Jefferson County Democratic Party shall have the following responsibilities:

- (a) Planning and conducting all county meetings and convention.
- (b) Keeping and maintaining records of all Democratic Party meetings and business.
- (c) Supporting the duly selected nominees of the Democratic Party.

- (c) Discretionary Sanctions or Expulsions. A member may be expelled in the discretion of the Executive Committee if a pattern of non-attendance is established, even if such absences are excused. Sanctions may be imposed against a member, or he/she may be expelled in the discretion of the executive Committee, for demonstrating disloyalty to the Democratic Party, either in the form of public announcement of support of a candidate of another party in a pending election, or by working for or giving financial support to any such candidate running against a duly nominated candidate of the Democratic Party. The executive Committee shall not impose discretionary sanction or expel a member, unless and until such a member is given an opportunity to be heard and three-fourths of the membership present and voting concur in a discretionary sanctions or expulsion.

ARTICLE V MEETINGS

- SECTION 1: General. All meetings of the Jefferson County Democratic Party or of the Executive Committee shall be well publicized in countywide media at least fourteen days prior to the date of the meeting. All meetings shall be held at convenient times and location, 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 Meeting. Regular meetings of the Executive Committee shall be held monthly on the fourth Thursday or when called by the Chair or by one-third of the Executive Committee members.
- SECTION 3: Special Meetings. If more than sixty days have passed since the last previous meeting, and if the Chairperson has not called a meeting; any four members may call a meeting by notifying all members at least seven days prior to such a meeting. If fewer than sixty days have passed since the last previous meeting, four members may call a special meeting provided seven days prior notice is given by mail to the membership. Any notification of a meeting must include time and location.
- SECTION 4: Quorum. Forty percent of the members of the Executive Committee shall constitute a quorum for the transaction of business at a meeting of the Executive Committee. If less than a quorum is present at a meeting of the Executive Committee, a majority of the members present may adjourn the meeting.
- SECTION 5: Convention Meeting. A regular meeting of the Executive Committee shall be held without other notice than this bylaw immediately after, and at the same place as, the convention.

Committee members shall be forwarded to the Chair of the Tennessee Democratic Party within ten days after their election.

SECTION 3: Vacancies. Vacancies in any office for any reason may be filled by the Executive Committee for the unexpired portion of the term.

SECTION 4: Chair. The chair shall preside over any convention, which may be called, and over the meetings of the Executive Committee. 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. In the absence of the vice-chair, the second vice-chair steps up to perform the duties of the vice-chair.

SECTION 6: Secretary. The secretary shall:

- (a) keep the minutes of the Executive Committee;
- (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;
- (e) keep membership records and have general charge of membership books of the Executive Committee; and
- (f) 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/her 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 Party from any source whatsoever, and deposit all such monies in the name of the Jefferson County Democratic Executive Committee 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 of the Executive Committee at all reasonable times, adequate or correct accounts of the funds and transactions of the Executive Committee, which shall include all matters required by law;
- (c) disburse the funds of the Executive Committee as he/she may be ordered by the Executive Committee;
- (d) render to the chair and secretary, or to the Executive Committee, whenever it may require or request it, and account of all his/her transactions as treasurer, and a financial statement in form satisfactory to it, showing the condition of the Executive Committee;
- (e) prepare and submit any and all quarterly reports to the Tennessee Registry of Election Finance as required by law no later than the due dates as required by

ARTICLE X
CONDUCT OF BUSINESS AT MEETINGS

The regular order of business at Executive Committee meetings shall be as follows:

1. Call to order
2. Invocation
3. Roll call
- ~~4. Approval of the minutes of previous meeting~~
5. Treasurer's report
- ~~6. Report of committees~~
7. Resolutions
8. Announcements
9. Unfinished business
10. New business
11. Elections
- ~~12. Adjournment~~

ARTICLE XI
RESOLUTIONS

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

ARTICLE XII
CONTRACTS AND EXPENDITURES

SECTION 1: Contracts, Expenditures, Bill Retention. All Executive Committees are urged to operate under an approved budget. Except in the case of an emergency for items not designated in the budget, no expenditures or bills shall be made or contracts entered into which purport to obligate the Executive Committee unless such expenditures or contracts are authorized by a majority vote of those present at a duly called meeting at which a quorum is present, except those expenditures for less than \$500, obligating the Executive Committee 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 period of seven years.

SECTION 2: Audits. Auditors may be designated by the Executive Committee, who shall audit and examine the books of account of the Jefferson County Democratic Party and shall certify to the Executive Committee 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.