

KNOX COUNTY DEMOCRATIC PARTY BYLAWS

ARTICLE I - NAME AND OBJECT

SECTION 1: The name of this organization shall be the Knox County Democratic Party, Tennessee, hereafter referred to in these bylaws as the County Party.

SECTION 2: The objective of this organization shall be to promote the ideals, principles, and values of the Democratic Party and to assist in the election of Democrats and Democratic nominees at every level of public office.

ARTICLE II - GENERAL MEMBERSHIP

SECTION 1: Eligibility. All residents of the county who are registered to vote in this county and who believe in the ideals, principles, and values of the Democratic Party are eligible to become general members of the County Party. Membership dues shall never be imposed.

SECTION 2: Nondiscrimination. Membership shall not be denied on the basis of sex, race, age, color, creed, national origin, religion, economic status, gender, sexual orientation, gender identity, ethnic origin, identity, or disability.

ARTICLE III - POWERS AND RESPONSIBILITIES

SECTION 1: Governance. The governance and direction of the affairs of the County Party shall be vested in the **Board of Governors** and **County Assembly** and in the officers of the County Party, hereinafter as set forth in these bylaws, subject to the laws of the State of Tennessee and such rules as may be established by the Tennessee Democratic Party Executive Committee.

SECTION 2: Party Responsibilities. The Party shall have the following responsibilities:

- A. Planning and conducting all County Party meetings and conventions.
- B. Keeping and maintaining records of all County Party meetings and business.
- C. Assisting in identifying local Democrats and obtaining their contact information for Party files.
- D. Recruiting candidates for local and state offices.
- E. Assisting the duly selected nominees of the Democratic Party in their elections and in the education of their voters.
- F. Developing relationships with the County Election Commission Administrator, staff, and the Democratic Election Commissioners.
- G. Coordinating with the County Election Commission in the scheduling of Democratic primaries.
- H. If no primary is held, selecting identified primary candidates for local office in a special caucus called by the County Party.
- I. Actively conducting voter registration, and leading ongoing voter contact and GOTV efforts.
- J. Coordinating with Democratic Election Commissioners to provide appropriate poll workers for local elections.
- K. Recruiting dependable Democratic poll observers for local elections.
- L. Promoting contributions to qualified Democratic candidates running for office.
- M. Providing ongoing communication and liaison with Tennessee Democratic Party State Executive Committee members from your district and the Tennessee Democratic Party Staff.
- N. Support the efforts of the Democratic National Committee (DNC) and Tennessee Democratic Party (TNDP).

ARTICLE IV - BOARD OF GOVERNORS AND COUNTY ASSEMBLY

SECTION 1: Board of Governors Membership – Meets Monthly.

- A. The **Board of Governors** shall be composed of two district representatives for each county commission district, officers, and any of those described in Article IV Section 1 (D) and (E), all of whom are general members of the County Party as defined in Article II Section 1.
- B. **Board of Governors** members are responsible to take an active role in growth and outreach strategies aimed at aiding in the election of Democrats. These efforts are directed through committee work and organizing activities in their districts.

District representatives will be expected to lead efforts in their district to grow the party. For example, responsibilities may be fulfilled by identifying volunteer prospects, donors, organizations, influencers, and house party leads in their district; providing vote by mail information; conducting voter registration; identifying and reporting needs, concerns, barriers, and opportunities for outreach in their district to the **Board of Governors** in order to facilitate opportunities for Democratic engagement and responses in their district.

- C. Members may only hold one position on the **Board of Governors**.
- D. The county party chooses to include ex-officio member representative on the **Board of Governors** with full voting privileges, from each of the following: (1) TN Federation of Democratic Women’s Club, (1) the TN Young Democrats, and (1) the TN College Democrats Chapter.
- E. The county party chooses to include the most recent past County Party Chair on the **Board of Governors** with full voting privileges.
- F. If the additional positions in (D) and (E), are added to the County Party, it must be determined that those included are committed to serve in an active and participating manner.

SECTION 2: County Assembly Membership – Meets Quarterly.

- A. The **County Assembly** shall consist of the members of the **Board of Governors** and the Chair of each Precinct Committee or, in the absence of the Precinct chair, the Precinct chair’s designee from the precinct.
- B. **County Assembly** members are responsible to take an active role in growth and outreach strategies aimed at aiding in the election of Democrats. These efforts are directed through committee work and organizing activities in their precincts.

Precinct chairs will be expected to lead efforts in their precinct to grow the party. For example, responsibilities may be fulfilled by identifying volunteer prospects, donors, organizations, influencers, and house party leads in their precinct; providing vote by mail information; conducting voter registration; identifying and reporting needs, concerns, barriers, and opportunities for outreach in their precinct to the **County Assembly** in order to facilitate opportunities for Democratic engagement and responses in their precinct.

- C. Members may only hold one position on the **County Assembly**.

SECTION 3: Manner of Election.

- A. Officers and district representatives to serve on the **Board of Governors** shall be elected during the County Convention called for the purpose of electing **Board of Governors** members at a date determined by the **Board of Governors** as per instructed by the Tennessee Democratic Party Executive Committee, and as defined in Article XV Section 3, for a two (2) year term or until their successors are duly elected and qualified.

- B. The precinct chairs to serve on the **County Assembly** shall be elected during a precinct meeting occurring no earlier than 30 days before the County Convention, for a two (2) year term or until their successors are duly elected and qualified.

There will be one precinct meeting per precinct. Only people who are registered to vote in the precinct and who meet the requirements specified in Article II for general membership in the Knox County Democratic Party are eligible to vote in the precinct meeting and be a candidate for precinct chair, precinct vice-chair or precinct secretary for the precinct. Multiple precinct meetings occur simultaneously and in the same location as the district meeting.

All precinct chairs shall take the oath of office and complete the required paperwork for submission to the TNDP notifying the TNDP of the precinct chair election results.

SECTION 4: Resignations. The resignation of any member of the **Board of Governors** or **County Assembly** member shall be made verbally or 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. The full respective body, **Board of Governors** or **County Assembly** shall be notified of the vacancy within one week of the resignation. All resignations must be verified and documented in meeting minutes whether made verbally or in writing.

SECTION 5: Vacancies.

- A. **Officers:** Provided that no less than one week notice of the vacancy of an officer has been given, the vacancy shall be filled by nomination from the **County Assembly**. Any such vacancy may be filled by the affirmative vote of a majority of the **County Assembly** members present and voting at any regular meeting, even though less than a quorum of the **County Assembly** exists.

Officer vacancies must be filled by members of the County Party who meet the general membership requirements described in Article II Section 1.

- B. **District Representative:** Provided that no less than one week notice of the vacancy of a district representative has been given, the vacancy shall be filled by nomination from the **Board of Governors**. Any such vacancy may be filled by the affirmative vote of a majority of the **Board of Governors** members present and voting at any regular meeting, even though less than a quorum of the **Board of Governors** exists.

A district representative vacancy must be filled with a member of the County Party who resides in that district and who meets the same requirements as prescribed in Article IV, Section 1.

- C. **Precinct Chair:** Provided that no less than one week notice of the vacancy of a precinct chair has been given, the vacancy shall be filled by nomination from the **Board of Governors**. Any such vacancy may be filled by the affirmative vote of a majority of the **Board of Governors** members present and voting at any regular meeting, even though less than a quorum of the **Board of Governors** exists.

A precinct chair vacancy must be filled with a member of the County Party who resides in that district and who meets the same requirements as prescribed in Article IV, Section 1.

SECTION 6: Attendance. To be an effective and productive **Board of Governors** and **County Assembly**, attendance at all meetings is expected. Irregular attendance will subject members to forfeiture of their position. See Article IV, Section 8.

SECTION 7: Manner of Acting. The act of a majority of the **Board of Governors** members present and the act of a majority of the **County Assembly** members present at any meeting shall constitute the act of the respective bodies, unless a greater number be required by law or by these bylaws. In the event of a tie, the Chair may cast a vote to determine the outcome. Under extraordinary circumstances, when it is necessary to conduct a vote of the **Board of**

Governors to take an action or make an obligation of funds, the **Board of Governors** may be polled via email or phone so long as the vote of each member is reported in the minutes of the next **Board of Governors** meeting.

SECTION 8: Sanctions or Expulsions.

- A. Automatic Expulsion. Any member of the **Board of Governors** or **County Assembly** shall automatically forfeit their position on the **Board of Governors** or **County Assembly**, and the position shall be declared vacant for the following reasons:
- 1) If a member qualifies for political office as representing any political party other than Democratic Party or qualifies for political office as an Independent and opposes a duly qualified Democratic nominee.
 - 2) No person shall be an officer or member of the **County Assembly** if they fail to support nominees of the Democratic Party.
 - 3) If a **Board of Governors** member has six (6) unexcused absences or three (3) consecutive unexcused absences during a term. An absence is excused if notice is given to the Chair or the Secretary prior to the start of the meeting and the reason for the absence may include, but is not limited to:
 - a) illness;
 - b) family illness or death;
 - c) business;
 - d) out of town.

When such violations are brought to the attention of the **Board of Governors** or **County Assembly** by the secretary, the relative body shall immediately recognize the expulsion, note it in proper minutes, and be followed by notification sent to the expelled member.

B. Discretionary Sanctions or Expulsions.

- 1) Sanctions may be imposed against a **Board of Governors** or **County Assembly** member or a member may be expelled if in the discretion of the relative body a pattern of non-attendance is established, even if such absences are excused.
- 2) Sanctions may be imposed against a **Board of Governors** or **County Assembly** member or a member may be expelled if in the discretion of the relative body the member has demonstrated disloyalty to the Democratic Party, either in the form of a 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.
- 3) Sanctions may be imposed against a **Board of Governors** or **County Assembly** member or a member may be expelled if in the discretion of the relative body the member has exhibited repeated behavior that is detrimental to the Democratic Party or to Democratic candidates, or the member refuses to abide by the bylaws or otherwise has been obstructive or worked against the benefit of the Party.
- 4) The **Board of Governors** or **County Assembly** shall not impose discretionary sanctions or expel a member unless and until such a member is given an opportunity to be heard and two-thirds (2/3) of the membership present and voting concur on discretionary sanctions or expulsion. This section does not apply to Automatic Expulsion, Article IV, Section 8 (A).
- 5) The **Board of Governors** or **County Assembly** may vote to impose sanctions on or expel a member, but only if written notice is given that the issue will be taken up. A notice and the opportunity to be heard must be sent to the member in question not less than twenty (20) days prior to the meeting at which such action will be voted upon. The member, if present at said meeting, must be given the opportunity to be heard on the issues related to sanctions or expulsion.
- 6) The Tennessee Democratic Party's Code of Conduct, in order to create a more open and inclusive environment for every Democrat, hereby establishes the following Prohibited Actions:
 - Any form of discrimination, bullying, or harassment; this includes failure to uphold the values of the TNDP, including diversity, inclusivity and courtesy

- Publicly opposing an on-ballot legal Democratic candidate in a partisan general election race.
- Behaviors that violate the law, offend common decency, or bring the Party into disrepute
- Sharing private e-mails, texts, party plans and strategies

In recognition of the various ways in which Democrats now interact, both in person and online, this policy shall be applied to include every interaction between members and shall be equally applicable to every member of the **Board of Governors** and **County Assembly**, and all general members of the TNDP at all levels. A grievance may be filed with the state party for any of the above actions.

ARTICLE V – OFFICERS

SECTION 1: Officers. The officers shall be chair, vice-chair, secretary, and treasurer.

SECTION 2: Election of Officers. The election of officers shall be held at the Biennial County Reorganization Convention in accordance with Article XV Section 3 for a two (2) year term or until their successors are duly elected and qualified.

SECTION 3: Resignations. The resignation of any officer shall be made in writing and shall take effect at the time specified therein; if no time is specified, then it shall take effect upon receipt of such resignation by the Chair or Secretary. The full **County Assembly** shall receive notification of the vacancy within one week of the resignation. All resignations must be verified and documented in meeting minutes whether by letter or verbal.

SECTION 4: Vacancies. It is not required that persons nominated for officer positions be members of the **Board of Governors** or **County Assembly**. Any individual who is not an elected member of the **Board of Governors** or **County Assembly** shall, upon election as an officer, become a member of the respective body. If a District Representative is elected to an officer position, that District Representative will resign from that position, and the position will be declared vacant. See Article IV, Section 5 A. Vacancies in any elected office for any reason shall be filled by the respective body for the unexpired portion of the term.

SECTION 5: Chair. The Chair shall

- A. serve as the spokesperson of the County Party.
- B. receive all records from their predecessor within 14 days of election;
- C. supervise and manage the day-to-day business of the County Party;
- D. preside over any convention which may be called;
- E. preside over the business meetings of the **Board of Governors** and **County Assembly**;
- F. perform all duties incident to the office of chair and such other duties as may be prescribed by the **Board of Governors** or **County Assembly** members from time to time;
- G. establish committees with the approval of the **Board of Governors**;
- H. appoint all Committee Chairs and committee members. The Chair serves as ex-officio member of all committees.
- I. transfer all records to their successor within 14 days of election.

SECTION 6: Vice-Chair. The primary responsibility of the Vice-Chair is to assist and support the Chair. In the absence of the Chair or the Chair's 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. In the event of the Chair's death or resignation, 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, until the vacancy can be filled. See Article IV, Section 5. The Vice-Chair shall perform all duties incident to the office of vice-chair and such other duties as may be assigned to them by the Chair or by the **Board of Governors** or the **County Assembly**. Vice-Chairs shall perform the duties of the office as described by the County Party.

SECTION 7: Secretary. The Secretary shall:

- A. receive all records from their predecessor within 14 days of election;
- B. keep the minutes of all **County Assembly** meetings, **Board of Governors** meetings and conventions;
- C. distribute the minutes of each **Board of Governors** meetings and the **County Assembly** meetings to the full relative body **Board of Governors** or **County Assembly** within fourteen (14) days following the meeting to facilitate any needed actions and the approval of the minutes at the subsequent meeting;
- D. conduct a verbal roll call at each meeting of the **Board of Governors** and at each meeting of the **County Assembly**;
- E. keep attendance records for all meetings of the **Board of Governors** and **County Assembly** and report to the respective body all instances of excessive absences;
- F. see that all notices are duly given in accordance with provisions of law and these bylaws;
- G. be custodian of the records of the County Party;
- H. keep membership records and have general charge of membership books of the **Board of Governors** and **County Assembly**;
- I. in general, perform all duties incident to the office of secretary and such other duties as from time to time may be assigned by the Chair or by the **Board of Governors**, or by the **County Assembly**, or which may be required by law;
- J. maintain all records related to the position for a period of 5 years;
- K. render to the Chair or to any member of the **Board of Governors** and **County Assembly** and to any member of the **County Assembly** whenever it may require or request it, at all reasonable times, the records of the activities of the executive committee and any subcommittee reports; and
- L. transfer all records to their successor within 14 days of election.

SECTION 8: Treasurer. The Treasurer shall:

- A. receive all records from their predecessor within 14 days of election;
- B. have charge and custody of and be responsible for all funds and securities of the County Party from any source whatsoever, and shall deposit all such monies in the name of the County Party in such bank or other depositories as shall be selected in accordance with the provisions of these bylaws (see Article IV, Section 7);
- C. keep and maintain, open to inspection by any member of the **County Assembly** at all reasonable times, adequate and correct accounts of the funds and transactions of the County Party which shall include all matters required by law;
- D. disburse the funds of the County Party as may be ordered by the **Board of Governors** or **County Assembly** through approved motions;
- E. present a monthly itemized statement of income and expenditures to the **Board of Governors**;
- F. present a monthly itemized statement of income and expenditures to the **County Assembly**;
- G. render to the Chair and Secretary, or to the **Board of Governors**, or to the **County Assembly**, whenever it may require or request it, an account of all transactions as treasurer and a financial statement in form satisfactory to them, showing the condition of the County Party;
- H. register with the Tennessee Registry of Election Finance (TREF) and/or Federal Election Commission (FEC), and file any and all reports required by TREF and/or the FEC if the **Board of Governors** chooses to become a registered Political Action Committee (PAC) at the state and/or federal level;
- I. in general, perform all of the duties incident to the office of treasurer and such other duties as may be assigned by the Chair or **Board of Governors** or **County Assembly**;
- J. if required by the **Board of Governors**, give a bond, to be paid for by the **Board of Governors** for the faithful discharge of the duties in such sum and with such corporate surety or sureties as the **Board of Governors** shall determine;
- K. participate in the annual financial review;
- L. maintain all records related to the position for a period of 5 years; and
- M. transfer all records to his/her successor within 14 days of election.

SECTION 9: One Seat/One Vote. No person shall serve in more than one position on the **Board of Governors** or **County Assembly**. This rule applies to all members of the **Board of Governors** and **County Assembly**.

SECTION 10: Neutrality. The County Party shall not endorse or campaign for any specific Democratic Primary Candidate prior to or during a contested local, state, or national Democratic Primary Election. With the exception of the Chair, all **Board of Governors** and members of the **County Assembly**, acting apart from their party office, are encouraged to support and participate in campaigns for local, state, or national candidates of their choice in contested Democratic Primaries. All who seek to become Democratic National Convention Delegates must register in support of a specific Presidential Candidate prior to the delegate nominating procedure. Should the County Party Chair seek to become a delegate, the Chair may declare personal support for a specific Presidential candidate.

SECTION 11: Must Support Nominees of the Democratic Party. No person shall be an officer or **Board of Governors** or **County Assembly** member if they fail to support nominees of the Democratic Party. Failure to support the nominees of the Democratic Party is cause for Automatic Expulsion. Violators will be removed under Article IV Section 8.

ARTICLE VI – MEETINGS

SECTION 1: General. The **Board of Governors** and the **County Assembly**, meeting at convenient times and locations, shall be notified no fewer than seven (7) days prior to the date of the meeting. The **Board of Governors** and **County Assembly** may include the non-voting public at its meetings excepting executive sessions or where legal counsel otherwise indicates. County Party meetings open to the general public and media representatives will have public notification and will be held at convenient times and locations.

SECTION 2: Regular Meetings. Regular meetings of the **Board of Governors** shall be held monthly; the **County Assembly** shall meet quarterly in place of the regularly scheduled meeting of the **Board of Governors**.

SECTION 3: Special Called Meetings.

- A. The Chair may call an emergency meeting for the **Board of Governors** or **County Assembly** at any time by providing no less than three (3) days notice to all voting members of the relative board, **Board of Governors** or **County Assembly**.
- B. If the Chair has not called a meeting, and more than
 - 1) more than sixty (60) days have passed since the last meeting and if the Chair has not called a meeting, one-third (1/3) of the **Board of Governors** members may call a meeting by notifying all members no less than seven (7) days prior to such a meeting.
 - 2) More than six (6) months have passed since the last meeting, any one-third (1/3) of the County Assembly members may call a meeting by notifying all members no less than seven (7) days prior to such a meeting.
- C. Provided no less than seven (7) days prior notice is given, a special meeting may be called by one-third (1/3) of the members of
 - 1) The **Board of Governors**, if fewer than sixty (60) days have passed since the last meeting
 - 2) The **County Assembly**, if fewer than six (6) months have passed since the last meeting.
- D. Any notification of a special meeting must include the reason for the meeting, time and location, and may be delivered by mail, email, or phone to the **Board of Governors** or **County Assembly** membership.

SECTION 4: Quorum. 40% of the members of the **Board of Governors** or the **County Assembly** shall constitute a quorum for the transaction of business at their respective meetings. If less than a quorum is present at a meeting of the **Board of Governors** or the **County Assembly**, a majority of the members present may adjourn the meeting.

SECTION 5: Convention Meeting. A meeting of the **Board of Governors** may be held without other notice than this bylaw immediately after, and at the same place as, the County Party Reorganization Convention.

ARTICLE VII – VOTING

SECTION 1: No Proxies Allowed. No proxy voting shall be allowed at any meeting of the County Party.

SECTION 2: Unit Rule. No voting by the unit rule shall be allowed at any meeting of the County Party.

SECTION 3: Open Voting. All votes shall be public and shall not be by secret ballot.

SECTION 4: No Absentee Voting. No absentee voting shall be allowed at any meeting of the County Party.

ARTICLE VIII – COMMITTEES

SECTION 1: Committees Appointed By The Chair. The Chair may establish committees with the approval of the **Board of Governors**. The Chair will appoint all Committee Chairs and committee members. Committees may be composed solely of **Board of Governors** members or partly **Board of Governors** members and partly general members, as deemed appropriate to fulfill the objective of this organization outlined in Article I, Section 2. The Chair is an Ex-Officio member of all committees.

SECTION 2: Term of Office. Each member of a committee shall serve at the pleasure of the Chair, but no longer than until the next County Party Reorganization 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 Chair whenever, in their judgment, the best interest of the County Party shall be served by the removal.

SECTION 4: Standing Committees. The County Party may establish standing committees. Membership of standing committees will follow the same rules and process as above.

ARTICLE IX - BUSINESS AT MEETINGS

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

- A. Call to Order
- B. Invocation (optional)
- C. Pledge of Allegiance
- D. Roll call
- E. Approval of the minutes of previous meeting
- F. Receive Treasurer's report for review
- G. Chair report
- H. District representative reports
- I. Committee reports
- J. Unfinished business
- K. New business
- L. Resolutions
- M. Elections (if necessary)
- N. Announcements
- O. Adjournment

ARTICLE X – RESOLUTIONS

All proposed resolutions must be submitted to the **Board of Governors** or **County Assembly** for consideration at least one (1) week prior to a meeting. Emergency resolutions may be brought before the relative body by consent of a

two-thirds (2/3) majority of those present. Resolutions may be adopted by a majority vote of the relative body at any regular meeting where a quorum is present.

ARTICLE XI - CONTRACTS AND EXPENDITURES

SECTION 1: Contracts; Expenditures; Bill Retention. The **Board of Governors** is 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 **Board of Governors** 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. Unexpected expenditures for less than Two Hundred Dollars (\$ 200) per month, obligating the **Board of Governors**, may be authorized by the Chair of the **Board of Governors**. The Treasurer shall present a monthly-itemized statement of income and expenditures to **Board of Governors** and **County Assembly** members. All paid bills and receipts shall be retained by the Treasurer for a period of five (5) years.

SECTION 2: Annual Financial Review Committee. An Annual Financial Review Committee shall be designated by the Chair to perform an annual financial review. The Treasurer shall serve as a nonvoting member of the committee, but shall not serve as the Chair of the committee. The committee shall examine the financial records and accounts of the County Party and shall certify to the **Board of Governors** the annual balances and accuracy of records. A report for the previous year from the Annual Financial Review Committee shall be presented to the **Board of Governors** for approval.

ARTICLE XII - PARLIAMENTARY PROCEDURES

Robert's Rules of Order Newly Revised 12th edition shall govern meetings of the **Board of Governors** and meetings of the **County Assembly** in all cases to which they are applicable and in which they are not inconsistent with the bylaws and any special rules of order which may be adopted.

ARTICLE XIII – AMENDMENTS

Any proposed amendments or substitutions to these bylaws, drafted by the County Party Bylaws Committee, must be submitted to the TNDP County Party Development Committee for review and approval following their recommendation by the **Board of Governors**, and prior to a vote by the **County Assembly** for adoption. Any approved amendment or substitution shall be given to the **Board of Governors** at least seven (7) days prior to any meeting that a vote on that amendment will take place. An approved amendment or substitution may be adopted with a two-thirds (2/3) affirmative vote of the total elected membership of the **County Assembly**.

ARTICLE XIV – RULES

The County Party is a constituent party of the Tennessee Democratic Party, created by the Tennessee Democratic Party Executive Committee, and with the Tennessee Democratic Party Executive Committee having full authority in all matters over the County Party including the establishment of minimum standards

ARTICLE XV - CONDUCT OF BIENNIAL COUNTY REORGANIZATION CONVENTION

SECTION 1: Biennial Reorganization Convention

- A. A Biennial Reorganization Convention of the membership of the County Party shall be held at the time and date specified by the County Party **Board of Governors** as instructed by the Tennessee Democratic Party Executive Committee. The purpose of the Reorganization Convention is to elect Officers and District Representatives for the **Board of Governors** and to adopt the Standard County Party Bylaws as prescribed by the Tennessee Democratic Party.

- B. The Reorganization Convention shall have ultimate authority and absolute power over all affairs of the County Party pursuant to the County Party bylaws and with guidance provided by the Tennessee Democratic Party.
- C. All members of the County Party who are registered voters in the county and who attest they are bona fide Democrats by execution of pledges or affirmations to that effect are eligible to be Voting Delegates at the Reorganization Convention and to be candidates for the **Board of Governors** and to vote. **No proxy voting, secret ballots, voting by unit rule, or absentee voting is allowed.**
- D. The number of Voting Delegates in attendance at the Convention shall constitute a quorum.

SECTION 2: Prepare for the Reorganization Convention:

- A. Prior to the calling of the Biennial Convention, the Chair, in cooperation with the **Board of Governors** shall appoint the following committees as a minimum:
 - 1)Sergeant at Arms Committee;
 - 2)Credentials Committee: Committee to register attendees and credential voting delegates, reports on the number of voting delegates present, and resolves disputes relative to credentialing.
 - 3)Rules Committee: Committee to recommend rules for adoption to be used in conducting the Reorganization Convention and to settle grievances arising from the conduct of the convention.
 - 4)Bylaws Committee: Committee to review the Standard County Party Bylaws and consider the provided options, present the draft bylaws with selected options to the County Party **Board of Governors** for approval. With the prior approval of the Tennessee Democratic Party County Party Development Committee, submit the approved draft document for adoption at the Reorganization Convention.
- B. Prior to calling of the Biennial Convention, the Chair, in cooperation with the **Board of Governors**, shall allocate the number of votes each Precinct shall be entitled to vote at the Convention. The allocation shall be based on a ratio to the vote cast in the preceding Democratic Gubernatorial primary in that Precinct. The Chair shall advise each Precinct Committee of the number of allotted votes.
- C. Precinct Committee membership: All General Members whose voting address is within the precinct are members of the Precinct Committee.
- D. In a Precinct Committee meeting prior to the Convention, the Precinct Committees shall elect Voting Delegates to the Convention equal to or less than the number of votes allotted. The Committee may also elect a number of Alternates equal to the number of votes allocated. The Committee Chair shall certify the names of the Voting Delegates and Alternates to the Credentials Committee prior to the Convention;
- E. A person who is elected as Voting Delegate may not be elected as an Alternate.
- F. If a person is unable to attend their Precinct's meeting prior to the convention, he/she may still be considered a member of the Precinct delegation and can be elected as a delegate/alternate to the convention, if a written request is sent to the Precinct chair or District Representative prior to the Precinct committee meeting.
- G. In the event a Voting Delegate to the Convention is not present, the Precinct will not lose the vote provided the Precinct Committee elected an Alternate who is present to vote at the Convention. The Alternate will be re-credentialed as a Voting Delegate. The absent Voting Delegate will lose their credentials and may not be re-credentialed for the convention.
- H. Participation in the Convention shall be open to all members, but only officially elected and credentialed Voting Delegates may vote.
- I. The Reorganization Convention shall be well publicized in the local news media, social media, email, radio, and other methods available to the County Party as outlined in the County Party Reorganization Convention Guidelines.

SECTION 3: Holding Reorganization Convention. The provisions for the holding of the Biennial County Reorganization Convention shall be as follows:

- A. The Reorganization Convention shall be called to order by the incumbent Chair of the County Party.
- B. Committee Reports are heard from the Credentials Committee and the Rules Committee for approval or adoption of recommendations as warranted.
- C. The Convention will hear the Bylaws Committee report and vote on the adoption of the Approved Standard County Party Bylaws.
- D. Elections:
 - A. District Representative Elections:
 - 1) The Reorganization Convention shall divide into caucuses by district.
 - 2) In each caucus, a chair and a secretary shall be selected. The Caucus Chair shall lead the caucus meeting and the Secretary shall keep records of the caucus meeting. The Chair shall then call for nominations for each of the two (2) District Representative **Board of Governors** positions. Separate elections shall be held for each position. After the nominations cease, the ballot is closed and the elections shall commence. A majority shall prevail for each election. In the case where a majority is not reached, the low vote getter is dropped, and voting proceeds with the remaining candidates. In the case of a tie, a runoff between those tied shall be held to decide the winner. If a tie results after three attempts, the incumbent County Party Chair will cast the deciding vote.
 - 3) Upon the completion of the elections of the District Representatives, the convention shall reassemble and each district shall report the results of their elections and the Caucus Secretary shall provide the results in writing to the Secretary of the County Party.
 - 4) The Chair shall call for nominations from the floor for each of the Party Officers. Separate elections shall be held for each position. After the nominations cease, the ballot is closed and the elections shall commence. A majority shall prevail for each election. In the case where a majority is not reached, the low vote getter is dropped, and voting proceeds with the remaining candidates. In the case of a tie, a runoff between those tied shall be held to decide the winner. If a tie results after three attempts, the incumbent County Party Chair will cast the deciding vote.
 - 5) **The Oath of office shall be administered to the newly elected Board of Governors.**
 - B. The Reorganization Convention shall then adjourn, as its business has been completed. A meeting of the newly elected **Board of Governors** may follow without additional notification other than these bylaws.
 - C. **All members of the Board of Governors shall sign and complete the required paperwork for submission to the TNDP notifying the TNDP of the County Party Convention results.**

OATH OF OFFICE – All Board of Governors members and County Assembly members are required to take the Oath of Office

OATH OF OFFICE – All Executive Committee members are required to take the Oath of Office

I (name) do hereby solemnly promise before my fellow Democrats to fulfill the duties of the office to which I have been elected to the best of my ability. I promise to support the nominees of the Democratic Party. I further promise that if for any reason I cannot perform these duties, I shall resign so that a replacement may be obtained. I understand that a violation of this oath can result in my removal from office.

Adopted on date _____

Signature of Chair _____