

BYLAWS
of the
DAVIS COUNTY DEMOCRATIC PARTY

In accordance with the laws of the State of Utah, the purposes in the Charter of the Democratic Party of Utah, and in recognition of the organization and procedures by which the Party conducts its business, as contained in the Utah Democratic Rules and Procedures, we, members of the Central Committee Democratic Party in Davis County, hereby adopt these bylaws on Mar 28, 2017, and set forth the organization and procedures by which the Davis County Democratic Party shall conduct its business.

ARTICLE I. STRUCTURE OF COUNTY DEMOCRATIC ORGANIZATION

The organization of Democrats in Davis County shall be as follows:

A. The County Party Officers shall be the Chairperson, Vice Chairperson, Secretary and Treasurer. They are elected as described in Article V.

B. The Executive Committee shall be the County Officers. The immediate past Chairperson and Vice Chairperson may attend Executive Committee meetings as non-voting members.

1. The Executive Committee shall meet as often as the Chairperson deems necessary. A reasonable effort must be made to give at least seven (7) days notice of the meeting to members of the Executive Committee unless all concur with meeting sooner.

2. The Executive Committee shall administer the policies adopted by the Central Committee.

3. The Executive Committee shall draw up a yearly budget to be submitted to and approved by the County Central Committee before January 1 each year to cover the new calendar year. The Executive Committee must thereafter approve in advance any non-budgeted expenditure of party funds.

C. The Central Committee shall include the Executive Committee, all Legislative Chairpersons, and all Democrats who currently hold publicly-elected partisan office. Legislative Chairpersons are elected as described in Article V.

1. The Central Committee shall meet no less than four (4) times a year and more often if the County Chairperson deems it necessary. Any three (3) members of the Executive Committee may require the Chairperson to call a Central Committee meeting. A reasonable effort must be made to give at least seven (7) days notice of the meeting to members of the Central Committee.

2. A Legislative Vice Chairperson shall serve as a voting member of the Central Committee only during the absence of the Legislative Chairperson.

3. Legislative Co-Chairpersons may be elected in districts as recommended by the County Chairperson and approved by the Central Committee. Co-chairpersons shall cast only one vote as members of the Central Committee.

D. Officers may be removed for cause, on vote of the Central Committee and after four weeks notice to the officer in question. Cause for removal may include, but is not limited to: failure to regularly attend meetings, failure to assist in preparing required reports, official misconduct, fraud, violation of elections law, failure to disclose conflicts of interest, and general misconduct. Prior to a vote by the Central Committee, the officer in question shall have an opportunity to present a defense to allegations against her or him. The Central Committee may vote that: the officer be allowed to remain in office with no action taken; the officer receive a reprimand; the officer be placed on probation; or that the officer be removed from office.

ARTICLE II. NEIGHBORHOOD CAUCUS

A. Each even-numbered year, Neighborhood Caucuses will be convened throughout the County to conduct caucus voting for Democratic Party candidates in contested elections, elect precinct officers, nominate delegates to the state convention and delegates to the county convention if needed. If the Central Committee determines in advance that all items of business will not be feasible due to a major contested election during a US Presidential election campaign or other event, they may direct that part or all business other than caucus voting for Presidential candidates be deferred to the County Convention.

B. The Executive Committee shall determine dates, locations and times for all Neighborhood Caucuses, shall publicize those meetings, and shall provide caucus instructions and other materials to the each Neighborhood Caucus Chairperson.

C. Neighborhood Caucuses shall be chaired by Legislative District Chairs or other County Party officers or volunteers as directed by the Executive Committee. The following actions shall take place during the Neighborhood Caucus:

1. The Caucus Chair shall read or present caucus instructions as issued by the County Democratic Central Committee, and shall include the purpose and rules of procedure of the meeting.

2. The Caucus Chair or their representatives shall obtain a list of the names, addresses, e-mail addresses and telephone numbers of all those who attend the caucus. This list shall be used to verify the number of ballots possible and the voting eligibility of each voter. This list shall be provided to the County Executive Committee and others in the party, as may be required.

3. The attendees shall vote for national or regional candidates in contested elections in accordance with Utah Democratic Party and County Party instructions.

4. The attendees shall be directed to break into precinct groups to elect Precinct Chairpersons and nominate candidates to be State Party Convention Delegates. The current Precinct Chair shall

conduct the meeting if available, or a temporary leader for the Precinct may be chosen by election to conduct the meeting.

a. Precinct Chairs shall be elected by consensus or majority vote if contested. If more than two candidates run for Precinct Chair and no one gets a majority on the first ballot, vote again for the two leading candidates to determine the winner.

b. State Delegate Nominees shall be identified in rank order (largest number of votes first), since all nominated delegates may not be selected to serve.

c. If the Central Committee has determined that County Party Convention Delegates are also required, select and rank them separately.

d. Precinct Vice Chair and Secretary may also be elected if warranted by sufficient interest within the Precinct.

e. Individuals may serve as both Precinct officers, State Delegates and County Delegates.

f. Anyone nominating a person not in attendance at the caucus must provide written evidence of the nominee's willingness to serve, if elected.

ARTICLE III. PRECINCT OFFICERS

A. At the Neighborhood Caucus, each precinct will elect a Precinct Chairperson. They shall serve for two years and shall:

1. Actively seek to promote involvement among Democrats in the precinct.
2. Notify precinct Secretary of all County meetings as required by the Central Committee and request that Democrats in the precinct be informed. When there is no Secretary or the Secretary fails to make such notification, the Chairperson or Vice Chairperson shall assume this duty.
3. Organize the precinct and know the Democrats in it, encouraging each to register and vote. Maintain an up-to-date list of Democrats in the precinct.
4. Supervise a canvass of the precinct when called upon to do so.
5. Submit to the Legislative Chairperson names of those who will serve as election judges, giving preference to active Democrats.
6. Recruit volunteers from the precinct for distribution of campaign literature, telephoning, working in County Headquarters or as needed by the County Democratic Central Committee.
7. Encourage participation in, and personally support, activities held by Davis County Democrats.

8. When needed, appoint a Vice Chairperson, Secretary or Precinct Committeepersons to assist the Precinct Chair with the precinct canvass, help Democratic candidates during campaigns and perform other duties as needed.

9. Fulfill all duties listed in position descriptions enclosed in caucus packet not listed above.

ARTICLE IV. DELEGATES

A. Prior to the Neighborhood Caucuses the number of delegates to County and State conventions is set.

1. The State party sets the number of delegates to State Conventions.

2. The Central Committee will determine if the County Convention will be open to all Neighborhood Caucus Attendees. If not, the Central Committee sets the number of delegates to County Conventions, which cannot be less than the number of precincts plus At Large delegates.

B. Delegates serve for two years and attend their respective conventions both years.

1. Delegates to the County Convention are elected as described in Article III and are certified by the County Central Committee. If Neighborhood Caucus attendance is the basic rule for voting at the County Convention, the County Central Committee will certify the attendance list or other procedure for determining the basic voting rule.

2. Delegates to the State Convention are elected as described in Article V.

3. A person may be a delegate to both County and State conventions.

4. All members of the Central Committee shall be At Large delegates to the county and state conventions.

C. The duties of delegates include:

1. Attending all conventions for which he/she is a delegate, becoming informed on the issues and candidates presented at each convention, and voting his/her conscience at the convention.

2. Assisting the Executive and Central Committees as requested.

ARTICLE V. COUNTY CONVENTIONS

The Executive Committee may appoint the following committees to arrange and function at the County Conventions: Platform/Resolutions, Arrangements, Elections, Credentials, and Rules.

A. Based on a rule decision by Central Committee prior to the Neighborhood Caucus, voting at the County Convention shall be either limited to County Delegates selected at the Neighborhood Caucuses, plus all current Central Committee members, or shall be open to all Neighborhood Caucus attendees based on attendance lists.

1. The County Chairperson may propose adding voting rights to others attending the Convention (example, individuals who could not attend the Neighborhood Caucuses for personal reasons), providing specifics on the number of additional voters to be added and the reasons.

2. The Credentials Committee shall present any proposed additions for voting to be approved by those already possessing voting rights under the basic rule and make final decisions in case of disputes on voting rights.

3. Voting in Legislative or Senatorial District Caucus is limited to those living in the district in question.

4. Voting by proxy shall not be permitted and is limited to those in attendance who are eligible to vote.

B. The Primary Convention shall be held each even-numbered year for the purpose of nominating candidates for public office and to take part in the delegate selection according to Utah State law, National and State Democratic Committee rules and procedures and these bylaws.

1. Provision shall be made for each Legislative District to meet in caucus where they shall:

a. Vote for candidates who have filed for the House of Representatives if more than one has filed.

b. Nominate a designated number of "At Large" delegates to the State Convention or endorse the delegate nominations from the Neighborhood Caucus without change. Any Davis County Democrat may attend this caucus and announce that he/she wishes to be a candidate for election as a delegate.

2. Provision may be made for each Senatorial District to vote if more than one person has filed for a Senate seat. Senatorial voting may be held in a Senatorial caucus, or with a special vote during a Legislative caucus, or by any other means the Rules Committee may provide.

3. The convention body shall elect or approve all state convention delegates from among those nominated at Neighborhood Caucuses and Legislative Caucuses.

C. The Organizing Convention shall be held each odd-numbered year for the purpose of electing the County Officers and members of the Central Committee.

1. Candidates for party office may file for that party office with any county party officer not less than 15 days before the County Convention.

2. Nominations from the floor of the convention for county officers and central committee members who have not previously filed may be made pursuant to the rules of the convention.

3. Provision shall be made for any Legislative District to meet in caucus where delegates shall vote for Legislative Chairperson and Legislative Vice Chairperson if there is more than one nominee for office.

D. The County Chairperson shall be the temporary Chair of the convention, the first business of which shall be the nomination and election of a permanent Chair, who will conduct the business of the convention in the order specified by the Rules Committee.

E. All voting shall be supervised by the Elections Committee.

1. If secret balloting is to be used, ballots shall be provided with the names of candidates in alphabetical order who have filed for office and shall have space provided for write-in votes. A ballot box shall be provided which shall remain open for thirty minutes or longer as announced.

2. If voice voting is to be used, the Convention or Precinct Chairperson shall determine the outcome of the vote unless a roll-call vote is called for, in which case the outcome shall be determined by count of eligible voters.

ARTICLE VI. FILLING VACANT ELECTIVE POSITIONS

An elective position will be considered vacant if no one is elected to fill the position as specified in Articles I, II and IV, or if the elected incumbent dies, moves away, resigns, or is declared incompetent by proper medical authority.

A. If the elected position is that of a Chair and a corresponding Vice Chair position is not vacant, the Vice Chair shall succeed to the position of Chair.

B. If the position is that of delegate, an alternate delegate elected from the same Precinct will succeed to the position of delegate using predesignated rank order where possible.

C. In all other instances, the vacancy may be filled by appointment of the County Chair or Executive Committee upon concurrence of the Central Committee.

ARTICLE VII. ELECTION TO PARTISAN PUBLIC OFFICE

Upon election to partisan public office, if the successful candidate held party office, he/she will resign the party office and assume the party office specified in Article I Section C.

ARTICLE VIII. ISSUE CAUCUSES

A. The Davis County Democrats Party Central Committee may recognize Issue Caucuses which are groups affiliated with the Davis County Democrats Party and set up to organize and campaign for specific activities or legislation relating to their issue. Examples of Issues Caucuses include Education, Environmental, Labor, LDS, Stonewall, Women and Young Democrats.

B. Procedures to establish an Issue Caucus are as follows:

1. The Issue Caucus must have five or more identified members and an elected Chairperson that represents the Caucus to the Central Committee.

2. The Issue Caucus must have written By-Laws to address purpose, membership, elections for officers, and other organizational issues.

3. The Issue Caucus must present itself for formal recognition as a Davis County Democrats Issue Caucus by vote of the Central Committee.

C. Relationship between recognized Issue Caucuses and County Party:

1. The County Party shall make provisions for Issue Caucus meetings at each annual County Party Convention. Note these are not the only meetings the Issue Caucus may choose to hold.

2. The County Party may provide funding or other support to Issue Caucuses as determined by the Executive and Central Committees.

3. The Issue Caucuses shall provide representatives to Central Committee meetings to report on Issue Caucus activities and to distribute Party information and requests back to their membership.

D. Davis County Democrats Party association with the Issue Caucus may be severed by majority vote of the Central Committee for any reason.

1. Notice of the intent to sever association should be provided four weeks prior to the vote by Central Committee and the Issue Caucus Chairperson or other designated representative has a right to speak against the motion prior to the vote.

2. Once association is severed, the organization of the Issue Caucus shall not represent themselves as having any relationship to the County Party including use of Party logo or endorsement, must return any property belonging to Utah State Party or Davis County Party, and return any funds not already expended if provided by the County Party for ongoing activities.

ARTICLE IX. AMENDMENTS

These bylaws may be amended at any time by vote of the Central Committee.