

**KING GEORGE COUNTY DEMOCRATIC COMMITTEE
BYLAWS**

ARTICLE I: ORGANIZATION

1.1 Name. The name of this organization shall be the King George County Democratic Committee, hereafter referred to as “the Committee.”

1.2 Records. The Secretary shall keep minutes of proceedings of all of meetings of the Committee; reports and minutes from standing committees; a current list of officers and members of the organization; and provide receipts to members who pay dues.

1.3 Fiscal Year. The fiscal year of the Committee shall be from January 1 through December 31.

ARTICLE II: ORGANIZATIONAL AUTHORITY AND PURPOSE

The Committee is organized under the authority of, and in accordance with the code of Virginia and the Party Plan of the Democratic Party of Virginia. Nothing contained in these bylaws is intended to conflict with either the Code of Virginia or the Party Plan. If such a conflict should occur, the Code of Virginia shall have precedence. All activities of the Committee, including mass meetings, primaries, conventions and fundraising shall be conducted in accordance with the relevant provisions of the Party Plan.

ARTICLE III: DUTIES OF THE COMMITTEE

It shall be the duty of the Committee to organize and keep up to date bylaws for the King George County Democratic Committee; to promote the Party Plan and Democratic Principles within the County of King George; to encourage voter registration and voter participation; to support Democratic Party nominees in all elections; to raise funds for the Democratic Party and Democratic nominees for office; and, to organize and appoint election officials to work in all general and special elections in the County of King George pursuant to the Code of Virginia 1950, as amended.

ARTICLE IV: MEMBERSHIP

4.1 Membership. Membership on the Committee shall consist of those registered voters of the County of King George who have applied for membership and paid membership dues in full. Any individual whose membership has lapsed for not more than 180 days, may be immediately restored to “good standing” upon payment of dues for the current year. Any individual whose membership has lapsed for more than 180 days shall be required to reapply to the Committee for membership.

4.2 Dues. The fee for Membership dues shall be established by the Committee and may revised by a majority vote of members present at any regular meeting of the Committee, or a meeting duly called for that specific purpose.

4.3 Voting Eligibility. A new member becomes eligible to vote on Committee matters twenty-eight days after applying for membership and paying dues in full.

ARTICLE V: OFFICERS

5.1 Officers. The principal officers of the Committee shall consist a Chair, Vice Chair, Secretary, and Treasurer. No individual may seek, nor be elected or appointed to hold more than one of the principal officers' positions at a time. Candidates for office must be members in good standing.

5.2 The Chair. The Chair shall preside at all meetings of the Committee. The Chair shall be responsible for the maintenance of membership list, standing committee lists, and mailing lists for the Committee. The Chair shall be responsible for all public communications of the Committee. The Chair shall act as a co-signer on the Committee's bank accounts with the Treasurer. The Chair may appoint committees, subject to the approval of the Committee. The Chair shall perform such other duties as required by the Bylaws, the Party Plan or the code of Virginia.

5.3 The Vice Chair. The Vice Chair shall preside at any meeting in the absence of the Chair, and shall have the authority of the Chair if for any cause the Chair is unable to act. The Vice Chair shall perform other duties as may be assigned by the Chair or by the Committee.

5.4 The Secretary. The Secretary shall keep records of each meeting and shall provide a timely written notice of all meetings. The minutes shall be printed and distributed to the members at the next regularly scheduled meeting. The Secretary shall work with the other officers to notify members regarding the status of their membership and to ensure the proper maintenance of the membership list of the Committee, and shall work with the Treasurer to ensure proper maintenance of financial records. The Secretary shall perform such other duties as are delegated by the Chair, or are required by the Bylaws, the Party Plan, or the Code of Virginia.

5.5 The Treasurer. The Treasurer shall be responsible for all funds of the Committee and shall be responsible for the deposit of all income in a bank account in the name of the Committee. He or she shall handle all approved disbursements from the treasury and make a report to the Committee at each of its regular meetings. The Treasurer shall work with the Secretary, as needed, to ensure the proper maintenance of the membership list of the Committee, and shall work with other officers to ensure the proper maintenance of the financial records. The Treasurer shall be one of two authorized signers on the Committee's bank account along with the Chair. (To be valid, any check issued from the Committee's bank account must be signed by both authorized signers.) The Treasurer shall perform such other duties as are delegated by the Committee, or are required by the Bylaws, the Party Plan, or the Code of Virginia.

ARTICLE VI: DISBURSEMENTS

Any member that requires a reimbursement from the Committee must first receive approval via email or other record (text or in writing) from an Officer. An Officer that requires reimbursement must first consult with at least one other Officer and both agree on the item to be purchase and the amount to be spent.

ARTICLE VII: STANDING COMMITTEES

The standing Committees of the King George County Democratic Committee shall be: Outreach, Voting, and Fundraising. In all matters and in all instances, these committees shall have no authority that exceeds their sanctioned duties as defined in the article that deals with Duties of the Standing Committees; or as described by the Party Plan or the Code of Virginia.

Standing Committees may be dissolved for lack of interest or membership.

ARTICLE VIII: DUTIES OF THE STANDING COMMITTEES

7.1 Outreach. The Outreach Committee shall be responsible for supporting the membership growth of the King George County Democratic Committee. This committee shall also identify communities of interest and work to develop an interest therein to encourage participation in the Democratic Party.

7.2 Voting. The GOTV Committee shall be responsible for efforts that support voter registration, voter education, polling place activities, and the coordination of volunteers to serve as precinct captains and poll workers for all precincts.

7.3 Fundraising. The Fundraising Committee shall be responsible for the development and oversight of all fundraising activities of the Committee.

ARTICLE IX: EXECUTIVE COMMITTEE

8.1 An Executive Committee shall be created consisting of the Principal Officers (Chair, Vice Chair, Secretary and Treasurer) and the Chairpersons of all Standing Committees and the immediate past Chair of the Committee. With the exception of the immediate past Chair, there are no limits to the number of terms that may be served.

8.2 The Executive Committee shall have no power to act independent of the Committee except where the expressed will of the Committee is a matter of record, or when failure to act would result in irreparable harm to the Committee.

ARTICLE X: ELECTIONS

9.1 The Committee shall reorganize in odd numbered years during the period between December 1 and January 15. The Committee must determine the date of this reorganization meeting and communicate that information to the State party by November 1 of each odd numbered year.

9.2 Nominating Committee. A Nominating Committee of not less than three; and no more than five members in good standing shall be recommended by the Chair and subject to the approval of the Committee. This shall happen in each odd numbered year. The Nominating Committee shall be charged with bringing forth to the Committee a candidate for each position to be considered for election during the reorganization. This will include all principal officers and standing

committee chairs, and a representative(s) to the King George County Board of Elections. The Nominating Committee may bring forth more than one name for each position. Following the receipt of the report from the Nominating Committee, the floor shall be opened for any further nominations.

9.3 Expiration of Term. The Term of an officer or executive committee member shall conclude with the certified results of the most recent election being formally announced to the Committee.

9.4 Vacancies. A vacancy for any officer or executive committee position may be filled with the approval of a simple majority of those members present and voting at a regular meeting or a special meeting called for that purpose.

ARTICLE XI: MEETINGS

10.1 Scheduled Meetings. The Committee shall schedule monthly meetings that shall be open to the public. The Committee shall convene at least eight scheduled meetings in a calendar year. Meetings shall be called in accordance with the Party Plan as established in the section regarding “Democratic City and County Committees”.

10.2 Special Meetings. A special meeting may be scheduled at the request of any member in good standing and the approval of a majority of the Executive Committee. Committee members must have at least seven days notice of the meeting. The purpose of the meeting must be stated in the notice. Only the specific business stated in the notice of the meeting may be taken up at a special or called meeting.

10.3 Quorum. A quorum shall consist of the minimum amount required as per the Party Plan of the Democratic Party of Virginia. A quorum is required for any official action of the Committee. (As of 2010, the requirement for quorum is 30% of members in good standing).

ARTICLE XII: APPEALS

Any member of the Committee may appeal to the appropriate Congressional District Democratic Committee any decision, deadlock, or failure of the Committee to act.

ARTICLE XIII: REMOVAL

Procedures to remove a member of the committee from office or membership shall follow the rules for removal as outlined by the Party Plan of the Democratic Party of Virginia. Any removal shall require a two-thirds (2/3) majority of the current voting members present and voting at a meeting called for this specific purpose.

ARTICLE XIV: AMENDING THE BYLAWS

These Bylaws may be amended by a two-thirds (2/3) majority of the current membership present and voting at any meeting provided that notice has been given and the proposed change(s) have

been made available to all members not less than ten (10) days prior to the vote on the proposed change(s).

ARTICLE XV: PRECEDENCE OF RULES AND LAWS

The rules governing the Committee shall be the current edition of Robert's Rules of Order in all cases that those rules are applicable and do not conflict with the Bylaws, the Party Plan or the code of Virginia.