

## PREAMBLE

This organization is dedicated to increasing the interest of citizens in their government, to educating the residents of Cowlitz County regarding the ideals, goals, and operations of the Democratic Party and its candidates, and to extending opportunities to participate in the Democratic Party of Cowlitz County.

## ARTICLE I: NAME

The name of this organization shall be the Cowlitz County Democratic Central Committee, hereafter referred to as the organization.

## ARTICLE II: POLICY

This organization shall function continuously and shall operate under the applicable parts of this Charter and Bylaws of the Democratic Party of the State of Washington and of state and federal laws.

It shall be the policy of this organization to contribute to the growth, development, and influence of the Democratic Party and to increase Party responsibility by guaranteeing participation, equal representation, and equal treatment of all.

This organization shall support the platform of the Democratic Party and those candidates who by their records and reputation are in general agreement with the State platform and who have been endorsed by this organization.

## ARTICLE III: MEMBERSHIP

All elected Cowlitz County Democratic Precinct Committee Officers (PCOs), and those appointed to represent the Precinct in which they reside, shall be members of this organization. Any registered voter in Cowlitz County who declares to be a Democrat and agrees to have their name published as a Democrat shall be eligible for membership in this organization. Any other person who declares to be a Democrat shall be eligible for non-voting membership in this organization.

Dues:

- A. Annual dues for membership shall be determined by a majority vote of the membership at a Central Committee Meeting. The Executive Board will review

the amount and structure of Dues from time to time and propose suggested changes to the membership.

- B. Dues shall apply to the current calendar year regardless of the month during which they were collected.
- C. PCOs may, if they so choose, pay annual dues but are not required to do so.

## **ARTICLE IV: ELECTION PROCEDURE**

Voting privileges on all business that comes before the organization will be extended to all paid members and PCOs in good standing, EXCEPT that only elected or appointed PCOs may vote on the election to fill a County or Legislative vacancy; for the offices of Chair, Vice Chair and State Committee Persons and for any changes to the Bylaws as required by the Charter and Bylaws of the Democratic Party of the State of Washington. The Secretary, Treasurer, and PCO Coordinator shall be elected by all PCOs and paid members. Member voting privileges shall be limited to those whose dues are paid 30 days prior to a scheduled vote.

Nominations and election of officers shall be held at the regular December meeting in even years, by a majority of those paid members and PCOs present.

Contested elections shall be by paper ballot. The Chair and Vice Chair shall be of different genders (Male, Female and Non-Binary). If both the nominated Chair and Vice Chair are of the same gender, a person of another gender may be nominated and elected to the position of First Vice Chair. The State Committee Persons shall be of different genders. The Secretary, Treasurer, and PCO Coordinator shall be elected by all PCOs and paid members. All officers shall be elected by a majority of those present and voting. There shall be no voting by proxy.

Vacancies shall be filled, after due notice to the members, by election at the next regularly scheduled meeting following the creation of the vacancy. If a vacancy should occur in the Chair position, any Democrat registered voter of Cowlitz County may be elected. If the Chair's election creates a gender imbalance, there shall immediately be an election for a First Vice Chair to bring the organization in compliance with applicable laws.

After completion and verification of Certificate of Appointment for office of Precinct Committee Officer, a person may be appointed by the Chair to fill such vacancy.

## ARTICLE V: OFFICERS

Any paid member of the Central Committee or PCO may be elected to the following offices:

- A. Chair
- B. Vice-Chair
- C. Second Vice Chair (as needed)
- D. Secretary
- E. Treasurer
- F. State Committee Persons (2) of different genders
- G. PCO Coordinator
- H. At-Large Executive Board Member (up to 2)

The Chair may appoint a Parliamentarian, Deputy Treasurer, Volunteer Coordinator, Communications Director, and a Sergeant-at-Arms.

The Chair of the Central Committee shall be the official spokesperson for the organization.

Officers perform duties typical of their position, plus additional duties as assigned by the Chair.

## ARTICLE VI: REMOVAL FROM OFFICE

At any regular meeting, the organization may remove any elected officer by a two-thirds (2/3) vote of the members eligible to vote for the office, present and voting, provided at least ten (10) days prior notice is given to the members and the officer whose removal is sought. Such officer shall receive ten (10) days notice of the intent to consider the proposed removal. Notice of the proposed removal shall be included in the notice of the meeting.

## ARTICLE VII: MEETING

A regular meeting shall be on the first Monday of every month, but if that day is impractical as a meeting day, the Chair shall fix the time and place of the regular meeting and cause all members to be notified thereof;

A special meeting may be called by the Chair, the Executive Board, or by twenty (20) percent or twenty-five (25) voting members, whichever is less. Central Committee

meetings shall be held pursuant to and in conformity with ROBERTS RULES OF ORDER, most recently revised, and where they do not conflict with these bylaws.

A quorum shall consist of ten (10) members present.

## **ARTICLE VIII: EXECUTIVE BOARD**

The Executive Board shall be composed of the officers of the Central Committee, the Presidents (or their designees) of each Democratic Club and other organizations in Cowlitz County which are recognized by a majority vote of this organization, the Past Chair of the Central Committee, and up to 2 (two) at-large Executive Board members.

The Vice-Chair shall serve as the Chair of the Executive Board.

Executive Board meetings shall be open to the membership. A quorum shall consist of at least 50% of the number of elected Executive Board members. If an Executive Board member is not present for three or more Executive Board meetings they shall not be considered for purposes of determining quorum.

Executive Board members present at a monthly Executive Board meeting will determine the date, time, and place of the subsequent monthly Executive Board meeting.

## **ARTICLE IX: COMMITTEES**

The Chair shall establish the following standing committees as necessary:

- A. Fundraising Committee
- B. Membership Committee
- C. Audit Committee
- D. Operations and Policy Committee
- E. Endorsement Committee

The Chair may designate the Committee and members thereof and may, from time to time, establish new committees to work on issues as they arise.

The Chair, the Executive Board, or the majority of voting members present may establish other committees as needed.

## **ARTICLE X: ENDORSEMENT PROCEDURES**

Candidates in an election are eligible for an endorsement. Endorsements may also be made for resolutions, initiatives, amendments, issues, goals, or ideas in an election.

The membership may endorse candidates before the close of filing week as designated by the Secretary of State, after the close of candidate filing as designated by the Secretary of State, or after the results of a Primary election. The decision on when to endorse a candidate or issue is according to the discretion of the Executive Board.

Candidates or Campaign Committees requesting an endorsement will be sent a Questionnaire from the Endorsement Committee and be given an opportunity to speak to a group of members, Committee members, and/or Executive Board members.

The Endorsement Committee vets and recommends who or what should be endorsed to the Executive Board. The Executive Board considers, votes, and makes a recommendation to the membership. Endorsements shall require a majority vote of the members present at the Central Committee Meeting.

## **ARTICLE XI: FINANCIAL PROCEDURES**

No money shall be paid from the funds of this organization except by checks signed by the Treasurer or one of the following officers: Chair, First Vice Chair, Vice Chair, or Secretary.

The following expenditures may be authorized by the Chair so long as they are reported at the next regular meeting:

- A. Routine expenditures in connection with the Central Committee meetings.
- B. Necessary expenditures in connection with fundraising activities or special events which have been authorized by the members of the Executive Board.

Other expenditure requests, including contributions to endorsed candidates or causes, require an Executive Board recommendation before being approved by the membership. An exception may be made for a candidate or cause which has been previously endorsed by the membership and has received contributions in the same election cycle. If an endorsed candidate requests additional contributions and there is not time to bring the request to a regular meeting, the Chair may call a special meeting of the Executive Board to consider and notify the membership of the date, time, and location of said meeting. The candidate or cause must have already been endorsed by the full membership, for the same position, in the same election cycle AND been given a monetary contribution. The Executive Board may approve an additional contribution by majority vote of the quorum and must notify the membership.

The Executive Board shall require that the books be audited annually by a committee of no less than three (3) members. Report of said committee shall be signed by at least two (2) members of the Audit Committee. All monies shall first be deposited in the general account.

## **ARTICLE XII: AMENDMENTS**

The Bylaws shall function continuously and may be amended by a majority vote of the PCOs of this organization present at any regular meeting, provided such proposed amendment(s) shall have been e-mailed to or received by each member ten (10) days prior to the meeting.

## **ARTICLE XIII: CODE OF CONDUCT AND PROCEDURES FOR VIOLATIONS**

The Organization shall maintain a code of conduct and procedure for enforcement for the protection of members and the Organization. The code of conduct shall remain in compliance with that of the Washington State Democratic Central Committee.

## **ARTICLE XIV: Electronic Meetings**

In the event a public emergency or natural disaster makes the holding of an in-person meeting of the organization impractical or impossible, the organization may conduct its meetings by electronic or other remote access means as reasonably necessary for the duration of the emergency or disaster; provided that the organization shall use its best efforts to implement any such virtual meetings with full regard for the need to maintain as much as possible accessibility for all members, including those with disabilities and those who lack access to sophisticated technology tools. Any action that could be taken at an in-person meeting, including bylaws amendments, may also be taken at a virtual meeting held pursuant to this clause but any action taken at any such virtual meeting shall be subject to ratification at the first regular meeting of the organization held after such virtual meeting or meetings.

Article VIII changes approved on March 2, 2009  
Article II changes approved on April 6, 2009  
Article IX changes approved on May 4, 2009  
Article X changes approved on June 1, 2009  
Article XI changes approved on December 7, 2009  
Bylaw Revisions Adopted: January 4, 2010  
Article VIII changes approved on November 7, 2011  
Article III changes approved on March 5, 2012  
Article VII changes approved on March 3, 2014  
Articles III, IV, V, VIII, X changes approved on September 6, 2016  
Articles IV, V, VIII, IX, X changes approved on June 6, 2017  
Article XIV changes approved by emergency meeting on March 16, 2020  
Articles II,III, IV, V, X, XI, XIII changes proposed to executive board February 17, 2020  
Articles II,III, IV, V, X, XI, XIII changes adopted May 4, 2020