

CONSTITUTION AND BY-LAWS OF
THE DEMOCRATIC PARTY OF ALLEN COUNTY, OHIO

PREAMBLE

We, members of the ALLEN COUNTY DEMOCRATIC PARTY, in order to organize and perpetuate a representative, effective, and responsible party organization at all levels in ALLEN County, Ohio; affiliate with and advance the interest of the Democratic Party, the State and National Party; sustain and advance the principles of democracy; and uphold human and civil rights and constitutional government, do establish this Constitution and By-Laws.

ARTICLE I. Name, Membership, and Eligibility for Office

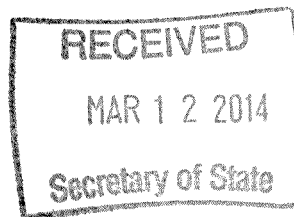
Section 1. Name The name of this organization shall be the ALLEN COUNTY DEMOCRATIC PARTY.

Section 2. Membership

Membership in this party shall be open to all qualified electors living in Allen County in the State of Ohio who are registered as Democrats in the State of Ohio, support the Constitution of the United States and By-laws and principles of the ALLEN COUNTY DEMOCRATIC PARTY. No person may be a member or may vote on any motion, resolution, nomination, or election at any caucus, convention, meeting or conference of the ALLEN COUNTY DEMOCRATIC PARTY, who does not meet the aforesaid qualifications or who is a member of any other political party at that time.

Section 3. Eligibility for Party Office

Any person who meets the membership requirements of Article I Section 2, is eligible for election to party office, except as hereinafter limited. There shall be no minimum age requirement for party office save when prescribed by law.



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Section 2.

The County Central Committee members and the presidents of the various chartered Democratic Clubs shall consult with and cooperate with the County Executive Committee and its Chair on all matters relating to the business of the ALLEN COUNTY DEMOCRATIC PARTY in their respective areas of jurisdiction.

Section 3.

The Chair of the County Executive Committee shall meet with the Chair of the County Central Committee and the County Executive Committee at least four times each year at regularly scheduled meetings or at the discretion of the Executive Chairman.

ARTICLE VI. Meetings

Section 1.

The County Central Committee shall meet after its election as required by law and this Constitution and By-laws. The County Central Committee shall meet thereafter at the call of its Chair. The County Executive Committee shall meet immediately upon its election by the County Central Committee and at least quarterly thereafter during the period of its existence. The County Executive Committee may be called to meet by its Chair or by a minimum of one-eighth of the membership of said Committee.

Section 2.

Notice of any meeting, other than the original meeting of the County Executive committee, specifying time and place, shall be sent by electronic mail to members with active known email addresses, all others must be notified by mail or presented with copies prior to the special meeting called . Notice shall be posted on the Democratic Executive website. The notice shall list the time and place of the meeting.

Section 3.

Minutes shall be taken of all meetings of the County Central Committee and the County Executive Committee.

Section 4.

One-third of the membership of the Committee shall constitute a quorum for conducting any business to come before the meeting.

Section 4. Qualifications

In the event that any person's qualifications as a member of the ALLEN COUNTY DEMOCRATIC PARTY or eligibility for party office must be determined, the same challenge procedure shall be followed to determine his or her qualifications as provided by the election laws of Ohio.

ARTICLE II. Constitutions and Laws

Section 1.

Nothing herein shall conflict with the Constitution of the United States of America, the laws of the United States of America, the Constitution of the State of Ohio, the laws of the State of Ohio, and the Ohio Democratic Party Constitution and By-laws. Any matter which conflicts with any of the aforesaid shall be of no force and effect. All constitutional provisions and laws of the United States and the State of Ohio are hereby incorporated by reference and made a part hereof. Each clause of this Constitution and By-laws shall be considered separately, and the illegality or unenforceability of any one clause shall not affect any other clause.

ARTICLE III. Central Committee, Executive Committee

Section 1.

The controlling committee of the ALLEN COUNTY DEMOCRATIC PARTY shall be the County Central Committee consisting of one member as shall be elected from each election precinct in Allen County for a term of four years effective the primary of 2014. The County Central Committee shall elect a County Executive Committee which shall have such powers as are granted it by the County Central Committee, and as are provided by law and by this Constitution and By-laws.

Section 2.

The members-elect of the County Central Committee shall meet not earlier than six nor later than fifteen days following the declaration of the results of their election, at suitable place and time in Lima, Ohio, to be designated by the retiring chair of the County Central Committee. Notice of such meeting, giving the place and time, shall be sent to each member-elect by the retiring secretary of the County Central Committee by mail, and a copy of the notice shall be posted in the Office of the Board of Elections of Allen County at least five days prior to any such meeting. If the retiring secretary does not issue the call within such time, the meeting shall be called according to the laws of the State of Ohio. The meeting shall be called to order by the retiring chair or secretary

or if there is no such officer, or if such officer is absent, then as provided by the laws of the State of Ohio. A temporary chair and secretary shall be chosen, and the Committee shall proceed to organize by the election of a chair, treasurer, secretary, and such other officers as the Committee may desire.

Section 3.

The **Currently Elected County Central Committee** shall elect the **County Central Chair** for the Allen County Central Committee who must be an elected member of the County Central Committee at the most recent primary. The Newly elected **Central Committee Chairman will automatically become a member of the Allen County Executive Committee**

The **Newly elected County Central Committee Chair shall submit names to the newly elected County Central Committee** for nomination for the organizing of the **Allen County Executive Committee**. Newly elected Central Committee persons shall approve members for the Executive Committee. A motion is needed to approve nominations as a group or on a one to one basis..

Section 4.

The **County Central Committee** shall **confer** upon the **County Executive Committee all power and authority** of the County Central Committee, and the County Executive Committee shall be authorized to act for the County Central Committee in all things pertaining to the welfare, business, operation, and organization of the County Central Committee and the ALLEN COUNTY DEMOCRATIC PARTY during the period of its existence, which shall continue until the organizational meeting of the next County Central Committee following the succeeding Gubernatorial election. Any vacancies which may occur in the County Executive Committee or in the County Central Committee shall be filled by a majority vote of the County Executive Committee.

Section 5.

The **County Executive Committee** shall then be called to meet immediately upon its election and shall **proceed to elect its chair** who need not be a member of the County Central Committee or the County Executive Committee. The Chair shall automatically become a member of the County Executive Committee.

Section 6.

The **Chair** of the **County Executive Committee** shall then, or **within 30 days** there after, recommend to the County Executive Committee an additional number of not more than one less than the elected members, which recommendation the County Executive Committee may or may not approve, on an individual basis, for membership on the County Executive Committee. The recommendations of the chair will attempt to broadly represent all the various elements of the party and further shall represent Democrats within municipalities and townships.

Section 7.

The County Executive Committee shall then immediately proceed to elect as many vice-Chairpersons, in order of succession, as it deems necessary, the Secretary, and the Treasurer of said Committee. Appointment of Vice-Chairperson shall be made with 50% women and 50% men alternating man, woman. ie.: Chair is a man, woman, man, woman or chair is a woman, man, woman, man. Vice Chairpersons shall be assigned to chair a committee at the pleasure of the Executive Chairman

ARTICLE IV. Officers and Committees of Executive Committee

Section 1.

The Chair's duties shall be those of chief executive officer, and shall be subject to the direction of and responsible to the County Executive Committee. The Chair shall appoint a finance committee and a finance committee chair, and other committees as chair deems necessary, subject to confirmation by the County Executive Committee. The Chair shall also nominate an auditing committee and an auditing committee chair for appointment as provided in Article IV., Section 6. The Chair may provide for the employment of any office personnel necessary. All of said appointments and employees shall serve at the pleasure of the Chair, except the auditing committee and the auditing committee chairman who shall serve at the pleasure of the County Executive Committee.

Section 2.

The Vice-Chairpersons, in order of succession, shall act as the Chair in case of the death, resignation, removal, or absence of the Chair or of his or her successor, and shall, in such event, have the same powers, duties and responsibilities as the Chair until such time as the County Executive Committee shall properly elect a new Chair no less than 30 days and no more than 90 days by ballot.

Section 3.

The Secretary shall be in charge of all the official documents of the County Executive Committee and of preparation of the necessary notices, minutes and other documents. The Secretary shall preserve such files and other documents and shall open them for examination at appropriate times at the request of any member of the County Executive Committee under such rules and regulations as are prescribed by Allen County Executive Committee.

Section 4.

The Treasurer shall have custody of the funds of the party and shall render up-to-date financial reports at each meeting of the County Executive Committee. The Treasurer shall file such campaign finance reports as are required by Ohio law. The Treasurer shall be accountable for all receipts and expenditures of the party subject to the direction of the finance committee and shall report contributions as required by Article VIII, Section 3. The Treasurer and any other party officer or employee responsible for the handling of party funds shall be under sufficient bond, the amount to be determined by the County Executive Committee.

Section 5.

The Chair of the finance committee shall preside over Finance committee. The committee shall be responsible for soliciting all contributions and promoting all fundraising activities for the party.

Section 6.

The Chair of the auditing committee shall preside over Auditing committee. The committee shall be responsible to audit the receipts and expenditures of the party. The committee shall make an annual audit on July 1 and any other audits as the Chair of the County Executive Committee or any member of the auditing committee may request. The auditing committee shall consist of the Chair and two members appointed the County Executive Committee.

ARTICLE V. Democratic Clubs, Cooperation

Section 1.

The Chair of the COUNTY EXECUTIVE COMMITTEE shall consult with, and cooperate with the members of the County Central Committee and the presidents of all Democratic Clubs of the Ohio Democratic Party within their duly chartered areas of jurisdiction.

The unexcused failure to attend three consecutive regular meeting of the County Executive Committee shall be grounds for removal at the discretion of the County Executive Committee by Vote. If vote is unanimous, the Executive Committee Secretary shall notify the member of their status on the Executive Committee

Section 5.

ARTICLE VII. Pre-Primary Endorsements

Section 1.

In an election year in which the State Democratic Executive Committee makes endorsements the ALLEN COUNTY DEMOCRATIC PARTY shall use all of its resources and leadership to aid and assist in the nomination of such endorsements made by the State Committee for the benefit of the Ohio Democratic Party.

Section 2.

The County Executive Committee may make pre-primary endorsements for any local or district office providing that 60% of the Committee so determine. At any meeting on which endorsement shall be discussed prior notice shall be given to each member of the Committee that endorsements shall be considered at the meeting.

ARTICLE VIII. Finance

Section 1.

The finance committee of the County Executive Committee shall have the primary responsibility for soliciting all contributions and promoting all fund raising activities for the party.

Section 2.

The County Central Committee members shall be obligated to assist in the raising of such monies as shall be determined from time to time by the County Executive Committee that is fair, equitable and uniform throughout the County, taking into consideration the population, Democratic vote, and resources in each subdivision.

Section 3.

The Treasurer of the County Executive Committee shall compile at least once a year, the list of all contributions and monies received, and such listing shall be provided to all

members of the County Executive Committee and to other interested Democrats as shall request it.

ARTICLE IX. Party Unity

Section 1.

All members of the party, candidates for office, party officers, party committees and organizations, and elected Democratic officials shall support the principles of the ALLEN COUNTY DEMOCRATIC PARTY.

ARTICLE X. State Convention, Party Structure-National Guidelines, Party Structure-State Guidelines

Section 1.

The provisions for a State Convention of the Ohio Democratic Party, Party Structure-National Guidelines and Party Structure-State Guidelines as adopted in the Ohio Democratic Party Constitution and By-laws are incorporated herein and made a part of the Constitution and By-laws of the ALLEN COUNTY DEMOCRATIC PARTY.

ARTICLE XI. Oath of Office

Section 1.

All officers of the County Central Committee and the County Executive Committee shall be required to take an oath of office to support the Constitution of the United States of America, the Constitution of the State of Ohio, the Constitution and By-laws of the Ohio Democratic Party, and the Constitution and By-laws of the ALLEN COUNTY DEMOCRATIC PARTY.

ARTICLE XII. Roberts Rules

Section 1.

Any matters regarding the conduct of the affairs of the County Central Committee and the County Executive Committee not governed by this Constitution and By-laws or by the convention rules or by the laws of the State of Ohio shall be governed by Robert Rules of Order.

ARTICLE XIII. Amendment

Section 1.

Present copies of proposed changes at a regular Executive meeting, review and discuss. Shall send copies by known email addresses of proposed changes. Majority of a quorum must approve any suggested changes by a vote. At the next Executive monthly meeting after proposals have been discussed at previous meeting a vote will be taken on all proposed changes and constitution is then adopted and accepted, signed and dated by the Executive Chairman of date adopted. One copy must be filed with the Allen County Board of Elections and one copy on file in the Allen County Democratic office.

ARTICLE XIV. Previous Constitutions and By-laws

Section 1.

This Constitution and By-laws supersede any and all other previous Constitutions and By-laws of the ALLEN COUNTY DEMOCRATIC PARTY and shall take effect immediately upon adoption.

AMENDED AND ADOPTED

Add Line for Executive Chair's signature

Beverly McCoy

Date amended and adopted.

1-14-14