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The Wayne County Democratic Party

Constitution and By-Laws

Amended 4-7-2010
Effective 7-7-2010
Constitution Committee
Don Lance, Co-chair
Jon Ulbright, Co-chair
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Constitution and By-Laws of the Democratic Party of Wayne County, Ohio

Mission Statement

Wayne County Democratic Party Principles

As the Wayne County Democratic Party, we believe in an Ohio that values opportunity and equality for all of its citizens and respects both the self-reliance of individuals and the benefits of teamwork to meet the challenges of a fair and just society. To that end, we stand dedicated to provide a government that puts families and children first, representing all fairly and equally. (Adopted 9-2-2009)

ARTICLE I. Name, Membership, Eligibility, and Qualifications for Office:

Section 1. Name:

The name of this organization shall be the WAYNE COUNTY DEMOCRATIC PARTY.

Section 2. Membership:

Membership in this party shall be open to all residents of Wayne County, in the state of Ohio, who support the Constitution of the State of Ohio, and the Constitution, By-Laws, and principles of the WAYNE 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 WAYNE 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 requirement of Article I, Section 2, is eligible for election to a party office, except as hereafter limited. There shall be no minimum age requirement for party office save where prescribed by law.

Section 4. Qualifications:

In the event that any person's qualifications as a member of the WAYNE 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 the State of Ohio.

ARTICLE II. Constitution and Laws:

Nothing herein shall conflict with the Constitution of the United States of America, the laws of the State of Ohio, and the Ohio Democratic Party Constitution and By-Laws. 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 non-enforceability of any one clause shall not affect any other clause.

ARTICLE III. Central Committee/Executive Committee/Controlling Committee:

Section 1. Central Committee:

- A. The Controlling Committee of the WAYNE COUNTY DEMOCRATIC PARTY shall be the County Central Committee consisting of such membership as shall be elected according to the laws of the State of Ohio. The County Central Committee may elect a County Executive Committee, which shall have such powers as are granted it by the Central Committee, as are provided by law, and by this Constitution and By-Laws.
- B. Any Democrat elected to any position in Wayne County, as a result of a partisan election, shall be granted a voting position on the Wayne County Democratic Central Committee for as long as he/she may hold that office. (Amended 4-7-2010)
- C. A permanent voting position on the Central Committee shall be provided for a member of the College of Wooster Young Democrats organization. This position will be filled using the regular appointment process. (Amended 4-7-2010)

Section 2. Reorganization:

- A. The elected membership of the Party's Central Committee shall meet not earlier than six (6) nor later than fifteen (15) days following the date of the primary election certification at a suitable place and time in Wooster, Ohio, to be designated by the retiring chairperson of the Committee. Notice of such meeting, giving the place and time, shall be sent to each member-elect by the retiring secretary of the Committee by U.S. mail service and a copy of the notice shall be posted in the office of the Board of Elections of Wayne County, Ohio, at least five (5) days prior to the meeting. If the retiring secretary does not issue the call within the time provided by law, such meeting shall be called according to the statutes of the State of Ohio.
- B. The meeting shall be called to order by the retiring chairperson 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 chairperson and secretary shall be chosen and the Committee shall proceed to organize by the election of a

chairperson, vice chairperson, treasurer, secretary, and other officers, as the Committee may desire.

- C. An oath of office shall be administered to all newly-elected Committee members as follows:
“I, _____, do solemnly swear (affirm) to uphold the Constitution of the United States, the State of Ohio, the Democratic National Committee, the Ohio Democratic Party, and the Wayne County Democratic Party. I also pledge to support all local, state, and national Democratic candidates in their effort to gain public office.” (Adopted 9-2-2009)

Section 3. Central Committee as Executive Committee

- A. Following the election of officers, the Central Committee shall decide by majority vote, whether or not to confer on an Executive Committee any of its power and authority. If the Central Committee decides to retain all of its authority, then the Central Committee and its officers shall be and function as the Executive Committee and its officers.
- B. The Chairperson of this committee shall have the power to appoint five (5) At-Large members who need not be members of the Central Committee. These five (5) At-Large appointments shall be subject to the approval of the Central Committee by two-thirds (2/3) vote of the majority of members present at the meeting of the vote. The presentation of any At-Large appointment will be made to the Central Committee membership at any regular meeting after the first regular meeting following a re-organizational meeting. The vote shall be taken at the next regular meeting after the meeting in which the Chair has made the recommendation.
- C. Removal of any of these five (5) At-Large appointments shall also be subject to the approval of the Central Committee in the same manner.
- D. Any vacancy that occurs in the County Central Committee shall be filled by recommendation of the Candidate Recruitment Committee and be brought before the County Central Committee for approval by majority vote.

Section 4. Distinct Executive Committee

- A. If the decision is to confer power and authority on a distinct Executive Committee, as below, then the County Executive Committee shall consist of the following:
 - 1. The officers of the Central Committee elected at the above described organizational meeting, as well as:
 - 2. One (1) Committeeperson representing each Township in the County.

3. One (1) Committeeperson representing each Ward in the Cities of Wooster and Orrville.
 4. One (1) Committeeperson-at-large representing Rittman City and Doylestown.
 5. Five (5) At-Large appointments by the Chairperson of the Controlling Committee.
 6. The five (5) appointees of the Chairperson need not be members of the Central Committee.
 7. In Townships of the County, and Wards of Wooster and Orrville where more than one (1) Committeeperson has been elected at the primary, those committeepersons shall elect from among their number, in each township or ward, one (1) representative to the Executive Committee as outlined in the above formula. A tie vote shall be resolved by lot.
- B. The County Executive Committee is authorized to act for the County Central Committee in all things pertaining to the welfare, or business operation of the Wayne County Democratic Party, during the term of its existence. If a distinct Executive Committee is organized, its term shall begin at its first meeting and terminate on the sixth (6th) day following the next biennial primary election held for the purpose of electing Central Committeepersons. Prior to its termination, the outgoing Controlling Committee may decide to elect, at the next biennial primary held for that purpose, committeepersons for each precinct, as is our custom, or to elect committeepersons for each township and ward, as allowed by law.
- C. Any vacancy that occurs in the County Executive Committee shall be filled upon the recommendation of the Central Committeepersons in that ward, city, town, or township where the vacancy occurs.

Section 5. Controlling Committee

- A. Whichever committee is acting as the Executive Committee shall be the Controlling Committee.
- B. An oath of office shall be administered to all newly-elected officers of the Controlling Committee as follows:
 “I, _____, do solemnly swear to protect the property and holdings of the Wayne County Democratic Party and to perform the duties and responsibilities of my office to the best of my ability.” (Adopted 9-2-2009)

ARTICLE IV. Officers of the Controlling Committee:

Section 1. Duties of the Chairperson:

- A. The Chairperson's duties shall be those of Chief Executive Officer and the Chairperson shall be subject to the direction of, and responsible to, the County Controlling Committee.
- B. The Chairperson shall be responsible for the day-to-day operations of the organization, including the calling of meetings.
- C. The Chairperson shall appoint persons to serve, at the Chairperson's discretion, on committees that will assist in carrying out the function and management of the Party.

Section 2. Duties of the Vice-Chairpersons

A. First Vice-Chairperson:

- 1. The First Vice-Chairperson, opposite sex of the Chairperson, may from time to time, preside at any meeting at the request, or temporary absence, of the Chairperson.
- 2. The First Vice-Chairperson shall act as the Chairperson in the case of the death, resignation, incapacity, removal, or absence of the Chairperson. In such event, the First Vice-Chairperson shall have the same powers, duties, and responsibilities as the Chairperson until the next meeting of the Controlling Committee that shall elect a new Chairperson.
- 3. The First Vice-Chairperson (Political Team Leader) will oversee and provide guidance to the following standing committees:
 - a. Candidate Recruitment
 - b. Candidate Advisory
 - c. Get Out the Vote
 - d. Local Elected Officials

B. Second Vice-Chairperson:

The Second Vice-Chairperson (Party Building Team Leader) will oversee and provide guidance to the following standing committees:

- a. Membership
- b. Young Democrats
- c. Labor
- d. Agri-business

e. Diversity

C. Third Vice-Chairperson:

The Third Vice-Chairperson (Operations Team Leader) will oversee and provide guidance to the following standing committees:

a. Headquarters

b. Public Relations

c. Jackson Day

d. Fair Booth

e. Special Events
(Amended 4-7-2010)

Section 3. Duties of the Secretary (Rules Team Leader):

A. The Secretary will be responsible for taking and recording minutes of all meetings, reading correspondence, and responding to them as directed by consent of the Party.

B. As Rules Team Leader, he/she will oversee and provide guidance to the following standing committees:

1. Constitution and By-Laws

2. Parliamentarian

3. Sergeant-at-arms

Section 4. Duties of the Treasurer (Business Team Leader):

A. The Treasurer shall have custody of the funds of the Party and shall render up-to-date written financial reports to each meeting of the County Controlling Committee and to each County Convention.

B. The Treasurer shall be accountable for all receipts and expenditures of the Party and be subject to a biennial audit of a committee of three (3) appointed by the Controlling Committee.

C. An audit shall also be conducted upon a change of Chairperson or Treasurer. A written report of the auditing committee shall also be completed four (4) weeks prior to the next organizational meeting.

- D. The Treasurer will be responsible for the accounting of all income and expenditures incurred by the Party.
- E. As Business Team Leader, he/she will oversee and provide guidance to the following standing committees:
 - 1. Budget and Finance
 - 2. Information and Technology
(Amended 4-7-2010)

Section 5. Vacancy in a Controlling Committee Office:

Any vacancy that shall occur in an office of the Controlling Committee shall be filled by a majority vote election to fill such vacancy at the next meeting of the Controlling Committee. Notice of such election shall be included in the notice for the next meeting of the Controlling Committee at which the election will be held.

ARTICLE V. Democratic Associations and Clubs:

The Chairperson of the Wayne County Democratic Controlling Committee, Central Committee persons and the leaders of any chartered Democratic clubs shall consult and cooperate on all matters relating to the Wayne County Democratic Party within their areas of jurisdiction.

ARTICLE VI. Meetings/Notices/Minutes/Quorum:

Section 1. Meetings:

The County Central Committee shall meet after its election as required by law and this Constitution and By-Laws. The County Controlling Committee must meet at least every sixty (60) days and not less than six (6) times per year. If the Controlling Committee is the Executive Committee, it must meet within ten (10) days of being organized. The County Controlling Committee may be called to meet by the Chairperson, or by a minimum of one-eighth (1/8) of the membership of said committee.

Section 2. Notices:

Notice of any regular general membership meeting, specifying time and place, shall be sent via email to all members of the Central Committee, not less than five (5) days in advance of the meeting, who have an email address on file with the Secretary. All members, who do not have an email address, shall be notified in writing through regular United States mail not less than five (5) days in advance of the meeting. Members who have an email address on file with the Secretary, but who wish to be notified through regular United States mail not less than five (5) days in advance of the meeting, shall submit such request to the Secretary in writing. The above methods of meeting notification shall be used unless otherwise provided by law.

Section 3. Minutes:

Minutes shall be taken of all meetings called in accordance with this Article.

Section 4. Quorum:

One-third (1/3) of the members shall constitute a quorum for conducting any business to come before the organizational meeting of the Wayne County Controlling Committee, and one-fifth (1/5) of the members shall constitute a quorum for conducting business at all other business meetings of the Wayne County Controlling Committee.

ARTICLE VII. Robert's Rules of Order:

Any matter regarding the conduct of the affairs of the Wayne County Democratic Party 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's Rules of Order.

ARTICLE VIII. Amendments to the Constitution and By-Laws

Section 1. Format:

This Constitution and By-Laws may be amended by a two-thirds (2/3) vote of those present at two (2) consecutive meetings of the Controlling Committee of the Wayne County Democratic Party.

Section 2. Amendments:

Amendments proposed under this section must be submitted in writing and copies thereof sent to each member of the said committee along with the notice to the second (2nd) meeting.

ARTICLE IX. Committees:

Section 1. Membership:

Members of all committees serve at the discretion of the Chairperson of the Controlling Committee.

Section 2. Name and Purpose:

- A. There shall be seven (7) standing committees.
- B. Jackson Day Banquet Committee: It exists to plan and carry out the Annual Jackson Day Banquet.
- C. Wayne County Fair Committee: It exists to plan and carry out the operation of the annual fair booth.

- D. Candidate Recruitment Committee: It shall strive to attract to public office those candidates most qualified and capable of serving the public.
- E. Candidate Advisory Committee: It shall advise candidates in their political campaigns.
- F. Auditing Committee: Consisting of three (3) members, excluding the Treasurer and Chairperson, it shall be appointed by the Chairperson and approved by the Controlling Committee and shall perform any audits required by the Constitution and By-Laws or as directed by the Committee or Chairperson.
- G. Budget and Finance Committee: It shall propose an annual budget and devise means of obtaining needed funds.
- H. Young Democrats Committee: It shall strive to attract young people, high school and college age, to participate in and further the aims of the Democratic Party.

ARTICLE X. Committee Persons:

All Candidates to become committeepersons shall be informed by the Chairperson of the Central Committee on the duties of a committeeperson, which shall include:

- A. A moral obligation to register Democratic voters
- B. Aid Democratic candidates
- C. Solicit Democratic votes
- D. Aid and encourage actual and prospective Democratic candidates

ARTICLE XI. Status of Constitution and By-Laws

This Constitution and By-Laws supersedes any and all other previous Constitutions and By-Laws of the WAYNE COUNTY DEMOCRATIC PARTY and shall take effect immediately upon its adoption and shall remain in force until such time as subsequent Central Committees amend or reject this Constitution and By-Laws.

*Amended by the Central Committee on 4-7-2010

**Final Document effective on 7-7-2010

Chairperson of the Central Committee:

Brian Mohr

Pro Temp Secretary of Party:

Elizabeth Sheets

Constitution Committee Chairperson(s):

Jon Albright

Don Lamer

Effective Date :

7-7-2010