



Kane County Democrats Central Committee



-- Bylaws --

ARTICLE I - NAME OF ORGANIZATION

The name of this organization shall be the Kane County Democrats Central Committee. The Organization may also be known or referred to as the Kane County Democrats.

ARTICLE II - PURPOSE

The Organization is a not for profit Political Party located within Kane County Illinois. Its purpose shall be to support, and promote the principles of the Democratic Party as outlined by the National and State of Illinois party organizations, and to foster local public awareness of these principles; and to support the work of the State and National organizations of the party.

ARTICLE III - MEMBERSHIP

Members shall be known as Precinct Committeepersons. The Committeepersons shall be representatives of the precincts within Kane County corresponding to the boundaries as administered by the Kane County Clerk's Office or the Aurora Election Commission. Committeepersons shall be elected by the voters residing in their respective precincts, and the election process and length of each Committeeperson's term shall be in accordance with the laws of the State of IL as defined in 10 ILCS sub. 5/7-8, paragraph B (statute). Vacancies occurring at any time after said election shall be filled by the Chairperson of this organization in compliance with Illinois law.

ARTICLE IV - OFFICERS OF THE CHAPTER

A. TITLES AND DUTIES

1. CHAIR -

The Chair shall preside at all meetings of the Committee as well as all special committee meetings and will serve as a defacto member of all special committees. The Chair will also preside at all special events sponsored by the Chapter. In addition, but not limiting to the following, the Chair shall also:

- 1. Be the official representative of the Kane County Democrats**
- 2. Convene special committee meetings when necessary**
- 3. Appoint special committees when necessary and work with the 1st Vice-Chair in appointing the head of any such special committee so called.**

- 4. Have the authority to approve all necessary bills and expenses for payment.**
- 5. Co-sign all disbursements, along with the Treasurer.**
- 6. Appoint people to fill vacant Committeeperson positions in accordance with Article III .**
- 7. Appoint a Precinct Committeeperson to fill any vacancy of an Officer in accordance with the following section regarding Election of Officers.**
- 8. Maintain a permanent office which is to be centrally located within Kane County. The purpose of the office is to maintain and make accessible any and all files, documents, property, etc. which relate to or belong to the Organization.**

2. VICE- CHAIR.

The Organization shall elect two (2) Vice- Chairs

The 1st Vice- Chair shall assume the duties and responsibilities of the Chair in the case of absence or incapacity of the Chair, and shall assume all responsibility of the Chair in the case of death, resignation or permanent incapacity, and shall maintain these functions until the next scheduled election. The 1st Vice- Chair shall chair the Finance Committee.

The 2nd Vice- Chair shall assume the duties and responsibilities of chair in the case of absence or incapacity of the Chair and 1st Vice-Chair, and shall assume all responsibility of the Chair in the case of death, resignation or permanent incapacity of the above persons and shall maintain these functions until the next regularly scheduled election. The 2nd Vice- Chair shall also chair the Membership Committee.

3. SECRETARY.

The Secretary shall be responsible for keeping minutes of all scheduled meetings of the Organization or Executive Committee, and make copies of those minutes available to all Executive Committee members, those active members who request it, and other interested persons upon the direction of the Executive Committee. The Secretary shall also be responsible for maintaining the membership list, and notifying all active members of meetings and all special events when required.

4. TREASURER.

The treasurer shall keep the financial records of the Organization and make such payments from the treasury as directed by the Organization or Chair as previously specified. The Treasurer shall report all financial transactions not previously reported, at all regularly scheduled meetings, and shall be responsible for making a timely report to the State of Illinois at a time when required by State Statute. The Treasurer may not disburse funds to any outside entity without approval of the Organization if no meeting will be held within 30 days of said disbursal, however a disbursal may be made with the approval of the Chair, or in the absence of the Chair, by approval of two (2) elected Officers if necessary when a meeting would not fall within this time period.

5. PARLIAMENTARIAN.

The Parliamentarian shall advise the Chair and the Organization of proper procedure in the case of disputed procedure in order to settle any questions or disputes in accordance with the procedure as outlined in Article VII .

6. SARGENT -AT -ARMS.

The Sargent-At-Arms shall sign-in all attendees, call the meeting to order, and be responsible for maintaining the decorum of each meeting. The Sargent-At-Arms shall, upon request of the Chair, restrain or remove any person from the meeting in progress.

All Officers may also perform such other duties as from time to time that may be assigned to them by the Chair, or by direction from a vote by the general Committee at a meeting of the Organization, and will also serve on the Executive Committee. All officers shall serve for a period of two (2) years or until the next election of officers, if held less than two years from the previous election.

At the end of each Officer's term, said Officer will turn over all items related to the Organization, including files, documents, and property purchased by the Organization to their successor.

B. NOMINATING COMMITTEE

A Nominating Committee shall be appointed which shall consist of six (6)members of the general membership. Two (2) members shall be selected from each of the following geographic areas of Kane County: North end, Central area, and South end. The nominating committee shall be set in February prior to the primary election in March of even numbered years. The nominating committee shall make a concerted effort to nominate candidates for Officers with representation from all three areas of the County. The Committee shall present its recommendations to the members at the Convention as provided by the Illinois Compiled Statutes. Recommendations of the Committee are not binding or final, and nominations of duly qualified members may be made from the floor.

C. ELECTION OF OFFICERS

Officers shall be elected at the Convention of the Organization as provided by the Illinois Compiled Statutes. The Convention is ordinarily held after the primary. The term of Office shall be two years. An Officer may hold, if elected, consecutive terms of office. All active members of the Organization may run for office, and all active members shall have the right to nominate others for all offices. Each person voting shall be entitled to one vote for each Democratic ballot cast in their precinct in the Primary election. All precinct Committeepersons Are eligible to vote in the initial election of officers after each Primary election.

The Chair may appoint any Precinct Committeeperson to fill any vacancy of Office, which occurs immediately after the Primary Election. Said appointment to be for the term of whatever time remains until the next public election is held. The intent being that all precincts shall have representation and that no precincts should be intentionally excluded.

An Officer may be removed from office at the discretion of the Chair, and voted by the Organization at a regularly-scheduled meeting, if said Officer has missed more than three (3) consecutive meetings without valid reason, said reason to include but not be limited to health, incapacitation, or personal reasons.

ARTICLE V - STANDING COMMITTEES

EXECUTIVE COMMITTEE

The Executive Committee shall consist of the Elected Officers of the Organization as well as all Township Chairs. The Executive Committee shall have the responsibility for the oversight of the Affairs of the Organization. Duties of the Executive Committee shall have oversight of, but not be limited to:

- 1. Planning and directing Organization activities not otherwise executed at a regularly scheduled Central Committee meeting.**
- 2. Authorizing expenditures from the Organization treasury.**
- 3. Authorizing correspondence to be sent on behalf of the Organization.**

The Executive Committee shall meet at the discretion of the Chair. Additional or special meetings may be called by any Officer, or any 3 Executive Committee members with at least 3 days notice given to all committee members. A quorum for any Executive Committee meeting shall be a simple majority of the Committee members. Executive Committee meetings shall be open to all Organization members. Any and all decisions reached by the Executive Committee shall be advisory only and not implied as directives of the Central Committee.

MEMBERSHIP COMMITTEE :

Responsible for the recruitment of new members.

PUBLICITY COMMITTEE :

Responsible for informing local news media of Organization events and issues.

SPEAKER'S COMMITTEE :

Responsible for supplying to any outside organization, Speakers who are well-versed on issues pertinent to the Democratic Party

FINANCIAL COMMITTEE :

Responsible for the fiscal health of the Organization, and shall review disbursements by the Treasurer, as well as be responsible for auditing the financial ledger of the Organization. The Fiscal Year of the Organization shall be a 1-year period beginning with the County Convention after the March Primary as noted above. Auditing shall be done at the end of each 1-year period.

All Executive Committee members shall serve on at least one standing committee in a manner agreed upon by the Central Committee.

ARTICLE VI - MEETINGS

Regularly scheduled meetings shall be held on a monthly basis. The date and time of said meetings shall be set by the general membership at the beginning of the fiscal year. Written notice of place, time, pertinent business, and special features of each meeting shall be delivered by the Secretary to all Organization members prior to each meeting.

Each member shall be entitled to one vote on each matter submitted to a vote of the members. A simple majority shall decide any issue at any meeting except as otherwise provided or required by statute, the State Board of Elections, or these Bylaws. The person Chairing the meeting shall have one vote, which may be used in case of a tie.

The Chair shall have the right to schedule the Order of Business for each regular or Committee meeting. A quorum for each scheduled meeting shall be a simple majority of those attending. For an issue of major concern to the Organization, or an election, any member may have the option of voting by a signed and sealed vote submitted to any Officer prior to the regularly scheduled general meeting. Any member may petition the Chair to include additional items into the Order of Business.

Executive and Committee meetings shall be held as needed upon notice to Committee members at least five (5) days prior to said meeting.

ARTICLE VII - PARLIAMENTARY PROCEDURE

The rules contained in the latest edition, as revised by the American Institute of Parliamentarians, of THE STANDARD CODE OF PARLIAMENTARY PROCEDURE shall govern the Organization and Committee meetings in all cases to which they may be applicable and in which are not inconsistent with these Bylaws, any special rules of order the Organization may adopt, and any regulation maintained by the National or State of Illinois Democratic Party, or any law of the State of Illinois or of The United States of America that would supersede these Bylaws.

ARTICLE VIII - AMENDMENT OF BYLAWS

These Bylaws may be amended by a 2/3 vote of those voting at any regularly scheduled meeting, provided that all members have been sent copies of the proposed amendment at least two weeks prior to said meeting.

Adopted September 23 , 2003