

July 12, 2021

## **BYLAWS OF THE DOYLESTOWN DEMOCRATS**

### **ARTICLE I – ORGANIZATION**

SECTION A. This Organization shall be known as the Doylestown Democrats.

SECTION B. This Organization recognizes the Bucks County Democratic Committee (BCDC) as the authoritative body of the Democratic Party in Bucks County and falls under its jurisdiction and rules.

SECTION C. The representative and authoritative bodies of the Organization shall consist of the:

1. Organization
2. Organization Executive Board
3. Standing Committees

### **ARTICLE II – PURPOSE**

To elect qualified Democrats to municipal, county, state and federal offices.

To promote good government in Doylestown Borough and Doylestown Township, Bucks County, Pennsylvania.

To increase Democratic registrations within Doylestown Borough and Doylestown Township.

To create and maintain loyalty to the Democratic Party, its values, and its issues.

To find and cultivate potential Democratic candidates.

To assist in Democratic turnout and Get Out The Vote (GOTV) efforts.

To create a feeling of goodwill, fellowship, and community among the members at all times.

To promote outreach to the larger community and affinity groups.

July 12, 2021

### **ARTICLE III – NOMINATION AND ELECTION OF EXECUTIVE BOARD**

SECTION A. Reorganization Meeting - Officers of the Executive Board shall be elected at the June meeting in even-numbered years and shall hold office for four years or until successors are elected. In order to provide continuity of leadership, officers will be elected in alternating elections. During the gubernatorial election year, the Chairperson, the Township ViceChairperson, the Assistant Treasurer, and the Recording Secretary will be elected. In the alternating even-numbered year, the Borough Vice Chairperson, the Treasurer, and the Corresponding Secretary will be elected. Officers are to be elected for no more than two terms.

SECTION B. Electing Officers - Elected Committeepeople, State Committee Members, and Federal, State, or County elected officials who reside in the district, as well as the elected officials from Doylestown Borough and Doylestown Township shall vote to elect the Chair. The person elected Chair of the Organization also becomes a member of the BCDC Executive Board. Other officers of the Executive Board shall be elected by the members of the Doylestown Democrats. Only persons entitled to vote in the Organization shall be eligible to hold office in the Organization.

The Executive Board and all committees shall be as equally divided as practicable between men and women (determined by gender self-identification) meaning that the variance between men and women in the group cannot exceed one. In the case of gender non-binary delegates or committee members, they shall not be counted as either a male or female and the remainder of the delegation shall be equally divided. For example, if all officers identify as male or female, it should be split 3-2 either way or if one officer identifies as non-binary, the remaining four officers should be split 2-2 between male and female officers.

SECTION C. Nominating Committee- Prior to the reorganization meeting, the Chair, with the approval of the Executive Board, shall appoint (3) members in good standing to the nominating committee. This committee shall offer a slate of officers. Nominations may also be accepted from the floor during the reorganization meeting. Any registered Democratic member in good standing may be considered for an officer position.

SECTION D. Officers of the Organization – Officers, who shall make up the Executive Board, include:

1. **A Chairperson**, who shall, with the advice of the Executive Board, be responsible for the conduct of all municipal campaigns, organizational meetings, and shall adhere to and represent the purpose of the Organization and the principles of the Democratic Party.

July 12, 2021

2. **Two Vice Chairpersons**, one from Doylestown Borough and one from Doylestown Township. If possible, these persons should have different gender identities. In the absence of the Chairperson, one of the Vice Chairpersons should serve as Acting Chair. The Vice Chairpersons should assist the Chairperson in making all Standing Committee appointments at or shortly following the re-organization meeting.
3. **A Recording Secretary**, who shall keep the minutes of all the meetings of the Organization and of the Executive Board.
4. **A Corresponding Secretary**, who shall handle all correspondence of the Organization as directed by the Chairperson of the Executive Board.
5. **A Treasurer and Assistant Treasurer**, shall have general supervision of the financial affairs of the Organization, shall jointly with the Chairperson (or the Chairperson's representative) be authorized to sign checks drawn on the bank accounts of the Organization, file required state and/or county financial reports, provide Treasurer's Reports at each organizational meeting, and shall keep the books and accounts thereof.
  - a. Budget
    - i. Organization fiscal year is to be July 1<sup>st</sup> to June 30<sup>th</sup>.
    - ii. Organization general budget for the upcoming fiscal year must be approved by general membership no later than the June meeting.
  - b. Expenditures - approval of expenditures shall be the following:
    - i. Expense(s) totaling less than \$100 can be approved by two members of the Executive Committee. Such expenses must be forwarded to the Treasurer prior to the next Executive Committee meeting to be reimbursed.
    - ii. Any expense from \$100 to less than \$500 must be approved by a majority of the Executive Committee. Such expenses must be forwarded to the Treasurer prior to the next Executive Committee meeting to be reimbursed. Any expense \$500 or greater that is not approved in the general budget must be approved by the Organization.

6, **Retiring Chairperson**, shall serve on the Executive Committee as a full member with voting rights for one year following the end of their term.

SECTION D. Vacancies - If a vacancy occurs in the office of the Chair of this Organization for any reason, the vacancy shall be filled only by a vote of Committeepeople (elected or appointed), State Committee Members, Local

July 12, 2021

Doylestown Borough and Township Elected Officials and Federal, State, or County elected officials who reside in the district, at the next regular meeting after the vacancy occurs. The person who is selected to fill any vacancy shall hold office for the balance of the original term. Vacancies for other offices shall be elected by the members in good standing of the Doylestown Democrats. In the case of filling a vacancy for committeeperson, once again the Committee shall be as equally as practicable between men and women (determined by gender self-identification) with respect for gender balance requirements.

SECTION E. Committeeperson Appointments – Appointments to fill Committeeperson vacancies can be suggested by the Organization, but only appointed by, the BCDC Chairperson.

## ARTICLE IV – MEMBERS

SECTION A. Automatic Members - The following individuals **who reside in the district** are considered automatic members of the Organization and cannot be removed:

1. Committeepersons
2. Officers of the BCDC
3. State Committee Members
4. Federal, State, County, Municipal, Doylestown Borough and Township or School District elected officials

SECTION B. MEMBERSHIP. .

After attending one meeting, individuals will be invited to become a Non-Voting Member. The individual will be informed of their eligibility by the Membership Committee. The individual must accept the offer of membership as a Non-Voting Member by indicating their acceptance to the Membership Committee. To become a Voting Member, the individual must attend two (2) additional meetings that take place in the past twelve (12) months.

SECTION C. A Voting Member in Good Standing – Members of the Organization must:

1. Be a registered Democratic voter who resides in the Borough or Township.
2. Abide by all Bylaws of the Organization.
3. Attend three (3) meetings in the last twelve (12) months, as determined by the records kept by the Executive Committee and Membership

July 12, 2021

Committee of the Organization. The Member may vote at the third meeting.

SECTION D. MEMBER AT LARGE – An individual who resides outside the area may participate at events and monthly meetings by contacting the Membership Committee and requesting Membership at Large status. The Executive Committee grants approval of the request. The Membership Committee will notify the individual of approval. A Member at Large is not a Voting Member of the organization.

SECTION E. Members Under 18 - A politically unregistered resident under the voting age of 18 may apply for membership by expressing a willingness to abide by the organization's Bylaws and must demonstrate a commitment to the Democratic Party and its principles.

SECTION F. Expulsion - Any member charged with conduct harmful to this Organization or to the Democratic Party shall be given notice of the alleged conduct and one weeks' notice of a hearing by the Executive Committee. If said charges are considered substantiated, the Executive Committee must then hold a vote on the expulsion of the member at that meeting. If expulsion is approved by a two-thirds (2/3) vote of the present members of the Executive Committee, the member shall forfeit all rights and privileges of membership (cannot attend meetings or events of the organization) for a period not to exceed two years.

Any member who has been expelled by the Executive Committee may appeal the expulsion to the full membership. A vote of two-thirds of the members present shall be required to uphold the expulsion. Appeals may also be made to the BCDC's Arbitration Board.

## **ARTICLE V – MEETINGS AND VOTING**

SECTION A. Open and Advertised Meetings - Meetings of the Organization must be open to the public and advertised to the BCDC.

SECTION B. Regular Meetings - The Organization shall hold its regular meetings once a month on the dates selected by the Chairperson in consultation with the general membership. All members must be given ten days notice prior to every meeting.

SECTION C. Special Meetings – Special meetings shall be called by the Chairperson when deemed necessary or if requested to do so in writing by 10 members. Any request or call for a special meeting shall state the nature of the business to be conducted at that meeting. Notice for all special meetings shall be

July 12, 2021

given to all members not less than 72 hours prior to the meeting. Only such business as mentioned in the meeting notice may be transacted. Valid notice may be delivered by letter and/or e-mail.

SECTION D. Roberts Rules of Order - All meetings shall be conducted in accordance with Robert's Rules of Order, unless otherwise specified in these Bylaws or in the Rules of the Democratic Party of Bucks County.

SECTION E. Quorum - A quorum will be met when twenty-five (25) percent of voting members in good standing are in attendance.

SECTION F. Proxies – Proxies shall be permitted for voting by this Organization. Proxies must reside in the same municipality, either Doylestown Borough or Doylestown Township, as the qualified Voting Member of the Organization. Each voting member is entitled to one proxy vote.

SECTION G. Voting

1. No person shall be permitted to vote at any meeting unless they are a member in good standing as defined in Article IV, Section C.
2. The Chairperson, acting Chairperson or the Parliamentarian, in the Chair's absence, shall prescribe the manner of voting at meetings of the Organization except that no vote shall be taken by secret ballot and no member shall have more than one vote.

SECTION H. Local Endorsement Meeting Voting – Only Committee people, Members in good standing (as defined in Article IV section C), Doylestown Borough and Township elected officials, State Committee Members, elected officers of the Organization, and Federal, State, or County elected officials who reside in the district shall vote at a Local Endorsement Meeting.

## **ARTICLE VI – COMMITTEES**

SECTION A. Executive Committee

The Executive Committee shall consist of the Officers of the Organization. The Executive Committee shall have the power, with the approval of the Chairperson, to act for the Organization between meetings. However, such power shall not include the power to elect officers, make endorsements, or amend these Bylaws.

SECTION B. Standing Committees

1. Committee Person Recruiting Committee
2. Fund Raising Committee
3. Communications Committee

July 12, 2021

#### 4. Membership Committee

The Executive Committee shall approve / appoint the Chairpersons of all committees. The Chairpersons shall be invited to attend the Executive Committee meeting as necessary. These committees may include temporary volunteers who are not members of the Organization. .

SECTION C. Parliamentarian - The Parliamentarian of the Organization shall be appointed by the Executive Committee as needed.

SECTION D. Approval – The Executive Committee of the Organization shall approve the chairpersons of all committees.

SECTION E. Special Committees – These committees may be created by the Executive Committee or by a majority vote at a meeting of the General Membership. The purpose and duration of a Special Committee shall be stated when it is created.

### **ARTICLE VII – ENDORSEMENTS**

SECTION A. Endorsement Meeting - In addition to one or more screening meetings, this Organization will consider endorsing candidates by holding an endorsement meeting before any primary election for any locally elected office within the Organization's jurisdiction.

1. No vote on an endorsement shall be valid unless taken at a duly called meeting of the Organization where notice of the meeting and the fact that an endorsement would be considered was given to all members of the Organization at least ten days before the meeting. Valid notice may be delivered by letter and/or e-mail.
2. No endorsement shall be made unless the prospective candidate receives the votes of at least 60% of those present and who are eligible to vote for that office.
3. An endorsement may be challenged by an organization if a candidate exhibits conduct that reflects negatively on the Democratic Party. The endorsement may be revoked by two-thirds vote of the members present at a duly held meeting of the Organization.

SECTION B. Screening Meetings – Prior to an Endorsement Meeting, the Organization shall hold a screening meeting for the purpose of receiving suggestions concerning candidates to be recommended by the Organization to the offices for which nominations are to be made:

July 12, 2021

Mayors, Supervisors/Council Members, School Board Directors, Tax Collectors, Constables, Auditors, Magisterial District Judges, and State Senators/Representatives.

Any member may make suggestions to the Committee. No final endorsement of any candidate shall be made at this initial meeting, but the members of the Committee may interview prospective candidates and hear presentations on their behalf as the members see fit. More than one screening meeting may be held prior to the endorsement meeting. There shall be no quorum requirement for the screening meeting(s).

In order to be considered for endorsement, a candidate must appear before those from the organization present at a screening meeting.

SECTION C. Candidate Endorsements – A non-Democrat may not be endorsed by the organization without a majority vote of the BCDC Executive Board. The organization cannot over-ride the endorsements of the BCDC by endorsing candidates who did not earn the endorsement of the BCDC. Similarly, if the BCDC has voted for an Open Primary for any Federal, State or County positions, the organization may not make endorsements for those positions.

## **ARTICLE VIII – AMENDMENTS**

SECTION A. Amendment Approval - Amendments to these Bylaws shall be approved only upon the affirmative vote of a two-thirds majority of those members voting at a duly convened regular meeting where an amendment is properly brought to vote under this Article.

SECTION B. Proposing Amendments - Any proposed amendment must be first introduced at the regular meeting prior to the regular meeting at which it will be submitted for vote. After being introduced, the amendment must be reduced to writing and delivered, mailed, or e-mailed to all members at least ten days prior to the meeting at which it will be submitted for vote.



July 12, 2021

SECTION C. BCDC Approval - All amended and approved bylaws must be submitted to the BCDC Bylaws Committee for approval before they are fully effective.

Adopted August 25, 2003

Amended April 3, 2006

Amended September 2006

Amended September 14, 2009

Amended April 2, 2018

Amended April 5, 2021

Amended June 7, 2021