

CHAFFEE COUNTY DEMOCRATS RULES AND BYLAWS

PART ONE: Principles and Policies:

I. Name

The name of this organization shall be Chaffee County Democrats, hereafter called the "Party".

II. Purpose

The purpose of this Party shall be to elect Democrats to public office; identify issues that affect the health, welfare and happiness of present and future citizens of Chaffee County and develop Democratic positions on these issues; enhance an understanding of the political process and of the Democratic party organization; sustain the human and constitutional rights of all persons; provide a mechanism for making our political institutions responsive and accountable to the aims and needs of our citizens; promote individual freedom in a framework of a just society; and political freedom in the framework of meaningful participation by all citizens.

III. Members

Party membership shall be open to all who desire to support the party, who wish to be known as Democrats, and who are not members of any other political party.

IV. Authority

While it is in session the County Assembly shall exercise all statutory powers given the Party. At all other times, the governing body of the Party shall be the Central Committee, with full powers of the County Assembly. The Central Committee may delegate authority to the Executive Committee. The Chair shall carry out the mandate of the Central Committee and/or the Executive Committee.

V. Principles

- A. Affirmative Action/Outreach. In order to create full participation by all Democrats in the Party, the Party shall adopt and uphold an affirmative action program. All Party members shall be encouraged to participate in the delegate selection process, in all levels of the party organization, and as candidates. The Party values the participation of diverse members and recognizes that diversity is our strength as Democrats.
- B. Non-Discrimination. Discrimination on the basis of race, gender, age, color, national origin, religion, ethnic identity, sexual orientation, gender identity, economic status or presumed ability in the conduct of the party activities at all levels of the party is prohibited.
- C. Open Meetings. All meetings of any Party Committee shall be open to any interested person. To this end, all meetings of any Party committee at which official party business will be discussed and acted upon shall be held in a location which is accessible to everyone. Such meetings shall include caucuses, assemblies, conventions, and meetings of the committees outlined in these Rules. Notification of meetings shall include a request for special needs accommodations. The County Party office shall maintain a list of accessible locations and services, and shall, when requested, pay a reasonable fee.

- D. Fair Reflection. Delegates to conventions and assemblies shall be allocated in a fashion that fairly reflects the proportion of votes each candidate received in the caucuses, conventions and assemblies.
- E. Ethical Standards. The Party shall promote ethical guidelines for public officials, party officials, and candidates for public office. All candidates shall submit a Fair Campaign Practices Code affirmation with the letter of intent to seek the Party nomination.
- F. Reference to Gender. All written documents issued from the Party shall be worded in such fashion as to eliminate the presumption of any one gender in either speaker or listener, or one acting or one listening. All members of the party will strive to eliminate gender charged language from oral communication.
- G. Assessments. No delegate to any assembly or convention, nor any candidate for party or public office shall be required to pay any assessment or to make a financial contribution as a condition of becoming or serving as a delegate or office holder.

VI. Policies

- A. Relationship to State Rules and Statutes. These rules and by-laws are intended to supplement the Colorado Democratic Party Plan of Organization and Rules (State Plan). In the several instances where the State Plan directs how the County Party shall organize or operate, the current relevant sections of the State Plan are included by reference and not repeated here. **The reference is included parenthetically in red following the topic heading.** State Rules and statutes shall take precedence in case of a discrepancy with these rules and by-laws.
- B. Partisan Elections. The non-monetary resources of the Party, including, but not limited to, use of the office facilities and equipment, mailing lists and other information, shall be made available to all nominees of the Party in a fair and equitable manner. Non-monetary, as well as monetary support, will be limited to the general election. Financial contributions shall be awarded at the discretion of the Executive Committee, upon the recommendation of the Candidate/Campaign Funding Committee.

PART TWO: Organization:

I. Central Committee

Chaffee County Democratic Party officers shall consist of a Chair, First Vice-Chair, Second Vice-Chair, Secretary and Treasurer. **(Part Three, 3.6 – County Central Committee, page 39)**

II. Precinct Organization

(Part Three, 3.5 – Precinct Organization, page 37)

III. County Executive Committee

A. Composition. The Executive Committee shall consist of the Chair, First Vice-Chair, Second-Vice Chair, Secretary, Treasurer, elected Democratic officials residing in the County, and such other persons that the Chair shall appoint to the Executive Committee such as committee chairs.

B. Powers and Duties. **(Part Three, 3.6, G – County Executive Committee Powers and Duties, page 41)**

IV. Affiliated Committees of the Central Committee

- A. Communication and Outreach Committee
 - 1. Purpose. The committee shall develop a positive and consistent presence in Chaffee County, north and south.
 - 2. Composition. Committee membership is open to any interested registered Democrat in Chaffee County.
 - 3. Duties. The committee shall (1) develop and maintain internal communications systems, (2) initiate and make public external communications through local media and visibility at community events, and (3) work to increase membership and member diversity.
- B. Candidate/Campaign Funding Committee
 - 1. Purpose. The committee shall oversee the fund raising and fund distribution activities of the Party.
 - 2. Composition. Committee membership is open to any interested registered Democrat in Chaffee County.
 - 3. Duties. The committee shall recommend to the Executive Committee allocation of Party funds to candidates.
- C. Issues Committee
 - 1. Purpose. The committee serves as one source of issues upon which the party may take a formal position.
 - 2. Composition. Committee membership is open to any interested citizen in Chaffee County.
 - 3. Duties. The committee will review, research, and make recommendations on issues to the Executive Committee.
- D. Finance and Audit Committee
 - 1. Purpose. The committee is responsible for funding party operations and assuring the integrity of the party's handling of funds.
 - 2. Composition. The Treasurer, elected county officials not up for re-election and any interested registered Democrat in Chaffee County shall serve on this committee.
 - 3. Duties. The committee shall (1) perform an audit of the financial reports for the previous two-year term within 90 days of the election of officers, (2) assist the Treasurer in preparing the annual budget, (3) advise the Treasurer regarding the financial policies of the Party, and (4) oversee the fundraising activities of the Party.
- E. Candidate Recruitment Committee
 - 1. Purpose. The committee is responsible for assuring there are Democratic candidates for elected and appointed positions in Chaffee County and for offices that represent Chaffee County.
 - 2. Composition. Committee membership is open to any interested registered Democrat in Chaffee County.
 - 3. Duties.
 - a. Keep track of elected and appointed offices in the County including incumbents, party affiliation, and terms in order to know when positions are going to open.

- b. Seek out candidates with an interest and generate interest in the various elected and appointed positions and counsel them on attaining those positions.
 - c. Help candidates develop a "career path" that leads to higher positions.
- F. Liaison, Rules, and Affirmative Action Committee
 - 1. Purpose. Provide rules for Party operations where not already defined in the Bylaws and assure the Party is active in expanding its diversity.
 - 2. Composition. Committee membership is open to any interested registered Democrat in Chaffee County.
 - 3. Duties.
 - a. When necessary to provide rules for Party operations, the committee shall meet and develop rules for adoption by the Executive Committee, Central Committee, Assembly, or Convention depending on where the need lies.
 - b. The committee will develop an outreach program among Party members encouraging the application for party leadership by the Party's diverse membership.
 - c. Assure the Party's By-Laws are current and consistent with the State Party's By-Laws/Rules, and state statutes.
 - d. Recommend changes (amendments) to the By-Laws when appropriate to the Central Committee for adoption.

V. Vacancies

A vacancy shall exist when an incumbent resigns, moves from her or his jurisdiction, dies, or is removed for cause.

- A. Precinct Committee People. The Executive Committee shall appoint a person residing within the precinct to fill a vacancy with 30 days of its occurrence.
- B. Officers.
 - 1. Chair. A vacancy shall be filled within thirty days by the Central Committee on the call of the First Vice-Chair, or in the absence of the First Vice-Chair, by the Second Vice-Chair. The call shall be issued within ten days of the occurrence of the vacancy.
 - 2. Other Officers. The office shall be filled by election at the first meeting of the Central Committee after the vacancy occurs. The Executive Committee may make an interim appointment at its discretion.
- C. Members of Affiliated Committees. Such vacancies shall be filled at the discretion of the Committee Chair or Party Chair.

VI. Resignations and Removals

- A. Resignations. Resignations of Precinct committee people, members of the Central Committee, or any standing committees of the Party shall be made in writing to the County Chair. Resignation of the County Chair shall be made in writing to the State Party Chair. The Party Secretary shall request in writing a written statement of resignation from anyone whose resignation has been verbal. If no reply is received within ten days of this request, the position shall be considered vacant.
- B. Removals.
 - 1. Causes.

- a. Officers and Precinct committee People may be removed for the following:
 - (1) Willful violation of these Party Rules.
 - (2) Aiding or supporting another party.
 - (3) Aiding or supporting candidates other than the nominees of the party.
 - (4) Conviction, while in office, of a felony or crime of moral turpitude.
 - (5) Failure to perform the functions of the office or to fulfill the responsibilities outlined in these Rules.
 - b. Executive Committee. The Executive Committee may remove one of its members by majority vote for failure to attend three consecutive meetings without due cause.
2. Procedure. Notice of the time and place of the meeting at which a removal is to be considered shall be provided ten days in advance to the Executive Committee and the person being considered for removal, along with written explanation of the causes to be considered. Every person shall have the right to appear at such a meeting to answer the charges.
- a. County Party Officers. A majority of the Central Committee members may call a special meeting of the Central Committee for the purpose of removing an officer for cause. Such action may also be considered at any regular meeting of the Central Committee, provided due notice is given to the person being considered for removal. Two-thirds of those present and voting may remove an officer for cause.
 - b. Precinct Committee People. Precinct Committee People may be removed by a two-thirds vote of those present at a meeting of the Central Committee.
3. Right of Appeal. Anyone who has been removed from office may appeal the removal at the next meeting of the Central Committee. A two-thirds majority of members present may vote to reinstate such person.

PART THREE: Nominating System:

- I. Precinct Caucuses. (Part Three, 3.4 – Precinct Caucus, page 36)
- II. County Assemblies and Conventions. (Part Four, 4.2 - Meetings of County Assemblies and Conventions, page 50)
- III. Committees of Assemblies and Conventions. (Part Four, 4.5 – Committees of Assemblies and Conventions, page 58)
- IV. Agendas for Assemblies and Conventions. (Part Four, 4.6 – Agenda for Assemblies and Conventions, page 63)
- V. Vacancies in the Nominating System. (Part Four, 4.7, B – Vacancies in the Nominating System, Vacancy Committee. page 64)
- VI. Candidate Eligibility. (Part Four, 4.8 – Candidate Eligibility, page 64)
- VII. Vacancy in Office. (Part Four, 4.9 – Vacancy in Office, page 64)

PART FOUR; General Procedures:

- I. Notice. (Part Two, 2.2 – Notice, page 12)
- II. Electronic Meetings. (Part Two, 2.3 – Remote Meetings, page 14)
- III. Voting. (Part Two, 2.4 – Voting and Elections, page 14)
- IV. Quorum. (Part Two, 2.4, L – Quorum, page 18)
- V. Controversies and Complaints.

All complaints regarding these rules or non-compliance with these Rules, or with State or Federal law, and requiring action by the Party, shall be submitted in writing to the Chair. If the person complaining can submit the signatures of ten percent of the members of the Central Committee, a special meeting shall be called to consider the complaint. The Chair may appoint a committee to meet prior to the Central Committee meeting and submit a report for acceptance. Commonly recognized standards of due process shall be followed in considering and resolving the complaint. Complaints relating to the Chair shall be submitted to the First Vice-Chair who should pursue the complaint as described above.

VI. Publication of the By-Laws.

The Chaffee County Democratic Central Committee By-Laws are available at the Party's website: <https://chaffeecountydemocrats.org/officers/by-laws/>

VII. Amendments to these By-Laws.

These By-Laws may be changed only by amendment on a 2/3 vote of a quorum of the Central Committee.

VIII. Roberts Rules of Order.

Any procedure which is not prescribed in or governed by these By-Laws by (is) governed by the current edition of Robert's Rules of Order.

Adopted Feb. 13, 2021 by the Central Committee of the Chaffee County Democrats on a motion that they supersede any prior document of similar nature.

COLORADO DEMOCRATIC PARTY
PLAN OF ORGANIZATION AND RULES

Amended 18 November 2020