



**IMPERIAL COUNTY
DEMOCRATS**

Central Committee Bylaws

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Imperial County Democratic Party, FPPC# 1459753.
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Article 1. General Provisions

Section 1. Names of Party and Governing Body

The official name of the organization is the Imperial County Democratic Party, and the legal name of its governing body is the Imperial County Democratic Central Committee, hereinafter referred to as the Central Committee.

Section 2. Geographical Jurisdiction and Comity

The Central Committee shall primarily operate within Imperial County, California. No endorsement shall be made which conflicts with an endorsement of a federal or state candidate or measure duly made by the California Democratic Party. Nor may any endorsement be made which conflicts with another official Democratic county central committee's endorsement within California, when such a candidate will not be voted upon by electors of Imperial County or any part thereof. In all other acts and decisions, the Central Committee shall endeavor to respect the geographical areas of responsibility of other official Democratic county central committees.

Section 3. Law Supersedes Bylaw Provisions

To the extent a provision of these bylaws is inconsistent with or in violation of the law of the State of California, the applicable laws or regulations shall govern and supersede.

Section 4. General Purposes and Authority

The purpose of the Central Committee is to serve as the official Democratic Party governing body for Imperial County, and may exercise any and all authorities, functions, and privileges afforded by the Elections Code, these bylaws, and the bylaws of the California Democratic Party it deems necessary or desirable. The Central Committee may do such lawful acts as seem to be for the benefit of the Democratic Party, including but not limited to:

- (a) Taking charge of the Democratic Party campaign under the general direction of the California Democratic Party;
- (b) Coordinating countywide precinct efforts;
- (c) Candidate development opportunities;
- (d) Voter education, outreach, and mobilization;
- (e) Non-discriminatory voter registration of all voting age citizens;
- (f) Party liaison with state and national branches of the Democratic Party and ensure allotted delegates and executive board members are duly elected to represent Imperial County within Party organs;
- (g) Fundraising for the Central Committee, the Democratic Party, and Democratic candidates in Imperial County and elsewhere;
- (h) Ensuring a sufficient number of Democratic candidates to run for the Central Committee and all other elections who are broadly representative of the people of Imperial County;
- (i) Chartering and promoting local geographically-focused Democratic clubs throughout Imperial County, so that every community in Imperial County may be served by an active, transparently-run, any-Democrat-may-join geographically-focused Democratic club; and

- (j) As interest merits, chartering and promoting issues-based and affinity group Democratic clubs throughout Imperial County, such as but not limited to clubs focused on gender identity, age, ethnicity or professional interests or skills.

Section 5. Term and Continuity

- (a) The Central Committee shall be constituted for terms of approximately four years.
- (b) Its members and officers shall continue to function and exist until the next quadrennial presidential primary election and the qualification of the members of the incoming Central Committee.
- (c) These bylaws shall continue in full force and effect between successive Central Committees unless and until duly amended, revised, or superseded in accordance with applicable provisions of the bylaws and state law.

Section 6. General Construction and Severability

- (a) These bylaws constitute the highest form of internal legislation within the Central Committee and Party, and its provisions are to be construed with a view to effect its objects and intent, and to promote the fundamental rules of justice and fairness to which the Democratic Party is committed.
- (b) If any provision of these bylaws or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications thereof that can be given effect without the invalid provision or application, and to this end the provisions of these bylaws are declared to be severable.

Article 2. Membership

Section 1. Voting and Non-Voting Members

- (a) The Regular and Ex Officio Members, as hereinafter described in this Article, shall be the only voting members of the Central Committee.
- (b) The number of Regular Members shall be fixed according to the formula and provisions contained in the Elections Code.
- (c) All other members are non-voting members, which shall include Associate, Student, and Honorary Members, all of whom shall have the privilege of the floor and may be appointed to subcommittees, special committees, and task forces established by the Central Committee.

Section 2. Qualifications of Regular Members

To be eligible to be elected or appointed to, and to serve on, the Central Committee as a Regular Member, a person (in addition to any other requirements which may be provided by state law) must:

- (a) Be at least 18 years of age; and
- (b) Be a resident of Imperial County, California; and
- (c) Not have been convicted of bribery, perjury, forgery, corruption in office, embezzlement, or a violent felony as defined by the Penal Code; and
- (d) Be either:
 - 1. A U.S. citizen registered to vote in Imperial County who has registered as affiliated with the Democratic Party; or
 - 2. An aspiring U.S. citizen who affiliates with the Democratic Party and who would otherwise be eligible to register to vote as affiliated with the Democratic Party if the person were a U.S. citizen.

Section 3. Quadrennial Selection of Regular Members

Every four years at the presidential primary election, Regular Members of the Central Committee shall be selected pursuant to the Elections Code, which provides that they:

- (a) Shall be elected on a competitive public ballot administered by the county elections official when more candidates qualify for the ballot than positions exist for a given Imperial County supervisorial district; or
- (b) Shall be declared appointed-in-lieu of a public ballot election by the Board of Supervisors when not enough candidates qualify for a contested election in a given Imperial County supervisorial district.
- (c) A certificate of election or final statement of vote issued by the county elections official and/or the county board of supervisors stating a member was selected to be a member of this Central Committee is sufficient and conclusive evidence for establishing the credentials of a purported Regular Member, absent an intervening final court order.

Section 4. Ex Officio Members

- (a) Ex Officio Members of the Central Committee shall be allowed to serve, upon paying the required membership dues, in such numbers as may be required per the Elections Code, which provides that the following Democrats are entitled to an ex officio seat on the Central Committee, provided they reside in Imperial County:
 - 1. A nominee of the Democratic Party for United States Senator or an incumbent United States Senator
 - 2. A nominee of the Democratic Party for the State Assembly
 - 3. A person elected to either the Senate or Assembly at a special election to fill a vacancy in that house
 - 4. The nominee of the Democratic Party for the House of Representatives
 - 5. A person elected at a special election to fill a vacancy in the House of Representatives
 - 6. An incumbent or the nominee of the Democratic Party for Governor, Lieutenant Governor, Secretary of State, Controller, Treasurer, Attorney General, or Member of the Board of Equalization
- (b) If the person elected from the Democratic Party at the special election for an Assembly or Senate seat, or for the House of Representatives, shall be other than the nominee of that party for the same office at the prior election, the ex officio membership of the nominee shall expire immediately upon certification by the Secretary of State of the election results.
- (c) Ex officio members shall be entitled to all the rights and privileges, including the right to vote, and shall have the same standing in every way as Regular Members, except they shall not be entitled to a ballot designation of "incumbent" upon seeking election to this committee in the next presidential primary.
- (d) For as long as required by law, any registered Democrat that represents all or a part of Imperial County in the United States House of Representatives, the State Senate, or the State Assembly shall be eligible to serve as an Ex Officio Member of the Central Committee, regardless of their actual county of domicile or residence.
- (e) The highest vote-getting Democrats at the primary election in an applicable contest identified in (b) of this Section are entitled to an Ex Officio Member seat in the same manner as if they had been elected, even if they are not elected at the ensuing general or special election.

Section 5. Alternates of Voting Members

- (a) All voting members of the Central Committee who have paid their dues are authorized to appoint an alternate to speak, make or second motions, and vote in their absence.
- (b) If a member desires to designate an alternate, they must notify the Secretary in writing by identifying the alternate's name.
- (c) Once received and reported to the Central Committee, the designation of an alternate remains in effect until the end of the appointer's present Central Committee term, unless earlier revoked by notifying the Secretary in writing.
- (d) An alternate for a Regular Member must be a Democrat registered to vote in the same Imperial County supervisorial district as the appointer and may vote only in the absence of the Regular Member who appointed them.
- (e) An alternate for an Ex Officio Member must be a Democrat who is registered to vote in Imperial County.

- (f) Alternates need not pay dues but otherwise remain subject to the rules and regulations of the Central Committee while acting as an alternate with voting rights and when otherwise attending while their appointer is present.

Section 6. Membership Dues and Waivers

- (a) The dues of the Central Committee shall be \$35.00 for all voting members, or \$20.00 for any enrolled student member, and be payable annually.
- (b) A voting member of the Central Committee is not entitled vote on any matter, nor may they make or second any motion, until dues are paid, or, the member has submitted a written statement to the Chair requesting a full or partial waiver of dues on the grounds of financial hardship or inability, or, requesting a specified payment plan.
- (c) A request under subsection (b) of this Section shall be referred to and decided by the full Executive Committee, or, a select subcommittee thereof consisting of the Chair, the Secretary, and a Co-Treasurer, a majority of which may grant or deny such requests, subject to appeal to the full Central Committee upon the requestor's motion. Such an appeal shall be lodged with the presiding officer and treated as a privileged motion at any meeting of the Central Committee.

Section 7. Dual Memberships

- (a) No member may cast more than one vote, therefore, holding more than one seat with voting rights is not permitted.
- (b) If a Regular Member becomes an Ex Officio Member on this Central Committee, their Regular Member seat shall automatically be vacated upon transmission of a written notice by the Chair.
- (c) A voting member who becomes eligible for voting membership on some other grounds their four-year term shall inform the Chair of the eligibility and select the position which they wish to represent, and the Chair shall declare their other position vacant.

Section 8. Causes of Vacancies

The seat of any Regular Member of the Central Committee becomes vacant if they are removed for cause pursuant to Article 5 of the bylaws, or, automatically upon resignation, death, legal incapacitation under the Probate Code, or for otherwise ceasing to satisfy the requirements to hold office imposed by state law or these bylaws, including on the following grounds:

- (a) For registering to vote outside of the Imperial County supervisorial district where they were originally elected or appointed from.
- (b) For registering as a member of another political party.
- (c) For conviction of a crime that would result in a vacancy under Government Code Section 1770, or a successor provision, if the position of member of a Central Committee was a public office.

Section 9. Filling of Vacancies

Vacancies that arise under Section 8 of this Article or due to insufficient numbers of Regular Members being elected or appointed in lieu of election at the quadrennial presidential primary election within a given county supervisorial district, shall be filled according to the follow procedures:

- (a) Vacancies must first be declared opened during a regular or special meeting and recorded upon the minutes.
- (b) Notice of intent to appoint new Central Committee Regular Members to fill vacancies must be posted on the front page of the Central Committee's official website.
- (c) Interested and eligible Democrats wishing to be appointed to this Central Committee shall notify the Chair or Secretary, in writing, of their intent at least twelve calendar days prior to the meeting where the appointment in question is to be made.
- (d) Notice of intent shall be accompanied by a petition signed by at least five Democrats residing in the district where the vacancy exists, subject to verification by the Chair or their designee. A member of this Central Committee may, if eligible, only sign onto one petition per seat to be filled, unless and until it is rejected.
- (e) All the names of the interested parties will be considered for appointment and will be voted upon by the full Central Committee during the regular meeting following receipt of notices of intent along with the required petitions. The Central Committee shall fill a Regular Member vacancy under this Section by at least a majority vote of all voting members present plus one, a quorum established.
- (f) The filling of each vacancy and any votes thereon shall be recorded in the minutes of the meeting. A person so appointed shall assume office immediately upon acknowledging agreement to the Code of Conduct, which must be in writing and filed with the Secretary.

Article 3. Officers and Executive Committee

Section 1. Officers and Qualifications

- (a) The Executive Committee shall consist of the following officers who shall be elected by the Central Committee: a Chair, a Vice Chair, a Secretary, and two Co-Treasurers.
- (b) All officers shall be Regular Members.

Section 2. Elections and Terms of Officers

- (a) Elections for all officers of the Central Committee shall occur at its quadrennial organizational meeting and two years thereafter, thereby establishing officer terms of approximately two years. Special elections shall be held when necessary to fill a vacancy on the Executive Committee for the remainder of the vacant position's original two year term.
- (b) All officers shall assume office immediately upon their election being declared.
- (c) If there is only one eligible candidate, an election shall be by acclamation.
- (d) Any voting member may nominate another voting member.
- (e) Officers shall be elected by a majority of the voting Central Committee members present and voting at any properly noticed meeting.
- (f) Within five days after being elected, a newly elected Chair shall notify the county elections official of their name.
- (g) In the event that a Chair is not elected at the organizational meeting, the last Chair elected by the Central Committee during the previous term may continue in office as Chair only until the next regular meeting, at which point the office shall become completely vacant upon its adjournment.

Section 3. Powers and Duties of Chair

The Chair of the Central Committee shall:

- (a) Serve as the chief executive of the Imperial County Democratic Party as a whole, with full power to execute and enforce the provisions of these bylaws and all laws and regulations applicable to the Central Committee.
- (b) See that the contractual obligations incurred by the Central Committee are satisfied, that its legal interests are adequately defended, and that its assets are reasonably safeguarded from loss, degradation, misuse, or abuse.
- (c) Coordinate the legislative and political activities of the Central Committee and its bodies.
- (d) Act as the liaison between the Central Committee and the California Democratic State Central Committee and its officers and employees, as well as with the county elections official and general public.
- (e) Preside at all meetings of the Central Committee and the Executive Committee, except as provided by these bylaws.
- (f) Serve as an ex officio member of all committees or subcommittees, special or standing, except as otherwise provided by these bylaws, if they are not already a member of said committee.
- (g) Perform such other duties as are usually incidental to their executive office, including those which the law, regulations, or the bylaws of the California

Democratic State Central Committee may assign to the “county chair” or “chairperson.”

- (h) Cooperate, as needed, with the Secretary to send an official communication to the county elections official, before the 172nd day preceding the presidential primary election, notifying the county elections official that the Central Committee’s bylaws permit a person who is not a United States citizen, but who would be eligible to register to vote if the person were a United States citizen, to be elected to, and to serve as a member of, this Central Committee, and to provide the county elections official with a list of the eligibility requirements in these bylaws for a person to be elected to, and to serve on the Central Committee.

Section 4. Powers and Duties of Vice Chair

The Vice Chair shall:

- (a) Assist in the performance of the duties of the Chair upon request, which may include fundraising, outreach, registering voters, chartering clubs, committees, as well as presiding over meetings in their absence.
- (b) During the absence of or when a vacancy in the office of Secretary arises, the Chair may designate the Vice Chair or one of the Co-Treasurers as Acting Secretary until such office is filled by election or until the Secretary returns, as the case may be. Provided, that they may not vote as Acting Secretary on the Executive Committee.

Section 5. Powers and Duties of Secretary

The Secretary shall:

- (a) Attest to all official acts and proceedings of the Central Committee including the election of officers, the termination and appointment of members, and all other such matters that require official attestation or certification by a custodian of records.
- (b) Maintain a sequential file system for official records of the Central Committee, and safely keep and digitize them as appropriate.
- (c) Safely keep and affix the official seal of the Central Committee for all official purposes.
- (d) Conduct the correspondence of the Central Committee and oversee its official post office box, except as otherwise provided.
- (e) Take accurate minutes of each official Central Committee or Executive Committee meeting, which shall be subject to modification and approval by the Central Committee.
- (f) Send out agenda packets and draft minutes for all meetings.
- (g) Maintain an official roster of current Central Committee members and officers.
- (h) Take roll at all official meetings to determine quorum.
- (i) Ensure the complete and timely transfer of all official records of the Central Committee to their successor in office.

Section 6. Powers and Duties of Co-Treasurers

The Co-Treasurers shall:

- (a) Oversee all fundraising, budgetary, banking, financial, and reporting matters, including any such obligations imposed by law, regulation, or contract.

- (b) Receive and have charge of all funds, accounts, vouchers, books, and other valuable financial instruments of the County Committee, and shall disburse funds pursuant to lawful and proper authority.
- (c) Maintain necessary records of all contributions by contributors and ensure information such as occupation and employer are collected.
- (d) Have the right to inspect all Central Committee financial records upon demand.
- (e) Present for inspection, upon demand of the Chair or Central Committee, any financial records of the Central Committee.
- (f) File and amend forms with the Secretary of State, Fair Political Practices Commission, or Federal Elections Commission as required.
- (g) Cooperate with the Secretary to send receipts for dues paid and perform other duties as assigned by the Chair.

Section 7. Acting Chair

In the event of vacancy in the office of Chair or during the absence of the Chair from a meeting, the Acting Chair and presiding officer shall be the duly elected officer in the descending order as shown in subsection (a) of Section 1 of this Article.

Section 8. Authority of Executive Committee

- (a) The Executive Committee shall, except where otherwise provided, generally direct the affairs of, originate policies for, and carry on the day-to-day operations of the Central Committee and Party when a quorum of the Central Committee is not in session and where the Central Committee has not already provided direction on a matter.
- (b) The Executive Committee shall approve the choice of commercial institution(s) to be designated as the depository for Central Committee and/or Party funds, and shall originate all legal contracts or agreements for approval by the Central Committee.

Section 9. Financial Control

- (a) Disbursements of Central Committee funds, except as provided herein, shall be authorized by a majority vote of the voting members present and voting at a regular meeting.
- (b) The Chair is authorized to disburse funds for the necessary operating expenses of the Central Committee, not exceeding \$50 per month, without prior approval, but shall account to the Central Committee for the expenditure of such funds.
- (c) Funds contributed to the Central Committee for use on behalf of a particular candidate or campaign must be expended for such purposes or returned to the donor upon order of the Chair.
- (d) No funds of the Central Committee shall be utilized to aid or oppose the election of any candidate for this Central Committee.
- (e) A check or money order duly issued by a U.S. financial institution shall be accepted by the Central Committee, insofar as applicable laws and regulations permit. The Central Committee may only charge actual costs incurred as a result of a rejected, overdrawn, or otherwise invalid financial instrument presented for payment of dues or other financial obligations incurred.

Section 10. Recall of Officers

Any officer of the Central Committee, or any representative or delegate to the State Central Committee selected by this Committee, may be recalled by an affirmative majority vote plus one of the eligible voting members present provided that:

- (a) The recall has been requested by written petition submitted to the Secretary (or if the Secretary is the object of the petition, the Chair) signed by at least eight voting members and containing the alleged grounds for recall; and
- (b) Written notice has been sent at least ten days prior to the regular meeting stating the alleged grounds for recall to each member; and
- (c) The subject of the recall is allowed thirty minutes during which they and any persons selected by them shall be allowed to address the Central Committee immediately before the vote.

Article 4. Open and Accessible Meetings

Section 1. Openness of Proceedings and Non-Discrimination

- (a) All public meetings at all levels of the Democratic Party shall be open to the public or all members of the Democratic Party without regard to race, color, creed, national origin, sex, age, religion, ethnic identity, sexual orientation, disabilities as defined by the Americans with Disabilities Act of 1990 or economic status.
- (b) No person shall be required to pay a fee in order to attend a public meeting of the Central Committee.
- (c) Meetings of the Central Committee shall automatically be held in-person unless otherwise called pursuant to Section 7 of this Article.
- (d) Secret ballots shall not be allowed on any vote at any meeting of the Central Committee or any of its committees or subcommittees. In the event a written ballot is utilized in any proceeding, it shall bear the name of the person who cast it and be preserved by the Secretary for at least three months.

Section 2. Attendance and Quorum

- (a) Minutes of regular meetings shall contain a listing of members' absences. It shall be the responsibility of each Regular Member to make their attendance known to the Secretary at each meeting where attendance is recorded, either through the regular roll call or through personal notice.
- (b) A quorum for the transaction of business by the Central Committee shall consist of eight or more voting members, or when the Central Committee has more than five Regular Members vacancies, a quorum shall consist of the fifty percent of all Regular Members.
- (c) A quorum for the transaction of business by the Executive Committee shall consist of at least three officers, or, of two officers when there are only three incumbents remaining in office.
- (d) When a quorum is not established within twenty minutes after the call to order of any Central Committee or Executive Committee meeting, which may not be earlier than the noticed start time for the meeting, it may be summarily declared adjourned by the presiding officer without a motion or second.
- (e) Each standing committee is authorized to establish its own quorum requirements for the transaction of its business, effective upon approval by the Central Committee. Provided, a standing committee shall have at least two of its members present to convene or receive testimony, and at least one-third of its members present for taking any other action short of the reporting of an action or measure to the floor of the full Central Committee.

Section 3. Regular Central Committee Meetings

- (a) The Central Committee shall generally hold a regular meeting on the second Monday of each month.
- (b) The Chair may designate another weekday evening that month, except a Friday, if the second Monday is a legal holiday or if there falls upon the second Monday an event that would make holding the meeting inappropriate or would result in a

meeting where a quorum would likely not be present for in the opinion of the Executive Committee.

- (c) Should a regular meeting be held on any evening other than the second Monday of the month, the absence from such a meeting shall not count for purposes of removal from the Central Committee under any circumstance whatsoever.
- (d) The Executive Committee may cancel the next regular Central Committee meeting provided that notice of such cancellation is sent to all members before the date of the meeting being canceled and provided that no more than two consecutive regular meetings are canceled.

Section 4. Special Central Committee Meetings

- (a) A special meeting may be held at the call of the Chair, or the Executive Committee if the Chair is unavailable, or by any seven voting members of the Central Committee.
- (b) The only business that may be noticed for a special meeting is business that cannot wait until the next regularly scheduled meeting, provided no election for a member of the Executive Committee may be held at a special meeting.
- (c) All business disposed of at a special meeting must be passed by at least a two-thirds vote of those members present and voting.

Section 5. Executive Committee Meetings

- (a) The Executive Committee shall meet during the first week of each month, and, from time to time as determined by the Chair, or, as called by any other two officers should they determine the circumstances so require.
- (b) A minimum of three affirmative votes by Executive Committee members is required for the Executive Committee to take official action.
- (c) The Executive Committee meetings shall be open to all Regular, Ex Officio, Alternate, Honorary, and Associate Members.
- (d) All official actions taken by the Executive Committee shall be properly documented and be reported at the next regular meeting.

Section 6. Quadrennial Organizational Meetings

- (a) The organizational meeting of the Central Committee shall be held in lieu of the regular meeting in April or May of the year of the quadrennial presidential primary election.
- (b) The organizational meeting shall take place on the second Monday of April or May at 6:00 PM Pacific Time, or, on some other date and time agreed upon in writing by at least three-fourths of all members elected and appointed in lieu of an election.
- (c) The Chair shall call and designate the place of the organizational meeting, which may be conducted remotely under Section 7 of this Article, unless at least three-fourths of all members-elect and appointed in lieu of an election agree in writing to another location or means of holding the meeting.
- (d) If the Chair's determination of the place or means of an organizational meeting is superseded by agreement under (c) of this Section, then the members-elect and members appointed in lieu of an election present, provided a quorum is present, may appoint a temporary presiding officer, a temporary recording clerk to take the

minutes for that meeting, or both, from among those present if the Chair, the Secretary, or both, are respectively absent.

- (e) These bylaws shall not be suspended nor amended in any manner at an organizational meeting.

Section 7. Remote Meetings

- (a) In lieu of holding an in-person meeting, a remote meeting of the Central Committee may be called under this Section by prior direction of the Central Committee, or, by direction of the Chair unilaterally during a declared state of emergency or due to an articulable danger, threat, or hazard.
- (b) All remote meetings of the Central Committee shall be conducted through use of a suitable Internet meeting service designated by the Chair that all members can reasonably access when given proper credentials and instructions, to be included on or along with the meeting's agenda. Remote meetings shall be subject to all standing rules that govern them, which may include any reasonable limitations on participation to maintain order of the proceedings. Any such standing rules adopted by the Central Committee shall supersede any conflicting rules in the parliamentary authority but may not otherwise conflict with or alter any bylaw provision.
- (c) No act shall be invalid on the sole basis that it was done, ordered, or completed at a remote meeting, except as required by law.

Section 8. Notice and Proposed Agendas of Meetings

- (a) Written notice of all regular meetings of the Central Committee shall be sent to all members at least seven days prior, or, at least five days for special meetings. Such notice shall contain the time, place (which shall include instructions and credentials needed to participate remotely, if applicable), and the proposed agenda for the meeting, which shall be drafted in the first instance by the Chair or Executive Committee, subject to approval by the Central Committee at the meeting in question.
- (b) Written notice of all meetings of the Executive Committee shall be sent to all of its members at least three days prior to each meeting, unless the Chair certifies in the notice that it shall be an emergency meeting of the Executive Committee, where all actions must be approved by at least a two-thirds vote or higher, a quorum present. Such notice shall contain the time, place (which shall include instructions and credentials needed to participate remotely, if applicable), and the proposed agenda for the meeting, which shall be drafted in the first instance by the Chair, subject to approval by the Executive Committee at the meeting in question.
- (c) Notices of meetings and their proposed agendas shall be posted publicly on the official website of the Central Committee and are subject to the same deadlines as for providing individual members of the Committee notice thereof. Notice of meetings should, in addition, be published in the local media and on social media, where feasible.

Section 9. Accessibility of Places of Meetings

- (a) All locations used for official meetings of the Central Committee shall comply with the Americans with Disabilities Act of 1990.

- (b) There shall be a phone number designated by the Executive Committee and included on the agenda for in-person meetings for the purpose of receiving communications on the day of a Central Committee meeting related to reports of inaccessibility of the location of the meeting, the location of an elevator, directions for parking or the room or where the meeting is to be held, and other access or safety-related inquiries.

Section 10. Access Accommodations

- (a) All meetings and activities of the Central Committee and chartered clubs and organizations, including committee meetings, fundraisers, and events, must be reasonably accessible to those with disabilities.
- (b) Sign language interpretation or live closed captioning systems, readers, large print agendas, and/or access to sound systems for those who are hard of hearing shall be made available upon request.
- (c) Requests must be received at least five business days in advance of the meeting to ensure availability, although best efforts will be made to accommodate requests received after this period. Best efforts shall be made to provide access accommodation requests.
- (d) Upon request and where, in order to accommodate persons with severe allergies, environmental illness, chemical sensitivity or related disabilities, notice shall be included in all meeting announcements to remind attendees of those who may be sensitive to perfumes and various other chemical-based scented products.
- (e) The Central Committee shall work with chartered clubs and organizations to comply with the requirements imposed by this Section, including identifying vendors that provide these services, compiling a list of compliant meeting locations, and budgeting funds to support these efforts, where feasible.

Section 11. Language Access

- (a) Language services in Spanish must be available at all public meetings of the Central Committee upon request. Best efforts shall be made to provide services in additionally requested languages.
- (b) Requests for interpretation must be received at least five business days in advance of the meeting to help ensure availability.

Article 5. Conduct, Removals, and Due Process

Section 1. Behavioral Code of Conduct

- (a) The first three Sections of this Article shall collectively be referred to as the Code of Conduct, and shall be compiled and published separately by the Secretary for ease of reference. A copy of the Code shall be given to all new members of the Central Committee and be available to the public on its official website.
- (b) All leaders, members, employees, and others associated with the Central Committee or Party are to act professionally, respecting the personal rights and dignities of all individuals involved so as to create a productive, safe, and inclusive environment for all.
- (c) All individuals should feel welcome and safe within the Central Committee and Party, regardless of their sex, gender, gender identity, gender expression, sexual orientation, pregnancy, race, color, ethnicity, national origin, ancestry, religion, creed, age, physical or mental disability, medical condition, genetic information, marital status, military or veteran status, body size, domestic violence victim status, or any other legally protected classifications.
- (d) The behavior standards set forth in this Article are not limited to Central Committee meetings, Assembly District meetings, or Party events. Harassment will not be tolerated at any and all events sponsored by or affiliated with the Central Committee or Party, as well as in related calls, texts, emails, communications, or other media now existing or hereafter invented.
- (e) The Central Committee expects its chartered clubs and organizations to establish and enforce behavioral standards at or exceeding those required by this Code of Conduct.

Section 2. Unacceptable Harassment

- (a) The Central Committee shall not tolerate prohibited harassment based on any of the protected categories found in these bylaws. Prohibited harassment can be verbal (such as slurs, jokes, insults, epithets, gestures, or teasing based on the protected categories listed above), visual (such as the posting or distribution of offensive posters, symbols, cartoons, drawings, displays, or emails based on the protected categories listed above), or physical (such as physically threatening another person, blocking someone's way, touching private parts, making physical contact in an unwelcome manner, and similar acts).
- (b) The Central Committee shall not tolerate sexual harassment, that is, harassment based on sex or inappropriate conduct of a sexual nature, which includes harassment based on sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity or gender expression. Prohibited sexual harassment may include all of the actions described above as harassment, as well as other unwelcome sex-based conduct, such as unwelcome or unsolicited sexual advances, requests for sexual favors, conversations regarding sexual activities, or other verbal or physical conduct of a sexual nature. Sexually harassing conduct need not be motivated by sexual desire and it may include situations that began as reciprocal relationships, but that later cease to be reciprocal. Quid pro quo sexual harassment is expressly prohibited, such as when submission to sexual conduct is made explicitly or implicitly a term or condition of an individual's

membership in the Party, appointment to committee, leadership, or other role; or submission to or rejection of sexual conduct by an individual is used as the basis for decisions affecting that individual.

- (c) The Central Committee shall prohibit and prevent the creation of a hostile environment based on sex or any of the other protected categories listed above, that is, conduct that creates an intimidating, hostile or otherwise offensive environment. A hostile environment can be created by unwelcome sexual advances, flirtation, teasing, sexually suggestive or obscene letters, invitations, notes, emails, voicemails or gifts; sex, gender or sexual orientation-related comments, slurs, jokes, remarks or epithets; leering, obscene or vulgar gestures or making sexual gestures; displaying or distributing sexually suggestive or derogatory objects, pictures, cartoons, or posters or any such items; impeding or blocking movement, unwelcome touching or assaulting others; any abusive yelling or screaming, other verbal threats, or disrespectful language (in any form) directed at a person; any sexual advances that are unwelcome as well as reprisals or threats after a negative response to sexual advances; and conduct or comments consistently targeted at one gender, even if the content is not sexual in nature.

Section 3. Retaliation Prohibited

- (a) Any person who feels that they have been subjected to conduct in violation of this Article or who otherwise feel unsafe due to violative conduct or a hostile environment as described in these bylaws is encouraged to report the discrimination and/or harassment (of themselves or observed with respect to others) as soon as possible.
- (b) Retaliation for reporting harassment or discrimination, or participating in an investigation with respect to harassment or discrimination, is expressly prohibited.
- (c) Retaliation may include, but is not limited to, exclusion from meetings or committees, ostracism, or other conduct that may limit engagement with the Central Committee or Party, or that would be reasonably likely to deter a reasonable person from reporting harassment or participating in a harassment investigation.

Section 4. Grounds for Non-Automatic Removals

Before a member may be removed for any articulable cause that does not otherwise result in an automatic removal (as identified in Article 2, Section 8), the member is entitled to due process via a removal proceeding under this Article for removal on any of the following grounds:

- (a) Misconduct in violation of the Code of Conduct, even if not willful.
- (b) Grossly negligent or willful failure to adhere to the bylaws.
- (c) Voted or made a motion in violation of the rule against conflicts of interest in endorsement decisions prohibited by Article 7, Section 2.
- (d) Three or more consecutive and unexcused absences as a Regular Member of the Central Committee.

Section 5. Accusations, Responses, and Removal Proceedings

A Regular, Alternate, or Associate Member may not be removed unless the following procedure is followed:

- (a) At least two members (or one member, only if misconduct in violation of the Code of Conduct is solely alleged) of the Central Committee must sign and submit to the Chair (or to the Secretary or Vice Chair) a written Accusation containing the alleged ground(s) and/or authority for removal, which shall not exceed more than ten one-sided pages of text, excluding any attached exhibits or evidence.
- (b) Upon receipt of an Accusation, the Chair or Secretary must send a true copy of it to the accused member by U.S. mail along with a copy of or a link to the current bylaws and a notice inviting them to submit a Response to the Accusation by email or U.S. mail to the Chair or Secretary, to tender their resignation in writing, or to not respond if they so choose. A Response must be in writing and not exceed more than ten one-sided pages of text, excluding any attached exhibits or evidence.
- (c) Unless the accused member resigns, the Chair or Secretary shall include copies of the Accusation, the Response (if any), and any other pertinent correspondence to all voting members of the Central Committee as part of the agenda packet for the next regular meeting but no sooner than fifteen calendar days from the mailing date of the Accusation.
- (d) Unless the member resigns thereafter, the Central Committee shall then proceed forthwith to consider the removal of the member in question, with no more than fifteen minutes of oral arguments in favor of and no more than fifteen minutes of oral arguments against sustaining the Accusation. Time for arguments may be doubled by leave of a majority of those present and voting. At least a two-thirds majority vote of the voting members present shall be needed for removal, otherwise the Accusation will be considered dismissed. No officer named in an Accusation to be considered may preside during their own removal proceeding.
- (e) An Accusation or Response may not be amended except to remove content from it, but only with the prior authorization of a majority vote of the Central Committee, upon request of the accuser(s) or the accused, respectively.

Section 6. Dismissal of Officers by Removal Proceedings

An officer of the Central Committee, which for the purposes of this Article also includes a delegate to the State Central Committee or its Executive Board, is subject to dismissal from their respective office(s) through a removal proceeding conducted in substantially the same manner as a removal proceeding conducted for the removal of a member from the Central Committee entirely, as provided for in Section 5 of this Article. In addition to the grounds for removal enumerated in Section 4 of this Article, any one or more of the following may also constitute the basis for an Accusation:

- (a) Loss, theft, or embezzlement of Central Committee funds.
- (b) Being found at fault by the California Democratic Party ombudsman, the Compliance Review Committee, or by the Rules Committee for violation of any Code of Conduct.
- (c) Knowingly and intentionally refusing a lawful order, resolution, or directive that was duly enacted by the Central Committee.

- (d) Failing to file a report, form, or statement required by law which resulted in a fine or penalty being assessed against the Central Committee.

Section 7. Notification of Automatic Removals

- (a) A member of the Central Committee that is automatically removed for a cause that does not require a removal proceeding, as specified in Article 2, Section 8, they shall be notified by U.S. mail at their last address on record or via their last known email, or both if possible, stating the authority and any specific findings(s) supporting their automatic removal.
- (b) Such a former member's automatic removal may be appealed to the Compliance Review Commission or other proper California Democratic Party body and/or to the state courts, if the removed member believes their removal was contrary to law or not in accordance with these bylaws.

Section 8. Methods of Delivery

Wherever these bylaws or another internal Central Committee policy or procedure requires giving or mailing of notice, such notice may be given by email with the same force and effect as if said notice had been mailed. Publication or service of any Democratic Party notice via email will be considered valid if:

- (a) The sender and receiver have both consented, in writing, to sending and receiving notice in this manner; and
- (b) The notice was sent to or from the email address specified when giving consent, or most recent email address specified on a subsequent notice of change of address by sender or receiver; and
- (c) The obligation to inform and procedure for informing of any change in email address has been specified in writing; and
- (d) There is an opportunity to opt out of such consent at an appropriate time.

Article 6. Parliamentary Procedure and Resolutions

Section 1. Parliamentary Authority

- (a) All meetings shall be conducted in accordance with the latest revised edition of Robert's Rules of Order, except as such rules may be modified or superseded by these bylaws or by standing rule.
- (b) The Central Committee or an officer thereof should have ready access to it during all meetings should the need arise.

Section 2. Standing Rules

- (a) A majority of the Executive Board is authorized to enact, repeal, or modify any standing rule inconsistent with or elaborating upon the parliamentary procedure guide specified in Section 1 of this Article. An enactment, repeal, or modification under this subsection shall, unless disapproved of, upon a motion and second duly made, at the next regular meeting of the Central Committee, take effect upon adjournment of the aforesaid meeting as if though it were affirmatively adopted by the Central Committee.
- (b) Standing rules adopted during a previous Central Committee term shall expire sixty days after the date of the quadrennial organizational meeting, unless an order, resolution, or standing rule continuing them, in whole or in part, is entered upon the minutes of the meeting where such continuation is authorized.
- (c) The Secretary or designee shall ensure all extant standing orders in effect are continually compiled into a single publicly-available document which shall be issued as a supplement to the current bylaw compilation authorized by Article 9, Section 3.

Section 3. Interpretation by Presiding Officer and Appeals

- (a) If any portion of these bylaws or Robert's Rules of Order requires interpretation, the Chair or Acting Chair shall have sole authority to make that interpretation.
- (b) It is recommended, but not required, that the Chair consult an informal parliamentarian, legal counsel, the Secretary, or some other competent person before issuing a ruling.
- (c) Once the Chair issues their ruling, only a majority vote of the members present and voting plus one may overturn the decision. If such a vote is to occur, it must be raised and debated at that meeting.
- (d) Once the meeting adjourns, unless a simple majority of the Central Committee plus one voted to table or continue this issue to another day prior to adjournment, the Chair's ruling becomes final.

Section 4. Voice Vote Procedures

- (a) Where the Central Committee or any committee thereof conducts a vote by voice vote or show of hands, a roll call vote shall be granted upon request of any single voting member either before or after the voice vote or show of hands.
- (b) No roll call vote may be granted if the next item is already being considered or the meeting has already adjourned.

Section 5. Special Majority Requirements

Wherever a vote is required by these bylaws or a standing rule to be by at least a two-thirds majority vote or some other majority that would result in a non-whole integer, it shall be rounded up to the nearest whole integer.

Section 6. Types of Enactments

The Central Committee may take actions by:

- (a) A motion duly entered upon the minutes of a meeting.
- (b) Minute orders, which shall be sequentially numbered and referenced in the meeting's minutes, but shall be separate from the minutes, generally for external use or other matters where a more formal memorialization is needed but not rising to the level of a resolution.
- (c) Standing rules, pursuant to Section 2 of this Article.
- (d) Resolutions, where permitted or required by law or these bylaws, or when the Central Committee otherwise desires the most formal memorialization of an act or opinion.
- (e) The bylaws and amendments thereto, as provided by Article 9.

Section 7. Resolution Procedures

- (a) Resolutions to be considered by the Central Committee shall normally be submitted in writing to the Secretary at least ten days prior to the meeting date to allow timely distribution to all members as part of the agenda packet.
- (b) Resolutions not submitted in advance, as specified in subsection (a) of this Section, shall require the leave of at least a two-thirds vote of the Central Committee prior to being read aloud in full and considered. Such a resolution must still be submitted in writing to the Secretary.
- (c) Except as otherwise required by law or these bylaws, resolutions need only be adopted by at least a simple majority plus one vote of the members present and voting, a quorum present.

Section 8. Standing Committees

- (a) The Central Committee may, from time to time, constitute and dissolve standing committees, other than the Executive Committee, by standing rule, and may adopt standing rules concerning their composition, structure, powers, procedure, and jurisdiction.
- (b) Notwithstanding the power of the Executive Committee to originate standing rules, the Central Committee may, by at least a two-thirds vote adopt, repeal, or modify a standing rule that exercises any authority under subsection (a) of this Section.

Section 9. Special and Ad Hoc Committees

- (a) The Central Committee may constitute and dissolve special and ad hoc committees at any time, and may adopt standing rules concerning their powers, procedure, and jurisdiction.
- (b) The Chair may at any time create, appoint members to, and dissolve ad hoc committees not created by the full Central Committee.

Article 7. Endorsement of Candidates and Measures

Section 1. Publicity of Endorsement Procedures

Publication of the procedures provided for by this Article shall be done in such fashion that all prospective and current Democratic candidates and ballot measure proponents seeking the endorsement of this Central Committee will be fully and adequately informed of the pertinent procedures in time to be considered.

Section 2. Endorsement Policy

- (a) The Central Committee recognizes that the bylaws and rules of the California Democratic Party preclude it from taking independent action on partisan, legislative and statewide contests, except to consider ratification of the positions of the California Democratic Party.
- (b) It shall be the policy of the Central Committee to endorse candidates in non-partisan races and to inform the county's voters of those candidates who uphold the principles and practices of the Democratic Party. The Central Committee shall not endorse candidates for county committees.
- (c) The Central Committee may endorse only as many candidates as there are seats to be filled for a particular office in any one election. All voting members of the Central Committee in good standing may vote on all final endorsement decisions, regardless of the jurisdiction of the office sought. For the purpose of voting on an endorsement, a member is regarded to be in good standing if they are current on their dues imposed by these bylaws, or, have had them duly waived or have entered into payment plan to pay them prior to the start of voting.
- (d) The Central Committee shall only endorse candidates who are registered as a Democratic voter at the time of candidacy filing.
- (e) The Central Committee shall not endorse any candidates before the close of the filing period for the office. Provided, chartered clubs and organizations may endorse candidates prior to the close of the filing period.
- (f) The Central Committee shall encourage candidates to seek chartered club and organization endorsements.
- (g) The Central Committee shall notify all eligible candidates of the endorsement process and timelines. Each candidate shall complete a provided questionnaire supporting their candidacy and participate in an interview process by appearing in-person or remotely at a public meeting of the Central Committee. The questionnaire and interview must be completed prior to an interview committee's recommendation to the Central Committee. The Central Committee shall only endorse candidates who have completed the full process provided by this Article.
- (h) Whenever an endorsement procedure is initiated, except as to ballot measures, the Secretary, or their designee, shall be responsible for sending to all candidates notification, in writing, to either the postal or email address the candidate has provided to the applicable election official of:
 - (i) Their right to consideration in conformity with these bylaws, with a link or a copy thereof provided; and
 - (ii) The date, time and place of all relevant meetings concerning their potential endorsement by this Committee; and

- (iii) The requirement that, in order to be considered for endorsement by this Committee, they must be a registered Democrat at the time of filing for that office, as well as the requirement to appear in-person or remotely at a public meeting of the Central Committee for an interview by members; and
- (iv) The content of the relevant, approved questionnaire by providing them with a copy of the questionnaire; and
- (v) The instructions for return of their completed questionnaire and for scheduling their interview with the Committee.

Section 3. Candidate Endorsement Procedures

- (a) Voting to endorse a candidate, which must occur at a regular meeting, shall be based on the recommendations of an interview committee constituted for that race, with names under consideration duly listed on the agenda alphabetically.
- (b) A sixty percent vote of the Central Committee members present and voting at the regular meeting shall be required to accept a recommendation of an interview committee to endorse a candidate, otherwise, the Committee shall have no position. If the interview committee's recommendation was no consensus or to not endorse, a motion to endorse the candidate nonetheless may thereafter be entertained and adopted by an affirmative vote of two-thirds of the Central Committee members present and voting.
- (c) Any voting member of the Central Committee may request that an individual recommendation made by an interview committee be pulled from the agenda item and be discussed and voted upon separately.
- (d) The Chair or the Central Committee, by a majority vote, may direct any or all endorsement votes be conducted via a recorded paper or electronic ballot bearing the respective name of each member voting.
- (e) The names of each member who voted on an endorsement decision and how they voted shall be entered in the minutes of the meeting and be publicly posted on the official website of the Central Committee.

Section 4. Interview Committees

- (a) Interview committees shall be convened and coordinated by the Executive Committee or the Chair, for each race where at least one qualified candidate seeks the endorsement of this Central Committee.
- (b) The interview committees shall review the questionnaires, interview candidates, and make recommendations based on those interviews for endorsement of candidates to the Central Committee.
- (c) An interview committee shall consist of at least two members or alternates of the Central Committee.
- (d) Every effort shall be made to ensure that a majority of the interview committee members reside within the geographical jurisdiction of the office being considered.
- (e) The Chair or designee shall be an ex-officio member of each interview committee, which are considered ad hoc committees.
- (f) Any member or alternate and chartered organization members may observe the interviews.
- (g) The chairs of interview committees shall collaborate with the Chair and Secretary to ensure that all eligible candidates receive timely notice of the interview and

recommendation procedures. It is the responsibility of the candidate to respond and request an interview appointment.

- (h) The Central Committee or the relevant interview committee must approve a uniform set of interview questions to be asked of each candidate. Questions unique to a specific office may be included if asked of all candidates for that office.
- (i) Every reasonable effort should be made to ensure that the members of an interview committee remain the same for all interviews for a particular office or race in order to ensure fairness and uniformity.
- (j) The interview committee, by a sixty percent majority vote, may recommend such candidate(s) within their remit to the Central Committee for endorsement.

Recommendations shall be limited to: endorse, no endorsement, no consensus.

Section 5. Ballot Measures

The Central Committee may, by at least a sixty percent vote, support or oppose county, city, and special district ballot measures. If at least a sixty percent majority is not achieved, the Central Committee shall have no position on the measure. Whenever an endorsement procedure is initiated as to a ballot measure, the Chair and Secretary shall be responsible for causing to be posted on this Committee's public website not less than seven days prior to the first such meeting the date, time, and place of all relevant meetings in the endorsement process for that measure and, in the event additional meetings are added, reasonably in advance of any such meetings.

Section 6. Recalls of Endorsed Candidates

The Central Committee shall oppose the recall of any public officeholder registered as a Democrat that the Central Committee endorsed at the most recent election for that office unless, within ten days from the date of qualification of the recall petition, a resolution is submitted to the Secretary proposing that the Central Committee either support or remain neutral on the recall signed by either:

- (a) A majority of the voting members of the Central Committee registered to vote in the district affected.
- (b) A majority of the Regular Members of the Committee.

Section 7. Revocation of Endorsements

Should an action to reconsider, revoke, or rescind an endorsement for any one or more of the reasons specified in subsection (a) need to be considered, the following principles shall be followed:

- (a) The reasons shall be limited to: failure to uphold the platform of the Democratic Party, support by the candidate in question of non-Democrats in other races, misrepresentation of the individual's own endorsement status or the endorsement status of other candidates.
- (b) Immediate action can be taken by two-thirds of the Executive Committee to revoke or rescind an endorsement in a timely manner for any candidate who, after investigation and discussion with the candidate, is found to have violated subsection (a) above. Such action is to be ratified by the full Central Committee at the next regular or special meeting.

- (c) The Central Committee shall publicize such actions, if passed, to media in the county and to all chartered clubs and organizations.

Section 8. Individual Endorsements

Individual members of the Central Committee may endorse Democratic candidates for office as private citizens. The Central Committee or Party office of those members making such endorsements may be indicated for identification purposes only and shall not imply any endorsement by the Democratic Party if that is not true.

Section 9. Conflicts of Interest

A member of the Committee may not vote on nor make a motion concerning an endorsement of a candidate under this Article, but may still attend the proceedings and designate a non-disqualified alternate, if any of the following apply:

- (a) The member or a member of their immediate family, such as a spouse, is a candidate for the public office under consideration.
- (b) The member is a paid employee or independent contractor of the controlled committee of a candidate for the office under consideration.
- (c) The member is an employee who serves or works in paid employment at the pleasure of a person standing for election to the office under consideration. Provided, that nothing in this subsection shall preclude any person serving on a non-salaried basis as an appointee to a public panel, board, or commission from voting on such a recommendation for endorsement.

Article 8. State Delegations and Chartering

Section 1. Delegates to State Central Committee

- (a) The Regular Members of the Central Committee shall automatically be elected as delegates to the Democratic State Central Committee, provided written intent to serve has been filed with the Chair before a date certain to be determined and publicly announced by the Executive Committee.
- (b) In the event there are more Regular Members who have filed written intent to serve pursuant to subsection (a) of this Section than there are delegates apportioned to this Central Committee, contested elections shall be held as provided by the standing rules adopted.
- (c) Any remaining delegates apportioned to the Central Committee which are not so elected under subsections (a) or (b) of this Section shall be elected at-large. Alternate Members shall only be eligible for election provided there are not sufficient numbers of Regular Members, who choose to stand for election, to fill the delegation. The at-large seats shall be used to balance the delegation as equally as possible between self-identified females and persons other than self-identified females to ensure compliance with the equal division rule provided in the bylaws of the State Central Committee, which are hereby incorporated into these bylaws by reference.
- (d) Delegates so elected shall serve until their successors are elected, provided they remain members of the Central Committee.
- (e) Except when the time constraints identified in the subsection (f) of this Section make an election impracticable, all vacancies in this Central Committee's delegation to the State Committee shall be filled by election. Elections to fill such vacancies shall be noticed and conducted promptly after the vacancy occurs and the election process shall conform, to the extent possible, to the rules and procedures used for the election to fill the delegation.
- (f) In the event there are insufficient candidates who have been selected to serve as delegates to the State Committee in time for the Central Committee to fill its allotted number of representatives to the State Committee by the State Committee's deadline for submission of delegates' names, the Executive Committee shall be authorized to fill the remaining slots by appointment.
- (g) The number of the delegates to the State Central Committee to be selected shall be determined as follows: four members as base representation, plus one member for each 10,000 registered Democrats or fraction thereof.

Section 2. Representatives to State Executive Board

- (a) Representatives to the Executive Board of the State Democratic Central Committee shall be elected pursuant to a standing rule adopted by the Central Committee that is consistent with bylaws of the State Committee and this Central Committee.
- (b) Alternate Members shall only be eligible for election provided there are not sufficient numbers of Regular Members, who choose to stand for election, to fill this Central Committee's delegation to the Executive Board of the State Committee.
- (c) Representatives so elected shall serve until their successors are elected, provided they remain members of the Central Committee.
- (d) Except when the time constraints identified in the subsection (e) of this Section make an election impracticable, all vacancies in this Central Committee's delegation

to the Executive Board of the State Committee shall be filled by election. Elections to fill such vacancies shall be noticed and conducted promptly after the vacancy occurs and the election process shall conform, to the extent possible, to the rules and procedures used for the election to fill the delegation.

- (e) In the event there are insufficient candidates who have been selected to serve as representatives to the Executive Board in time for the Central Committee to fill its allotted number of representatives by the Executive Board's credentialing deadline, the Executive Committee shall be authorized to fill the remaining slots by appointment.

Section 3. Chartering and Use of Party Name

- (a) Pursuant to California Elections Code Section 20201, all persons that include in any part of their name the name of the Democratic Party and directly or indirectly solicit funds in Imperial County for any purpose whatsoever under the representation, either express or implied, that the funds are being solicited for the use of the Democratic Party must obtain prior, written consent by the Executive Committee of this Central Committee, the California State Democratic Central Committee, or a majority of the members of the California delegation of the Democratic National Committee.
- (b) Only chartered clubs and organizations may use the name of the Democratic Party within Imperial County. This subsection shall not apply to organizations that are official parts of the California Democratic Party or the Democratic National Committee, or that have been authorized to use the name of the Democratic Party pursuant to the Elections Code. Only the Party governed by the Central Committee may represent itself as the Imperial County Democratic Party.

Section 4. No Endorsement of Non-Democrats

Chartered Democratic clubs and organizations shall not politically affiliate with any other political party, nor endorse, nor otherwise publicly support by fundraising or publicity, candidates for partisan office who are not members of the Democratic Party, provided that a chartered Democratic club or organization may endorse a non-Democrat for a "top two" race in the event no Democrat qualifies for a general election ballot.

Section 5. Requirements for Chartering

Any Democratic club or organization shall be eligible to apply for a charter from the Central Committee upon submission of:

- (a) A completed and signed application, in such a form as shall be promulgated by the Executive Committee and publicly posted
- (b) A membership roster of at least twenty persons who are Imperial County residents who are registered Democrat or who have declared their intention to register as Democrats upon becoming eligible to vote, as certified by an officer of the applying entity
- (c) A current list of officers, if not already noted on membership roster
- (d) A current copy of its bylaws and other governing documents
- (e) A statement explaining how their club or organization chooses their delegates to the California Democratic Party pre-endorsement meetings
- (f) A statement certifying that their club or organization will follow or mirror the Code of Conduct provided for in these bylaws

- (g) A \$20.00 chartering fee, payable by check or money order, or by electronic payment if authorized by the Central Committee; provided the Central Committee may waive the imposition of this fee by majority vote

Section 6. Review of Charter Applications

- (a) Unless assigned to a committee by standing rule, the Chair shall designate an officer who shall be responsible for reviewing all applications for charters and for acting as a coordinator and the primary point of contact for all organizations eligible to obtain charters or already possessing one.
- (b) Said person or committee shall make a recommendation to the Central Committee on whether to issue a charter to any applying club or organization, which may accept it or overrule it at its next meeting.

Section 7. Issuance and Duration of Charters

- (a) A charter shall be issued by the Executive Committee to any eligible club or organization by a majority vote of the members present and voting at any such Central Committee meeting.
- (b) Unless suspended or revoked, charters will remain effective from the time of issuance until six months after the next quadrennial organizational meeting to allow renewal.

Section 8. Renewal of Charters

- (a) Each chartered club or organization shall promptly inform the Executive Committee of changes of its officers or bylaws.
- (b) An application for renewal of any existing club charter may be submitted at any time commencing five months before its expiration.

Section 9. Chief Executives to be Associate Members

The President or Chairperson of each chartered club or organization, if not already a voting member, shall be an Associate Member of the Central Committee if said individual is a person residing in Imperial County.

Section 10. Suspension and Revocation of Charters

- (a) The Executive Committee may recommend that the Central Committee suspend or revoke the charter of any chartered club or organization at any time only for the following causes: violation of a law or regulation, violation of these bylaws, insufficient membership, or inactivity.
- (b) No charter shall be suspended or revoked except without reasonable notice and hearing being afforded to the adverse party. Such notice given and any hearing shall be conducted in substantially the same as with the procedures set forth for removal of members in Article 5, Section 5 of these bylaws, except that the recommendation of the Central Committee shall be deemed to constitute the Accusation.
- (c) In case suspension or revocation of a charter is sought on the sole ground of inactivity, the notice can advise the club or organization that if it does not make a written request to the Chair within ten days disputing the charges and demanding a

hearing, the suspension or revocation will be occur automatically, and in such case no further notice or hearing will be required.

Section 11. Financial Reporting Requirement

- (a) Every club or organization chartered by the Central Committee shall submit a written financial disclosure statement to the Executive Committee by January 30th and July 31st of each year for the immediately preceding 6 months. Such financial disclosure statement shall disclose (including member dues in excess of \$99.99 per membership) the source and amount of each contribution of money or the fair market value of any property or services contributed in-kind for the immediately preceding 6 months.
- (b) The financial disclosure statement requirement of this Section shall be deemed satisfied if the club or organization submits true and correct copies of any financial disclosures required to be made and submitted to the Fair Political Practices Commission.
- (c) In the event any chartered club or organization fails to file any financial disclosure statement required by this Section or in the event the information in any such filed financial disclosure statement is materially false or omits to include a disclosure which omission makes the filed financial disclosure statement materially false or misleading, the Central Committee may take such further action against the offending entity deemed necessary or appropriate including, without limitation, a suspension or revocation of their charter pursuant to these bylaws.

Article 9. Adoption and Amendments

Section 1. Procedure for Adoption

- (a) These bylaws shall be adopted by at least a two-thirds majority vote of all voting members present at a regular meeting, a quorum being present.
- (b) Upon adoption, these bylaws will be considered legal and binding, and any previous bylaws or constitutions shall be repealed in their entirety.
- (c) All votes taken on adoption shall be by roll call vote recorded in the minutes of the meeting.

Section 2. Procedure for Amendments

These bylaws may be amended from time to time, if such changes are not in conflict with the Elections Code, provided the following procedure is followed:

- (a) A majority of the members of the Executive Committee or any four voting members of the Central Committee sign and file the original, typed proposed amendment with the Secretary with each line of substantive text numbered. Further, a true copy of the proposal shall be provided to all members forthwith upon receipt by the Secretary and upon request.
- (b) Once the copy of the proposal is transmitted to all members pursuant to subsection (a) of this Section, a notice of intent to amend the bylaws shall be added to the agenda for the next regular meeting and verbally announced by the presiding officer at that meeting. Such an announcement must be recorded in the minutes of that regular meeting.
- (c) At the next regular meeting after the meeting where notice of intent was announced pursuant to subsection (b) of this Section, the Central Committee may then adopt the proposed amendment, without any changes, by at least a two-thirds plus one vote of those voting members present, a quorum being in attendance. Any vote under this subsection shall be by roll call vote recorded in the minutes.
- (d) The initial compilation of these bylaws shall first be drawn up electronically in Portable Document Format (PDF), which must be searchable or indexed with the bookmark functionality for article and section headers enabled and configured properly, by the Secretary or by their designee.
- (e) When the bylaws are amended, it shall be the affirmative duty of the Secretary or their designee to draw up and publish a new compilation.

Section 3. Publicity of Bylaws

- (a) Each compilation and recompilation of the bylaws shall be publicly posted in electronic form to the website of the Central Committee for inspection, as well as provided to the California Democratic Party.
- (b) Each compilation and recompilation shall be filed in the permanent physical records of the Central Committee along with a cover certificate signed by the Chair, attested by the Secretary, that such a record is a true, correct, and complete copy of the compilation or recompilation authorized by this Article.
- (c) These bylaws and any amendment thereto shall be irrevocably committed into the public domain to the fullest extent possible.

Section 4. Effective Dates

These bylaws or any amendments thereto shall become effective immediately upon their adoption, except as provided by their own provisions.

Section 5. Transitory Provisions

- (a) All members and officers lawfully in office at the adoption of these bylaws shall continue in office, except otherwise provided herein.
- (b) No acts taken by the Central Committee prior to the adoption of these bylaws are altered or affected in any way.
- (c) The provisions of these bylaws, so far as they are substantially the same as existing provisions in the previous bylaws, must be construed as continuations thereof, and not as new enactments.