

BY-LAWS OF THE DEMOCRATIC PARTY OF YORK COUNTY

ARTICLE I  
NAME AND STRUCTURE

Section 1. Name The organization shall be known as the Democratic Party of York County, Pennsylvania.. It shall be the representative and authoritative body of the Democratic Party in York County, Pennsylvania. *(Revised: June 2011)*

Section 2. Structure The organization shall consist of those structures established under these rules.

ARTICLE II  
COUNTY COMMITTEE

Section 1. Purpose The County Committee is the overall governing body of the Democratic Party of York County, Pennsylvania. All other committees shall be subordinate to it and under its direction. *(Revised: June 2011)*

Section 2 Membership The County Committee shall consist of:

Section 2.1 The duly elected and/or appointed Democratic Committee Persons of York County *(Added: June 2011)*

Section 2.1.1 Each voting precinct situated in York County, Pennsylvania shall be entitled to elect two registered Democratic electors, one of whom shall be a male and the other a female, to serve as the Democratic Committeeman and the Democratic Committeewoman, respectively, from that precinct. Such individuals must reside in the precinct in which they are elected. *(Added: June 2011)*

Section 2.2 Each Member of the Executive Committee of the Democratic Party of York County as defined in ARTICLE V, Section 2 and its sub-sections. *(Added: June 2011)*

Section 2.3 A representative from any duly formed and organized club or organization recognized by the Executive Committee of the Democratic Party of York County as supportive of the candidates, philosophies and ideals of the Democratic Party. *(Added: June 2011)*

Section 2.3.1 The representative shall be selected by each club or organization's membership in a manner consistent with its Bylaws *(Added: June 2011)*

Section 2.3.2 A member seated as a representative of the club or organization may only grant a proxy to an officer or member of its Executive Committee. *(Added: June 2011)*

Section 3. Meetings The County Committee shall meet at the call of the County Chairperson upon seven (7) days written notice, which may be delivered electronically, to its members stating the time, the place and the purpose of the meeting. *(Revised: June 2011)*

Section 3.1 County Convention A regular meeting, known as the County Convention, shall be held no later than the sixth Wednesday after the Primary Election, but not before the York County Elections/Voter Registration Office certifies the results, at 7:00 p.m. prevailing time, quadrennially, in the year in which the Governor is elected, for the purpose of electing Party officers and taking up such other business as may regularly come before it.

*(Revised: June 2010)*

*(Revised: June 2011)*

Section 3.2 Notice The above notice shall be given for the County Convention or any other meeting or convention.

*(Revised: June 2011)*

Section 3.3 – Use of Proxies Except as required by Section 2.3.2 above, any member of the County Committee who is unable to attend a meeting of the committee in person may appoint by proxy a Democratic elector, who is a resident of the same Region and not already a committee member, who shall have the right to attend such meeting and vote thereat as the representative of such absent member, except that a proxy may not serve on any standing committee or special committees appointed or elected by any means, at such meeting. Any such proxy shall be in writing, signed by the member of the County Committee, attested by the signature of a witness, and dated.

*(Added: June 2010) (Revised: June 2011)*

Section 3.3.1 – In no case shall any member of the County Committee attending a County Convention or County Meeting, whether in person or by proxy, be entitled to cast more than one vote on all matters coming before the body and requiring a vote.

*(Added: June 2010)*

*(Renumbered: June 2011)*

Section 3.4 - Any County Committee Member who is personally absent from three consecutive County Committee meetings or who grants a proxy for three consecutive County Committee meetings shall forfeit his/her membership on the County Committee. Any member who forfeits his or her membership under this Section may appeal to the Executive Committee for reinstatement.

*(Added: June 2010)*

*(Renumbered: June 2011)*

Section 4. Presiding Officer The County Chairperson shall preside at meetings of the County Committee. However, during conventions when an election is being held wherein the County Chairperson is a candidate for office in the Party, the convention shall be presided over by a Chairperson Pro Tem appointed for that purpose by the Executive Committee at a prior Executive Committee meeting.

*(Renumbered and Revised: June 2011)*

Section 5. Nominations for Party Office Petitions signed by at least ten (10) Committee Persons present and voting shall be presented to the Presiding Officer to place in nomination the names of candidates for office.

*(Renumbered: June 2011)*

Section 6. Election of Officers A Party Officer shall be elected by more than fifty percent (50%) of those Committee Persons present and voting in the election. In the event that two candidates receive the same number of votes, the Presiding Officer shall call for a recess of no more than thirty (30) minutes nor less than fifteen (15) minutes after which a new ballot shall be taken. If more than two

candidates are running and no candidate receives more than fifty percent (50%) of the votes, the person receiving the lowest number of votes shall be eliminated and the election shall be repeated in this fashion until a candidate receive more than fifty percent (50%) of the votes.

*(Renumbered and Revised: June 2011)*

Section 7. Statements on behalf of Candidates Each candidate shall be granted a total of ten (10) minutes speaking time in support of his or her candidacy. During this ten (10) minute period, the candidate may allot such time as he or she wishes to himself or herself or to any registered Democrat(s) from York County to make statements on his or her behalf. *(Renumbered: June 2011)*

Section 8. Credentials Committee The Presiding Officer of the County Convention shall name a credentials committee to determine that each Committeeperson is, in fact, legitimately representing the appropriate voting district and that a quorum exists. *(Renumbered: June 2011)*

Section 9. Quorum For a quadrennial convention a quorum shall consist of fifty percent (50%) of the duly elected Committee Persons plus one (1). For all other conventions or meetings a quorum shall consist of fifty percent (50%) of the duly elected or appointed county committee persons. In the case of conventions or meetings, no appointments shall be made as of the date of the written notice sent to Committee Persons stating the time, place and purpose of such convention or meeting.

*(Renumbered and Revised: June 2011)*

Section 10. All meetings of the Democratic Party of York County, the Executive Committee, and all other official Party committees, commissions and bodies shall be open to the public, and votes shall not be taken by secret ballot. Voting may be done by voice, a show of hands, a standing vote or by signed written ballot (which shall be made available for inspection by those attending the meeting at which the vote is cast) as determined by the Presiding Officer.

*(Added: June 2011)*

### ARTICLE III OFFICERS

Section 1. Identity The Party Officers shall consist of a Chairperson, a Vice Chairperson, one of whom shall be a male and the other a female, a Secretary, and a Treasurer. All Officers shall be elected by members of the County Committee at the quadrennial or other appropriate meeting.

*(Revised: June 2011)*

Section 2. Duties and Authority The Chairperson shall be the chief executive officer and spokesperson for the Party. All officers shall be responsible to the Chairperson. The Chairperson and all officers shall be responsible to the Executive Committee and the County Committee. The Chairperson shall take all means necessary to secure fair and equitable treatment of the Party in the news media.

The Vice Chairperson shall be responsible for the areas of club activities, recognition of Party workers, preside as Chairperson of the Party in the absence of the Chairperson and perform other such duties as assigned by the Chairperson . *(Revised: June 2011)*

The Secretary shall be responsible for taking and accurately recording minutes of County Committee and Executive Committee meetings and presenting same at subsequent meeting for consideration.

The Treasurer shall be responsible for receiving and disbursing Party funds with respect to the Party's operating and campaign accounts.

#### ARTICLE IV COUNTY REGIONS

Section 1. Designation of Regions. The County shall be divided into geographic regions numbering no fewer than the number of Legislative Districts situated wholly or in part in York County. The geographic regions need not be equal in size or number of voters. The following factors shall be considered in determining the Regions: 1) number of registered voters; 2) number of Democratic voters; 3) voter turnout; 4) geography; 5) community interests; 6) continuity of representation; 7) municipal boundaries; 8) other factors as determined by the Executive Committee.

*(Revised: June 2010)*

Section 1.1 Delineation of Regions The Regions shall be as delineated by Executive Committee action and reviewed prior to each quadrennial County Convention. Any changes in the number and delineation of the Regions must be approved by a two-thirds (2/3) majority vote of the Executive Committee present and voting, and accompanied by any required additions, changes or modifications to the By-laws. The designation and delineation of Regions, and any changes thereto, shall include both a Map showing the Regional Divisions and a list of the polling places/districts that comprise each Region.

*(Added: June 2010)*

Section 2. City of York. The City of York shall constitute at least one Region.

Section 3. Current Regions. The current Regions are designated in Appendix A attached.

*(Revised: June 2010)*

Section 4. Election of Regional Field Organizers. At each quadrennial County Convention, the Committee Persons present and voting shall divide into Regions as designated in Appendix A for a Regional meeting. The Committee Persons in each Region shall elect a person to serve as the Regional Field Organizer for that Region. Each Regional Field Organizer shall serve on the Executive Committee, organize Party activities in the Region, and perform other duties as determined by the Party Chairperson and Executive Committee.

*(Revised: June 2010)*

*(Revised: June 2011)*

#### ARTICLE V EXECUTIVE COMMITTEE

Section 1. Purpose The Executive Committee shall be the governing body of the Party between meetings of the County Committee.

*(Renumbered: June 2011)*

Section 2. Membership. The Executive Committee shall consist of the following:

Section 2.1 – All of the Party Officers listed in ARTICLE III, Section 1, above;

Section 2.2 – Democratic State Committee members residing in York County;

Section 2.3 – One Regional Field Organizer for each Region as discussed above in ARTICLE IV, Section 4.

Section 2.4 – The Director of Finance and Fundraising, the Director of Campaigns and Elections, and the Director of Communications and Marketing, each of whom shall be appointed by the Chairperson and confirmed by a majority of the Executive Committee present and voting at a regularly scheduled meeting of the Executive Committee;

Section 2.5 – Three (3) at-large members appointed by the Chairperson, and confirmed by a majority of the Executive Committee present and voting at a regularly scheduled meeting of the Executive Committee, for the purpose of promoting diversity in demographics and geography as well as representation by historically key constituencies such as Labor.

*(Revised, Sections Added, Renumbered: June 2011)*

Section 3. Meeting The Executive Committee shall meet at the call of the County Chairperson upon at least seven days written notice, which may be delivered electronically, to the members. Meetings of the Executive Committee shall be called at least four (4) times per calendar year.

*(Revised: June 2011)*

Section 4. Quorum A quorum consists of fifty percent (50%) of the Executive Committee members.

Section 5. Attendance Members of the Executive Committee except the elected Party Officers and Democratic State Committee members missing three (3) consecutive Executive Committee meetings without just cause may be subject to removal from the Executive Committee upon a majority vote of those members present and voting at a subsequent Executive Committee meeting. Any member(s) subject to removal shall be notified in writing, in advance of any such possible action. Upon removal, such vacancies shall be filled in accordance with Article VI, Section 2.

*(Renumbered: June 2011)*

## ARTICLE VI VACANCIES

Section 1. Officers In the event of a vacancy in the office of County Chairperson, the Vice Chairperson of Internal Affairs shall become the Chairperson if less than six (6) months remains in the term of the County Chairperson. If more than six (6) months remains in the term of the County Chairperson but less than one (1) year, the Executive Committee, by majority of those present and voting, shall fill the vacancy. If more than one (1) year remains in the term of the County Chairperson, a Special County Convention shall be called for the purpose of filling the vacancy.

With respect to vacancies in other offices, the Executive Committee shall fill them by a majority of those present and voting.

Section 2. Executive Committee Vacancies on the Executive Committee relating to the Chairperson's appointments on that Committee shall be filled by appointment of the County Chairperson subject to confirmation by a majority of the Executive Committee members present and voting. Vacancies relating to Regional Field Organizers shall be filled by appointment of the County Chairperson, with input and advice from the Committee Persons residing in that region, subject to confirmation by a majority of the Executive Committee members present and voting. *(Revised: June 2010)*  
*(Revised: June 2011)*

Section 3. Committee Persons Vacancies in the office of Committee Persons shall be filled by appointment of the County Chairperson for the unexpired term; provided however, that no vacancy may be filled between the quadrennial meeting of the County Committee and the preceding spring primary election. *(Revised: June 2011)*

Section 4. Candidates for Public Office Vacancies occurring in the candidacies for public office shall be filled by the Executive Committee in accordance with and subject to existing applicable election laws and rules of the Pennsylvania Democratic State Committee regarding such office to be filled.

## ARTICLE VII FINANCES

Section 1 Compensation for Party Work The Executive Committee must approve any compensation to be paid Party personnel including: staff, employees, members of the County Committee, or volunteers, for work performed on behalf of, or at the request of, the Democratic Party of York County, Pennsylvania. *(Revised: June 2011)*

Section 2 Petty Cash The Executive Committee shall annually approve a petty cash limit for the County Chairperson and other appropriate persons.

Section 3 Campaign Debt No obligation may be incurred for which funds will not be available to pay such debt within thirty (30) days beyond the date of the primary or general election for which any such obligations may have been incurred.

Section 4 Checks Checks shall be signed by the Treasurer at the direction of the County Chairperson or the Executive Committee.

Section 5 Fiscal Year and Audit The fiscal year of the Party shall be the calendar year. The financial records of the County Committee, including campaign accounts, shall be audited annually after the close of each calendar year by an independent auditor chosen by the Executive Committee.

Section 6. Annual Operating Budget The Director of Finance shall present to the Executive Committee an annual budget which shall be used in the operation of a County Headquarters and other expenses which are routine and normal in the operation of the Party. Said budget shall be approved by the Executive Committee. *(Revised: June 2011)*

ARTICLE VIII  
PARTY RECORDS AND ACCOUNTS

Section 1 Separation The records, accounts and funds relative to the general operation of the Party shall be kept separate and apart from campaign records, accounts and funds.

Section 2 Preservation Records of the above matters shall be maintained for a minimum of period of seven years. These records shall include sources of income and names of contributors, as well as itemized expenditures.

Section 3 Ownership and Possession All party records are property of the Party and upon any officer leaving office, any such records in the personal possession of such officer shall be turned over to the Party.

Section 4 Procedures The officers of the Party shall maintain records indicating what procedures have been followed so that future Party officers may be aided in their work.

Section 5 Release of Records No Party records, financial or otherwise, may be released or otherwise made available to anyone except upon approval of the Executive Committee or the County Chairperson or in response to valid legal process.

ARTICLE IX  
PARTY LOYALTY

Section 1 Support Members or officers of the Democratic Party of York County are specifically prohibited from supporting any candidate of any other party. They are prohibited from working in any election against a Democratic candidate or in favor of any candidate opposing a Democrat, except when cross-filing is permitted by law.

Section 2 Violations Any person accused of such violation, may, at his or her request, have a hearing before the County Executive Committee. If a majority of the present and voting members of the County Executive Committee find that the person accused did, in fact, violate Article IX, Section 1, the Executive Committee shall, at its discretion, determine appropriate action, if any.

ARTICLE X  
ABRIDGMENT

Section 1 Eligibility Eligibility to serve as a member of the Democratic County Committee, Officer of the Party, or members of the Executive Committee shall not be abridged by virtue of race, creed, color, national origin, disability, gender, or sexual orientation.

ARTICLE XI  
ROBERTS RULES OF ORDER

Section 1 Rules of Order. Robert's Rules of Order, as most recently revised, shall govern procedure at all meetings of the County Committee and the County Executive Committee. Any rule contained herein, which is not required by the Democratic National Committee guidelines, Pennsylvania State Committee Rules or the election laws of this Commonwealth, may, in accordance with the latest edition of Robert's Rules of Order, be temporarily suspended for a specific purpose only, by a two-thirds vote of the County Committee Members in attendance at any duly called meeting of the County Committee.

ARTICLE XII  
AMENDMENTS

Section 1 Proposal Amendments to these By-laws may be proposed by the Executive Committee or by written request of thirty (30) or more Committee Persons from York County to the Party secretary.

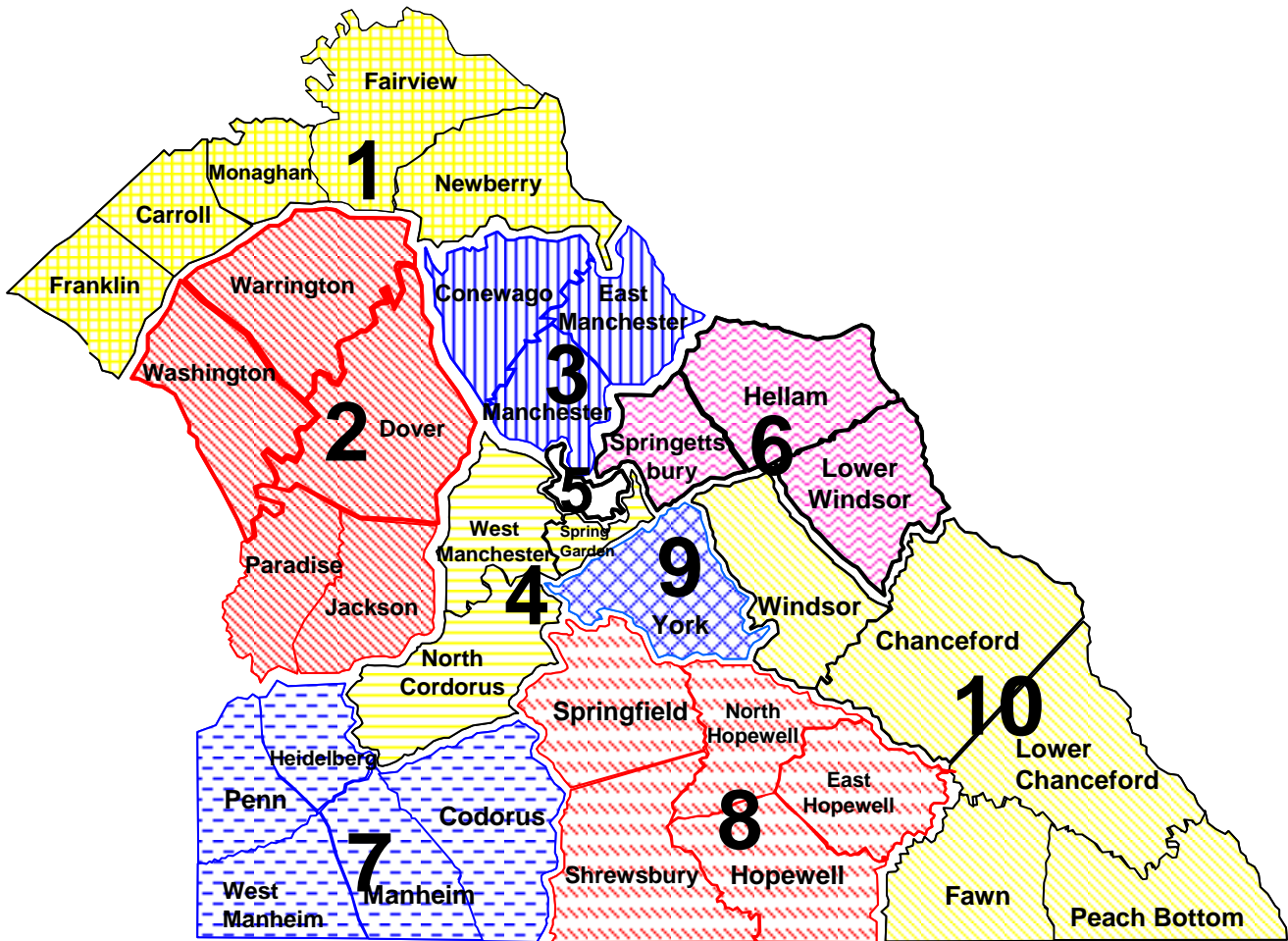
Section 2 Consideration If the proposal is within six months of a quadrennial County meeting, the proposal shall be considered at that meeting, unless the Executive Committee shall call a special meeting of the County Committee for that purpose. Any proposal made more than six (6) months in advance of a regular quadrennial County meeting shall require that a special County meeting be held within thirty (30) days of receipt of said proposal by the County Chairperson. The full text of the proposal shall be included in the notice of any meeting of the County Committee in which an amendment to the By-laws is under consideration.

Section 3 Adoption By-laws shall be approved or amended by a majority vote of the County Committee Personse present and voting at a County Convention or other meeting of the County Committee called for that purpose.

Revised June 20, 2006  
Revised June 16, 2010



## Appendix A – The Ten County Regions



	<b>Townships</b>	<b>Boroughs and Towns</b>
Region 1	Fairview, Monaghan, Franklin, Newberry, Carroll,	Dillsburg, Lewisberry, Goldsboro, York Haven, Franklintown
Region 2	Dover, Paradise, Jackson, Washington, Warrington,	Spring Grove, Wellsville
Region 3	East Manchester, Manchester, Conewago,	North York, Mt. Wolf
Region 4	Spring Garden, North Codorus, West Manchester	New Salem, West York
Region 5		City of York
Region 6	Lower Windsor, Springettsbury, Hellam,	Hallam, Wrightsville, East Prospect, Yorkana,
Region 7	Heidelberg, Penn, Codorus, Manheim, West Manheim,	Hanover, Jefferson,
Region 8	Springfield, Shrewsbury, Hopewell, East Hopewell, North Hopewell	Jacobus, Loganville, Seven Valleys, Glen Rock, Railroad, New Freedom, Shrewsbury, Stewartstown, Winterstown, Crossroads,
Region 9	York Township	Dallastown, Yoe
Region 10	Windsor, Chanceford, Fawn, Lower Chanceford, Peach Bottom,	Red Lion, Windsor, Felton, Fawn Grove, Delta

*(Revised: June 2011)*