

SACRAMENTO COUNTY DEMOCRATIC CENTRAL COMMITTEE CONSTITUTION

Revised September 2006; Amended November 2007; Amended February, March & April 2008; Amended May 2010; Amended November 2010; Amended February & May 2011; Amended January 2012; Amended March 2013; Amended November 2014; Amended March & September 2016; Amended November 2017; and Amended July 2018

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1 **ARTICLE I – NAME, PURPOSE, & STRUCTURE**

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4 **SECTION 1. NAME**

The name of this organization shall be the SACRAMENTO COUNTY DEMOCRATIC CENTRAL COMMITTEE, and may be cited as the DEMOCRATIC PARTY OF SACRAMENTO COUNTY or similar name.

10 **SECTION 2. PURPOSE**

Democrats united to serve and elect Democrats for the common good.

15 **SECTION 3. LAW**

The Constitution shall govern the organization, operation, and function of the Central Committee in all respects subject to applicable law.

21 **SECTION 4. STRUCTURE**

Unless otherwise provided herein, the vote of the Central Committee shall supersede the vote of any committee or decision of any officer, and the vote of the Executive Board shall supersede the vote of any other committee or the decision of any officer.

28 **SECTION 5. DEFINITION OF VOTE & NOTICE**

- 30 A. All Democrats in Sacramento County have a right to expect appropriate levels of transparency from their Democratic Central Committee.
- 32
- 33 B. The term “vote” when used in this Constitution or any Standing Rules shall mean the taking of action by this
- 34 body or its constituent parts under the following conditions:
- 35

- 36 1. Unless a supermajority is specifically required herein or in Standing Rules, the threshold of a vote of shall
- 37 be a simple majority;
- 38
- 39 2. Unless otherwise specifically provided herein, a vote shall consist of eligible persons present and voting at
- 40 a meeting; and
- 41
- 42 3. No secret, unsigned ballots may be used for voting at any level of this organization.
- 43
- 44 C. The term “notice” when used in this Constitution or any Standing Rules shall mean:
- 45
- 46 1. For Central Committee meetings, notice to all Central Committee members via the email address they have
- 47 provided containing, or containing a link to the Party’s website or social media account where they may
- 48 find, the date, time, location, and agenda of a meeting, to be sent a certain number of days before the
- 49 meeting as determined by rule;
- 50
- 51 2. For Central Committee members who do not consent to receiving Central Committee meeting notice via
- 52 email, notice of a meeting’s time, date, location, and agenda via postal mail, to be mailed a certain number
- 53 of days before the meeting as determined by rule;
- 54
- 55 3. For registered Democrats and interested parties who are not members of the Central Committee, notice of
- 56 Central Committee meeting dates, times, location, and agendas posted publicly on the internet by the Party;
- 57
- 58 4. For candidates eligible for endorsement in races for which the Party is pursuing endorsements, notice of the
- 59 information required by our rules for endorsement, sent to them by any legal means of contacting their
- 60 campaign provided in their statement of organization or media sheet if they have filed a declaration of
- 61 candidacy; or
- 62
- 63 5. Any other kind of notice specifically described in this Constitution or any Standing Rules
- 64
- 65
- 66

67 **ARTICLE II – MEMBERSHIP**

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69

70 **SECTION 1. MEMBERSHIP QUALIFICATIONS**

- 71
- 72 A. All members of the Central Committee must be registered to vote in Sacramento County as a Democrat, except
- 73 for persons joining as Associate Members who have pre-registered to vote or who are ineligible to register to
- 74 vote who pledge to register to vote as Democrats as soon as eligibility is attained.
- 75
- 76 B. The Central Committee shall maintain various classes of membership who, unless otherwise provided herein,
- 77 shall enjoy the right to vote and fully participate in the Central Committee, as follows:
- 78
- 79 1. **Elected Members:** Unless otherwise provided by the Elections Code, members elected by supervisor
- 80 district consisting of six members from each supervisor district in Sacramento County pursuant to the
- 81 California Elections Code.
- 82
- 83 2. **Ex Officio Members:**
- 84
- 85 a. An Ex Officio Member for district-level office shall be the Democratic incumbent or last nominee for
- 86 each congressional, state senatorial, state assembly, or state Board of Equalization district wholly or
- 87 partly within, or composed of, Sacramento County.
- 88
- 89 b. An Ex Officio Member for statewide office shall be the Democratic incumbent or last nominee for the
- 90 United States Senate and statewide constitutional offices of Governor, Lieutenant Governor, Secretary
- 91 of State, Attorney General, Treasurer, Controller, Superintendent of Public Instruction, and Insurance

- 92 Commissioner, who is registered to vote in Sacramento County.
93
- 94 c. The Regional Director of the California Democratic Party for any region within Sacramento County
95 shall be an Ex Officio Member if they are registered to vote in Sacramento County.
96
- 97 d. All references to “nominee” shall refer to that registered Democrat in a voter-nominated election who
98 received the highest number of votes in the last general election. Should there be no registered
99 Democrat among the “top-two” in the general election, “nominee” shall refer to that registered
100 Democrat who received the highest number of votes in the last top-two primary.
101
- 102 3. **Club Representatives:** A duly appointed Club Representative from each Democratic Club chartered or
103 recognized by the Central Committee. Each Club Representative must be registered to vote in Sacramento
104 County, a member in good standing of the Club represented, and on the Club roster submitted to the
105 Central Committee for purposes of Club chartering and re-chartering. Representatives of newly chartered
106 clubs or clubs which have failed to timely renew according to the procedures in Article IX, Section 4 shall
107 not have voting privileges until the first meeting after ratification or renewal of the charter or 30 days,
108 whichever occurs first.
109
- 110 4. **Alternate Members:** Members appointed by Elected Members, Ex Officio Members, and Club
111 Representatives to serve in the capacity of the appointing member only in the absence of the appointing
112 member. An Alternate Member shall enjoy all the rights and privileges of the appointing member in the
113 absence of the appointing member, except the following:
114
- 115 a. The power of appointment; and
116
- 117 b. Alternates of Elected Members and of Club Representatives shall not have the right to serve in the
118 appointing member’s capacity as an officer of the Central Committee.
119
- 120 If the appointing member is present at a meeting, Alternate Members shall have a voice but no vote;
121 however, in any event, Alternate Members may serve as voting members of Central Committee standing
122 committees and subcommittees. An Alternate Member must meet all eligibility requirements of the
123 appointing member. Written notice of appointment and the taking of the oath of office shall be provided to
124 the Central Committee before an Alternate Member may serve.
125
- 126 5. **Associate Members:** Any registered Democrat, or person who has pre-registered to vote or is ineligible to
127 register to vote who pledges to register to vote as Democrats as soon as eligibility is attained, designated as
128 an Associate Member by the Central Committee. Associate Members shall have the right to receive general
129 Central Committee communications and to attend functions like Elected and Ex-officio Members, and shall
130 have a voice but no vote at Central Committee meetings; however, Associate Members may serve as voting
131 members of Central Committee standing committees and subcommittees. Associate Members may hold
132 proxies of Central Committee members at California Democratic Party functions, if otherwise eligible.
133
- 134 6. **Honorary Members:** Any registered Democrat who has performed outstanding service to and/or provided
135 outstanding support for the Democratic Party and/or Democratic causes in Sacramento County may be
136 considered an Honorary Member of the Central Committee upon nomination by the Executive Board and
137 two-thirds ($\frac{2}{3}$ rds) vote of the Central Committee. Honorary Members shall have a voice and vote at Central
138 Committee meetings; Honorary Members may serve as voting members of Central Committee standing
139 committees and subcommittees. Honorary Members shall serve until the end of the current term of the
140 sitting Elected Members.
141
- 142 7. **Immediate Past Chair:** The Immediate Past Chair shall be that person most recently elected to the Chair
143 in the term prior to the current Chair and shall serve in their own right by sole virtue of being the immediate
144 past chair without having to hold a seat on the Central Committee in any other capacity. An immediate
145 past chair shall serve on the Central Committee and Executive Board only until the next reorganization of
146 the body.
147

- 148 C. The Central Committee may increase the number and classes of members but shall not have less than the
149 number and classes of members specified in the California Elections Code.
150
- 151 D. No person shall be entitled to membership on this Committee who is not duly elected and qualified and/or
152 appointed thereto and a qualified elector of the supervisor district which the member represents.
153
- 154 E. No person shall speak on behalf of the Central Committee or any committee unless duly charged with that
155 power or authorized.
156

157
158 **SECTION 2. TERMS OF OFFICE**
159

- 160 A. Elected Members shall serve a four-year term commencing in odd-numbered years on the second Thursday in
161 January following the direct primary election at which they were elected and ending upon the calling to order of
162 the next Organizational Meeting at which Elected Members are seated.
163
- 164 B. The term of Ex Officio Members begins upon the calling to order of the Organizational Meeting following the
165 preceding general election in which they competed, or in the case of a special election, after the certification of
166 the election, and after the end of the term of the previous Democratic incumbent, if any.
167
- 168 C. Club Representatives shall serve at the will of the appointing Club and are subject to removal procedures of the
169 Central Committee.
170
- 171 D. Alternate Members serve at the will of the appointing member and are subject to removal by the Central
172 Committee. A vacancy in the seat of the appointing member shall immediately void the appointment of the
173 Alternate Member.
174
- 175 E. Once approved an Associate Member shall continue to serve as long as that member renews his/her annual dues
176 and continues to remain a registered Democrat.
177
- 178 F. No persons, other than Ex-Officio Members and Associate Members, shall take office until that person has
179 taken the requisite oath or affirmation of office.
180

181
182 **SECTION 3. DUES**
183

- 184 A. Each member shall pay dues when that person joins the Central Committee and annually thereafter, except that
185 payment of dues shall not be obligatory for any member to whom it constitutes a financial hardship, as
186 approved by the Chair or Controller.
187
- 188 B. Membership dues amounts, as well as the time and manner of their payment, shall be set forth by the Executive
189 Board, subject to approval by the Central Committee membership.
190
- 191 C. Membership dues amounts set pursuant to this section, as well as the rules relative to the time and manner of
192 their payment, shall remain in effect until changed.
193
- 194 D. Members who fail to pay dues or other amounts due to the Central Committee shall not be considered members
195 in good standing and shall not be eligible to vote or serve in any capacity until such dues are paid in full.
196

197
198 **SECTION 4. PROHIBITION OF DUAL MEMBERSHIP**
199

200 There shall be no dual membership. Any person who becomes eligible for membership on more than one basis shall
201 inform the Secretary of such eligibility and immediately identify the one position that person shall occupy. If the
202 person fails to identify such a position, the Central Committee shall designate a position. The remaining position
203 shall be considered a vacancy. In no event shall any one person be eligible to cast more than one vote.

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SECTION 5. DUTIES OF MEMBERS

All members, except Associate and Honorary members, shall serve on one or more committees. Associate and Honorary members may serve on committees. The rights of members to vote and participate on committees shall be as otherwise provided for in this Article.

SECTION 6. RESIGNATIONS

All member or officer resignations shall be submitted to the Chair in writing and shall be announced at the first Central Committee meeting after the resignation is made. The resignation shall be automatically deemed accepted at the meeting at which the resignation is announced.

ARTICLE III – OFFICERS & DUTIES

The officers of this Committee shall be members of the Central Committee consisting of the Chair, Vice Chair, Secretary, Controller, Fundraising Director, Campaign Services Director, and Communications Director. The duties of the officers shall be, without limitation, as follows:

SECTION 1. CHAIR

The Chair shall:

- A. Serve as chief executive officer of the Central Committee;
- B. Preside and govern at each Central Committee and Executive Board meeting;
- C. Execute the policies of the Central Committee and Executive Board;
- D. Manage and employ persons as authorized by the Central Committee and Executive Board;
- E. Serve in ex officio capacity with a vote on each standing committee;
- F. Appoint committee chairs and members, as provided for in Article VIII, Section 11;
- G. Serve as official spokesperson of the Committee;
- H. Approve all public documents, correspondence and communications on behalf of the Committee;
- I. Sign and administer all contracts on behalf of the Committee; and
- J. Perform other duties as directed by the Central Committee and Executive Board.

SECTION 2. VICE CHAIR

The Vice Chair shall:

- A. Preside and govern in the absence of the Chair;

- 260 B. Perform other duties at the direction of the Chair;
- 261
- 262 C. Assist in the execution of the policies of the Central Committee and Executive Board;
- 263
- 264 D. Assume the office of Chair upon vacancy of the Chair; and
- 265
- 266 E. Perform other duties as directed by the Central Committee and Executive Board.
- 267
- 268

269 **SECTION 3. SECRETARY**

270 The Secretary shall:

- 271
- 272
- 273 A. Preside over meetings in the absence of the Chair and Vice Chair;
- 274
- 275 B. Assist in the execution of the policies of the Central Committee and Executive Board;
- 276
- 277 C. Prepare, keep, and distribute minutes of Central Committee and Executive Board meetings;
- 278
- 279 D. Prepare and distribute agenda mailings for Central Committee and Executive Board meetings;
- 280
- 281 E. Maintain Central Committee and Executive Board rosters and attendance records;
- 282
- 283 F. Maintain and keep Democratic Club charters and related documents;
- 284
- 285 G. Maintain the Central Committee and Executive Board calendar;
- 286
- 287 H. Prepare, maintain, and keep all membership and other Central Committee and Executive Board records;
- 288
- 289 I. Receive and handle Central Committee correspondence; and
- 290
- 291 J. Perform other duties as directed by the Chair, Central Committee, and Executive Board.
- 292
- 293

294 **SECTION 4. CONTROLLER**

295 The Controller shall:

- 296
- 297
- 298 A. Preside over meetings in the absence of the officers listed above;
- 299
- 300 B. Issue all checks in payment of accounts authorized by the annual budget and develop policies and procedures,
- 301 subject to approval by the Executive Board, for management of checks and other financial instruments by any
- 302 hired agents of the Central Committee, including the Executive Director and Treasurer;
- 303
- 304 C. Supervise the Treasurer appointed pursuant to Article XIV, in consultation with the Chair of the Central
- 305 Committee;
- 306
- 307 D. Render and maintain a written accurate account of all Central Committee moneys received and disbursed;
- 308
- 309 E. Chair and preside over the Finance Committee;
- 310
- 311 F. Develop and maintain the annual budget as provided for in Article X, Section 4, and report the financial status
- 312 of the Central Committee at each Central Committee meeting;
- 313
- 314 G. Prepare and keep a current inventory of all properties owned by the Committee;
- 315

- 316 H. Surrender all Central Committee books, records, and moneys to the Central Committee immediately upon
317 conclusion of the term of office;
318
319 I. Comply with all finance and financial reporting laws;
320
321 J. Maintain generally accepted accounting principles at all times;
322
323 K. Receive all moneys and gifts belonging to the Central Committee, giving proper receipt for same; and
324
325 L. Perform other duties as directed by the Chair, Central Committee, and Executive Board.
326

327
328 **SECTION 5. FUNDRAISING DIRECTOR**

329 The Fundraising Director shall:

- 330
331
332 A. Preside over meetings in the absence of the officers listed above;
333
334 B. Chair and preside over the Fundraising Committee;
335
336 C. Maintain the financial well-being of the Central Committee, including but not limited to, consulting with the
337 Controller in development of the annual budget and meeting projected revenues as provided for in the annual
338 budget;
339
340 D. Be responsible for fundraising;
341
342 E. Keep an inventory of sponsors;
343
344 F. Surrender all Central Committee information and property upon the conclusion of the term of office; and
345
346 G. Perform other duties as directed by the Chair, Central Committee, and Executive Board.
347

348
349 **SECTION 6. CAMPAIGN SERVICES DIRECTOR**

350 The Campaign Services Director shall:

- 351
352
353 A. Preside over meetings in the absence of the officers listed above;
354
355 B. Chair and preside over the Campaign Services Committee;
356
357 C. Assist in Democratic campaign efforts; and
358
359 D. Perform other duties as directed by the Chair, Central Committee, and Executive Board.
360

361
362 **SECTION 7. COMMUNICATIONS DIRECTOR**

363 The Communications Director shall:

- 364
365
366 A. Preside over meetings in the absence of the officers listed above;
367
368 B. Chair and preside over the Communications Committee;
369
370 C. Assist the Central Committee in its communications;
371

- 372 D. Assist in promoting the Democratic Party and its positions; and
- 373
- 374 E. Perform other duties as directed by the Chair, Central Committee, and Executive Board.
- 375
- 376
- 377

378 **ARTICLE IV – EXECUTIVE BOARD & ELECTION**

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380

381 **SECTION 1. ROLE & DUTIES**

382

383 The Central Committee shall have an Executive Board. The Executive Board shall:

- 384
- 385 A. Implement and execute the policies of the Central Committee;
- 386
- 387 B. Implement the annual budget and support the Chair, Controller, and Fundraising Director to meeting projected
- 388 revenues.
- 389
- 390 C. Serve as the governing body of the Central Committee between meetings;
- 391
- 392 D. Develop and refine policy presentations for consideration by the Central Committee;
- 393
- 394 E. Review legal and personnel matters for presentation to the Central Committee, except those matters discussed in
- 395 executive session;
- 396
- 397 F. Execute any other duties required by the Constitution or the Central Committee.
- 398
- 399

400 **SECTION 2. MEMBERSHIP**

- 401
- 402 A. The Executive Board shall consist of the following:
- 403
- 404 1. Each officer of the Central Committee; and
- 405
- 406 2. The Immediate Past Chair.
- 407
- 408 B. Only persons resident in Sacramento County from the following Central Committee classes are eligible to be
- 409 nominated as officers, to be officers, to hold Executive Board seats, and to vote on the Executive Board if
- 410 elected or appointed as an Executive Board member:
- 411
- 412 1. Elected Members;
- 413
- 414 2. Ex-Officio Members;
- 415
- 416 3. Club Representatives;
- 417
- 418 4. Alternate Members serving as alternates for Ex-Officio Members, provided that the eligible Alternate
- 419 Member is duly elected to an Executive Board seat in their own right rather than serving only in the
- 420 capacity as an alternate to another person elected to serve on the Executive Board; and
- 421
- 422 5. The Immediate Past Chair.
- 423
- 424 C. A person who holds a publicly elected office other than Central Committee shall not be eligible to serve on the
- 425 Executive Board during the term of said office.
- 426
- 427

428 **SECTION 3. ELECTION**

- 429
- 430 A. On the second Thursday of January of odd-numbered years, the Central Committee shall elect Central
- 431 Committee officers by written ballot, unless the elections are by acclamation.
- 432
- 433 B. No absentee ballots shall be permitted in the Executive Board election.
- 434
- 435 C. The Central Committee may elect officers by voice vote, roll call vote, or show of hands upon approval of two-
- 436 thirds ($\frac{2}{3}$ rds) vote of the Central Committee present and voting at a meeting to alter the method of election.
- 437
- 438 D. A candidate must receive the vote of at least a simple majority of the valid votes cast to win. Where no
- 439 candidate attains at least a majority the following rules shall apply:
- 440
- 441 1. In races where only two candidates compete in the event of a tie there shall be a second round election
- 442 between those two candidates to break the tie. Should the second round likewise result in a tie then the tie
- 443 shall be broken by a coin toss.
- 444
- 445 2. In races where more than two candidates compete should no candidate attain a majority then a runoff
- 446 election shall take place between the top two vote-receiving candidates, or more candidates in the event of
- 447 a tie between more than two candidates for a top-two position. If no candidate attains a majority in the top-
- 448 two runoff then a second round runoff election shall be conducted among the top-two vote-getters. Should
- 449 there be a tie for second place the tie shall be broken by coin toss between the two candidates, or drawing
- 450 of lots when more than two candidates tie for second place. Should the second round runoff election result
- 451 in a tie then the tie shall be broken by a coin-toss.
- 452

453

454 **SECTION 4. TERM OF OFFICE**

455

456 Unless otherwise provided, the Central Committee officers shall serve two-year terms, commencing on the second

457 Thursday of January of odd-numbered years, or as otherwise provided in Section 5.

458

459

460 **SECTION 5. RE-OPENING OF NOMINATIONS**

461

462 The Central Committee may vote by two-thirds majority, after the officer in question has been provided at least one

463 week notice, to re-open nominations for that office prior to the end of that sitting officer's term. At the next

464 regularly scheduled Central Committee meeting the Chair shall open nominations for that office and the election

465 shall be conducted in the same manner as officer elections at the Organizational Meeting.

466

467

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469 **ARTICLE V – DISCIPLINE & REMOVAL**

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471

472 **SECTION 1. GOOD CAUSE FOR DISCIPLINE**

473

474 For good cause, the Central Committee may discipline any member other than an Ex Officio Member in any

475 manner, up to and including, without limitation, the following:

476

- 477 A. Violation of law;
- 478
- 479 B. Violation of the Constitution;
- 480
- 481 C. Unbecoming conduct;
- 482
- 483 D. Excessive unexcused absences;

- 484
485 E. Harassment of Central Committee members;
486
487 F. Disruption of the Central Committee;
488
489 G. Publicly advocating that the voters should not vote for, or supporting a non-Democratic candidate who is
490 opposed to, the endorsed candidate of the California Democratic Party for any office;
491
492 H. Giving support or avowing a preference for a candidate of another party (1) in a partisan race; or (2) in a non-
493 partisan race in which a democratic candidate endorsed by the Central Committee is competing;
494
495 I. Nonpayment of dues;
496
497 J. Any other act, omission, or condition deemed to be good cause by the Central Committee.
498
499

500 **SECTION 2. AVAILABLE METHODS OF DISCIPLINE**

501
502 The methods of discipline available to the Central Committee shall include, without limitation, the following:
503

- 504 A. Monetary sanctions;
505
506 B. Reprimand;
507
508 C. Ejection and prohibition from meetings and events;
509
510 D. Suspension of any and all privileges;
511
512 E. Suspension from office;
513
514 F. Suspension of Central Committee membership;
515
516 G. Removal from office;
517
518 H. Removal as a member of the Central Committee; and
519
520 I. Any other method of discipline deemed by the Central Committee to be fair and just under the circumstances.
521
522

523 **SECTION 3. DUE PROCESS FOR MEMBER DISCIPLINE**

- 524
525 A. Unless otherwise provided herein, no member shall be subject to discretionary discipline absent due process, as
526 defined in this section.
527
528 B. The following measures of discipline require no due process:
529
530 1. A vacancy shall exist automatically should an elected member of this Committee move out of the district
531 from which the member was elected or appointed. The Central Committee shall consider such a move a
532 resignation by the member.
533
534 2. A vacancy shall exist automatically should any member of this Committee currently register as anything
535 other than Democratic or otherwise fail to meet eligibility requirements for the office or seat to which the
536 person in elected or appointed. The Central Committee shall consider this a resignation by the member or a
537 void election or appointment.
538
539 3. A member is not in good standing for failure to timely pay dues or other amounts owed to the Central

540 Committee in full.
541
542 C. No member may preside over disciplinary action in any manner if that member is the subject of the disciplinary
543 action. The Central Committee may appoint an interim judge to preside over the disciplinary action only if no
544 other member is available to preside over the disciplinary action absent an actual conflict of interest.
545
546 D. Unless otherwise provided herein, all members are entitled to notice and an opportunity to be heard before
547 being subject to any discretionary discipline.
548
549 E. The Chair may appoint a case manager or disciplinary committee to manage the case and present evidence
550 against any accused member.
551
552 F. The Chair or agent of the Chair shall provide a written Notice of Disciplinary Hearing to the accused member:
553
554 1. Ten (10) days in advance of the hearing by personal service; or
555
556 2. Fourteen (14) days in advance of the hearing by certified mail addressed to the member at the member's
557 last known address on file with the Central Committee or the current address on file with the County
558 Registrar of Voters.
559
560 The notice shall contain the alleged grounds for discipline and notice of the time and place of the Disciplinary
561 Hearing.
562
563 G. The Chair shall place the Disciplinary Hearing on the meeting agenda as provided in the Notice of Disciplinary
564 Hearing.
565
566 H. The Disciplinary Hearing shall take place in executive session of the Central Committee.
567
568 I. The accused member shall enter a plea of guilty, not guilty, or no contest. If the accused member pleads guilty
569 or no contest, the question of guilt shall be put to the body without trial. If the accused member pleads not
570 guilty, then the Chair shall commence trial.
571
572 J. The accused member shall have a fair opportunity to be heard and present a case and/or defense at the
573 Disciplinary Hearing before disciplinary judgment is rendered.
574
575 K. Upon conclusion of presentation of evidence at trial, the accused member shall leave the room. The Chair shall
576 then put the question of guilt to the Central Committee without motion. The Central Committee at this stage
577 shall vote to determine whether to discipline the member, without consideration of the method of discipline.
578
579 L. Unless otherwise provided herein, a two-thirds ($\frac{2}{3}$ ^{rds}) vote is required to find the accused member guilty.
580
581 M. The Chair shall inform the accused member of the verdict immediately upon its rendering.
582
583 N. The Central Committee shall vote as to the method of discipline immediately upon finding guilt.
584
585 O. The Central Committee shall determine a method of discipline by seconded motion and majority vote. If no
586 method of discipline receives a majority vote, then, by show of hands, ballot, or roll call vote, the Central
587 Committee shall vote upon each expressly stated method of discipline provided in the Central Committee
588 Constitution. Each voting member shall be permitted to vote in favor of only one method of discipline in this
589 manner. The plurality of votes shall prevail in selecting a method of discipline in this manner.
590
591 P. The Chair shall resolve any issues left unresolved by the selected method of discipline, including, without
592 limitation, the duration of a suspension or the amount of a monetary sanction. The decisions of the Chair in this
593 respect are subject to appeal to and by the Executive Board only. If the Executive Board, on appeal, fails to
594 resolve the appealed unresolved issues by majority vote, then the original decision of the Chair shall be
595 restored.

- 596
597 Q. The Chair shall immediately inform the guilty member of the selected method of discipline and implement it.
598
599 R. Any motion or act that would cause delay in the hearing, vote, or imposition or execution of discipline must be
600 carried by a two-thirds ($\frac{2}{3}$ rds) vote of the Central Committee.
601

602
603 **SECTION 4. CONDITIONS OF DISCIPLINE & REMOVAL**
604

- 605 A. A vacancy shall exist automatically should an elected member of this Committee move out of the district from
606 which the member was elected or appointed. The Central Committee shall consider such a move a resignation
607 by the member.
608
609 B. A vacancy shall exist automatically should any member of this Committee currently register as anything other
610 than Democratic. The Central Committee shall consider such registration a resignation by the member.
611
612 C. Unless otherwise provided herein, the Central Committee may discipline an eligible member in any way by
613 majority vote of the members present and voting at a meeting, except that a member eligible for discipline may
614 not be removed from the Executive Board, removed from the Central Committee, or suspended for 6 months or
615 more for any cause other than excessive unexcused absences without a two-thirds ($\frac{2}{3}$ rds) vote of Central
616 Committee members present and voting at a meeting. Suspension for less than 6 months or removal for
617 excessive unexcused absences may be by majority vote of Central Committee members present and voting at a
618 meeting.
619

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621
622 **ARTICLE VI – VACANCIES**
623

624
625 **SECTION 1. VACANCIES GENERALLY**
626

- 627 A vacancy shall exist when an existing office or seat is not filled or occupied, including, without limitation, the
628 following:
629
630 A. Candidates elected to the Central Committee from a district do not equal the number of party committee persons
631 to which the district is entitled to be represented;
632
633 B. The appointment or election of an ineligible person;
634
635 C. Death or incapacitation of a member;
636
637 D. Removal of a member from the jurisdiction upon which the membership rests;
638
639 E. A member is not or ceases to be a registered Democrat;
640
641 F. Failure of a member to assume office within 60 days of eligibility to do so;
642
643 G. Removal of the member from any seat or office; and
644
645 H. Any other position that was once filled but later becomes vacant.
646

647
648 **SECTION 2. DEFINITIONS**
649

- 650 A. Central Committee Absences:
651

- 652 1. Any Elected Member, Club Representative, or Ex Officio Alternate Member, who, without an alternate
653 present or without sufficient excuse and proof thereof, misses three consecutive regularly called meetings
654 or three out of five consecutive regularly called meetings, shall be eligible for removal as provided in
655 Section 7.
656
657 2. Any Elected Member or Club Representative who misses five out of seven consecutive regularly called
658 meetings, regardless of cause, without having an Alternate Member present, shall be eligible for removal as
659 provided in Section 7.
660
661 B. Executive Board Absences:
662
663 1. Any member of the Executive Board who misses three consecutive regularly called Central Committee
664 meetings or regularly called Executive Board meetings without sufficient excuse and proof thereof or three
665 out of five consecutive regularly called Central Committee meetings or regularly called Executive Board
666 meetings without sufficient excuse and proof thereof shall be eligible for removal as provided in Section 7.
667
668 2. Any member of the Executive Board who misses five out of seven consecutive regularly called Executive
669 Board meetings, regardless of cause, shall be eligible for removal as provided in Section 7.
670
671 C. "Sufficient excuse" shall mean the following:
672
673 1. Illness of the member, or illness or death in the immediate family;
674
675 2. Temporary absence of the member from Sacramento County at the time of a meeting;
676
677 3. Meeting of governmental body to which the member is elected or appointed;
678
679 4. The member's participation in campaign activities, at the discretion of the Chair; or
680
681 5. Any other excuse approved by the Chair, Secretary, Executive Board, or the Central Committee.
682

683
684 **SECTION 3. FILLING CENTRAL COMMITTEE ELECTED MEMBER VACANCIES**
685

- 686 A. The Central Committee shall fill all vacancies in seats of Elected Members to the greatest extent possible.
687
688 B. If an Elected Member, elected at the preceding primary election, fails to assume office by failing to take the
689 oath of office at the Organizational Meeting or within 60 days of eligibility to do so, the Elected Member may
690 be excluded from assuming office by simple majority vote of the Central Committee, the seat shall thereafter be
691 considered vacant; Elected Members appointed to fill a vacancy by the Central Committee failing to assume
692 office within 60 days of eligibility to do so may have their appointment rescinded by simple majority vote of the
693 Central Committee.
694
695 C. Whenever a vacancy has been created for any reason, the Chair shall declare the vacancy at the first regular
696 meeting immediately upon the creation of vacancy.
697
698 D. When a vacancy exists in the seat of an Elected Member, no nomination or election to fill the vacancy shall
699 occur until the vacancy has been declared at the last previous meeting. However, when a vacancy exists due to
700 the fact that candidates elected to the Central Committee from a district do not equal the number of party
701 committeepersons to which the district is entitled to be represented, the vacancy may be filled by nomination
702 and election at the Organizational Meeting.
703
704 E. Where an Elected Member vacancy is due to the fact that candidates elected to the Central Committee from a
705 district do not equal the number of party committeepersons to which the district is entitled to be represented,
706 then the Central Committee shall entertain nominations to fill the vacancy at the January Central Committee
707 Organizational Meeting. The nominee to fill the vacancy must be present and accept the nomination before

708 being eligible for election. The vacancy shall be filled at the Organizational Meeting and the new member
709 sworn or affirmed before the nomination and election of the Executive Board and State Party delegates.
710

711
712 **SECTION 4. FILLING CLUB REPRESENTATIVE AND CLUB ALTERNATE MEMBER VACANCIES**
713

714 Each Club shall fill vacancies in the offices of Club Representative and the corresponding Alternate Member at the
715 will of the appointing Democratic Club, except that the Democratic Club may not appoint any person who has been
716 previously removed from any position by the Central Committee absent prior consent of the Central Committee.
717

718
719 **SECTION 5. FILLING EXECUTIVE BOARD VACANCIES**
720

721 The Central Committee shall fill Executive Board vacancies as quickly as possible.
722

723
724 **SECTION 6. FILLING OTHER VACANCIES**
725

726 Unless otherwise provided herein, the Central Committee shall fill all vacancies as quickly as possible.
727

728
729 **SECTION 7. TRUANCIES**
730

731 The Central Committee may vote to declare the seat vacant of a member with excessive unexcused absences as
732 defined in Section 2. The Executive Board must vote to proceed to consider truancy proceedings. Then the affected
733 member must be provided at least 14 days notice of such a hearing. The hearing shall be conducted in executive
734 session of the Central Committee. The member shall be provided an opportunity to speak. The Central Committee
735 shall then vote on whether the member has been truant. If the Central Committee votes that the member has been
736 truant then the Central Committee may vote, by simple majority vote, to declare the seat of the member vacant.
737

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739
740 **ARTICLE VII – MEETINGS**
741

742
743 **SECTION 1. CENTRAL COMMITTEE ORGANIZATIONAL MEETING**
744

- 745 A. The Immediate Past Chair or County Clerk or Voter Registrar shall call the organizational meeting of this
746 Committee on the second Thursday in January following the direct primary election in accordance with the
747 California Elections Code. For purposes of the Organizational Meeting, the Immediate Past Chair refers to the
748 current outgoing Chair who assumes the title of Immediate Past Chair at the moment the Organizational
749 Meeting is called to order.
750
- 751 B. The Immediate Past Chair, if any, shall preside over the Organizational Meeting as Interim Chair until the
752 election of a new Chair except that no person shall preside over their own nomination or election as Chair; the
753 Central Committee shall nominate and elect an Interim Chair for this purpose. Otherwise, in the absence of the
754 Immediate Past Chair, as the first order of business at the Organizational Meeting, the newly sworn Central
755 Committee shall nominate and elect an Interim Chair from among the sworn members of the new body to
756 preside over the Organizational Meeting until the election of a new Chair.
757

758
759 **SECTION 2. REGULAR MEMBERSHIP MEETINGS**
760

- 761 A. All regular membership meetings shall be held in Sacramento County on the second Thursday of each month
762 following the seating of the new Committee at a time and location set by the Central Committee. The Central
763 Committee may vote to alter the date, time, or location of any meeting.

- 764
765 B. In the absence of an adopted agenda the order of business of any regular meeting shall include, without
766 limitation, the following:
767
768 1. Roll Call;
769
770 2. Approval of the minutes of the previous meeting;
771
772 3. Controller's Report;
773
774 4. Committee reports;
775
776 5. Completion of unfinished business; and
777
778 6. Deliberation of new business.

779
780
781 **SECTION 3. SPECIAL MEMBERSHIP MEETINGS**

782
783 The Chair or Executive Board may call special membership meetings at any time, date, and appropriate place, after
784 five days notice. The Chair shall also call a meeting of the Central Committee at the request of the majority of the
785 members of the Committee made by written petition and duly signed. If the Chair fails to do so, the majority
786 requesting the meeting may fix a time and place for such a meeting and notify all members thereof at least five days
787 prior to the meeting. Special membership meetings shall be limited to the agenda provided in the notice.
788

789
790 **SECTION 4. QUORUM FOR MEMBERSHIP MEETINGS**

791
792 A quorum necessary for the transaction of any business at any meeting of this committee shall consist of the
793 presence of at least a majority of voting members.
794

795
796 **SECTION 5. REGULAR EXECUTIVE BOARD MEETINGS**

797
798 All regular Executive Board meetings shall be held in Sacramento County once each month following the seating of
799 the new Committee at a time and location set by the Executive Board which shall be approximately two weeks
800 before each general membership meeting.
801

802
803 **SECTION 6. SPECIAL EXECUTIVE BOARD MEETINGS**

804
805 The Chair or Executive Board may call special Executive Board meetings at any time, date, and appropriate place,
806 after five days notice. The Chair shall also call a meeting of the Executive Board at the request of the majority of
807 the members of the Executive Board or Central Committee made by written petition and duly signed. If the Chair
808 fails to do so, the majority requesting the meeting may fix a time and place for such a meeting and notify all
809 members thereof at least five days prior to the meeting. Special Executive Board meetings shall be limited to the
810 agenda provided in the notice.
811

812
813 **SECTION 7. QUORUM FOR EXECUTIVE BOARD MEETINGS**

814
815 A quorum necessary for the transaction of any business at any Executive Board meeting shall consist of the presence
816 of at least a majority of voting members of the Executive Board.
817

818
819 **SECTION 8. EMERGENCY CENTRAL COMMITTEE & EXECUTIVE BOARD MEETINGS**

820
821 In an emergency, the Chair or Executive Board may call an emergency membership or Executive Board meeting
822 upon due notice to the Central Committee and/or Executive Board. An emergency meeting of the Executive Board
823 may be conducted by conference call.
824

825
826 **SECTION 9. EXECUTIVE BOARD VOTES BY ELECTRONIC MEANS**
827

828 The Chair may request a vote of the Executive Board to approve an action or adopt a motion by electronic means.
829 In order to be valid, an action or motion adopted by electronic means must meet the following requirements:

- 830
831 A. It must be requested by the Chair with a finding stating the basis of the necessity for an electronic vote;
832
833 B. The Chair must identify a reasonable deadline for completion of the voting;
834
835 C. The action or motion must be adopted by a majority of all members of the Executive Board;
836
837 D. The result of the vote shall not be announced until after the deadline; and
838
839 E. The result must be recorded by the Secretary and incorporated into the minutes of the next regularly scheduled
840 Executive Board meeting and delivered to the membership of the Central Committee in the same manner as
841 Executive Board minutes are delivered to the Central Committee membership.
842
843

844 **SECTION 10. PROHIBITION OF PROXY & ABSENTEE VOTING AT MEETINGS**
845

846 Unless otherwise provided herein, proxy and absentee voting shall not be permitted at any meeting of the Central
847 Committee or subpart thereof.
848
849

850 **SECTION 11. TWO/THREE MINUTE RULE**
851

852 Each speaker at a meeting is limited to no more than two minutes per motion or issue, or three minutes per
853 committee report, unless:

- 854
855 A. The Chair equitably shortens that time;
856
857 B. The Chair equitably lengthens that time by one additional minute; or
858
859 C. The Central Committee alters the time limit by motion.
860

861 No speaker may yield more than one minute.
862
863
864

865 **ARTICLE VIII – STANDING COMMITTEES, AD HOC COMMITTEES, & SUBCOMMITTEES**
866
867

868 **SECTION 1. RULES COMMITTEE**
869

870 The Central Committee shall have and maintain a standing Rules Committee or Constitution Committee, which shall
871 be chaired by the Parliamentarian. The Rules Committee, without limitation, shall:

- 872
873 A. Assist in keeping the Constitution current and in compliance with the law;
874
875 B. Consider proposed changes to the Constitution and policies of the Central Committee;

- 876
877 C. Make recommendations on proposed Bylaw changes to the Executive Board and Central Committee;
878
879 D. Assist in drafting Constitution and policy changes; and
880
881 E. Perform such other duties as designated by the Executive Board and Central Committee.
882

883
884 **SECTION 2. CAMPAIGN SERVICES COMMITTEE**
885

886 The Central Committee shall have and maintain a standing Campaign Services Committee, which shall be chaired
887 by the Campaign Services Director. The Campaign Services Committee, without limitation, shall:
888

- 889 A. Assist the Central Committee in campaign services;
890
891 B. Assist in Democratic campaign efforts; and
892
893 C. Perform such other duties as designated by the Executive Board and Central Committee.
894

895
896 **SECTION 3. FINANCE COMMITTEE**
897

898 The Central Committee shall have and maintain a standing Finance Committee, which shall be chaired by the
899 Controller. The Finance Committee, without limitation, shall:
900

- 901 A. Assist the Central Committee in its finances, including but not limited to, development of the annual budget
902 according to Article X, Section 4;
903
904 B. Assist in financial reporting, tracking, bookkeeping, accounts, assets, taxes, and other financial matters; and
905
906 C. Perform such other duties as designated by the Executive Board and Central Committee.
907

908
909 **SECTION 4. FUNDRAISING COMMITTEE**
910

911 The Central Committee shall have and maintain a standing Fundraising Committee, which shall be chaired by the
912 Fundraising Director. The Fundraising Committee, without limitation, shall:
913

- 914 A. Assist the Central Committee in fundraising and assist the Executive Board to meet projected revenues as
915 provided for in the annual budget;
916
917 B. Assist in formation and operation of fundraising events and activities; and
918
919 C. Perform such other duties as designated by the Executive Board and Central Committee.
920

921
922 **SECTION 5. COMMUNICATIONS COMMITTEE**
923

924 The Central Committee shall have and maintain a standing Communications Committee, which shall be chaired by
925 the Communications Director. The Communications Committee, without limitation, shall:
926

- 927 A. Assist the Central Committee at all levels in communications;
928
929 B. Assist in promoting the Democratic Party and its positions; and
930
931 C. Perform such other duties as designated by the Executive Board and Central Committee.

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SECTION 6. RESOLUTIONS & PLATFORM COMMITTEE

The Central Committee shall have and maintain a standing Committee on Resolutions and Platform. The Committee on Resolutions and Platform, without limitation, shall:

- A. Assist the Central Committee in matters related to Resolutions and the Platform of the Democratic Party at all levels; and
- B. Perform such other duties as designated by the Executive Board and Central Committee.

SECTION 7. FORMATION OF STANDING COMMITTEES

The Central Committee shall form standing committees by amending the Constitution.

SECTION 8. QUORUM OF STANDING COMMITTEES

The quorum necessary for standing committees to conduct business shall be ten percent of the permanent membership as appointed by the Chair of the Central Committee pursuant to Section 11.

SECTION 9. AD HOC COMMITTEES

The Chair, Executive Board, or Central Committee, shall form ad hoc committees of the Central Committee, as may be deemed necessary and desirable by the Chair, Executive Board, or the Central Committee. An Elected Member, Ex Officio Member, Ex Officio Alternate Member, or Club Representative shall chair any ad hoc committee.

SECTION 10. APPOINTMENT OF CHAIR AND MEMBERS OF AD HOC & STANDING COMMITTEES

- A. The Chair of the Central Committee shall appoint the chair and membership of any ad hoc committee, unless the Executive Board or Central Committee forms the ad hoc committee as provided for in Section 9.
- B. The Chair of the Central Committee shall appoint all members of standing committees. In all other respects, the Chair of the ad hoc or standing committee shall control the membership of that ad hoc or standing committee subject to the will of the Chair, Executive Board, and Central Committee.
- C. The Executive Board shall appoint the Parliamentarian and the Chair of the Resolutions & Platform Committee, subject to approval by the Central Committee membership, who the Executive Board may remove by a two-thirds ($\frac{2}{3}$ ^{rds}) vote, subject to approval by the Central Committee.

SECTION 11. SUBCOMMITTEES

A standing committee chair may form one or more subcommittees from the membership of the standing committee as provided for in Section 10. The standing committee chair shall appoint the subcommittee chair and the membership of the subcommittee.

ARTICLE IX - DEMOCRATIC CLUBS

988 **SECTION 1. CHARTERING AND RECOGNIZING DEMOCRATIC CLUBS & ORGANIZATIONS GENERALLY**

989
990 The Central Committee shall have all power and authority to charter Democratic Clubs in Sacramento County.
991

- 992 A. A Democratic Club is any Chartered, voter-oriented Organization of people qualified for membership in the
993 Central Committee under Article II of these bylaws that uses the name Democratic or a derivative thereof in its
994 title.
995
996 B. This Committee may also recognize a charter issued by the State or National Democratic Party.
997
998 C. Chartered and recognized Organizations are entitled to the benefits and privileges as described in the
999 Constitution and the Bylaws of the California Democratic Party.
1000
1001 D. Chartered Organizations are independent from the Central Committee for purposes of endorsements, but may
1002 not endorse any candidate who is not a registered Democrat.
1003
1004 E. Recognized Democratic Organizations are exempt from chartering provisions herein.
1005

1006
1007 **SECTION 2. RESTRICTIONS ON CHARTERING OR RECOGNIZING DEMOCRATIC CLUBS**

1008
1009 The Central Committee shall not charter or recognize any Democratic Club or Organization unless the Club or
1010 Organization meets the following criteria:
1011

- 1012 A. The Club or Organization must have at least 10 members;
1013
1014 B. The Club or Organization members must be registered Democrats or have the intention of becoming Democrats
1015 as soon as they become eligible to vote;
1016
1017 C. The Club or Organization must maintain open membership to all Democrats regardless of economic status,
1018 ability to pay dues, class, race, color, creed, age, ethnic identity, ethnicity, national origin, language, culture,
1019 gender, gender identification, sexual orientation, religion, disabilities as defined by the Americans with
1020 Disabilities Act of 1990, or any other condition or circumstance, except for age restrictions for organizations
1021 affiliated with the Young Democrats of America;
1022
1023 D. The Club or Organization’s bylaws must prohibit voting by secret or unsigned ballots; and
1024
1025 E. Officers of the Club must meet the qualifications for membership described in Article II, Section 1.
1026

1027
1028 **SECTION 3. PROCEDURE FOR ISSUING AN INITIAL CHARTER TO A NEW DEMOCRATIC CLUB**

1029
1030 The procedure of requesting an initial charter from this Committee shall be as follows:
1031

- 1032 A. A representative of an Organization to be chartered as a Club shall submit to the Chair of this Committee (or
1033 their designee) the following Chartering Documents:
1034
1035 1. The proposed Bylaws of the organization, which shall be in compliance with any applicable rules of the
1036 DPSC and the California Democratic Party, which shall include the following:
1037
1038 a. The proposed name of the Club;
1039
1040 b. The proposed mission statement of the Club; and
1041
1042 c. A procedure for selecting a Club Representative and Club Alternate.
1043

- 1044 2. The current roster of the Organization, containing the names, addresses, email, and phone numbers of each
1045 member, including titles of designated officers and directors.
1046
1047 3. The date, time, and place of the regularly scheduled meetings of the Organization.
1048
1049 B. Each new club's roster must contain at least 10 unique members who are not counted on the roster of any
1050 existing chartered club.
1051
1052 C. Copies of Chartering Documents shall be made available to any voting member of this Committee who requests
1053 them prior to the meeting at which the charter request will be considered.
1054
1055 D. After receipt of a request for initial charter, submission of the Chartering Documents, verification that such
1056 Documents comply with all rules of the DPSC and the California Democratic Party, and verification with the
1057 County Registrar of Voters that all organizing members are registered Democrats, the Central Committee Chair
1058 shall place on the agenda of the next regularly scheduled Central Committee meeting a vote on whether to issue
1059 the charter.
1060
1061 E. Upon approval of a charter request, newly chartered Organizations shall remit to the Controller of this
1062 Committee the chartering fee set pursuant to this article.
1063
1064

1065 **SECTION 4. PROCEDURE FOR RENEWING AN EXISTING CHARTER OF A DEMOCRATIC CLUB**

1066 Organizational charters shall be renewed on an annual basis, as follows:
1067

- 1068
1069 A. Prior to the January meeting of each year, the President or Chair of each Chartered Club shall submit:
1070
1071 1. Chartering Documents, as described in Section 3(A) above;
1072
1073 2. The chartering fee to the Central Committee Chair or Controller;
1074
1075 3. The Club's FPPC semi-annual filings for the year (Form 460 or 450);
1076
1077 4. Notice of which day(s) the Club staffed and will staff the Party's State Fair booth; and
1078
1079 5. Notification of a Party event, or a Party information and voter education table at a community event, the
1080 Club hosted in the previous year with prior Board approval.
1081
1082 B. Upon review of the submitted materials, and prior to the February regular membership meeting of the Central
1083 Committee, the Executive Board shall vote whether to recommend to the full Committee approval of a charter
1084 renewal request.
1085
1086 C. If the Executive Board recommends denial of a charter renewal, the Secretary shall contact the Chair of the
1087 subject Club and explain the recommendation. The Executive Board shall give the Club a reasonable
1088 opportunity to reverse the recommendation, including time for the Club's chair to speak at a Central Committee
1089 meeting prior to the Central Committee vote on whether to renew the charter.
1090
1091 D. The recommendations of the Executive Board shall be presented to the Central Committee at the February
1092 regular membership meeting, where the Central Committee shall vote whether to approve the recommendation
1093 of the Executive Board for each charter renewal request.
1094
1095 E. Notwithstanding any other provision herein, the Central Committee may consider charter renewals at any
1096 Central Committee meeting provided the subject Club has submitted the Chartering Documents and chartering
1097 fee before consideration of the renewal request by the Central Committee.
1098
1099

1100 **SECTION 5. SUSPENSION & REVOCATION OF CHARTERS OR RECOGNITION OF DEMOCRATIC CLUBS**

1101
1102 The Central Committee may suspend or revoke the Charter or recognition of a democratic club at any time for good
1103 cause, provided that the subject Club is provided at least 14 days notice and given an opportunity to be heard before
1104 the vote to take such action.

1105
1106 **SECTION 6. CLUB CHARTERING FEES**

1107
1108 Club chartering fee amounts, as well as the rules relative to the time and manner of their payment, shall be set forth
1109 by the Executive Board, subject to approval by the Central Committee membership, and shall remain in effect until
1110 changed, in the same manner as membership dues amounts.

1111
1112
1113
1114 **ARTICLE X – EXPENDITURES, BUDGET, & AUDIT**

1115
1116
1117 **SECTION 1. USUAL AND ORDINARY EXPENDITURES**

1118
1119 The Chair and Controller may pay usual and ordinary expenditures of the Central Committee authorized by the
1120 annual budget as provided for in Section 4. The Chair may authorize and pay extraordinary expenditures not
1121 anticipated in the annual budget which shall be recorded by the Controller pursuant to Section 4, Paragraph D.

1122
1123
1124 **SECTION 2. CHECKS**

1125
1126 The Chair, Controller, or Chair designee may sign all checks issued by the Central Committee.

1127
1128
1129 **SECTION 3. PROHIBITION ON CHARITABLE SPENDING**

1130
1131 No funds of the Central Committee shall be expended on behalf of any charitable organization.

1132
1133
1134 **SECTION 4. ANNUAL BUDGET**

1135
1136 A. Each year the Controller shall develop an annual budget in consultation with the Chair of the Central
1137 Committee and the Fundraising Director for submission and approval by the Executive Board and the Central
1138 Committee no later than the April meeting of each year. The voting shall be by voice vote or show of hands.

1139
1140 B. Each year, every officer elected pursuant to Article III, and the chair of every ad hoc committee formed
1141 pursuant to Article VIII, Section 10, shall submit to the Controller a proposed budget to support their duties and
1142 responsibilities no later than March 15 of each year.

1143
1144 C. The budget shall be balanced with respect to projected revenues and projected expenditures and reflect a fiscal
1145 year commencing May 1 of each year and ending April 30 of the following year.

1146
1147 D. The annual budget may be amended during the course of the fiscal year. The Controller may augment an
1148 individual line item by an amount of less than ten percent of the projected expenditure, subject to approval of
1149 the Executive Board. The Controller may augment an individual line item by an amount equal to or greater than
1150 ten percent of the projected expenditure, subject to approval of the Executive Board and the Central Committee.
1151 At any time during the fiscal year, if the Controller determines that projected revenues will not support
1152 projected expenditures, the Controller may reduce projected expenditures, subject to approval by the Executive
1153 Board. Any amendment shall be recorded by the Controller, and the Secretary shall record approval of the
1154 amendment in the minutes of the meeting at which the approval occurred.

1155

- 1156 E. No officer, member, or agent of the Central Committee shall make any financial commitments involving any
1157 expenditure of funds of the Central Committee, unless the expenditure is authorized by the annual budget or any
1158 amendments. Violation of this provision shall be grounds for termination or discipline, including removal from
1159 office, as provided for in Article V.
1160
- 1161 F. The budget, expenditures, and any supporting documentation shall be subject to annual audit pursuant to
1162 Section 5.
1163
- 1164 G. All contributions received and made by the Central Committee shall conform to the requirements of the
1165 Political Reform Act and the Federal Election Campaign Act, including the campaign contribution limits and
1166 disclosure requirements. No agent or officer of the Central Committee may accept a contribution subject to an
1167 implied or express condition, understanding, or agreement that the contribution shall be made to another
1168 candidate or committee on behalf of another contributor, or while acting as an intermediary or agent for another,
1169 without disclosing to the recipient of the contribution the true identity of the contributor.
1170
- 1171 H. Any person making an agreement in violation of this provision acts outside the scope of their authority and such
1172 agreement shall be deemed void. All decisions regarding contributions and expenditures shall be made by the
1173 Central Committee based on the political objectives and interests of the Central Committee and subject to the
1174 procedures contained in these bylaws.
1175
1176

1177 SECTION 5. ANNUAL AUDIT

1178

- 1179 A. The Central Committee budget and expenditures shall be audited annually by an Audit Committee consisting of
1180 three members appointed by the Chair of the Central Committee, subject to ratification by the Central
1181 Committee. Each year, the Audit Committee membership shall be appointed and ratified no later than October
1182 1 of the year prior to the year in which the Audit Committee reports its results pursuant to paragraph D.
1183
- 1184 B. Any member of the Central Committee, except Associate or Honorary members, may be appointed to be a
1185 member of the Audit Committee. Notwithstanding Article II, any member of the Audit Committee appointed in
1186 their own right shall have a right to vote in the capacity of a member of the Audit Committee. No member of
1187 the Executive Board shall be appointed as a member of the Audit Committee. The members of the Audit
1188 Committee shall select a chair from among themselves and notify the Chair of the Central Committee and the
1189 Secretary.
1190
- 1191 C. The members of the Audit Committee may be subject to discipline.
1192
- 1193 D. The Audit Committee shall audit the financial records of the Central Committee at least once per year. The
1194 Chair of the Audit Committee shall report the results of the audit in writing and orally each March to the Chair
1195 of the Central Committee, the Executive Board, and the Central Committee.
1196
- 1197 E. The Audit Committee may inspect the financial records and reports of the Central Committee or any
1198 subordinate body at any time.
1199
- 1200 F. No officer, member, or agent of the Central Committee shall interfere with Audit Committee activities.
1201
1202
1203

1204 ARTICLE XI - CONSTITUTION & RULES

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1206 SECTION 1. PROPOSING BYLAW AMENDMENTS

1207

1208 Any voting member may propose a Bylaw amendment in writing at any regular membership meeting. The Chair or
1209 member proposing the amendment shall announce the proposal at the meeting and announce that the Central
1210

1211 Committee shall vote on the proposal at the next regular membership meeting unless the Central Committee takes
1212 alternate action on the proposal before the vote on whether to approve the proposal. If the Central Committee takes
1213 no alternate action, then the Chair shall place the proposal on the agenda of the next regular membership meeting. If
1214 the Central Committee refers the proposal to the Rules Committee, then the Parliamentarian shall schedule a
1215 meeting of the Rules Committee to consider the proposal. The Rules Committee shall provide a recommendation on
1216 the proposal at the next regular membership meeting.

1217
1218

1219 **SECTION 2. APPROVING BYLAW AMENDMENTS**

1220

1221 The Central Committee may amend the Constitution by a two-thirds ($\frac{2}{3}$ rds) vote of the members present and voting
1222 at any membership meeting, provided the Central Committee was provided at least one month's notice of the
1223 proposal before the vote whether to adopt the proposal.

1224
1225

1226 **SECTION 3. ROBERT'S RULES OF ORDER**

1227

1228 The latest edition of *Robert's Rules of Order* shall govern the parliamentary procedure of the Central Committee to
1229 the extent it is not inconsistent with the Constitution and the law.

1230
1231

1232 **SECTION 4. STATEMENTS OF POSITION AND RESOLUTIONS**

1233

1234 A. No statement of position may be adopted by the Central Committee unless such position is considered by the
1235 Executive Board for review before the Central Committee may act on it. For purposes of this section, a
1236 statement of position is a motion or action expressing an opinion or position of the Central Committee. A
1237 candidate or ballot measure endorsement is not a statement of position. All statements of position adopted by
1238 the California Democratic Party in its annual platform shall be considered positions of the Central Committee
1239 unless the Central Committee adopts a position to the contrary.

1240

1241 B. The Resolutions & Platform Committee shall, with the approval of the Central Committee, establish the process
1242 for the consideration of timely, late, and floor resolutions. For the purposes of this section, a resolution is a
1243 written motion that contains at least one preamble or statement of finding or belief before a resolving clause.

1244
1245
1246

1247 **ARTICLE XII - ENDORSEMENTS**

1248

1249

1250 **SECTION 1. CANDIDATE ENDORSEMENT CRITERIA**

1251

1252 The Central Committee shall not do any of the following:

1253

1254 A. Endorse more candidates than there are seats to be filled in any race;

1255

1256 B. Endorse non-Democrats; and

1257

1258 C. Make partisan endorsements when the California Democratic Party has not endorsed in partisan races.

1259

1260

1261 **SECTION 2. ENDORSEMENT PRIORITY**

1262

1263 The Central Committee shall consider endorsements pursuant to the following ranking priority:

1264

1265 A. Democratic candidates in Sacramento County engaged in nonpartisan races;

1266

- 1267 B. To encourage the candidacy of promising emerging local Democrats;
- 1268
- 1269 C. Democratic candidates in statewide non-partisan races;
- 1270
- 1271 D. Democratic candidates in nonpartisan races (or referenda) where a contribution will be satisfying to a consensus
- 1272 of Central Committee membership; and
- 1273
- 1274 E. Democratic candidates with a record of community activism and support of the Democratic Party.
- 1275
- 1276

1277 **SECTION 3. STANDARD ENDORSEMENT PROCEDURE**

1278 The Central Committee shall abide by the following procedure regarding Central Committee endorsements:

- 1280 A. Prior to any election, any member of the Executive Board or one-tenth ($\frac{1}{10}^{\text{th}}$) of the Central Committee
- 1281 membership may request that the Executive Board consider endorsement of a candidate or issue in the election.
- 1282
- 1283 B. Upon such request, the Executive Board shall determine in which election(s) the Central Committee should be
- 1284 involved for endorsement recommendation(s).
- 1285
- 1286
- 1287 C. If the Executive Board determines the Central Committee should be involved in an election for purposes of
- 1288 endorsement, then the Executive Board shall determine whether to engage directly in the endorsement process
- 1289 or delegate all or part of the endorsement process to the Campaign Services Committee, except that the
- 1290 Executive Board shall not delegate its power or duty to make final endorsement recommendations to the Central
- 1291 Committee.
- 1292
- 1293 D. The Executive and/or Campaign Services Committee shall then do the following equally among Democratic
- 1294 candidates and both opponents and proponents of each ballot issue:
- 1295
- 1296 1. Notify all Democratic candidates in designated races of a potential candidate endorsement;
- 1297
- 1298 2. Inform each contacted Democratic candidate in designated races of the Central Committee endorsement
- 1299 procedure;
- 1300
- 1301 3. Provide each Democratic candidate in designated races a candidate questionnaire to be completed by the
- 1302 candidate to be eligible for endorsement; and
- 1303
- 1304 4. Interview all Democratic candidates in designated races seeking Central Committee endorsement if the
- 1305 Executive Board determines that interviews will be conducted for that race; or
- 1306
- 1307 5. In ballot measure elections, attempt to contact and interview proponents and opponents of each designated
- 1308 ballot measure.
- 1309
- 1310 E. Upon conclusion of the interview process, the Campaign Services Committee shall convey its endorsement
- 1311 recommendations, if any, to the Executive Board. The Executive Board, in its own discretion, shall adopt
- 1312 endorsement recommendations for each designated race or submit a race to the Central Committee with “No
- 1313 recommendation” in which case it will be considered as provided in Subsection H. The Executive Board
- 1314 recommendation(s) shall indicate one of three possible actions by the Central Committee, as follows:
- 1315
- 1316 1. Endorsement, support, or “yes” recommendation;
- 1317
- 1318 2. No endorsement, oppose, or “no” recommendation; or
- 1319
- 1320 3. A “Neutral” recommendation.
- 1321
- 1322 F. Upon adoption of a recommendation(s), the Executive Board shall report the recommendation(s) to the Central

- 1323 Committee in a report containing the following:
1324
1325 1. The names of all candidates considered for each race;
1326
1327 2. The Executive Board’s recommendations; and
1328
1329 3. The possible endorsement or no endorsement actions the Central Committee may take, listed above.
1330
1331 G. The Executive Board shall provide its report to the Central Committee prior to the next Central Committee
1332 general membership meeting.
1333
1334 H. The following shall occur at the next general membership meeting, known as an Endorsement Meeting:
1335
1336 1. The Executive Board shall provide its report of recommendations to the Central Committee. The
1337 recommendations shall take the form of a consent calendar item on the agenda if multiple recommendations
1338 are made.
1339
1340 2. Before consideration of the recommendations consent calendar the Chair shall entertain all requests to
1341 remove items from the consent calendar. An item may only be removed from the consent calendar on the
1342 request of at least three voting members. Once the remaining consent calendar is established, the body shall
1343 vote on the consent calendar as a whole. The body shall then consider each item removed from the consent
1344 calendar.
1345
1346 3. All Democratic candidates eligible for endorsement for each race under consideration shall be provided an
1347 opportunity to address the Central Committee at the general membership meeting.
1348
1349 4. Unless otherwise provided herein, the Central Committee shall vote by written ballot on the Executive
1350 Board recommendations. A vote of at least three-fifths ($\frac{3}{5}^{\text{ths}}$) of the valid votes cast shall be required to
1351 adopt the Executive Board recommendation. Should the Central Committee fail to adopt the Executive
1352 Board recommendation then the Central Committee may take a different position from the floor. Should a
1353 race be submitted with “No Recommendation” then the Central Committee shall vote on the race without
1354 motion. A candidate or ballot measure position must receive at least three-fifths ($\frac{3}{5}^{\text{ths}}$) of the valid votes
1355 cast to receive the endorsement.
1356
1357 5. If the Central Committee fails to adopt a specific endorsement position on a candidate or ballot measure the
1358 Central Committee shall take no position on the office or ballot measure, unless an endorsement position is
1359 subsequently adopted.
1360

1361 **SECTION 4. SPECIAL & EMERGENCY ENDORSEMENT PROCEDURES**

1362
1363
1364 In the event of a special election or emergency, the Central Committee may consider an endorsement at any
1365 membership meeting provided all democratic candidates and both sides of an issue have been provided an equal
1366 opportunity to seek an endorsement.
1367

1368 **SECTION 5. ALTERING COMPLETED ENDORSEMENTS**

1369
1370
1371 The Central Committee may reconsider any completed endorsement at any time before the election that is the
1372 subject of the endorsement via Motion to Reconsider made by any member who originally voted in favor of the
1373 endorsement position taken by the Central Committee. A two-thirds ($\frac{2}{3}^{\text{rds}}$) vote of those members present and
1374 voting at the time of the Motion to Reconsider is required to carry the Motion to Reconsider. A Motion to
1375 Reconsider a particular endorsement position may be made only once per meeting; multiple Motions to Reconsider
1376 the same endorsement at a single meeting are out of order. Upon carrying the Motion to Reconsider, any member
1377 may move to take any action on the endorsement that was the subject of the Motion to Reconsider. The motion for
1378 action on the endorsement that was the subject of the Motion to Reconsider must be approved by the same

1379 requirements as the motion creating the original endorsement position that is the subject of reconsideration.

1380

1381

1382 **SECTION 6. ENDORSEMENTS OF CANDIDATES FOR ELECTION WITHIN THE CALIFORNIA DEMOCRATIC PARTY.**

1383

1384 In any election year where positions within the California Democratic Party are subject to election at the convention,
1385 the Executive Board of the Central Committee shall endeavor to contact all known candidates for office and extend
1386 an invitation to seek the endorsement of the Central Committee. However, because candidates are not required to
1387 file for office or announce any intention to seek office, the Executive Board is under no obligation to seek out every
1388 candidate for office but, rather, must use its best efforts to provide as many candidates an opportunity to be endorsed
1389 by the Central Committee.

1390

1391 The Central Committee shall vote, in compliance with its voting rules, to endorse one candidate for each of the open
1392 California Democratic Party offices. The Executive Board may, but is not obligated to, make a recommendation to
1393 the membership in the form of a consent calendar.

1394

1395

1396 **SECTION 7. PROHIBITED ENDORSEMENTS**

1397

1398 The Central Committee shall not support or oppose candidates for Central Committee, for delegate to the State
1399 Convention, or for delegate to the National Convention.

1400

1401

1402 **SECTION 8. CALIFORNIA DEMOCRATIC PARTY ENDORSEMENTS**

1403

1404 An endorsement position on a candidate or on a ballot measure adopted by the California Democratic Party (CDP),
1405 or by any other county central committee for a local jurisdiction not partly included within Sacramento County, shall
1406 be the position of the Central Committee. The Central Committee may, in full compliance with CDP rules, consider
1407 endorsements for statewide non-partisan and multi-county jurisdiction races, and for statewide ballot measures
1408 where the CDP has adopted a neutral position. In no case may the Central Committee endorse a candidate competing
1409 against a CDP-endorsed candidate, nor take a contrary position on a statewide ballot measure where the CDP has
1410 adopted a position of support or opposition.

1411

1412

1413

1414 **ARTICLE XIII - CDP REPRESENTATIVES**

1415

1416

1417 The Central Committee shall elect delegates to the California Democratic Party (CDP) and representatives of the
1418 Central Committee to the CDP executive board per the allocation it receives from the CDP. Election of delegates to
1419 the CDP shall occur in January of odd-numbered years at the Organizational Meeting. Elected Members shall have
1420 first consideration to be delegates. Should additional seats be available other Central Committee members
1421 registered to vote in Sacramento County shall be eligible for election as delegates. After the initial allocation of
1422 delegate seats and of seats to the CDP executive board the Executive Board of the Central Committee may remove a
1423 member from holding such a seat for failure to attend, or send a proxy to, the State Convention, or in the case of a
1424 CDP executive board representative, for failure to attend, or send a proxy to, any meeting of the CDP executive
1425 board, and may remove a member from holding any such seat for excessive unexcused absences from the regular
1426 Central Committee, or Executive Board, meetings. The Executive Board may fill all vacancies for delegate and CDP
1427 executive board representative created after the initial allocation of seats.

1428

1429

1430

1431 **ARTICLE XIV - CONTRACTING FOR SERVICES**

1432

1433

1434 **SECTION 1. AUTHORITY**

1435

1436 The Executive Board may contract with service providers as authorized by the Central Committee. Contracts shall
1437 specify service to be provided and terms and conditions of compensation. The Chair or designee shall sign and
1438 administer all contracts entered into on behalf of this Committee. Contracts for more than one (1) year and/or
1439 anticipated to be or exceed \$500.00 require prior approval of the Central Committee. The Executive Director,
1440 Controller, and Treasurer shall keep a copy of all contracts entered into by the Committee.

1441

1442

1443 **SECTION 2. TYPES OF CONTRACTS**

1444

1445 Notwithstanding any other provision herein, the Chair may enter into the following contracts with the advice and
1446 consent of the Executive Board without prior approval from the Central Committee:

1447

1448 A. Contracts for the service of an Executive Director;

1449

1450 B. Contracts for the services of employees of the coordinated campaign office(s); and

1451

1452 C. Contracts for the service of a professional fundraiser.

1453

1454

1455 **SECTION 3. TREASURER**

1456

1457 The Chair of the Central Committee, in consultation with the Controller, shall appoint a Treasurer of the Central
1458 Committee. The Treasurer shall serve at the pleasure of the Chair of the Central Committee, subject to any
1459 limitations provided by law.

1460

1461 A. The Treasurer may be compensated by the Central Committee, either as an employee or as an independent
1462 contractor. Contracts for compensation of the Treasurer shall be approved as provided for in this article.

1463

1464 B. The Controller shall supervise the Treasurer, except in extraordinary circumstances, including but not limited
1465 to, a vacancy in the office of Controller, incapacity of the Controller, or any other emergency as determined by
1466 the Chair of the Central Committee.

1467

1468 C. The Treasurer shall assist the Controller and the Chair in all financial and accounting matters related to the
1469 Central Committee. The Treasurer and any other agents of the Central Committee shall abide by any policies
1470 and procedures for the management of checks and other financial instruments of the Central Committee.
1471 Failure to abide by these policies and procedures by any agent of the Central Committee shall be grounds for
1472 termination at the discretion of the Chair of the Central Committee and as otherwise provided by law

1 **ADDENDUM I: STANDING RULE – TRANSPARENCY POLICY**

2
3
4 **SECTION 1. DOCUMENTS ON WEBSITE**

5
6 The following documents shall be published on the DPSC website:

- 7
8 1. Approved Central Committee and Executive Board meeting minutes;
9
10 2. Adopted resolutions; and
11
12 3. Current bylaws.
13
14

15 **SECTION 2. NOTICE OF MEETING DATES**

- 16
17 1. The regular dates of all Central Committee meetings for each calendar year shall be published on the DPSC
18 website no later than two weeks prior to that regular meeting date.
19
20 2. Any change to the regular meeting date must be noticed by at least two weeks.
21
22

23 **SECTION 3. NOTICE OF AGENDAS & OTHER MEETING MATERIALS**

- 24
25 1. The agenda for any regular Central Committee meeting, any unapproved minutes of previous meetings, and any
26 resolutions agendized for consideration at the next meeting shall be posted publicly on the Party’s website or
27 social media account and noticed to the membership no later than seven days prior to the date of the meeting.
28
29 2. Notice via email shall be considered sufficient notice for all purposes except in the case of members and
30 interested persons without email, or who have chosen not to receive notice by email, who shall instead receive
31 official notice of a meeting’s time, date, location, and agenda by postal mail seven days prior to the date of a
32 meeting, or five days by personal delivery.
33
34 3. All notices via email will be considered valid if:
35
36 a. The sender and receiver have both consented, in writing, to sending and receiving notice via the email
37 address specified when giving consent, or the most recent email address specified on a subsequent notice of
38 change of email address;
39
40 b. The obligation to inform and procedure for informing of any change in email address has been specified in
41 writing; and
42
43 c. The receiver has not notified the Communications Director, in writing, via personal delivery or certified
44 postal mail, at least fourteen (14) days in advance of any meeting, that they opt-out of consent to receive
45 notice via email for future meetings.
46

47 **SECTION 4. VOTED BALLOTS**

- 48
49 1. All voted ballots shall be kept in the custody of the Secretary and shall be made available for inspection by any
50 member for three months after the vote.
51
52 2. The DPSC shall not permit photographing or copying of ballots for any purpose other than examining and
53 verifying information.
54
55

56 **SECTION 5. ROSTERS**

- 57
58 1. The master Central Committee roster shall be maintained by the Secretary. The Chair, Secretary, or their
59 designees, have the right to access the roster for DPSC purposes. No member shall release any member's home
60 address, mailing address, phone number, email address, or any other personal information from the roster.
61
62 2. The Secretary shall make available a roster of the names of voting Central Committee members upon a
63 member's request.
64
65 3. The DPSC shall make club rosters available to members for inspection for the purpose of chartering, however,
66 the DPSC shall not permit the copying of information for any purpose other than examining and verifying
67 information for purposes of club chartering.
68

69
70 **SECTION 6. DOCUMENTS TO BE MAINTAINED**

71
72 The DPSC shall maintain the following documents in an electronic format accessible to the Chair and the officer
73 responsible for the documents' custody and maintenance:
74

- 75 1. A log of all dues payments and waivers, to be maintained by the Controller;
76
77 2. A log of all resolutions introduced and adopted, to be maintained by the Secretary jointly with the Resolutions
78 & Platform Chair; and
79
80 3. A log of all bylaw amendments or standing rules formally proposed and adopted, to be maintained by the
81 Secretary jointly with the Parliamentarian.
82

83
84 **SECTION 7. SURRENDER OF DOCUMENTS**

85
86 All documents maintained pursuant to this policy shall be surrendered to the DPSC Executive Board by the officer
87 who kept them upon vacating that office.

1 **ADDENDUM II: STANDING RULE – DUES POLICY**

2
3
4 **SECTION 1. DUES AMOUNTS**

5
6 Members shall pay annual dues in federally-permissible funds (personal contribution, from a federal PAC, or from a
7 state PAC if properly designated as federal funds) for each calendar year pursuant to the following schedule:

<u>MEMBER TYPE</u>	<u>ANNUAL DUES</u>
1. Elected Member	\$75
2. Ex Officio Member	\$100
3. Immediate Past Chair *	\$75
4. Alternate Member (<i>except for Club Representatives</i>)	\$50
5. Associate Member	\$25
6. Club Chartering Fee †	\$125
7. Honorary Member	None

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24
25 * Only applies if serving as a voting member of the Central Committee solely by virtue of being the Immediate Past Chair.
26 † No other Club Representative or Alternate dues required.

27
28
29 **SECTION 2. TIMING OF DUES**

- 30
- 31 1. Annual dues are payable by the beginning of the regular March meeting of the Central Committee, or the
- 32 second regular Central Committee meeting after the member assumes office.
- 33
- 34 2. Failure to timely pay dues pursuant to this section shall result in the member not being in good standing and
- 35 therefore being ineligible to vote.
- 36
- 37 3. An Alternate Member shall likewise be ineligible to vote if the appointing member’s dues are delinquent.
- 38
- 39

40 **SECTION 3. FINANCIAL HARDSHIP**

- 41
- 42 1. The Chair or Controller may waive, reduce, or stagger payment of dues for any member claiming financial
- 43 hardship.
- 44
- 45 2. No member shall be denied participation based on their ability to pay.
- 46
- 47

48 **SECTION 4. DUES PAYABLE DURING LAST QUARTER OF YEAR**

49
50 Any member assuming office after September 30 shall pay annual dues in half the amount listed in Section 1 for the
51 remainder of that calendar year.

52
53
54 **SECTION 5. PAYMENT OF DELINQUENT DUES**

55
56 Only members in good standing with the DPSC shall be eligible to serve as a delegate appointed by the DPSC to the
57 California Democratic Party’s State Central Committee or Executive Board.

1 **ADDENDUM III: STANDING RULE – RESOLUTIONS POLICY**

2
3
4 SECTION 1. PRESENTATION OF RESOLUTIONS

- 5
6 1. All resolutions that take a position on public policy, our values, or call for specific actions must be submitted to
7 the Resolutions & Platform Committee Chair in an editable electronic format.
8
9 2. Resolutions may be presented for passage at any Resolutions & Platform Committee meeting (Timely
10 Resolutions – Section 3), Executive Board meeting (Late Resolutions – Section 6), or on the floor of the Central
11 Committee (Floor Resolutions – Section 8).
12
13 3. All resolutions presented to the Resolutions & Platform Committee for passage must be sponsored by at least
14 one member of the Central Committee or one Democratic Club chartered by the DPSC.
15
16 4. If a resolution is sponsored by multiple DPSC members, a list of the sponsors should appear at the bottom of the
17 text of the resolution.
18

19
20 SECTION 2. FORM OF RESOLUTIONS

- 21
22 1. Resolutions must be statements of principles or positions.
23
24 2. No resolution considered by the Resolutions & Platform Committee shall:
25
26 A. Call for a change in the DPSC Constitution & Bylaws; nor
27
28 B. State the endorsement of or support for a candidate for public office; nor
29
30 C. Mandate the spending of money by the DPSC.
31

32
33 SECTION 3. TIMELY RESOLUTIONS

- 34
35 1. For a resolution to be considered timely it must be received by the Resolutions & Platform Committee Chair
36 before or at a regularly scheduled Resolutions & Platform Committee meeting.
37
38 2. Timely resolutions will be considered by the Resolutions & Platform Committee, which may submit the
39 resolution to the Executive Board, which may agendize it for consideration by the Central Committee.
40
41 3. After consideration, amendment, and deliberation, timely resolutions require a simple majority vote to proceed
42 from the Resolutions & Platform Committee to the Executive Board, and a simple majority vote to proceed
43 from Executive Board to the Central Committee.
44

45
46 SECTION 4. ACTIONS THAT MAY BE TAKEN BY THE RESOLUTIONS & PLATFORM COMMITTEE

47
48 Once a resolution is submitted to the Resolutions & Platform Committee, it becomes the “property” of the
49 Resolutions & Platform Committee, and the Resolutions & Platform Committee shall have authority to take any of
50 the following actions:

- 51
52 1. Amend or rewrite the resolution;
53
54 2. Merge the resolution with another resolution;
55
56 3. Postpone consideration of the resolution to another meeting of the Resolutions & Platform Committee;

- 57
58 4. Refer the resolution back to the sponsor for editing;
59
60 5. Grant a request by the sponsor to withdraw the resolution;
61
62 6. Allow for the addition of sponsors;
63
64 7. Refer the resolution to another DPSC committee; or
65
66 8. Submit the resolution to the Executive Board for consideration, further editing, and presentation to the Central
67 Committee.
68
69 9. If the Resolutions & Platform Committee amends a resolution submitted to it, a sponsor may unilaterally
70 remove themselves from the resolution at any time.
71

72
73 SECTION 5. RESOLUTIONS DETERMINED TO BE REAFFIRMATIONS
74

75 The Resolutions & Platform Committee may declare that a newly submitted resolution is a reaffirmation of a
76 previously passed resolution if the principle stated in the new resolution is substantially the same as that of a
77 previous resolution. If a resolution is determined to be a reaffirmation, it will simply be adopted as such by the
78 Resolutions & Platform Committee, and will not be sent to the floor of the Central Committee for a re-vote.
79

80
81 SECTION 6. LATE RESOLUTIONS
82

- 83 1. A Resolution shall be considered 'late' if it is received by the Resolutions & Platform Committee Chair after a
84 regularly scheduled Resolutions & Platform Committee meeting but before the next Executive Board meeting.
85
86 2. Late resolutions require:
87
88 A. An explanation by the author of why the resolution should be considered urgent, outside of the committee
89 process; and
90
91 B. A two-thirds ($\frac{2}{3}$ ^{rds}) majority vote by the Executive Board to be added to the Central Committee agenda.
92
93 3. Once a late resolution has been placed on the Central Committee agenda by the Executive Board, it shall be
94 treated in the same way as if it had been submitted as a timely resolution.
95

96
97 SECTION 7. NOTICE TO LOCAL ELECTED OFFICIALS
98

- 99 1. A timely or late resolution that takes a position of opposition to specific legislation authored by a Democratic
100 elected official whose district includes Sacramento County, or that specifically names such an elected official,
101 may not be considered by the Central Committee unless the official is given at least five days' notice prior to the
102 Central Committee meeting and given an opportunity to present on the resolution at the meeting.
103
104 2. A resolution violating the notice provision of this section shall be ruled out of order and referred back to the
105 Resolutions & Platform Committee for further consideration.
106
107 3. The Central Committee may suspend the notice provision of this section by a two-thirds ($\frac{2}{3}$ ^{rds}) vote.
108

109
110 SECTION 8. FLOOR RESOLUTIONS
111

- 112 1. The sponsor of a timely or late resolution that was defeated, tabled, postponed, referred, amended, rewritten,
113 merged, substituted, or not agendized shall have the right to gather signatures to directly present the resolution
114 from the floor of the Central Committee according to the procedures described in this section.
115
- 116 2. To bring a non-agendized resolution to the floor of the Central Committee, the sponsor of the resolution must
117 obtain the signatures of at least ten (10) DPSC voting Central Committee members stating their support to bring
118 the resolution to the floor of the Central Committee.
119
- 120 3. The sponsor of the resolution must, prior to the beginning of the Central Committee meeting at which the
121 resolution is to be brought to the floor, provide the Secretary with fifty (50) printed copies and an electronic
122 copy of the resolution.
123
- 124 4. Floor resolutions require an explanation by the author to the Central Committee of why the resolution should be
125 considered urgent, outside of the committee process.
126
- 127 5. Once the prior requirements of this section are met, a Floor Resolution shall require a simple majority vote of
128 the Central Committee to be added to the meeting's agenda, and a two-thirds ($\frac{2}{3}$ rds) vote of the Central
129 Committee for passage.
130

131

132 SECTION 9. PROPOSED ACTIONS

133

- 134 1. In submitting a resolution, the primary sponsor shall state what proposed action they propose the DPSC take
135 after adoption of the submitted resolution. If the proposed action is a position letter or social media post, a draft
136 must be submitted by the sponsor to the Communications Director after the resolution is adopted.
137
- 138 2. The DPSC is not obligated to undertake the requested action, but the Chair and Executive Board retain full
139 discretion to determine how the DPSC will communicate its position.
140

141

142

143 SECTION 10. UPDATING ADOPTED POSITIONS

144

- 145 1. The Chair or Executive Board may, with the consent of a resolution's primary sponsor, update the DPSC's
146 position on legislation due to changed circumstances in order to further the purpose and intent of the Central
147 Committee in adopting the resolution.
- 148 2. "Changed circumstances" include, but are not limited to, amendments to the legislation that render the DPSC's
149 adopted position inconsistent with the adopted resolution's intent.
150
- 151 3. The Chair shall notify the Executive Board of any changes to adopted positions undertaken pursuant to this
152 section.