

Bylaws BLACK HAWK COUNTY (IOWA) DEMOCRATIC PARTY CENTRAL COMMITTEE

Article I Name and Affiliation

This organization shall be known as the Black Hawk County (Iowa) Democratic Party. It is affiliated with, and subordinate to, the Iowa Democratic Party.

Article II Purpose

The Black Hawk County Democratic Party exists: to advance the interest of the Democratic Party in the county, to perpetuate the principles of democratic government, to uphold social justice, civil liberties and civic responsibility; to elect Democrats to office.

Article III Membership

Section 1: Full Membership: All persons at least eighteen years of age as of the date of the next general election, who are residents of Black Hawk County, Iowa, who support the principles of the Democratic Party, and who are registered to vote as Democrats in Black Hawk County, shall be eligible to participate in all unrestricted activities of the Black Hawk County Democratic Party.

Section 2: Youth Membership: All persons under the age of eighteen who are ineligible to vote in the next general election, who are residents of Black Hawk County, Iowa, and who uphold the principles of the Democratic Party shall be eligible to participate in the activities of the Black Hawk County Democratic Party except for voting and holding of elective office within the party.

Article IV Membership Meetings

Section 1: Precinct Caucuses: Party members shall meet in precinct caucuses during even- numbered years at a place designated by the Black Hawk County Democratic Party Central Committee, and at a day and time specified by the Iowa Democratic Party. The Party members attending the precinct caucuses shall elect a **Chairperson and a Secretary**. These persons shall serve in office until the succeeding precinct caucuses unless replaced for cause by the Black Hawk County Democratic Party Central Committee. Party members attending the precinct caucuses shall conduct business specified by an agenda established by the Iowa Democratic Party. Party members attending the precinct caucuses shall elect delegates and alternates to the Black Hawk County Democratic Convention according to the rules of the Iowa Democratic Party. They shall also elect members to various county convention committees established by the Black Hawk County Democratic Central Committee.

Section 2: County Convention: The Black Hawk County Democratic Party Convention will convene in even-numbered years following the precinct caucuses at a day and time established by the Iowa Democratic Party and at a place designated by the Black Hawk County Democratic Central Committee. The Black Hawk County Democratic Party Chairperson, or a designee, shall call the County Convention to order, and shall conduct an election of a permanent Chairperson who shall preside over the County Convention until adjournment. Delegates to the County Convention shall enact a Black Hawk County Democratic Party platform; they will elect delegates to the district and state party convention meetings according to the rules established by the Iowa Democratic Party, they will elect delegates to the district and state party convention meetings according to the rules established by the Iowa Democratic Party; they will elect members of various district convention committees; they will conduct other business deemed to be in the interest of the Black Hawk County Democratic Party.

Section 3: Special Conventions: The Black Hawk County Democratic Central Committee when empowered by the Iowa Democratic Party shall call conventions of the Black Hawk County Democrats. The Central Committee must give adequate notice of the impending special convention through both print and electronic media. **Grant will check on what the adequate notice is.**

Article V Black Hawk County Central Committee

Section 1.1 Voting Members: The Black Hawk County Democratic Central Committee shall be composed of two elected Precinct Committeepersons from each voting precinct within the county.

Section 1.2 Ex officio non-voting Members: Non-voting members of the central committee shall be:

- The executive officers of affiliated organizations.
- All elected officers of the County Democratic Party.
- All publicly elected Democratic officials from Black Hawk County.
- All Standing Committee Chairpersons.
- Any Democratic State or District Committee member whose legal residence is in Black Hawk County.

Section 2: Duties: The Black Hawk County Democratic Central Committee shall take all necessary actions to perpetuate an effective Democratic Party between county conventions. The Committee is charged with the responsibility to promote the principles of democratic government, social justice, civil liberties, civic responsibility in the county, and to elect Democrats to public office.

Section 3: Meetings: The Black Hawk County Democratic Central Committee shall meet regularly at a scheduled date, time, and place identified by the Central Committee each month unless the Committee chooses to suspend or shift the meeting date by a two-thirds affirmative vote of members voting “aye” or “nay” at a regularly scheduled meeting. In case of emergency, the Chairperson at his/her discretion may cancel and reschedule the Central Committee meeting.

Section 4: Quorum: A quorum of twenty percent (20%) of members (excluding vacancies) shall be necessary to conduct business at a regularly scheduled meeting of the Black Hawk County Democratic Central Committee.

Section 5: Vacancies: In the event that a vacancy occurs on the Black Hawk County Democratic Central Committee, the Committee shall elect an individual from the constituency of the voting precinct in which the vacancy occurs. The Central Committee may declare a position vacant by a two-thirds affirmative vote of the members voting “aye” or “nay”. Individuals elected to fill vacancies will serve for the remainder of the term. In the event that a vacancy cannot be filled by an individual residing in the precinct in which the vacancy occurs, the Central Committee may elect by simple majority up to one at-large Precinct Committeeperson for every two vacancies that occur within the county. At-large Precinct Committeepersons will be assigned a precinct by the County Chair

Article VI County Party Officers

Section 1: Officers: The Officers of the Black Hawk County Democratic Party shall be Chairperson, Vice-Chairperson, Secretary, and Treasurer.

Section 2: Election and Term of Office: The Officers of the Black Hawk County Democratic Party shall be elected at the first meeting of the Central Committee following the off-year caucus. They shall assume office upon election and serve a two-year term between Central Committee organizational meetings, or until their successors have been chosen.

Section 3: Duties of Officers

Section 3.1: Duties of Chairperson: The Black Hawk County Democratic Chairperson shall be the principal spokesperson for the Democrats of Black Hawk County. This person shall preside over all Conventions of the County Democratic Party, shall preside over meetings of the Central Committee, appoint the Chairperson and members of standing committees with the approval of the Central Committee, shall appoint members of those special committees deemed necessary for the effective development of the County Party, shall engage or discharge personnel compensated by the Central Committee, shall present to the Central Committee for approval any matter deemed necessary for the effective operation of the County Party, and shall perform other duties designated by the Central Committee.

Section 3.2: Duties of Vice-Chairperson: The Black Hawk County Democratic Vice-Chairperson shall assume the duties of the Chairperson upon the temporary absence of the Chairperson. This person shall assume all duties of the Chairperson, in the event the Chairperson is unwilling or unable to serve, until another Chairperson can be elected; shall maintain and expand up-to-date file of volunteers, shall coordinate the activities of affiliated organizations with those of the Central Committee, and shall perform other duties designated by the Chairperson.

Section 3.3: Duties of Secretary: The Black Hawk County Democratic Secretary shall record and publish the minutes of all conventions and all meetings of the Central Committee. This person shall maintain files of correspondence between the Black Hawk County Party, its Central Committee, and other organizations and individuals; shall keep files of the reports of party officers as well as those of standing and special committees, shall prepare and maintain a membership roster of Central Committee members including addresses and telephone numbers, and shall perform other duties designated by the Chairperson.

Section 3.4: Duties of Treasurer: The Black Hawk County Democratic Treasurer shall be the custodian of all funds of the County Party and may be under bond in the amount determined by the Central Committee. This person shall determine where the County Party funds shall be deposited, shall make receipts and disbursements of funds according to Central Committee policy, shall draw upon the treasury to pay bills due within thirty days after receiving authorization for payment, shall make a report at each Central Committee meeting relative to the status of the County Party treasury, shall perform other duties designated by the Chairperson and all duties required by state law.

Article VII – Diversity, Equity, and Inclusion Committee

The DVI committee chair shall be elected at the county convention. The chair will work with at least two or more additional members elected by their county central committee at the first regular meeting following their biennial organizational meeting. The committee will recruit new members and encourage full participation as stated in the governing documents

Article VIII Committees

The Black Hawk County Democratic Party Central Committee shall establish standing and special committees as required for the effective operation of the county party. The standing committees may include: 1. Communications, 2. Organization and Planning, 3. Candidate Recruitment and Coordination, 4. Fundraising/Events, 5. Finance, 6. Research and Issues, 7. Outreach, and 8. Diversity, Equity and Inclusion.

Article IX Amendments to Bylaws

The Bylaws of the Black Hawk County Democratic Party may be amended by a two-thirds affirmative vote of members at three consecutive meetings of the Central Committee. The Bylaws of the Black Hawk County Democratic Party may also be amended by a two-thirds affirmative vote of delegates voting “aye” or “nay” at a regular Black Hawk County Convention.

Article X Parliamentary Authority

The current edition of Robert’s Rules of Order shall govern the Black Hawk County Democratic Party in all parliamentary situations that are not provided for in federal or state law, the rules of the national Democratic Party, the rules of the Iowa Democratic Party, and the Bylaws or adopted rules of the Black Hawk County Democratic Party.