

BARNSTABLE DEMOCRATIC TOWN COMMITTEE BYLAWS

**Amended 15 August 1988
Amended 14 March 1989
Amended 9 February 2006
Amended 11 March 2015
Amended 22 Feb. 2016
Amended 4 April 2016
Amended 1 May 2019**

Article I - The name of the committee shall be the Barnstable Democratic Town Committee.

Article II – Purpose

The Committee is constituted for the purpose of promoting in the Town of Barnstable, the furtherance of the Democratic Party, to foster and advance the aims of the Democratic Party, to work and organize for the success of the Democratic candidates of the Town, County, State and Nation; to do all things necessary and incidental to the building and strengthening of the Democratic Party in Massachusetts and within the Town of Barnstable, consistent with the provisions of General Laws of the Commonwealth of Massachusetts and the Charter of the Democratic Party of the Commonwealth of Massachusetts (hereafter called the “Charter”).

ARTICLE III – Amendment to the Bylaws

A. These bylaws may be amended or repealed at any regular meeting of the members of the Barnstable Democratic Town Committee. The proposed amendment shall be presented to the Chairperson in writing and signed by the duly elected authoring member. The Correspondence Secretary shall send the proposed amendment to all duly elected members. An accompanying notice shall state the date of the meeting when the proposed amendment will be considered. This meeting shall be at least 30 days later.

B. At the same time, the Chairperson shall refer the proposed amendment to the Bylaws Committee. The Bylaws Committee shall make a report with its recommendations at the meeting when the proposed amendment will be considered, i.e. at least 30 days later. A majority of the duly elected members present and voting shall be necessary to overturn the report of the Bylaws Committee or to approve the proposed amendment to the bylaws. Bylaw amendments that contradict the provisions of the Massachusetts Democratic State Party Charter cannot be considered. A copy of any newly amended bylaws shall be sent to the Democratic State Committee.

C. Unless and until amended or repealed by the elected members, these bylaws shall continue in effect from year to year and no formal motion shall be necessary at any meeting of the Barnstable Democratic Town Committee in order that they continue in force.

Article IV – Membership

Membership of the Committee shall consist of thirty-five (35) resident voters of the Town of Barnstable who shall be registered Democrats, and who shall have been duly elected by the residents of the Town of Barnstable at the Presidential Primary Election for a period of four (4) years.

- A) Thirty (30) days prior to the deadline for the filing of nomination papers for the Presidential Primary Election, the Chair shall cause to be sent to each members a written or e-mail notice of the time and place where the members shall assemble to sign nomination papers. If, at said assembly less than thirty-five (35) members sign said nomination papers, the remaining positions may be filled from the rolls of the associate members, unless a regular member has indicated to the Chair or the Recording Secretary that she/he wishes to sign within five (5) days of the meeting date.
- B) The Committee may, by vote at any meeting, authorize the appointment of Associate Members. Associate Members shall not have the right to vote but shall have such other powers and duties as the Committee may determine.
- C) Vacancies shall be filled by a majority vote of the Membership at a regular or special meeting. Associate Members shall be the candidates first considered for filling vacancies.
- D) Any duly elected member of the Committee who changes residence from the community during said four (4) years shall cease to be a member of the Committee at that time.
- E) With respect to current members of the Committee who have served as such for twenty (20) or more years, said members' elected position on the Committee shall be vacated and she/he continues as a voting member of the Committee in the category of twenty (20) year membership.

F) Members may be removed in conformity with Article V, Section II of the Charter of the Democratic Party of the Commonwealth of Massachusetts: "Members of town and ward committees may be removed by procedures guaranteeing adequate notice and due process and by a two-thirds (2/3) vote of the those present and voting, a quorum being present, for:

1. Failure to attend at least half of the regularly scheduled committee meetings during any calendar year without giving prior notice to the Chair or the Recording Secretary.
2. Publicly endorsed or supported any candidate whose announced intention is to oppose the nominee of the Democratic Party which nominee publicly supports the majority of the platform of the Democratic Party as adopted at the most recent state and national Democratic Conventions. A member for whom a long and deeply held belief would be violated by support of the nominee shall not be removed under this section.
3. Unauthorized use of the Party name or resources.
4. Conviction after appeals are exhausted of a criminal offense other than a misdemeanor. A member must be given an opportunity to resign before notice of a hearing on the question of removal is given to the membership of the committee. If a ward, town or city committee refuses to act upon or removal a member duly charged, the charge may be appealed to Judicial Council. A member removed under this section shall have 30 days to appeal to the Judicial Council, and the vacancy may not be filled until the final decision of the Judicial Council is made.
5. The vacated position shall be filled in accordance with Article III B of these bylaws.

G. - Honorary members shall be those people who have performed outstanding duties over the years for the betterment of the Democratic Party in the Town of Barnstable. Honorary Members shall serve in an advisory capacity to the Committee. They shall not have the

right to vote on the Committee but shall be issued a Certificate honoring their service to the Party and the Committee.

Article V - Meetings

Meeting shall be the first Wednesday of each month with the exception of July, August and December. Meetings may be canceled by the Chair or on a vote of the Committee. The Corresponding Secretary shall notify members by regular mail or e-mail at least seven (7) days prior to the meeting date.

A. A special meeting may be called at any time at the discretion of the Chair or on the written request of more than 20 percent of Members of the Committee.

B. Notice of all special meetings shall be sent to each member, by regular mail or e-mail and public notice given, at least seven (7) days before the date of said meeting to the address shown on the Committee records.

C. Motions shall be carried by a majority vote of those members present and voting at such meeting. The conduct of such meetings shall be in accordance with "Robert's Rules of Order," as most recently revised," except as noted in these bylaws or as noted in the charter of the Democratic Party.

D. Proxy voting is not allowed.

Article VI – Calling a meeting without consent of Chair

A. In the event of a refusal of the Chair of the Committee to call a meeting of the Committee, a majority of the executive committee may, in writing, order the Recording Secretary of said Committee to call a meeting of the committee.

B. Said executive committee shall have the power to act upon all matters pertaining to the Committee arising between the meetings of said Committee.

C. Seven (7) members of the Committee can request a meeting by a petition in writing to the Recording Secretary and the Recording Secretary shall call such meeting within two (2) weeks.

Article VII – Quorum

Eleven out of thirty-five (35) regular members shall constitute a quorum at any regular or special meeting. Twenty (20) year members shall not be part of the quorum count.

Article VIII - Officers of the Committee

A. The Officers of the Committee shall consist of the Chair, the Vice-Chair (who shall not be of the same sex as the Chair), the Treasurer, the Recording Secretary, the Corresponding Secretary, the Affirmative Action and Outreach Advisor, and Sergeants at Arms.

B. Elections shall be held every two (2) years. An organizational meeting shall be held no later than April 15 in the nonpresidential years and as defined in state law in Presidential election years.

C. Nominations for offices shall be made at the meeting prior to the meeting at which a vote is taken. Nominated candidates shall be afforded the opportunity to speak to the group for up to three minutes.

D. The Executive Committee of the Barnstable Democratic Town Committee shall consist of the Chair, Vice-Chair, Treasurer, Secretaries, and the Affirmative Action and Outreach Advisor. The Executive Committee shall act on behalf of the Committee in between meetings, as authorized by the Committee.

E. Removal of officers for nonperformance of duties shall be by a 2/3 (two-thirds) vote of the membership present and voting at a meeting called for this purpose in accordance with the Charter of the Democratic Party of Massachusetts. Notification of the meeting shall be in accordance with Article IV, Section B.

F. In the event of death, resignation, or the permanent removal from the Barnstable Democratic Town Committee of any of the above-named officers, their places shall be declared vacant and be filled at the next regular meeting of the Committee.

Article IX Duties of the Officers

The CHAIR shall preside at all meetings of the Barnstable Democratic Town Committee and at caucuses called by it. The Chair shall vote as any member of the Committee. The Chair shall appoint Standing Committee Chairs as necessary. The Chair is the principal executive officer of the Town Committee with primary responsibility for enforcement of the provisions of the

Charter and the BDTC Bylaws and for communications between the BDTC and the State Committee.

The VICE-CHAIR shall in the absence or inability of the Chair, assume the duties of the Chair.

The RECORDING SECRETARY shall keep a complete record of the proceedings of the meetings.

The Recording Secretary shall preserve all documents, and keep a record of members. The Recording Secretary shall have custody of the seal of the BDTC, if any, and the bond of the Treasurer, if any. In the absence of the Recording Secretary, the Corresponding Secretary shall act as Recording Secretary. If both are absent, a Secretary Pro Tem shall be appointed.

The TREASURER shall have care and custody of all of the funds of the Committee, shall receive all monies and deposit same as directed by the Committee, and shall make all disbursements under the direction of the Committee. The Treasurer shall keep accurate books of accounts, and all funds shall be kept in local banks, and shall be the custodian of the Committee's monies and any instruments that the Committee may at any time wish to execute. He/She shall pay out all monies of behalf of the Committee and shall draw and sign all checks required in the transmission of the Committee's business. All said checks and withdrawals from any bank shall be signed by Treasurer and the Chairperson before they shall be valid. The Chair shall have the right to expend up to a maximum of \$100.00 for Committee business and the Treasurer is authorized to pay the same.

The Treasurer shall make a financial report at every regular meeting and shall submit an annual report. Such report shall be due in January and shall be the basis for the State report due in January of each year.

The Affirmative Action and Outreach Advisor shall be responsible for developing strategies and activities to expand participation in the Committee by the Party's Affirmative Action target groups.

The SERGEANTS AT ARMS (3) shall be responsible for maintaining order and decorum at all meetings, caucuses, and events sponsored by the Committee.

Article X Fiscal Year

The fiscal year of the Committee shall be from January 1st to December 31st of the same year. The annual report shall be read at the January meeting and may be submitted as the filing to the state.

Article XI Endorsements

A. The Town Committee, upon approval by a majority vote of the Committee, may help, aid and endorse and expend as much money as deemed available to elect Democratic candidates.

B. Understanding that endorsing a candidate in a Democratic primary election shall be done rarely and judiciously, if an occasion arises when prudence suggests that an endorsement is a wise course, there shall be two readings as follows:

1. The first reading shall be ***a motion to consider endorsing a specific candidate*** and shall be published as an agenda item in a regularly scheduled meeting. The motion, if made and seconded, must be approved by a majority of those present and voting. The motion to consider endorsing shall then be published as an agenda item in the next regularly scheduled meeting.
2. The second reading shall be ***action on the motion to endorse a candidate***. Endorsement of a specific candidate must be unanimous.
3. Endorsements of public policies or public interest causes shall follow the same rules as those applied in this section for endorsing a Democratic candidate for elective office.

Article XII Delegates

The nomination of delegates to the State Convention shall take place at a time specified by the Democratic State Committee using State Committee Rules and Regulations. The Town Committee may contribute financially toward the expenses incurred by the Delegates at the Convention. The amount of said support shall be determined by the Committee.

ARTICLE XIII - Annual Membership Donations

Each Regular Member of the Democratic Town Committee may be requested to donate the sum of (twenty-five) \$25 dollars. Each Associate Member may be requested to donate the sum of (fifteen) \$15 dollars. Annual Donations shall be requested at the beginning of the fiscal year, and may be waived by the Chair upon request of a Member or Associate Member. No member shall be removed for nonpayment of the membership donation.

Article XIV

The following may comprise the Standing Committees of the Town Committee:

Legislative Committee
Fund-raising Committee
Bylaws Committee

Membership Committee
Scholarship Committee
Public Relations Committee