

By-Laws of the Portage County, Ohio Democratic Party

#2007-01. Organization.

The year and order in which it was adopted shall identify each by-law.

#2007-02. Annual Budget.

- a. Each year the Chair, in cooperation with the Treasurer, Finance Committee, and other officers, shall prepare a written budget, which sets out projected revenues and expenditures for the coming year.
- b. Revenues shall be projected based on planned fundraising events and activities, which shall be described in the budget.
- c. Expenditures shall be projected in two groups, “operating expenditures,” and “campaign expenditures.”
- d. “Operating expenditures” shall include the projected expenses of operating the County Party office, including rent, utilities, insurance, telephones, office supplies, office equipment, Internet website expenses, payments to the Ohio Democratic Party for regularly scheduled party dues and technical support services, and wages of employees.
- e. “Campaign expenditures” shall include donations to any candidates, and preparation and distribution of print, broadcast, or electronic advertising for any slate or group of candidates or issues supported by the County Party.
- f. The Budget shall be presented to the County Central Committee at the first meeting of each calendar year. A copy of the proposed budget shall be included with the Notice of Meeting sent to each member of the County Central Committee for that meeting.
- g. The members of the County Central Committee shall vote on the approval of the annual budget. If the budget is approved by a majority vote of the members attending the meeting, that approval shall authorize the Chair to make expenditures as set out in the budget and shall be the approval, as required by Section 3, for the Chair to execute contracts for the purposes set out in the budget.
- h. If the budget proposed by the Chair is not approved by a majority vote, the floor shall be open to amendments until a budget is approved in accordance with Section G above.

#2007-03. Employee Authorization.

- a. When the Central Committee has approved an annual budget that provides for compensation of employees, the Chair may hire employees.
- b. The Chair may hire an Executive Director for the County Party and assign responsibilities to the Executive Director for the management of the operations of the County Party, except for those responsibilities which are required by statute or by this constitution and by-laws to be performed by a specific officer or standing committee of the County Party.
- c. The Chair may hire an Assistant Secretary and, with the consent of the Secretary, assign clerical responsibilities concerning the records and communications of the County Party, including Internet communications and website maintenance. The Assistant Secretary

shall not be assigned any official reporting responsibilities required by statute to be performed by the Secretary.

- d. The Chair may hire an Assistant Treasurer and, with the consent of the Treasurer, assign clerical responsibilities concerning the records of the County Party. The Assistant Treasurer shall not be assigned any official reporting responsibilities required by statute to be performed by the Treasurer.

#2007-04. Local Democratic Policy Committee.

- a. The Chair may appoint a Local Democratic Policy Committee.
- b. The duties of the Policy Committee shall be to consider issues of importance to Portage County, to investigate such issues, and to make recommendations to the County Central Committee for resolutions supporting or opposing such issues.
- c. The Chair may appoint to the Policy Committee any person who qualifies as a member of the Portage County Democratic Party as set out in Article Three of the County Party Constitution, including elected public officials who are not elected members of the County Central Committee.

#2021-01. Participation and Access.

- a. The Portage County Democratic Party shall seek as broad a base of support as possible. Participation in Party activities is open to all members of the Party regardless of race, color, religion, sex, gender or gender expression, language, national origin, religion, age, military status, genetic testing, disability, or sexual orientation. No test for membership in, or oaths of loyalty to the Party shall be required or used which have the effect of requiring prospective or current members to acquiesce to, condone, or support discrimination.
- b. The time, place and manner of meetings of the Portage County Democratic Party shall be fully publicized in such a manner as to assure timely notice to all interested persons.
- c. The Portage County Democratic Party shall support the broadest possible registration, and shall publicize fully and in such manner as to assure notice to all interested parties a full description of the legal and practical procedures for selection of officers and representatives. Publication of these procedures should be done in such fashion that all prospective and current members of the Party will be fully and adequately informed of the pertinent procedures in time to participate in each selection procedure and compete for such offices.
- d. The Portage County Democratic Party shall provide easy access and frequent opportunity for Portage County residents to become members of the Party and shall support any legislation which so provides.
- e. The Portage County Democratic Party shall adopt no rules which tend to limit participation in the organization, except on the basis of residency and general qualifications for office set out in the Portage County Democratic Party Constitution.

#2021-02. Donation Limitations.

- a. No candidate shall be required to contribute, lend, give or donate anything of value to any Democratic Committee or party official as a condition of endorsement for elective office.
- b. No member, candidate, party official, or Democratic elected or appointed official, acting in their own interest or for any Democratic Committee, shall request or receive any financial contribution, donation, gift or other form of economic remuneration as a condition of securing an endorsement of any Democratic candidate for elective or appointive office.

#2021-03. Party Cooperation.

- a. The Chair and Party officers shall consult and cooperate with their colleagues in other Ohio counties with respect to the business of the Ohio Democratic Party.

#2021-04. Party Unity.

- a. All members of the Party, candidates for office, officers, committees and organizations, and elected Democratic officials shall support each other in shared efforts to promote the principles and ideals of the Democratic Party in Portage County, Ohio, and the United States of America.

#2021-05. Violation of the Constitution and By-Laws; Censure and Sanctions.

- a. Willful and intentional conduct by any party official, party organization, or Democratic elected official in violation of the Constitution and By-Laws of the Portage County Democratic Party shall be cause for censure and such other sanctions as may be adopted by the Central Committee.
- b. A complaint in writing specifying alleged violations of the provisions of the Constitution or By-Laws may be presented to the Chair or Secretary. Such complaint must contain the valid signatures of at least 10% of the Democrats voting in the most recent primary election, or 500 valid signatures, whichever is fewer, within the jurisdiction of the officer, committee or organization, or elected official accused. The Chair shall then relay the complaint to examiners (see below) for further review.
- c. Where violations are alleged, the Chair shall nominate three members of the Central Committee to act as examiners of those allegations. The Central Committee shall confirm or reject the nominations within 30 days. The primary duty of the examiners shall be to investigate violations referred to them by means of a complaint or by majority vote of the members of the Central Committee attending a meeting where such complaints are raised. Such investigation shall include the opportunity for a fair hearing, including (where desired by either the alleging or accused parties) briefs, evidence, and witnesses. The term of the examiners shall be for the duration of the Central Committee that appointed them. The expiration of the examiners' terms of office shall not affect the validity of any report(s) submitted.
- d. Examiners must submit a report in writing to the Chair (or, in cases where the Chair is accused, to the First Vice-Chair) on the result of the investigation within 60 days of receipt of the original complaint. If the examiners conclude that allegations have merit, the matter shall go to the Central Committee for resolution.

- e. The Central Committee, at a properly constituted meeting, shall decide whether to issue a formal censure or other sanctions. Such meeting must take place within 90 days of the issuance of the examiners' report. A majority vote of the members in attendance in favor of issuing sanctions shall be required, and shall be final and binding.

#2021-06. Resolutions.

- a. The Central Committee may adopt or rescind public statements of principle, or take other action deemed necessary by the membership, utilizing resolutions. Such resolutions should be numbered according to the year in which they are adopted (i.e. YEAR-NU), given a brief title explaining their contents, and posted to the Party's website.
- b. Resolutions may be adopted by an affirmative vote of 60% of the members of the Committee present and voting on the matter.

#2021-07. Vacancies and Appointments

- a. Where the Central Committee is tasked by the Constitution of the Portage County Democratic Party or Ohio Revised Code with making appointments to fill vacancies, the Committee shall select a member of the Democratic Party to fill such vacancy.
- b. "Member" shall be defined consistent with Article 3, Section 1 of the Constitution of the Portage County Democratic Party.