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## Bylaws

## ARTICLE I. NAME AND AUTHORITY

This organization shall be known as the Goochland Democratic Committee, hereinafter referred to as the GDC.

This Committee exists under the authority of the Democratic Party of Virginia (DPVA), and conducts its operations in accordance with the party plans of those organizations. This Committee reserves unto itself the implementation of those plans and the daily conduct of its own operations.

## ARTICLE II. PURPOSE

GDC shall be a voluntary association whose purpose is to:

1. Promote the interests of the Democratic Party in Goochland County.
2. Support the nominee(s) of the Goochland Democratic Party in all national, state and local elections.
3. Encourage citizens of all ages to participate in the political process at all levels of government.
4. Organize efforts to increase voter registration and to encourage voting by qualified residents of the county.
5. Raise the necessary funds to promote the objectives of the GDC.
6. Stimulate interest and educate members in understanding the democratic political process.

Specifically, the members of the Committee shall:

1. Use their best efforts to ensure that all Democrats in their respective precincts and legislative districts are registered and qualified to vote.
2. Use their best efforts in general elections to ensure that all voters in Goochland County vote for Democratic candidates
3. Assist in organizing their precincts and legislative districts to ensure active participation and support for Democratic candidates in all elections.
4. Ensure that political literature is distributed during campaigns and that the polling places are staffed on all election days.
5. Assist the Committee in taking stands on current issues as they may be timely and desirable and in the best interest of the Democratic Party.

**ARTICLE II. MEMBERSHIP OF THE GOOCHLAND DEMOCRATIC COMMITTEE**

The fiscal year shall be from January 1st to December 31st. The Committee shall hold a biennial reorganization meeting, or caucus, in even-numbered years.

Membership of the GDC, shall be open to any resident of Goochland County, Virginia who supports the ideals, principles, and goals of the Democratic Party of Virginia, and attends regular GDC meetings. No person shall be denied membership based on race, ethnicity, gender, gender identity, religion, economic status, national origin, sexual orientation, disability, immigration status or voting eligibility.

1. Membership dues for current members are voluntary and may be payable on January 1st of even-numbered years.
2. Membership dues for new members are voluntary and may be paid at the time of application.

Members that are not registered to vote in Goochland County or the district, or the precinct of residency shall not be an Officer, nor Chair of any Committee; however, they may serve in any other capacity including serving on committees at request of the Committee Chairman.

Members, under 18 years old, who are residents of Goochland, and who support the purposes of the GDC shall be eligible to participate as full members except for holding of elective positions within the committee, or as restricted by law.

## ARTICLE III. ELECTED OFFICERS

Elected Officers of the Committee shall serve for a term of 2 years and consist of:

1. Chair, Vice-Chair or Co-Chairs
2. Secretary
3. Treasurer

At each organizational meeting, officers of the GDC will be elected. The Chair of the GDC will take nominations from the floor and all persons who are members of the GDC may vote.

## ARTICLE IV. EXECUTIVE COMMITTEE

The Executive Committee of the GDC shall consist of the Chair or Co-Chairs, Vice Chair, Secretary, Treasurer, Director of Communications, the immediate past Chair or Co-Chairs, and any elected county official who is a Democrat, e.g. County Supervisor or School Board Member**.** The immediate past Chair and the Director of Communications shall serve on the Executive Board in ex-officio capacity and shall not have a vote on the Executive Committee.

1. The Executive Committee shall:
	1. Develop plans for future GDC activities.
	2. Prepare agenda items for GDC meetings.
	3. Have general supervision of the affairs of the GDC between its regular business meetings, make recommendations to the GDC, and shall perform such other duties as are specified in these bylaws. As early as practicable after each of its meetings, the Executive Committee shall report to the full GDC any actions taken.
2. The Executive Committee is authorized to evaluate the activities, membership dues, aims, and policies of the GDC, and submit recommendations, based on such evaluations, to the GDC.

A quorum of the Executive Committee shall consist of a majority. A majority shall decide any question that comes before it.

All meetings of the Executive Committee shall be called by the Chair, except that a special meeting may be called upon at the request of any two of the four (4) members of the Executive Committee.

The Chairmay appoint such individuals or committees as it deems appropriate to serve in positions that aid the Executive Committee in the furtherance of the GDC’s purpose.

Any member desiring to resign from the committee shall inform the Secretary in writing, who will notify the GDC at the next regular meeting.

**ARTICLE V. STANDING AND SPECIAL COMMITTEES**

As soon as practical after the election of officers the Chair shall appoint the following standing committees and the Chair of each, who must be a member of the GDC.

The Chair may appoint such special committees as may be deemed necessary to carry out the responsibilities of the committee. Such special committees shall serve at the pleasure of the Chair.

**Communications Committee**

The Communications Committee shall:

1. In cooperation with the other Standing Committees and the Secretary develop and maintain a website and mailing list to involve citizens of Goochland County in the Democratic Party.
2. With the approval of the Chair of the GDC, the appointed Director of Communications shall furnish press releases to media and make use of such other means of communication as may be available and appropriate.

**Community Outreach Committee**

The Community Outreach committee shall conduct outreach operations to broaden community participation in Democratic activities and support Democratic candidates and shall:

1. Seek volunteers to fill vacancies on state and local boards and commissions.
2. Shall maintain liaison with various community groups such as civic associations, charitable organizations, ethnic and minority organizations, religious leaders and their organizations, veterans’ organizations, teen groups, organizations for the disabled and any other.
3. Report on outreach operations to the GDC, as appropriate.

**Precinct Captains Committee**

The Precinct Captains shall:

1. Organize each district and consider problems and issues that surface in their respective districts.
2. Develop lists of Democratic voters and take appropriate action to get out the vote and staff polling places at election time.
3. Report to the Precinct Operations Chair.
4. Perform such other duties as may be assigned by the GDC.

**Program Committee**
The duties of this committee shall be:

1. Plan programs and special events;
2. Arrange for speakers at the regular GDC meetings; and
3. Perform any other duties that the Executive Committee may assign.

## ARTICLE VI. OFFICERS

The **Chair** and/or **Co-Chairs** shall:

Preside at all meetings. Ascertain that a quorum, as defined in Article VII, is present prior to calling any meeting to order for the conduct of business. Represent the GDC at Legislative District Committee meetings unless the Chair (or a Co-Chair) appoint(s) another Officer. In the event Co-Chairs are elected in place of a Vice-Chair, they will perform the duties of the Vice-Chair stated below.

The **Vice-Chair** shall:

Perform such duties as may be assigned by the Chair. Assume the duties of the Chair in event of absence. Assume the duties of the Chair in event of resignation or inability of the Chair to perform his or her duties until the election of a new Chair at the next regular meeting.

The **Treasurer** shall:

Be responsible for all monies of the GDC, and act on behalf of the GDC to collect all monies and pay all proper bills if such bills have been previously approved by the GDC, or are usual and customary to the ongoing operation of a local Democratic committee. Provide a written report to members annually after finances have been audited by the Executive committee or other audit committee appointed by the Executive Committee.

The Chair and Treasurer with double signatures shall have the power to expend or obligate the GDC to expend up to five hundred dollars ($500) for GDC business without the prior approval of the GDC, provided that they report any such expenditure to the GDC at its next meeting. Expenditures or obligations exceeding five hundred dollars ($500) shall require prior approval by the GDC. Expenditures or obligations authorized under this Section shall not exceed approved budgeted amounts unless approved at a properly convened meeting of the full GDC.

The **Secretary** shall:

Keep minutes of every meeting of the GDC, and maintain attendance records as well as keeping all records organized in an orderly fashion, and have access to the minutes of all previous meetings at each regular meeting.

## ARTICLE VII. MEETINGS

The full GDC shall meet at least 6 times each year or more frequently as deemed appropriate by the Chair or Co-Chair. The Executive Committee shall also meet whenever it is considered necessary to execute party business, as determined by the Chair or a Co-Chair.

Special meetings may be called by the Chair or a Co-Chair in case of an emergency, with a minimum of twenty-four (24) hour notice being given.

A **quorum of thirty percent (30%) of the elected members in good standing of the full Goochland Democratic Committee** shall be required to be present to take any action, except to adjourn a meeting to another time or place. Proxy voting by any committee member in any meeting or caucus shall not be permitted.

Once a quorum is established, a simple majority of those elected members present and voting shall be necessary for the passage of any motion or resolution.

“Roberts Rules of Order” shall govern all GDC, Executive Committee, Standing or Special Committee meetings.

**ARTICLE VIII. PRECINCT CAPTAINS**

The Precinct Captains, selected by the precinct organization committee, shall coordinate the execution of Committee activities in each precinct.

The **Precinct Operations Chair** shall:

1. Supervise all precinct operations.
2. Establish and appoint members to subcommittees, as needed, to oversee precinct operations.
3. Be responsible for planning and conducting all voter registration activities approved by the Committee.
4. Revise the precinct handbook for approval by the Executive Board upon the request of the Chair, as appropriate.
5. Perform such other duties as may be directed by the Chair or the Executive Board.

## ARTICLE IX. COMMUNICATION POLICY

The GDC Chair shall appoint a Communications Director. The Communications Director shall:

Disseminate information on behalf of the GDC in accordance with guidance from the Chair or Co-Chairs. Maintain the website, all social media, and mailing lists (Executive Committee, members, and friends).

## ARTICLE X. ENDORSEMENTS FOR LOCAL PUBLIC OFFICE

1. The GDC may endorse candidates for local office.
2. Endorsements shall be made at meetings.
3. Qualified persons, who have either declared their candidacy or whose names are presented by members shall present themselves in person before the GDC for consideration.
4. Each member shall have one vote for each endorsement, and no proxies shall be allowed. Secret ballots shall be used if requested by any member present.
5. No member of the GDC shall publicly support, endorse or assist a candidate who is opposing a Democratic candidate.

## ARTICLE XI. REMOVAL OF MEMBERS INCLUDING OFFICERS FOR CAUSE

1. Cause sufficient to permit removal of Members shall be defined as follows:
2. Failure to perform the designated duties of office.
3. Malfeasance in office, which is defined as willful and intentional misconduct.
4. Misfeasance in office, which is defined as the performance in the course of duties with the GDC of a lawful action in an illegal or improper manner and need not involve intentional or willful misconduct. Conduct may be considered misfeasance without involving a misdemeanor or felony under state or federal law.
5. Violation of or failure to comply with duly adopted provisions of Bylaws, if done by the person to be removed, with intention to commit said violation.
6. Other such grounds as may be added or deleted from time to time by amendment of these Bylaws.
7. Should any member be removed, that member has the right to appeal to the Congressional District Committee as provided in State Party Plan within fifteen (15) days of this action.
8. A member removed may reapply for membership. If reinstated, the member will be listed as a non-voting member for a period of thirty (30) days. After the thirty days, he/she will have full voting rights.

## ARTICLE XII. OFFICER VACANCIES

Officer vacancies shall be filled at any regular meeting after at least 14-day notice by regular mail, telephone, or email. Nominations will be accepted from the floor and voted on by a majority of members present, assuming a quorum is present.

## ARTICLE XIII. AMENDING BYLAWS

The Bylaws shall be effective until amended in accordance with this Article XIII, and continue from Committee to Committee.

Any proposed amendment to these Bylaws shall be submitted in writing by a member of the Committee at a regular meeting and read for the minutes.

At the following regular meeting, the proposed amendment shall be considered and voted upon. Adoption shall be by two-thirds (2/3) vote of all Committee members present and voting.

## ARTICLE XIV. PRECEDENCE OF LAWS

If any provision of the Bylaws conflicts with the Democratic Party of Virginia Party Plan, or Federal or State laws, said plan and/or laws shall supersede.

**Adopted:** June 24, 2017