

TOWN OF SAUGERTIES DEMOCRATIC COMMITTEE BY-LAWS

PREAMBLE

We, the duly elected members of the Ulster County Democratic Committee from the Town of Saugerties, do hereby re-form the Town of Saugerties Democratic Committee pursuant to Article IX, Section 1 of the Rules and Regulations of the Democratic Party of the County of Ulster. We have joined together to aid in the election of Democratic candidates for public office, and to assist the Democratic County, State and National Committees when and where possible. To help accomplish these goals, we have established these bylaws. All prior by-laws that may exist for the Saugerties Democratic Committee are hereby revoked.

ARTICLE ONE - GENERAL ORGANIZATION

Members

1. Any registered Democrat residing within the Town of Saugerties shall be eligible to be a member of the Ulster County Democratic Committee. All Democratic County Committee Members from the Town of Saugerties shall be voting members of this organization. The Saugerties Democratic Committee may designate any person who has provided distinguished service as an Honorary Member of this Committee with voting rights in the Saugerties Committee only.

Filling Vacancy

- 2a. In the event of a vacancy in a Committee seat due to removal, the Committee shall declare a vacancy at a regular meeting and shall fill the vacancy at the next regular meeting, after notifying by mail all enrolled Democrats in the Election District in which the vacancy was declared and by publishing a newspaper notice, that the vacancy exists, that they are eligible to fill the vacancy and that a vote will be taken among all enrolled Democrats at the next regular meeting of the Committee to fill the vacancy. The enrolled Democrat who receives the most votes will fill the vacancy until the term of the committee member being replaced ends.
- 2b. In the event of a vacancy in a Committee seat due to resignation or death, the Committee shall declare a vacancy at a regular meeting and shall fill the vacancy at the next regular meeting, after notifying by mail all enrolled Democrats in the Election District in which the vacancy was declared and by publishing a newspaper notice, that the vacancy exists, that they are eligible to fill the vacancy and that a vote will be taken resignation or death at the next regular meeting of the Committee to fill the vacancy. The enrolled Democrat who

receives the most votes will fill the vacancy until the term of the committee member being replaced ends.

Associate Committee Members

3. The Committee Members can elect up to two Associate Committee Members for each election district and will designate primary and secondary positions thereof. The Associates must be enrolled Democrats in Saugerties. They shall have all the rights of Committee persons and will be considered Committee Members, except for the right to vote on the Town Committee in Saugerties. However, should a Committee person be absent, and an Associate from his/her district be present, the Associate shall then be allowed to vote with the Primary Associate having priority over the Secondary Associate.

Meetings

4. A set day and time for monthly Saugerties Democratic Committee meetings will be established in September on an annual basis; the set date will be subject to change only for unforeseen circumstances. An annual schedule of meetings will be provided to all committee persons and will be submitted to the local newspaper.

Quorum

5. A quorum shall be nine members of the Committee. Associates will be counted in a quorum if they are eligible to vote.

Public Meetings

6. Meetings will be open to the public.

Special Meetings

7. Special meetings may be held by vote of the membership at a previous meeting, or by direction of the Town Chair, or by notice to Committee Members from five Committee Members, stating the nature of the business to be brought before the special meeting. All Committee Members must receive 48-hours notice prior to a special meeting.

Executive Session

8. The Committee may go into Executive Session (closed to all but Committee Members) when deemed appropriate in accordance with the NY Public Meetings Law. Executive Sessions may be proposed by any member of the Committee, and must be approved by a majority vote of those Committee Members present.

Majority Vote

9. All decisions of the Committee will be by majority vote of the Committee Members present and entitled to vote. There will be no proxy votes.

Removal

10. A Town Committee Member may be removed for cause in accordance with the provisions of Section 2-116 of the Election Law and Article XII, Section 1 of the Rules and Regulations of the Democratic Party of the County of Ulster.

Removal for Absence

11. In the event a Committee Member is absent for three (3) consecutive meetings, he/she may be asked to resign from the Committee by a majority vote of the Committee. If the Committee Member does not resign upon request and continues thereafter to be absent from the regular meeting, he/she will be subject to removal proceedings pursuant to Article XII, Section 1 of the County Rules and Regulations.

ARTICLE TWO - ELECTION OF OFFICERS

1. Election of officers shall be pursuant to Article IX, Section 2 of the Rules and Regulations of the Democratic Party of the County of Ulster. Officers must be a resident of the Town of Saugerties, but need not be Committee Members.
2. At the next regular meeting after the primary at which the Saugerties Committee persons are elected, they shall meet and elect, by majority vote of the Members present and eligible to vote, their officers for two year terms.
3. At least one week's written notice of the meeting to elect officers must be sent to each Committee Member by e-mail or regular mail.
4. The outgoing chairperson, or in his/her absence any newly elected Committee Member, shall call the election meeting to order. The Members present shall by a majority vote elect a temporary Chair and Secretary to conduct the elections. The elections shall be by secret ballot; the candidate receiving a majority of the vote for each office shall be declared elected. Each candidate shall be entitled to appoint one teller to canvas the ballots.
5. The temporary Chair and Secretary of the election meeting shall execute a certificate of election of the new officers. This certificate shall be filed with the Chairperson of the Ulster County Democratic Committee and the Ulster County Board of Elections within three days after the election meeting.

ARTICLE THREE - OFFICERS

1. The officers of the Saugerties Democratic Committee shall be the Chairperson, 1st Vice Chairperson, 2nd Vice-Chairperson, Recording Secretary, and Treasurer.
2. Vacancies in the offices shall be filled by election at the regular monthly meetings following the vacancy upon written notice thereof to all Members of the Committee.

Chairperson

3. The Chairperson shall preside at all Committee meetings. He/she shall serve on the County Executive Committee and shall attend and report on all meetings of the Democratic County Committee. He/she will serve as a liaison for the Saugerties Town Committee with the County Democratic Committee and other town committees in Ulster County. The Chairperson shall be responsible for submitting the list of Democratic election inspectors and clerks to the Town Board. Additionally, the Chairperson shall be an ex-officio member of all subcommittees.

1st Vice Chair

4. The 1st Vice Chairperson shall assist the Chairperson in his/her duties, and shall serve as Acting Chairperson in the event of the Chairperson's temporary absence or disability. In addition, the Vice Chairperson shall be an ex-officio member of all subcommittees.

2nd Vice Chair

5. The 2nd Vice Chairperson shall assist the Chairperson in his/her duties, and shall serve as Acting Chairperson in the event of the Chairperson's and 1st Vice-Chair's temporary absence or disability. He/she shall be ex-officio member of all subcommittees.

Recording Secretary

6. The Recording Secretary will be responsible for accurately recording the minutes of all Monthly, Special, and Executive Committee Meetings. A copy of such minutes will be forwarded to the Chairperson within 7 days after the meeting, and sent to the Members of the Committee electronically or by mail, one (1) week before the next regular meeting.

Treasurer

7. The Treasurer shall keep all funds of the organization, collecting and disbursing the same as directed. All accounts shall be deposited in a local banking institution in the name of Saugerties Democratic Committee. All withdrawals are to be made on the signature of the

Chairperson or Treasurer for any amount up to \$100.00; expenditures of more than \$100.00 require the approval of the Committee. The Treasurer shall present an up-to-date financial report in writing at each monthly meeting, or when requested to do so by the Committee or Executive Committee.

Parliamentarian

8. A Parliamentarian may be appointed by the Town Chairperson, and shall serve at the pleasure of the Town Chairperson. The Parliamentarian shall fulfill the duties of that office provided for under Roberts Rules of Order.

Re-election

9. Officers shall be eligible for re-election pursuant to Article IX Section 3 of the County Rules and Regulations, and shall serve until their term expires, or their resignation, death or removal pursuant to Article XIII of the County Rules and Regulations.

Removal

10. A Town Committee officer may be removed for cause in accordance with the provisions of Section 2-116 of the Election Law and Article XIII, Section 1 of the Rules and Regulations of the Democratic Party of the County of Ulster. The removal of an individual as a Town Committee officer shall not necessarily affect his or her separate status as a member of the Saugerties Democratic Committee.

ARTICLE FOUR - STANDING SUBCOMMITTEES

The standing subcommittees shall be: the Executive Committee, the Search Committee, the Voter Data Committee, the Fundraising Committee and the Program Committee.

Executive Committee

1. The Executive Committee shall consist of the elected officers of the Town Committee.

Search Committee

2. The Search Committee shall meet throughout the year at regularly scheduled meetings in order to screen potential candidates, and present to the entire Town Committee a list of the same no later than July 1 of an election year.

Voter Data Committee

3. The Voter Data Committee will be responsible for evaluating voter patterns and trends and recommending to the Committee strategies to increase voter turn-out and favorable outcomes.

Fundraising Committee

4. The Fundraising Committee shall be responsible for raising sufficient funds for the Town Committee to carry out its purposes.

Program Committee

5. The Program Committee will organize public events to educate the community and promote Democratic Party values.

Chairpersons of Committees

6. Chairpersons of all standing committees shall be elected by the entire Town Committee. The Town Committee shall elect membership of standing subcommittees.

Ad Hoc Committee

7. An ad hoc subcommittee may be formed by a vote of the Town Committee. The Town Committee shall elect membership on ad hoc subcommittees, unless the Town Committee gives the Town Committee Chairperson the power to appoint the ad hoc subcommittee.

Vacancies

8. Should a vacancy in an elected subcommittee seat or chair occur it should be filled by election at the next regular monthly meeting of the Town Committee.

ARTICLE FIVE - MISCELLANEOUS

1. No Member except the Chairperson may make a public statement on behalf of the Committee, or take public action on behalf of the Committee, unless said statement and/or action has been approved by the Town Committee in advance.
2. All procedures of this Committee shall be held in accordance with the Election Law of New York State.
3. Wherever the foregoing By-Laws may be inconsistent with the Rules of the County Committee, the latter shall prevail.

ARTICLE SIX - AMENDMENTS

1. Any amendment to these by-laws shall be proposed and submitted in written form to the Town Committee. Proposed amendments shall be discussed at least once at a regular monthly meeting prior to being voted upon. By-Laws must be adopted by a 2/3 vote of those Committee Members present and entitled to vote at a regular meeting. A proposed by-law amendment shall be mailed to all Committee Members giving notice of both the meeting at which such amendments will be discussed and the meeting at which it will be voted upon.

Adopted at a Meeting of the Saugerties Democratic Committee held on November 18, 2003.

Secretary to Committee