

# Bylaws of the New Kent County Democratic Committee

## Article I. Membership of the Democratic Committee

Membership of the New Kent Democratic Committee herein referred to as the 'NKCDC' shall be open to any resident of New Kent County, Virginia who support the ideals and goals of the Democratic Party of Virginia and attends regular NKCDC meetings.

Dues assessment for membership may be levied at the discretion of the Executive Committee of the NKCDC.

## Article II. Elected Officers

At each organizational meeting, officers of the NKCDC will be elected. The permanent Chair of the NKCDC will take nominations from the floor and all persons who are members of the NKCDC will vote for the following: Chair, Vice-Chair, Secretary and Treasurer. The office of Secretary and Vice-Chair may be combined if agreed to by the NKCDC.

## Article III. Membership of the Executive Committee

The Executive Committee of the NKCDC shall consist of the elected Officers, and any County Officials and elected Constitutional Officers who announced, campaigned and were elected as members of the Democratic Party.

Persons elected to the Executive Committee shall serve a term a term of two years from the date of the organizational meeting or until a proper subsequent election is conducted, whichever occurs later.

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

## Article IV. Duties of the Officers

The **Chair** shall:

Preside at all meetings. Ascertain that a quorum, as defined in Article V, is present prior to calling any meeting to order for the conduct of business. Represent the Committee at Legislative District Committee meetings unless the Chair does not live in a particular district, or unless the Chair appoints another Officer to fill in temporarily.

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 NKCDC, and act on behalf of the NKCDC to collect all monies and pay all proper bills provided that such bills have been previously approved by the NKCDC and itemized receipts presented before such payment. No checks may be written to cash. Both the Chair and the Treasurer shall be required to cosign all checks. The Treasurer shall submit a written financial report of income and expenses at each meeting.

The **Secretary** shall:

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

#### **Article V. Meetings**

The full NKCDC shall meet on the second Tuesday of every month at 7:00pm at the New Kent School Board Office - Historic Courtroom in the old Courthouse Bldg., 12003 New Kent HWY, New Kent, VA 23124 unless otherwise specified by the Chair. via email and the NKCDC Facebook Page.

The Executive Committee shall also meet whenever it is considered necessary to execute party business.

Special meetings of the NKCDC may be called by the Chair in case of an emergency, with twenty-four hours notice being given.

Two members of the Executive Committee and three members of the regular membership shall constitute a quorum at NKCDC meetings.

A simple majority of those present and voting shall be necessary for the passage of any motion or resolution by the NKCDC.

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

#### **Article VI. Removal**

No member of the NKCDC shall publicly support, endorse or assist a candidate who is opposing a Democratic candidate.

The NKCDC may remove from both office and membership, by a majority of those eligible, present and voting, any person found guilty of neglect of any duty imposed upon him or her.

**Article VII. Vacancies**

Vacancies on the NKCDC shall be filled at any regular meeting of the NKCDC .  
Nominations will be accepted from the floor and voted on by a majority of members present.

**Article VIII. Amending Bylaws**

The Bylaws may be amended by two-thirds vote of the New Kent County Democratic Committee members present and eligible to vote after presentation at a meeting, of which members were given advance notice.

**Article IX. Precedence of Laws**

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

Proposed for approval on March 8, 2016

Adopted by the New Kent Democratic Committee on March 8, 2016