

TOWN OF SAUGERTIES DEMOCRATIC COMMITTEE BYLAWS

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 X, of the Rules and Regulations of the Democratic Party of the County of Ulster (hereafter County Democratic Party Rules). 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 Bylaws that may exist for the Saugerties Democratic Committee are hereby revoked.

Article 1. GENERAL ORGANIZATION

Section 1.01. Members

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 the Town of Saugerties Democratic Committee. The Saugerties Democratic Committee may designate any person who has provided distinguished service to the Committee as an Honorary Member of this Committee without voting rights.

Section 1.02. Associate Committee Members

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 residing 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 unless a Committee Member representing their election district is absent; then an Associate from that district shall be allowed to vote, with the Primary Associate having priority over the Secondary Associate.

Section 1.03. Filling a Vacancy

In the event of a vacancy in a Committee seat due to death, declination, disqualification, resignation or removal, the Committee shall notify all enrolled Saugerties Democrats through the local newspaper, and all Committee electronic media outlets, that a vacancy exists and that they are eligible to fill that vacancy. The following procedure shall be used to fill any vacancy:

- a. An enrolled Democrat in the Town of Saugerties may inform a Member of the Committee or the entire Committee at one of its regular meetings that they would like to join the Committee as an Election District representative, or as an Associate Member;
- b. The Secretary shall provide a copy of the Bylaws of the SDC and the County Democratic Party Rules and the description of the Duties of SDC Members approved by the Committee to any applicant who wishes to join the Committee;
- c. A person who wants to join the Committee shall have in the preceding 12 months attended two monthly meetings of the Committee to observe how it functions;
- d. After the applicant attends two meetings and still expresses an interest in becoming a Member, the Committee shall refer the applicant to the standing Search Committee which will arrange for one and preferably two members of the Search Committee to meet with the applicant prior to the next regular meeting of the full Committee;

- e. The applicant will be asked to share their interest in serving and what they see themselves contributing to Committee activities. The Search Committee member(s) will answer any questions from the applicant and shall ensure they understand the responsibilities of a Member;
- f. At the next regular meeting of the full Committee, a Member of the Committee may move to have the applicant join the Committee as a regular or Associate Member for a specific Election District in which there is a vacancy in either position, and another Member must second the motion;
- g. The applicant will present themselves at the meeting to describe their motivation for joining and their background, and to answer any relevant questions the Members may have;
- h. If the motion is approved by the full Committee by a majority vote at which a quorum is present, the applicant will become a Member or Associate Member of the Saugerties Democratic Committee in the designated Election District until the next biennial election of Committee Members; and
- i. The decision to admit or reject an applicant shall be made by secret ballot, if requested by the applicant or a Voting Member of the Committee.
- j. Upon written request and recommendation by the Saugerties Democratic Committee, the vacancy will be filled for the remainder of the term through a vote of the County Committee or Executive Committee pursuant to County Democratic Party Rule Article II Section 7(b-d).

Section 1.04. Meetings

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 Members and will be submitted to the local newspaper. For meetings of the Committee other than the regularly scheduled monthly meetings, the Secretary shall give all Members a ten (10) day notice of the meeting in writing, unless the Committee by majority vote shortens the notice period for that specific meeting.

Section 1.05. Quorum

- a. A quorum shall be forty percent (40%) of the members of the Committee. Associates will be counted in a quorum if they are eligible to vote.
- b. Committee Members are expected to attend all meetings in person, except when excused by the Chair for good cause. A Member excused for good cause may be counted present by attending the meeting through the use of telecommunications (virtually) at which virtual technology provides visible sight of the Committee Member where they can participate, be heard and vote. Virtual presence will be counted in the quorum tally.
- c. Where necessary, such as in a medical emergency or pandemic, a virtual meeting of the full Committee may be held. In all such cases, virtual attendance must provide visible sight of the Committee Member where they can participate, be heard and vote. Virtual presence will be counted in the quorum tally.

Section 1.06. Public Meetings

Meetings will be open to the public except when closed by a majority vote of the Committee Members present.

Section 1.07. Special Meetings

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 at least five (5) Committee Members, stating the nature of the business to be brought before the special meeting. All Committee Members must receive notice in accordance with Section 1.04.

Section 1.08. Voting

Each Member of the Town Committee shall have one vote and there shall be no weighted voting. The Town Committee shall act according to the majority vote of those Members in attendance. There shall be no voting by proxy. The normal method of voting on all questions except votes for contested elections, endorsements or nominations shall be 'viva voce' (word of mouth), but a secret roll call may at any time be ordered by the Chair or had on demand of one-tenth (1/10th) of the Members present.

a. Endorsement Vote: When candidates seek the endorsement of the Saugerties Democratic Committee to run for a specific office, approval of a candidate requires two-thirds (2/3) of the total eligible voting Members of the Committee.

(i) Notification that the endorsement vote will occur must be sent to each Committee Member at least ten (10) and no more than thirty (30) days prior to the vote;

(ii) A quorum for a meeting that votes on an endorsement shall be one half (1/2) of all Members of the SDC eligible to vote when the vote is taken;

(iii) Any SDC Member may request that the vote be taken by secret ballot and upon such a request, the vote shall be taken by secret ballot;

(iv) A Member of the SDC does not need to be present when the vote to endorse is taken, but they must have delivered their ballot to the Committee's Secretary by 6 pm on the day of the meeting in a blank sealed envelope. That blank sealed envelope must be placed inside a second sealed envelope bearing the voter's name, signature and address.

(v) A majority vote of the Members present may extend the voting deadline until midnight two days after the meeting and the vote may be submitted to the Secretary as provided in subsection (iv) or by e-mail.

(vi) Immediately after the vote is tallied, the Chair shall announce the result.

b. Contested Elections: Procedures for contested elections, endorsements or nominations shall proceed in a manner consistent with Article V, Section 6(b) of the County Democratic Party Rules (except that weighted voting shall not be used and each Committee Member shall have one vote) as set forth below:

(i) In the event of two competing candidates, each voting Member shall cast their vote for one candidate via paper or electronic secret ballot if provided for.

(ii) In the event of three or more competing candidates, ranked choice voting shall be the method of voting, using the following procedure, via paper or electronic secret ballot:

(a) Every voter is given a ballot.

(b) Voters may write up to 3 candidates on their ballot, numbered in order of preference.

(c) When voting is completed, the vote tellers divide the ballots into piles according to the first choice listed on the ballot.

(d) The vote for each candidate is counted.

(e) If any candidate has more than 50% of the total vote, that candidate is declared the winner except for endorsement votes in which case a candidate must receive at least 2/3 of the votes to be declared the winner.

(f) If no candidate has more than a 50% majority or 2/3 of the vote, the candidate who received the fewest votes is eliminated and the pile of ballots listing that candidate first is reallocated as follows:

- i) The eliminated candidate's name is crossed off.
- ii) The ballots are distributed to the piles of remaining candidates listed.
- iii) The votes are counted and the total is added to the already recorded total for the remaining candidates.
- iv) Return to step b.(ii)(e) above to determine the outcome. If a winner has not been determined proceed according to step b(2)(f) until a winner is determined.
- v) If two persons are tied for the least popular position, they both will be eliminated and their second and third place votes will be distributed to the remaining candidates, and counted and added to the totals for the remaining candidates. If one of those remaining candidates meets the required total under step b(ii)(e) that person is declared the winner. If not, the remaining candidate with the fewest votes would then be eliminated, and the count would continue pursuant to step b(ii)(f).

c. Nominations: Nominations for a slate of candidates shall not include candidates in contested elections.

d. Immediately after the vote is tallied, the Chair shall announce the result.

Section 1.09. Removal

A Town Committee Member may be removed for disloyalty to the party or corruption in accordance with the provisions of Section 2--116 of the Election Law and Article XII, Section 1 of the County Democratic Party Rules.

Section 1.10. Absences

Attendance at Committee meetings is a responsibility of Committee Members. If a Committee Member cannot attend a meeting, their reason for being absent should be communicated to the Secretary or another Officer of the Committee. If a Member misses three (3) consecutive meetings without excuse, they may be

asked by the Chair pursuant to a majority vote of the Committee to resign their Committee seat so that the vacancy can be filled by another Saugerties Democrat.

Article 2. Election of Officers

Section 2.01. Qualifications

Election of officers shall be pursuant to Article X, Section 2 of the County Democratic Party Rules. Officers must be residents of the Town of Saugerties and enrolled Democrats, but need not be Committee Members.

Section 2.02. Nomination

At the next regular meeting following the County Organizational meeting, after the primary at which the Saugerties Committee Members are elected, they shall meet and elect, by majority vote of the Members present and eligible to vote, their officers for two-year terms. All nominations shall be made by Members of the Committee.

Section 2.03. Meeting Notification

At least fifteen (15) days' written notice of the meeting to elect officers must be sent to each Committee Member by e-mail or regular mail as well as notification to the public through social and print media.

Section 2.04. Organizing Meeting

The outgoing Chair, or in their absence or failure to attend, any Member of the Committee, shall call such meeting to order and the Members present shall, by a majority vote, elect a temporary Chair and Secretary to conduct such meeting until the election of new officers. Fifty percent (50%) of elected Committee Members shall constitute a quorum. The method of voting shall be one person, one vote, and the candidate receiving a majority of the votes cast by the Members present shall be declared elected. In the event that there are more than two candidates for one position, the ranked voting procedures outlined in Article 1, Section 1.08 above shall be used. (Each candidate shall be entitled to appoint one teller to canvass the ballots.)

Section 2.05. Certificate of Election

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 3. Officers

Section 3.01. Officers

The officers of the Saugerties Democratic Committee shall be the Chair, 1st Vice Chair, 2nd Vice Chair, Secretary and Treasurer.

Section 3.02. Filling Vacancies

Vacancies in the offices shall be filled by election at the regular monthly meetings following the vacancy, and upon written notice thereof to the public and all Members of the Committee in accord with the requirements of Article 2, Section 2.03 above.

Section 3.03. Duties of Officers

- a. The Chair shall preside at all Committee meetings. They shall serve on the County Executive Committee and shall attend and report on all meetings of the Democratic County Committee. They will serve as a liaison for the Saugerties Town Committee with the County Democratic Committee and other town committees in Ulster County. Additionally, the Chair shall be an ex-officio member of all subcommittees.
- b. The 1st Vice Chair shall assist the Chair in their duties, shall present themselves as a different gender than that of the Chair, and shall serve as Acting Chair in the event of the Chair's temporary absence or disability. In addition, the 1st Vice Chair shall be an ex-officio member of all subcommittees.
- c. The 2nd Vice Chair shall assist the Chair in their duties, and shall serve as

Acting Chairperson in the event of the Chairperson's and 1st Vice Chair's temporary absence or disability. They shall be an ex-officio member of all subcommittees.

- d. The Secretary shall be responsible for accurately recording the minutes of all Monthly, Special, and Executive Committee Meetings. A copy of such minutes shall be forwarded to the Chair within 7 days after the meeting, and sent to the Members of the respective Committees electronically or by mail, one (1) week before the next regular meeting, or as long before the next meeting as practicable.
- e. The Treasurer shall keep all funds of the organization, collecting and disbursing the same as directed. All funds shall be deposited in an account at a local banking institution in the name of Saugerties Democratic Committee. All withdrawals are to be made on the signature of the Chair 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. The Treasurer shall file a timely financial disclosure statement with the New York State Board of Elections.
- f. A Parliamentarian may be appointed by the Town Chair, and shall serve at the pleasure of the Chair. The Parliamentarian shall fulfill the duties of that office provided for under Roberts Rules of Order.

Section 3.04. Re-election of Officers

Officers shall be eligible for re-election pursuant to Article X Section 3 of the County Democratic Party Rules, and shall serve until their term expires, or their resignation, death or removal pursuant to the procedure set forth in Article III Section 3 of the County Democratic Party Rules. In the event of such a vacancy the officer shall be replaced by the Town Committee.

Section 3.05. Removal of an Officer

A Town Committee officer may be removed for cause from office in accordance with the provisions of Section 2--116 of the Election Law and Article III, Section 4 of the County Democratic Party Rules, except that all references in Section 4 to County shall be considered a reference to Town. The removal of an individual for cause as a Town Committee officer shall not necessarily affect their separate status as a member of the Saugerties Democratic Committee.

Article 4. Saugerties Democratic Committee Subcommittees

Section 4.01. Standing Subcommittees

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

a. Executive Committee

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

b. Search Committee

The Search Committee shall meet throughout the year as necessary in order to screen potential candidates and present to the entire Town Committee a list of the same no later than February 1 of an election year. It shall also review applicants to be appointed to the Committee to fill vacancies between the biennial elections in accordance with Article 1, Section 1.02 of these Bylaws.

c. Voter Data Committee

The Voter Data Committee will be responsible for evaluating voter patterns and trends, recommending to the Committee strategies to increase voter turnout and favorable outcomes.

d. Fundraising Committee

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

e. Program Committee

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

f. Local Campaign Committee

The Local Campaign Committee shall create and update annually a Campaign Plan to assist candidates for local office to develop campaign plans and interface with the Committee and apply for financial support from the Committee.

g. Standing Subcommittees membership

The Town Committee shall approve the Chair and membership of Standing Subcommittees.

Section 4.02. Ad Hoc Subcommittees

An ad hoc subcommittee may be formed by a vote of the Town Committee. The Town Committee shall approve membership on ad hoc subcommittees, unless that power is granted by the Town Committee to the Town Committee Chair.

Section 4.03. Subcommittee Vacancies

Should the membership of the Subcommittee declare that 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 5. Miscellaneous

Section 5.01. Committee Representation to the Public

No Member, except the Chair, may make a public statement on behalf of the Committee, or take public action on behalf of the Committee, unless said statement and/or public action made by a Member other than the Chair has been approved by the Town Committee in advance.

Section 5.02. Precedence

- a. All procedures of this Committee shall be held in accordance with the Election Law of New York State.
- b. Wherever the foregoing Bylaws may be inconsistent with the County Democratic Party Rules, the latter shall prevail.

Article 6. Amendments

Section 6.01. Procedures

Any amendment to these Bylaws 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. Bylaws must be adopted by a 2/3 vote of those Committee Members present and entitled to vote at a regular meeting. A proposed Bylaw 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. Such notice shall be given no later than ten (10) days before the meeting at which the amendment will be discussed.

Section 6.02. Relationship to Resolutions

For any Resolution that bears on any provisions addressed herein, the necessary language to amend the Bylaws will be part of that Resolution.

Adopted at a Meeting of the Saugerties Democratic Committee held on
November 24, 2020.

William Barr

William Barr, Secretary to Committee