

Bylaws of the Clark County Democratic Party

(Adopted May 25, 2011)

ARTICLE I

The Democratic Party of Clark County, Nevada

The Democratic Party of Clark County, Nevada shall:

Section 1: Be known as the Clark County Democratic Party (CCDP).

Section 2: Assist in the election of local, state and national Democratic candidates.

Section 3: Adopt and support statements of policy.

Section 4: Assist local precincts in the election of candidates and the education of their voters.

Section 5: Establish standards and rules of procedure to afford all members of the CCDP full, timely and equal opportunities to participate in decisions concerning the conduct of Party affairs, without prejudice on the basis of sex, race, age (except where state and federal law precludes participation), color, creed, national origin, religion, sexual orientation, gender identity or expression, ethnic identity, physical disability or economic status, and further to promote fair campaign practices and the fair adjudication of disputes.

Section 6: Raise and disburse monies needed for the continuing operation of the CCDP.

Section 7: Work with Democratic public officials at all levels to achieve the objectives of the CCDP.

Section 8: Encourage and support codes of political ethics that embody substantive rules of ethical guidance for public officials in federal, state and local governments, to assure that public officials shall at all times conduct themselves in a manner that reflects creditably upon the office they serve, shall not use their office to gain special privileges and benefits and shall refrain from acting in their official capacities when their independence of judgment would be adversely affected by personal interest or duties.

ARTICLE II

Clark County Democratic Party Convention

Section 1: At a time and date set by the Nevada State Democratic Party Central Committee and pursuant to the Nevada State Democratic Party Charter, Bylaws, and Delegate Selection Plan, the delegates elected to the Clark County Democratic Party Convention by the

registered Democrats attending precinct caucus meetings shall convene and organize in Las Vegas and/or at such place in the county as the Clark County Central Committee shall designate.

Section 2: The manner of organizing each convention shall be as follows:

- (a) The Chair and Secretary of the CCCC shall be the Chair and Secretary of the Convention.
- (b) The CCCC Chair with the approval of the majority of the e-board shall, before the date of the convention, designate a credentials committee and a Chair to examine the credentials of all persons claiming to be delegates. All such persons whose credentials are not in dispute must be seated as delegates. Those credentials in dispute will be granted a hearing by the credentials committee.
- (c) When all such disputes have been determined and resolved, the convention shall complete its organization, including the adoption of rules to serve for the duration of that convention and adoption of the convention agenda.

Section 3: The purpose of the County Convention shall be to:

- (a) Elect the Clark County delegates to Nevada Democratic Party state convention.
- (b) Elect At Large Representatives to serve on the Clark County Central Committee for the ensuing term.
- (c) Adopt a county platform.
- (d) Take such other action pertaining to the affairs CCDP as may be deemed proper.

Section 4: The chairman and the secretary of the County Convention shall certify to the State Convention the result of the election by the County Convention of delegates to the State Convention.

ARTICLE III

Clark County, Nevada Democratic Central Committee

Section 1: The Clark County, Nevada Democratic Central Committee, also called the Clark County Central Committee (CCCC), shall be the governing body of the CCDP.

Section 2: The CCCC shall have all the powers and carry out all the duties delegated to it by the County Convention under these Bylaws. In addition to formulating and disseminating statements of party policy, the CCCC is the sole Party organization authorized to collect and disburse funds in the name of the CCDP. The CCCC provides the funds, staff and other assistance necessary for the operations of its committees.

Section 3: The CCCC shall consist of all Precinct Captains and Precinct Representatives elected at the Precinct Caucuses, and At-Large Representatives elected at the County Convention.

- (a) Each voting precinct entitled to one Precinct Captain and one additional Precinct Representative. Each Precinct Captain and Precinct Representative shall be elected by a majority of that precinct's registered democratic voters present and voting during the Precinct Caucuses;
- (b) In addition to the representatives elected as set forth in subsection (a) of this section, the CCCC may elect additional At-Large Representatives. The number of At Large Representatives shall not exceed fifteen percent (15%) of the number of Precinct Captains and Precinct Representatives elected at the Caucuses in any Presidential year. At-Large Representatives shall be elected by a majority vote of the CCCC members present and voting at the time of the County Convention. Ex-Officio members of the CCCC who have converted their membership to an At-Large Representative as provided for in Section 10 below shall not be included in the calculation of the number of allowable At-Large Representatives.

Section 4: CCCC members shall be elected to terms of (2) two years and shall take office after the County Convention immediately following or at which they were elected, and serve until the adjournment of the next succeeding County Convention or until their resignation, removal, or election or appointment of their successors.

Section 5: After the County Convention, the composition of the CCCC may be changed by the CCCC to reflect changes in the organization of precincts. The CCCC may by majority vote adopt any additional policies and procedures needed for the governance of this process.

Section 6: An individual is eligible to serve as a Precinct Captain if he or she has been registered to vote as a Democrat in that precinct for at least the preceding (30) thirty days. A Precinct Captain shall:

- (a) Assist the CCCC in increasing the total number of registered Democrats and providing the most accurate information on all voters in the precinct.
- (b) Coordinate get out the vote efforts within the precinct.

- (c) Maintain the Democratic organization within the precinct.
- (d) Physically attend at least two (2) regularly scheduled meetings of the CCCC each year of their term.
- (e) Perform any other duties assigned by the Executive Board or CCCC.

Section 7: An individual is eligible to serve as a Precinct Representative if he or she has been registered to vote as a Democrat in that precinct for at least the preceding (30) thirty days. A Precinct Representative shall:

- (a) Assist Precinct Captains and the CCCC with increasing the number of registered democrats, get out the vote efforts, and maintaining the Democratic organization in assigned precincts.
- (b) Temporarily perform the duties of a Precinct Captain in any precinct when a vacancy exists as assigned by the Executive Board or CCCC.
- (c) Physically attend at least (2) two regularly scheduled meetings of the CCCC each year of their term.
- (d) Perform any other duties assigned by the Executive Board or CCCC.

Section 8: Any Precinct Captain or Precinct Representative who changes their voter registration from the precinct from which he or she was elected may be submit a petition, consistent with the provisions in Section 14 below, to serve as an Precinct Captain or Precinct Representative in the precinct where they are newly registered, so long as that individuals appointment does not exceed that precinct's authorized number of representatives to the CCCC.

Any Precinct Captain or Precinct Representative who changes their voter registration from the precinct from which he or she was elected may be submit a petition, consistent with the provisions in Section 14 below, to serve as an At-Large Representative, so long as the number of At-Large Representatives on the CCCC do not exceed allowable number of At- Large Representatives in Section 3(b) above.

Section 9: An individual is eligible to serve as an At-Large Representative if he or she has been registered to vote as a Democrat in Clark County for at least the preceding (30) thirty days. An At-Large Representative shall:

- (a) Assist the CCCC as needed with any of the duties assigned to Precinct Captains and/or Precinct Representatives.
- (b) Temporarily perform the duties of a Precinct Captain or Precinct Representative in any precinct when a vacancy exists as assigned by the

Executive Board or CCCC.

- (c) Physically attend at least (2) two regularly scheduled meetings of the CCCC each year of their term.
- (d) Perform any other duties assigned by the Executive Board or CCCC.

Section 10: To the extent not already members of the CCCC, Ex-Officio members of the CCCC shall include any registered Democrats currently serving in any local, statewide, federal elected or appointed office who reside within Clark County. Except in the election, removal, and filling of vacancies of Officers, Executive Board members, and on the adoption or amendment of Bylaws, Ex-Officio members shall have the same rights and privileges as At-Large Representatives but with none of the obligations. Ex-Officio members desiring full voting privileges may convert their membership from Ex-Officio to At-Large Representative by providing written notice to the Chair.

Section 11: A member of the CCCC may resign by providing written notice to the Chair of the CDDP. A member of the CCCC who has changed his or her party affiliation on their voter registration is deemed to be no longer a member of the CCCC, notwithstanding the requirement for written notice to the Chair.

Section 12: Any member who fails to physically attend the required number of regularly scheduled CCCC meetings shall be considered to have vacated his or her membership.

Section 13: Members may be removed for such offenses including but not limited to, active support of opposition party candidates in an election where a Democratic candidate is running, malfeasance, and failure to declare affirmatively his or her support for the Democratic Presidential or Vice Presidential nominees. The manner for removing CCCC members shall be as follows:

- (a) CCCC members wishing to remove another CCCC member shall provide the Dispute Resolution committee with a petition supported by ten (10) members, which includes a written list of charges, which shall be immediately provided to the Chair and the affected member.
- (b) The Dispute Resolution committee will conduct an investigation and shall report the results of its findings to the Executive Board and CCCC within (30) thirty days, whenever practical, but in no cases later than (60) sixty days.
- (c) The report of the committee shall be considered in executive session at the next regularly scheduled meeting of the CCCC or at a special meeting called for the purpose of removing members.
- (d) A CCCC member found guilty of a removable offense may be removed by

a vote of (2/3) two-thirds of the CCCC members present and voting while in executive session.

Section 14: Vacancies

- (a) Nominations for additional At-Large Representatives or to fill a Precinct Captain or Precinct Representative vacancy may be made in the form of a petition for membership submitted by a Clark County Democrat to the Chair, a nomination submitted by a CCCC member to the Chair, or by a recommendation of the Community Outreach and Advocacy Committee.
- (b) Petitions for membership and nominations made by a CCCC member shall be immediately referred to the Community Outreach and Advocacy Committee for review and shall have (7) seven business days to provide their recommendations to the Chair and the CCCC. Nominations of these types not acted upon within the allowable time limit shall be immediately forwarded to the Chair and CCCC without recommendation.
- (c) Candidates recommended by the committee for appointment or candidate nominations reported without recommendation may immediately begin serving as a Temporary Precinct Captain, Temporary Precinct Representative or Temporary At-Large Member, subject to the approval of the Chair. The Chair shall provide such approval or rejection within (3) three business days of receiving the recommendation.
- (d) Candidates with recommendations against appointment may by a (2/3) two-thirds vote of the Executive Board serve as a Temporary Precinct Captain, Temporary Precinct Representative or Temporary At-Large Member.
- (e) At the next regularly scheduled meeting of the CCCC or at a special meeting called for the purpose of appointing new members, the committee recommendations for new At-Large Members and to fill a Precinct Captain or Precinct Representative vacancy shall be approved or rejected by a majority of the members present in person and voting.

ARTICLE IV
Officers

Section 1: The elected officers of the CCCC shall be the Chair, First Vice-Chair, Second Vice-Chair, Third Vice-Chair, Recording Secretary, Corresponding Secretary, and Treasurer.

Section 2: Any CCCC member shall be eligible to hold any elected office provided the member has been a registered Clark County Democrat for the preceding (90) ninety days.

Section 3: Officers of the CCCC shall be elected by the members of the CCCC and shall serve a term of (2) two years or until their resignation, removal, or the election of their successors.

Section 4: Elections

- (a) A Special Committee on Elections shall be empanelled and charged with the fair and impartial administration of the biannual and/or special elections processes. The Elections Committee members shall be nominated by the Chair and confirmed by a majority vote of the Executive Board.
- (b) Elections Committee members shall be ineligible to run for any office to be voted on in an election that the committee is administering and shall remain neutral throughout the entire process. Should a committee member develop a conflict of interest, he or she shall immediately resign from the committee. Committee members may also be removed by a majority vote of the Executive Board should the board determine that a conflict of interest exists.
- (c) All officers shall be elected at a special meeting ("Election Meeting") of the CCCC held in the month of July during odd-numbered years. The Chair of the Elections Committee shall preside at this special meeting. Each candidate for office shall be allowed to address the CCCC at the beginning of the Election Meeting or at a regular or special meeting held prior to balloting.
- (d) Notice of the Election Meeting shall be shall be sent to the membership in the same manner as regular meeting notices are sent not less than (60) sixty days prior to the Election Meeting.
- (e) Only those candidates who provide written notice of their candidacy to the Chair of the Elections Committee at least (30) thirty days prior to the Election Meeting shall have their names printed on the ballots distributed at the Election Meeting. Space shall be provided on the ballot for write-in candidates.
- (f) Notice of the declared candidates shall be given to the CCCC members not less than (14) fourteen days prior to the Election Meeting.
- (g) Elections shall be by a majority vote of the CCCC.
- (h) Voting for all offices shall be by secret ballot. Provisional balloting as described by the Parliamentary Authority may be permitted in any vote

held by ballot if authorized prior to balloting by the CCCC.

- (i) If there is a tie vote between two candidates, the office shall be elected by drawing cards in accordance with the Nevada Constitution.

Section 5: The Chair shall:

- (a) Be the Chief Executive Officer of the CCDP and shall operate the CCDP in full compliance with the Bylaws, budget limitations, and CCDP policies and procedures.
- (b) Preside at all meetings of the CCCC and the Executive Board.
- (c) Provide for the call and proposed agenda for all meetings of the CCCC and its Executive Board.
- (d) Appoint Executive Board diversity representatives, standing committees, and special committees as prescribed under these Bylaws.
- (e) Appoint a Parliamentarian, Sergeant-at-Arms, Counsel and such other individuals as may be necessary for the efficient and fair conduct of meetings.
- (f) Hire, through an application process and within budgetary limitations, and terminate CCDP office staff as appropriate. The Chair shall ensure that all CCCC members are notified of and given the opportunity to apply for all prospective job openings.
- (g) Be the sole authorized spokesperson for the CCDP, unless an alternate is designated by the Chair for a special purpose and for a fixed period of time.
- (h) Be an ex-officio voting member of all committees of CCCC and the Executive Board except the Elections committee, the Dispute Resolution committee, the Audit Committee, and when expressly prohibited for the Budget and Finance Committee.
- (i) Perform such other duties as the Bylaws, CCCC, or its Executive Board shall delegate.

Section 6: The First Vice-Chair shall:

- (a) Be the chair of the Political Organizing committee.
- (b) In the absence of the Chair, or in the event of a vacancy in that office or

the disability of the incumbent, perform the duties of the Chair.

- (c) Perform such other duties as the Bylaws, Chair, CCCC, or its Executive Board shall delegate.

Section 7: The Second Vice-Chair shall:

- (a) Be the Chair of the Budget and Finance committee.
- (b) Be an ex-officio non-voting member of the Fundraising committee.
- (c) In absence of the Chair and First Vice-Chair, perform the duties of the Chair.
- (d) Perform such other duties as the Bylaws, Chair, CCCC, or its Executive Board shall delegate.

Section 8: The Third Vice-Chair shall:

- (a) Be member of at least (1) one organization chartered under these Bylaws.
- (b) Be the Chair of the Community Outreach and Activism committee.
- (c) In absence of the Chair, First Vice-Chair, and Second Vice-Chair, perform the duties of the Chair.
- (d) Perform such other duties as the Bylaws, Chair, CCCC, or its Executive Board shall delegate.

Section 9: The Recording Secretary shall

- (a) Record and prepare the minutes of all meetings of the CCCC, Executive Board, and the County Convention. Minutes shall be disseminated to the appropriate committee, in a timely manner, after the conclusion of the meeting in the format least costly to the CCCC.
- (b) Ensure the official roster of members of the CCCC is maintained, and provide notification to the Chair of the attendance and status of each of its CCCC members prior to each CCCC meeting.
- (c) Provide currently available contact information of all CCCC members, Temporary Precinct Captains, Temporary Precinct Representatives and Temporary At-Large members to the Political Organizing committee.
- (d) Provide notification of Precinct Captain, Precinct Representative and

At-Large Representative vacancies to the Community Outreach and Activism committee.

- (e) Ensure that any adopted changes or amendments to these Bylaws or CCDP policies are duly recorded and preserved.
- (f) Keep all non-financial records of the CCDP and make these reports available for review by all members of the CCCC, either in response to a reasonable request or by maintaining records at a secure online accessible site.
- (g) Perform such other duties as the Bylaws, Chair, CCCC, or its Executive Board shall delegate.

Section 10: The Corresponding Secretary shall:

- (a) Be the chair of the Communications committee.
- (b) Draft correspondence and other notices to CCCC members at the direction of the Chair.
- (c) Draft correspondence on behalf of and at the direction of the Chair, CCCC, or its Executive Board.
- (d) Have general supervision over all means and methods of conventional or electronic communications utilized by the CCPD. This duty shall be performed at the direction of the Chair, CCCC, or its Executive Board.
- (e) Perform such other duties as the Bylaws, Chair, CCCC, or its Executive Board shall delegate.

Section 11: The Treasurer shall:

- (a) Maintain the financial records of the CCDP, and be responsible for the accurate and timely filing of all reports required by public disclosure or regulatory authorities.
- (b) Be the custodian of all funds and securities of the CCDP.
- (c) Oversee the assets and maintain an inventory of all CCDP property.
- (d) Implement processes that ensure the deposit and disbursement of the funds of the CCDP pursuant to these Bylaws, approved budget limitations, and CCDP policies and procedures.

- (e) Prepare and distribute a detailed written monthly financial report (to include a statement of income and expenses along with an accrual-basis balance sheet and a budget-to-actual analysis) to the Executive Board and the Budget and Finance committee. The most current report will be provided to the CCCC at each of its regular meetings.
- (f) Prepare and distribute to the Executive Board, the Budget and Finance committee, and CCCC annual financial statements conforming to generally accepted accounting principles. The CCCC may by resolution set the deadline to receive these financial statements.
- (g) Provide access to the CCDP financial records to the Budget and Finance committee and the Audit committee.
- (h) Serve as a member of the Budget and Finance committee except when expressly prohibited.
- (i) Be a non-voting ex officio member of the Fundraising committee.
- (j) Perform such other duties as the Bylaws, Chair, CCCC, or its Executive Board shall delegate.

Section 12: Officers may be removed for such offenses including but not limited to a change in party affiliation, active support of opposition party candidates in an election where a Democratic candidate is running, malfeasance, and failure to declare affirmatively his or her support for the Democratic Presidential or Vice Presidential nominees. Officers no longer eligible to serve as a CCCC member will be considered as having vacated their office. The manner for removing officers shall be as follows:

- (a) CCCC members wishing to remove an officer shall provide the Dispute Resolution Committee with a petition supported by ten (10) members in good standing, which includes a written list of charges, which shall be immediately provided to the Chair and the affected officer.
- (b) The Dispute Resolution committee will conduct an investigation and shall report the results of its findings to the Executive Board and CCCC within (30) thirty days, whenever practical, but in no cases later than (60) sixty days.
- (c) The report of the committee shall be considered in executive session at the next regularly scheduled meeting of the CCCC or at a special meeting called for the purpose of removing officers.
- (d) An officer found guilty of a removable offense may be removed by a vote of (2/3) two-thirds of the CCCC members present and voting while in

executive session.

Section 13: Vacancies in CCDP officers, except the Chair, shall be filled by a special election held at the first regularly scheduled meeting after a (30) thirty days notice of the vacancy has been provided to the CCCC members. The special election may also be held at a special meeting called to fill officer vacancies. Individuals so elected shall serve the unexpired term of the office. Vacancies in the office of Chair shall be filled by the First Vice-Chair.

ARTICLE V

Clark County Central Committee Meetings

Section 1: Regular meetings of the Central Committee shall be held at least quarterly at a time and place determined by the Chair or by a majority of the Executive Board. The Chair shall within (60) sixty days of a new Executive Board term provide a tentative meeting schedule for the upcoming two year term.

Section 2: Meeting Notices

- (a) Notice of all Central Committee meetings shall be sent at least (30) days in advance of the meeting, except as otherwise provided herein.
- (b) CCCC members shall have at least (14) fourteen days to submit in writing resolutions and memorials to be considered at the meeting.
- (c) CCCC members shall be provided with proposed meeting agenda, prior meeting minutes, and written copies of all amendments, resolutions, and memorials to be considered at least (10) ten days prior to a regular meeting. CCCC members shall be provided with meeting notices and materials in the format least costly to the Central Committee.
- (d) A member may request that notice be provided in a different manner so long as the method is reasonable.

Section 3: The quorum for all meetings of the Central Committee shall be (15%) fifteen percent of the Central Committee members. Ex-officio members shall not be counted to establish a quorum. Once a quorum is established, the Chair shall not entertain a quorum call until all business included in the adopted agenda for the meeting has been transacted.

Section 4: Special Meetings

- (a) Special meetings may be called and convened either by the Chair or a majority of the Executive Board.

- (b) Special Meeting Petitions
- i. The Chair or the Executive board shall be required to call and convene a special meeting within (14) fourteen days upon being presented with a petition supported by (100) one hundred members. The petition shall include the purpose of the special meeting.
 - ii. Any member may request that a petition for a special meeting be forwarded to the membership; the Corresponding Secretary shall be required to honor this request within (3) three business days upon receipt of such a request. The petition shall be sent to the membership in the same manner as regular meeting notices are sent.
 - iii. The responsibility of clearly documenting support for a special meeting petition shall rest solely with the individuals desiring such a meeting.
 - iv. The CCCC may by majority vote adopt any additional written procedures needed for the fair and efficient administering of the special meeting petition process including but not limited to the form of the petition, detailed descriptions of what does or does not constitute support, and support verification procedures.
- (c) The purpose of the special meeting shall be included in the notice which, except in cases of emergency, shall be provided to the membership at least (10) ten days prior to the scheduled special meeting. Only business mentioned in the notice shall be in order at such a meeting.

Section 5: Nothing in these bylaws prohibits the electronic participation (i.e. video conference, webcast or other available technology) in any CCCC meeting, subject to the adoption by the CCCC of appropriate rules and procedures to ensure fair and maximum participation.

Section 6: The CCCC may from time to time adopt additional written procedural rules consistent with the Bylaws for the conduct of meetings or the handling of special matters, or relating to the operation of other Party organizations. Such rules may be adopted by majority vote, but once adopted shall require two-thirds (2/3) vote of members present to suspend.

ARTICLE VI

Executive Board

Section 1: There shall be an Executive Board of the CCCC composed of not more than (17) seventeen members including the Chair, First Vice-Chair, Second Vice-Chair, Third

Vice-Chair, Recording Secretary, Corresponding Secretary, Treasurer, (1) one member representing each of the Clark County Commission Districts, and up to (3) three diversity members appointed by the Chair and ratified by a majority vote of the CCCC.

Section 2: Each of the Commission District Representatives shall be elected by a majority vote of that district's CCCC members present and voting at the biannual Election Meeting. Any CCCC member registered to vote in a commission district for the preceding (90) ninety days may serve as that district's Representative. Any Commission District Representative no longer residing in the district to which elected shall no longer be eligible to serve in that position.

Section 3: The term of the Executive Board shall be (2) two years or until their resignation, removal, or the election or appointment and ratification of their successors. Executive Board Members may not serve more than two (2) consecutive elected terms in the same position.

Section 4: The Executive Board shall have general supervision of the affairs of the CCDP and the CCCC between meetings of the CCCC and shall have all such powers that are delegated to it by the County Convention, these Bylaws, the CCCC, and the approved policies of the CCDP. All actions of the Executive Board must be reported to the CCCC at the next regularly scheduled CCCC meeting.

Section 5: The Executive Board shall meet at least quarterly each year at the call of the Chair or by the written or electronic request of at least (5) five of its members. A majority of the elected members of the Executive Board shall be required for a quorum. Appointed members shall not be counted for the purposes of establishing a quorum.

Section 6: Executive Board members may be removed and vacancies may be filled in the same manner as CCDP officers.

Section 7: Pursuant to these Bylaws, the Executive Board shall adopt its own rules.

Section 8: Executive Board members shall not receive a salary or any other compensation from the CCDP. Executive Board members may be reimbursed for actual expenses as approved by the Executive Board and within budget limitations.

ARTICLE VII

Standing and Special Committees

Section 1: The CCCC shall have the following standing committees that shall meet at least quarterly at the call of the committee chair or a majority of its members:

- (a) Political Organizing
- (b) Budget and Finance

- (c) Community Outreach and Activism
- (d) Fundraising
- (e) Communications
- (f) Rules and Bylaws
- (g) Dispute Resolution

Section 2: The term of committee members shall run concurrent with the term of the Executive Board, but once elected or appointed and confirmed, committee members shall serve until their resignation, removal, or the election or appointment and confirmation of their successors. Non-CCCC members shall require a (2/3) two-thirds vote of the CCCC to serve on any committee.

Section 3: Committees shall provide periodic reports on their activities and proposed activities to the Executive Board and to the CCCC at such time and in such form as the Executive Board or the CCCC shall deem appropriate.

Section 4: The Political Organizing committee shall:

- (a) Be composed of (13) thirteen members including the First Vice-Chair as the chair of the committee and each of the Commission District Representatives elected to the Executive Board. The remaining members shall be nominated by the Chair in consultation with the First Vice-Chair and confirmed by majority vote of the CCCC at the first regularly scheduled meeting of the CCCC following induction of the newly elected Officers. These additional members shall not be members of the Executive Board and shall reflect the diversity of the Democratic Party constituency.
- (b) Develop and implement, with the approval of the Executive Board, all necessary CCDP programs to assist in the election of local, state and national Democratic candidates including, but not limited to, voter registration, voter persuasion, get out the vote, and to maintain the democratic organization in the county.
- (c) Provide general supervision and direction to the Precinct Captains, Temporary Precinct Captains, Precinct Representatives and At-Large Members as part of the implementation of approved political programs.
- (d) Provide annual budget recommendations to the Budget and Finance committee for political programs.
- (e) Provide political program expenditure recommendations to the Chair and Executive Board within the scope of the approved annual budget,
- (f) Perform such other duties as the Chair, the CCCC, or its Executive Board

shall delegate.

Section 5: The Budget and Finance committee shall:

- (a) Be composed of (7) seven members including the Second Vice-Chair as the chair of the committee, the Treasurer, and (5) five additional members appointed by the Chair in consultation with the Second Vice-Chair and confirmed by a majority vote of the CCCC at the first regularly scheduled meeting of the CCCC following induction of the newly elected Officers.
- (b) In full consultation with the Chair and CCCC standing committees develop and recommend annual budgets, special budgets, and supplemental adjustments for the operations of all CCDP activities to the Executive Board.
- (c) Develop and implement, with the approval of the Executive Board, policies and procedures related to contracting and procurement of goods and services by the CCDP, the level of approval required for same, and avoidance of conflicts of interest.
- (d) Perform periodic reviews of all CCDP transactions and financial statements for compliance with the Bylaws, CCDP policies and procedures, and approved budget limitations. The results of these procedures shall be reported to the Executive Board and CCCC at least quarterly. When performing this function, the Treasurer and Chair shall have no voice or vote on the committee.
- (f) Perform such other duties as the Chair, the CCCC, or its Executive Board shall delegate.

Section 6: The Community Outreach and Activism committee shall:

- (a) Be composed of the Third Vice-Chair as the chair of the committee and one member from each of the organizations chartered under these Bylaws nominated by each organization and confirmed by a majority vote of the Executive Board.
- (b) Actively recruit and recommend qualified candidates to serve as At-Large members and to fill a Precinct Captain or Precinct Representative vacancies.
- (c) Review qualifications and provide recommendations for all petitions for membership and nominations for membership from CCCC members within the prescribed time limit.

- (d) Develop and implement, with the approval of the Executive Board, all training programs for Precinct Captains, Precinct Representatives and At-Large members.
- (e) Actively identify opportunities for and assist in the formation of new chartered organizations.
- (f) Facilitate coalition building between chartered organizations, activists groups, and party leaders for the purpose of achieving the objectives of the CCDP platform.
- (g) Perform such other duties as the Chair, the CCCC, or its Executive Board shall delegate.

Section 7: The Fundraising Committee shall:

- (a) Be composed of (7) seven members nominated by the Chair and confirmed by the Executive Board. The Chair shall designate one of these confirmed members as the chair of the committee subject to ratification by a majority vote of the CCCC members present and voting at a regular meeting or special meeting called for the purpose of approving committee chairs. The Second Vice-Chair and Treasurer shall serve as ex-officio non-voting members of the committee.
- (b) Develop and implement, with the approval of the Executive Board, all methods, programs, and events for raising funds for the CCDP.
- (c) Provide recommendations to the Budget and Finance committee for the fundraising portions of the annual budget and for any special budgets needed for individual events.
- (d) Provide recommendations to the Chair and Executive Board for fundraising expenditures within the scope of the approved annual budget or approved special budgets.
- (e) Perform such other duties as the Chair, the CCCC, or its Executive Board shall delegate.

Section 8: The Communications Committee shall:

- (a) Be composed of (7) seven members including the Corresponding Secretary as the chair of the committee and (6) six additional members appointed by the Chair in consultation with the Corresponding Secretary and confirmed by a majority vote of the Executive Board.

- (b) Assist the Chair, Executive Board, the CCCC, its committees, and chartered organizations with the dissemination and maintenance of CCDP communications through both conventional and electronic means.
- (c) Monitor and report on external conventional or electronic communications that may require the attention of the Chair, Executive Board, or the CCCC.
- (d) Perform such other duties as the Chair, the CCCC, or its Executive Board shall delegate.

Section 9: The Rules and Bylaws Committee shall:

- (a) Be composed of (7) seven members nominated by the Chair and confirmed by the Executive Board. The Chair shall designate one of these confirmed members as the chair of the committee subject to ratification by a majority vote of the CCCC members present and voting at a regular meeting or special meeting called for the purpose of approving committee chairs. The chair of the committee shall serve as an ex-officio member of the Executive Board, without voting rights.
- (b) Receive and consider all recommendations for adoptions and amendments to the Bylaws. Recommendations for amendments to the Bylaws shall be received for consideration of the committee not less than (60) sixty days prior to a regular meeting. The committee shall provide its recommendation no later than (30) thirty days prior to a regularly scheduled meeting.
- (c) Receive and consider all recommendations for rules, policies, or procedures relating to the non-fiscal operations of the CCDP and the conduct of its meetings.
- (d) Interpret rules of procedure for the conduct of the CCDP meetings and activities.
- (e) Draft and recommend the Temporary Rules of the County Convention to be included in the Call of the Convention, and the Executive Board may adopt the recommendations of the committee as such Temporary Convention Rules.
- (f) Conduct a continuing study of the Bylaws, rules, and procedures and make periodic recommendations for amendment, extension, or other action, provided that any such recommendations are submitted to the CCCC at the time the agenda is presented.
- (g) Perform such other duties as the Chair, the CCCC, or its Executive Board

shall delegate.

Section 10: The Dispute Resolution Committee shall:

- (a) Be comprised of (5) five members elected at-large by the newly seated CCCC immediately following the conclusion of the county convention to serve a term of (2) two years beginning as of the date of their election and ending upon the adjournment of the next regularly scheduled County Convention or until their resignation, removal, or the election of their successors. Current Executive Board members shall not be eligible to serve on this committee. Individuals having served on the Executive Board within the past (24) twenty-four months of their election shall not be eligible to serve on the committee.
- (b) Elect the chair of the committee by and from its members. The chair of the committee shall serve as an ex-officio member of the Executive Board, without voting rights.
- (c) Be available to all individuals or organizations of the CCDP whom after first contacting the Chair, Executive Board, or CCCC feel that their concerns have not been equitably or impartially addressed. All committee recommendations requiring formal action shall be reported to the appropriate individual or entity.
- (d) Investigate and report to the CCCC on allegations of offenses that if found true may be grounds for removal of CCDP officers, CCCC members, or standing and special committee members. The committee shall only report on the validity of the allegations and shall not recommend courses of actions in this regard, which shall be the purview of the CCCC.
- (e) Investigate and report to the CCCC on allegations of offenses that if found true may be grounds for revocation or suspension of an organization's charter. The committee shall only report on the validity of the allegations and shall not recommend courses of actions in this regard, which shall be the purview of the CCCC.
- (f) Any discussion or deliberations conducted before the committee shall remain confidential by the committee.
- (g) Should a committee member develop a conflict of interest, he or she shall abstain from participating in all discussions or deliberations.

Section 11: The Chair may from time to time appoint such special committees to report to the Chair as the Chair may deem necessary or prudent and shall be confirmed by the

Executive Board. Such special committees shall have such powers as are granted by the Chair, provided that the Chair may not grant greater powers to a committee than the CCCC has given the Chair or a Standing Committee. Any such special committee appointments shall expire with the term of the appointing Chair. Special committees may also be appointed by a motion or resolution of the CCCC.

Section 12: Committee members may be removed for cause including but not limited to malfeasance or lack of participation. Appointed committee members may be removed by the Chair, by a (2/3) two-thirds vote of the Executive Board members present and voting, or by a (2/3) two-thirds vote of the CCCC members present and voting depending on which individual or body gave final approval to the initial appointment. Members serving on committees by virtue of holding elected CCDP offices may only be removed from committees by being removed from office. Members of the Dispute Resolution committee may only be removed by a (2/3) two-thirds vote of the remaining committee member.

Section 13: Vacancies in committee membership shall be filled in the same manner as the original appointment. Vacancies in the Dispute Resolution committee shall be filled by majority vote of the CCCC present and voting at a special election held for the purpose of filling vacancies.

Section 14: The following limitations shall govern the activities of all committees, except the Executive Board. The committees shall not be authorized to:

- (a) Incur expenses or enter into contracts on behalf of the CCDP, except as specifically authorized by the Chair or Executive Board.
- (b) Issue press releases or make public statements in the name of the CCCC except as specifically authorized by the Chair.

ARTICLE VIII

Budget, Finances, and Campaign Expenditures

Section 1: All operations, events, and activities of the CCDP shall be considered by the Budget and Finance committee in the preparation of each annual calendar year budget, special budget, or supplemental adjustment.

Section 2: All annual budgets, special budgets, and supplemental adjustments shall be approved by majority vote of the Executive Board. Once approved, the Chair may direct the activities of the CCDP in accordance with the approved budget limits and CCDP policies. The Executive Board or CCCC may impose additional budget and expenditure policies and procedures by majority vote, including the thresholds required for approval.

Section 3: Campaign expenditures that benefit candidates, political or coordinated committees, either directly or as an independent expenditure on their behalf shall require the approval of the Executive Board in the form of an adopted special budget or a majority vote for

each expenditure. General campaign expenditures that benefit all candidates equally shall be included in the annual budget. The Executive Board or CCCC may impose additional campaign expenditure policies and procedures by majority vote, including the thresholds required for approval.

Section 4: Contracts or leases with a term of (12) twelve months or more shall require the review and approval of the Executive Board. Any contract with a term extending beyond the term of the Executive Board shall require the review and approval of the CCCC. The Executive Board or CCCC may impose additional contract and lease policies and procedures by majority vote, including the thresholds required for approval.

Section 5: The purchase of real property and/or assets with a useful book life of (12) twelve months or more and the sale of such assets shall require the approval of the CCCC. The approval may be in the form of a capital expenditures budget or by majority vote for each asset. The CCCC may impose additional long-term asset purchase and sale policies and procedures by majority vote including the thresholds required for approval.

Section 6: Loans and financing agreements shall require the approval of the CCCC. The CCCC may impose additional loan and financing agreement policies and procedures by majority vote, including the thresholds required for approval.

Section 7: There shall be a Special Audit Committee of the CCDP that shall:

- (a) Be composed of (5) five members elected at-large by a plurality of the CCCC members present and voting at the biannual Election Meeting to serve until all the duties of the special committee are complete or until their resignation, removal, or election of their successors. Individuals having served on the Executive Board or Budget and Finance committee within the past (24) twenty-four months of their election shall not be eligible to serve on the special committee. Positions not filled can be appointed by the Chair and confirmed by the CCCC.
- (b) Elect the special committee chair by and from its committee members.
- (c) Perform such procedures as deem necessary to provide a written report to the CCCC providing reasonable assurance that the operations of the CCDP during the immediate past (2) two year term of the Executive Board have been in compliance with the Bylaws, rules, policies and procedures, and budget limitations. The report shall detail any irregularities noted by the special committee.
- (d) Complete its work and issue its report within (180) one hundred eighty days of their election. An extension may only be granted by a (2/3) two-thirds vote of the CCCC members present and voting at a regular or special meeting.

ARTICLE IX

Democratic Organizations

Section 1: The CCCC may by majority vote at a regular or special meeting, charter democratic clubs representing geographic regions of Clark County or Caucuses representing Clark County constituency or issue oriented groups to serve as the official outreach arm of the CCCC. These organizations shall operate under these Bylaws and the rules, policies, and procedures of the CCDP. The CCCC shall adopt by majority vote policies and procedures for the administration of the chartering process, including but not limited to the minimum requirements needed.

Section 2: Any Democratic club or caucus currently chartered or seeking to be chartered under these rules must meet the following rules to remain in good standing:

- (a) Be comprised of twenty (20) registered Democrats or individuals who have expressed intention of becoming registered Democrats as soon as they are eligible to vote;
- (b) Submit its Bylaws, proposed Bylaws, and any amendments thereto for review and approval by the Bylaws Committee, for consistency with the Charter, Bylaws and Rules of the Democratic Party of the United States, the Charter and Bylaws of the Democratic Party of Nevada, and the Charter, Bylaws and Rules of the Clark County Democratic Party;
- (c) Pay an annual chartering fee of \$75.00 in January of each year. This chartering fee may be waived or deferred upon application to the Chair and upon approval of the Executive Board;
- (d) Provide annual accountings to include but not limited to a Profit/Loss Statement or Balance Sheet at the close of the fiscal year to the CCCC as are required by state and federal law.

Section 3: An organization's charter may be revoked or suspended for such offences including but not limited to failing to meet one or more of the requirements set by policy for charter renewal, active support of opposition party candidates in an election where a Democratic candidate is running, malfeasance, and failure to declare affirmatively its support for the Democratic Presidential or Vice Presidential nominees. The manner for suspending or revoking an organization's charter shall be as follows:

- (a) CCCC members wishing revoke or suspend a charter shall provide the Dispute Resolution committee with a petition signed by ten (10) members that includes a written list of charges, which shall be immediately provided to the Chair and the affected organization.

- (b) The Dispute Resolution committee will conduct an investigation and shall report the results of its findings to the affected organization, the Executive Board, and CCCC within (30) thirty days, whenever practical, but in no case later than (60) sixty days.
- (c) The report of the committee shall be considered in executive session at the next regularly scheduled meeting of the CCCC or at a special meeting called for the purpose of removing members.
- (d) An organization found guilty of an offense warranting suspension or revocation of their charter may have their charter suspended or revoked by a vote of (2/3) two-thirds of the CCCC members present and voting while in executive session at a regular or special meeting called for that purpose.

ARTICLE X

Endorsements

Section 1: Endorsement of any candidate for public office is not permitted before a primary by the Central Committee, Executive Board, or any caucus, club, or support organization appointed by or chartered by the Central Committee.

ARTICLE XI

General Provisions

Section 1: The CCDP shall be open to all who desire to support the Democratic Party and who wish to be known as Democrats. Discrimination in the conduct of CCDP affairs on the basis of sex, race, age (except where state and federal law precludes participation), color, creed, national origin, religion, sexual orientation, gender identity or expression, ethnic identity, physical disability or economic status is prohibited.

Section 2: These Bylaws are intended to conform to the Charter, Bylaws and Rules of the Democratic Party of the United States and the Charter and Bylaws of the Nevada State Democratic Party. If parts of these Bylaws are found to be in conflict with those provisions, the applicable national or state provisions shall govern. State laws relating to CCDP operations shall be observed unless in conflict with these Bylaws. In the event of such conflict with state laws, the CCDP shall take provable positive steps to bring such laws into conformity with such CCDP provisions.

Section 3: In the absence of other provisions, Robert's Rules of Order (as most recently revised) shall govern the conduct of all CCDP meetings.

Section 4: Appointments to vacancies within the CCDP or appointments to the

Nevada State Democratic Central Committee should reflect the diversity of the Democratic Party constituency.

Section 5: The CCCC chair is responsible for appointments to the Nevada State Democratic Party Central Committee.

ARTICLE XII Bylaws Amendments

Section 1: Bylaws may be adopted or amended by affirmative vote of a majority of all delegates seated at the County Convention, pursuant to the rules of the County Convention and Bylaws. An amendment must be presented in writing to the CCDP Chair by an elected delegate to the County Convention at least thirty (30) days before the convention. The full text of the proposed amendment shall then be provided to all convention delegates, pursuant to the Bylaws, no later than twenty-one (21) days prior to the convention.

Section 2: Bylaws may also be adopted or amended by affirmative vote of (2/3) two-thirds of those present and voting at a CCCC meeting, provided that it be proposed in writing by a member of the CCCC at least (60) sixty days prior to a scheduled meeting, and be published in full in the notice of the meeting of the CCCC sent to each member of the committee, pursuant to the Bylaws. Amending a proposed amendment to the Bylaws at a CCCC meeting shall require no notice and may be accomplished by a majority vote of those present and voting.

Section 3: Newly adopted or amended provisions of the Bylaws shall take effect immediately unless the adopting resolution provides for a different effective date.

The undersigned affirm that the foregoing represents the Bylaws of the Clark County Democratic Party as adopted on May 25, 2011.

Andrew Martin, Chair

Yvette Williams, Bylaws Committee Chair