

ATLANTIC COUNTY DEMOCRATIC COMMITTEE  
CONSTITUTION AND BY-LAWS

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CONSTITUTION AND BY-LAWS  
OF THE  
ATLANTIC COUNTY DEMOCRATIC COMMITTEE

In accordance with and as provided by N.J.S.A. 19:5-1 et. seq. the following shall be the CONSTITUTION AND BY-LAWS of the Atlantic County Democratic Committee.

ARTICLE I NAME

The name of this organization shall be the Atlantic County Democratic Committee.

ARTICLE II PURPOSE

The purpose of the Atlantic County Democratic Committee shall be to (a) serve as the governing body of the Atlantic County Democratic Party (b) promote the principles and platforms of the Democratic Party, (c) serve as a grassroots organization for mobilizing Democrats, and (d) create and protect Democratic majorities at all levels of government.

ARTICLE III MEMBERSHIP

A. The Atlantic County Democratic Committee shall be composed of one male and one female Registered Democrat from each voting district in the county who shall have been duly elected at the primary for the general election of the House of Representatives or subsequently appointed and elected at the reorganization of the Municipal Committee at a duly authorized meeting as required by N.J.S.A. 19:5-2.

B. All members of the Atlantic County Democratic committee shall reside in the district from which they are elected and shall be registered Democrats and eligible to vote. If no person was elected from said district, then in accordance with these Bylaws, the Municipal Chair shall nominate a registered Democrat from the Municipality to fill the vacancy with a vote by the majority of Municipal Committee members. That nominee shall be voted upon by a majority of the Municipal Committee members voting and present. In municipalities that elect County Committee persons by Ward, said appointed County Committee persons shall reside in the Ward in which they are appointed to serve.

C. The term of all members elected in the general election of the House of Representatives shall be for two years. The term of all members appointed to fill a vacancy and elected by the Municipal Committee shall be for the remainder of the unexpired two year term in accordance with N.J.S.A. 19:5-3.

D. Each member of the Atlantic County Democratic Committee shall promote the principles, policies, goals and objectives of the Atlantic County Democratic Committee.

#### ARTICLE IV OFFICERS

A. The members of the Atlantic County Democratic Committee shall elect as their officers a CHAIRMAN, a VICE-CHAIRMAN of the opposite sex, a SECRETARY, an ASSISTANT SECRETARY, a TREASURER and a DEPUTY TREASURER and two SERGEANTS-AT-ARMS all of whom may be members of the Atlantic County Democratic Committee, and shall be a registered Democrat.

B. The offices of Secretary, Assistant Secretary, Treasurer, Deputy Treasurer and Sergeants-at-Arms shall be elected for a period of two years at the Atlantic County Democratic Committee reorganization meeting. The terms of the Chairman and Vice-Chairman shall be for a period of one year or until a successor is elected.

#### ARTICLE V DUTIES OF OFFICERS

A. The Chairman shall preside at all meetings of the Atlantic County Democratic Committee and at all meetings of the Executive Committee and shall appoint such committees, as he may from time to time deem necessary. No person who serves in or is a candidate for county or state public elective office (as defined in N.J.S.A. 19:1-1) except any party office shall serve as Chairperson of the Atlantic County Democratic Committee. Any person wishing to be a candidate for Chairperson shall disclose any and all governmental employment or appointments, or that he or she has none, in a written statement to be distributed to the members of the Committee no later than ten days prior to the Reorganization Meeting or the Annual meeting, as the case may be.

The Chairperson shall appoint the Solicitor of the Atlantic County Democratic Committee at the Reorganization Meeting, for a term to extend until the next Reorganization Meeting or until a successor is appointed.

B. In addition to the rights and duties conferred or imposed by law, the Chairman shall exercise and discharge those conferred by this Constitution and By-Laws and by resolutions adopted in conformity therewith.

C. In the absence of or during the inability of the Chairman to serve, the Vice-Chairman shall preside at all meetings of the Atlantic County Democratic Committee and shall exercise all the powers and duties of the Chairman.

D. The Secretary shall perform such duties as usually pertain to the office and may be assigned additional duties by the Atlantic County Democratic Committee, the Chairman, or the Executive Committee. These duties shall include the taking and maintenance of written minutes of the meetings of the County Committee and the Executive Committee. The Secretary shall be responsible for keeping and maintaining the archives of the Committee, including but not limited to agendas, minutes, income and expenditures, financial records and other books and records. Upon completion, expiration or termination of the term of office, the Secretary shall turn the archives over to the successor Secretary. In the absence of or during the inability of the Secretary to serve, the Assistant Secretary shall exercise all the powers and duties of the Secretary.

E. The Treasurer shall possess all powers and discharge all duties conferred or imposed by law, this Constitution and By-Laws, and the resolutions of the Atlantic County Democratic Committee. In the absence of or during the inability of the Treasurer to serve, the Deputy Treasurer shall exercise all the powers and duties of the Treasurer. The Treasurer shall accept all receipts and make all disbursements in the account of the Atlantic County Democratic Committee. All disbursements shall be subject to the approval of the Chairman. The Treasurer shall render an account to the Executive Committee summarizing all monies received and all monies paid, and shall at the same time report a summary of all accounts receivable and all accounts payable at each meeting of the Executive Committee. All monies received by the Treasurer shall be deposited by him in a bank selected by resolution of the County Committee. See 19:44A-10.

F. The Sergeants-at-Arms shall assist the Chair to preserve order at all meetings of the County Committee and shall follow any instructions from the Chairman.

G. The Chairman and Vice-Chairman shall be ex-officio voting members of all committees established by this Constitution and By-Laws and all other committees that may be established by the Atlantic County Democratic Committee.

H. Officers are not permitted to enter into any loan agreements exceeding ten thousand dollars (\$10,000) from any company, person, or entity without a majority vote of those present and voting of a duly constituted meeting of the Atlantic County Democratic Committee.

#### ARTICLE VI VACANCIES

All vacancies caused by the death or resignation of a member, failure to elect or otherwise, shall be filled for the unexpired term in the following manner:

##### A. Committee Members

Any vacancy in the office of a member of the Atlantic County Democratic Committee shall be filled for the unexpired term by the Municipal Committee in the municipality wherein the vacancy occurs in accordance with N.J.S.A. 19:5-2 and 19:5-3.

##### B. Committee Officers

A vacancy existing in the office of the Chairman, Vice-Chairman, Secretary, Assistant Secretary, Treasurer or Deputy Treasurer shall be filled by a vote of the Atlantic County Democratic Committee at the next meeting of the Committee, but in any case, with not less than ten days prior notice to members of the Committee. In the event of a vacancy in the office of the Chairman, the Vice-Chairman shall be Chairman. In the event of vacancies in the offices of Chairman and Vice-Chairman, the Secretary shall serve as Chairman. The Treasurer shall be next in line of succession, with Assistant Secretary, Deputy Treasurer and Sergeant-at-Arms to follow. They shall continue their regular duties as respectively until the vacancies are filled.

##### C. State Committeeman and Committeewoman

In the event of a vacancy, these offices shall be filled for the unexpired term by a vote of the Atlantic County Democratic Committee at the next meeting of the Committee, but in any case, with not less than ten (10) days prior notice to members of the Committee.

##### D. Removal for Cause

Any committeeman or committeewoman may be removed by the Executive Committee for cause. Cause shall include conviction for an offense involving or touching on their office if an Officer, or upon their position as committeeman or committeewoman; conviction for an offense involving dishonesty or for a crime of the third degree or above or under the laws of another state or of the United States for an offense or a crime which, if committed in this State, would be such an offense or crime; or ineligibility to vote in the State of New Jersey. The committeeman or committeewoman shall be not be removed, unless first being given ten (10) days written notice by mail of the proposed removal and after having been given an opportunity to be heard by the Executive Committee. If an Officer is sought to be removed, he or she may not vote at the hearing. No person shall be removed without two-thirds (2/3) of those Executive Committee members eligible to vote and present at the hearing.

#### ARTICLE VII MEETINGS, QUORUM, ORDER OF BUSINESS AND VOTING

##### A. Meetings

The Atlantic County Democratic Committee shall conduct its annual meeting the Tuesday evening following the primary for the general election of the House of Representatives, except when such meeting day falls on a legal holiday. Then the meeting shall be held on the day following the legal holiday, and when the meeting day falls on a municipal runoff election within the county, then the meeting may be held on the day following at an hour and place to be designated in a notice and in writing to be mailed by the Chairman. The reorganization meeting shall be held at the annual meeting on the first Tuesday following the primary election for members of the Atlantic County Democratic Committee. Meetings may be held at such other times and places during the year at the call of the Chairman. All meetings shall be held on at least five days written notice, as determined by the postmark date or e-mail transmission to each member. There shall be a minimum of three additional County Committee Meetings during the year. By resolution, the Chairman or Executive Committee may direct the time and place of additional meetings. In addition, twenty percent (20%) of the County Committee members concurring may call a meeting by petition.

##### B. Quorum

No meeting of the Atlantic County Democratic Committee or the Executive Committee shall be called to order unless:

1. At least five (5) days prior to any such meeting, a written notice of the meeting is mailed, e-mailed or delivered to all members of the body eligible to attend, and

2. There is in attendance at any such meeting at least fifteen percent (15%) of the persons eligible to attend and representing at least four (4) municipalities which shall constitute a quorum.

#### C. Order of Business

The Order of Business shall be as follows:

1. Call to Order and Flag Salute
2. Reading and Approval of the Minutes
3. Report of the Treasurer
4. Report of the Chair
5. Committee Reports
6. Unfinished Business
7. New Business
8. Members' comments and announcements
9. Adjournment

At the reorganization meeting, the election of officers shall immediately follow the call to order.

#### D. Voting

1. The reorganization election shall be officiated by the Secretary. The newly elected Chairperson shall then preside over the election of the remaining officers.

2. Only those members present at a duly constituted meeting shall be entitled to vote on any question, motion, or resolution and a simple majority shall be sufficient for passage of any motion or resolution, except a resolution to amend or repeal this Constitution and By-Laws in accordance with Article XIV.

3. All voting for the election of officers or for the filling of vacancies shall be by secret written ballot. In the event there is only one candidate for any office or vacancy, voting may be by voice vote.

### ARTICLE VIII EXECUTIVE COMMITTEE

#### A. Purpose

The Executive Committee shall be responsible for the execution of the policy of the Atlantic County Democratic Committee in the management and political organization of the Democratic Party and shall guide and co-ordinate political activities and campaigns throughout the county.

#### B. Membership

The Executive Committee shall consist of the following duly elected officers: the Chairman, the Vice-Chairman, the Secretary, the Assistant Secretary, the Treasurer, Deputy Treasurer and Sergeant at Arms.

## ARTICLE IX COMMITTEES

### A. Rules Committee

The Chairman shall appoint a Rules Committee consisting of a Parliamentarian and two other members of the County Committee. The Rules Committee shall make recommendations to the Chairman pertaining to these By-Laws and any other procedures of the County Committee.

### B. Ad Hoc Committees

The Chairman may create such committees and appoint members thereto, as he deems appropriate from time to time.

## ARTICLE X NON-MEMBERS

All elected Democratic County, State and Federal officials representing any portion of Atlantic County, and all Democratic candidates nominated at the primary election for any county, state or federal office to represent any portion of Atlantic County, shall be entitled to attend meetings of the Atlantic County Democratic Committee and shall be given notice thereof by the Secretary.

## ARTICLE XI COMMUNICATIONS

All approved minutes of the Executive Committee meetings may be mailed or otherwise transmitted to all members of the Executive Committee. All approved minutes of the Atlantic County Democratic Committee meetings may be mailed or otherwise transmitted to all Municipal Chairmen. Media personnel, audio and/or video recording of the meetings are prohibited unless authorized by vote of the County Committee.

## ARTICLE XII AMENDMENTS

A. This Constitution and By-laws may be amended by a two-thirds (2/3) vote of those members present and voting at any regular or special meeting of the Atlantic County Democratic Committee providing that written notice of the proposed amendment, including the exact text thereof, after compliance with section C herein, shall be submitted to each member at least five (5) days before such meeting.

B. Voting for any amendment shall be conducted by show of hands or by secret ballot, with the Secretary and two assistants



nominated by the Chairperson, counting the ballots aloud and before the Committee.

C. Any proposed amendment to the Constitution and By-laws shall be submitted to the Chairman at least thirty (30) days in advance of the next regularly scheduled meeting of the Atlantic County Democratic Committee. The Chairman shall appoint a Constitution and By-laws committee to study the proposed amendment to make recommendations on their adoption. The recommendations shall be presented by the Constitution and By-laws committee at the next County Democratic Committee Meeting, at which time it shall be considered and voted on. The adopted amendment(s) shall be implemented immediately upon passage unless indicated otherwise.

#### ARTICLE XIII PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, to the extent consistent with the Laws of the State of New Jersey, shall govern the Committee in all cases to which they are applicable and in which they are consistent with these By-laws and any special rules of order the Committee may adopt.

#### ARTICLE XIV PARTIAL INVALIDITY

This Constitution and By-laws shall be governed and construed under the Laws of the State of New Jersey. The invalidity or unenforceability of any provision of these By-laws shall not affect the validity or enforceability of any other provision.