

**BY-LAWS OF THE HUDSON COUNTY DEMOCRATIC COMMITTEE**

**AS AMENDED JUNE 14, 2016**

(Adopted pursuant to Section 19:5-3 of the Revised Statutes of the State of New Jersey)

**ARTICLE I**

**MEMBERSHIP**

Section 1. **ELECTED MEMBERSHIP:**

The County Committee shall be composed of one male and one female member elected at the annual Primary Election by the Democratic voters of each election district of the County.

Section 2. **TERMS OF OFFICE:**

Pursuant to statute, the members of the County Committee shall take office on the first Saturday following their election, on which day the terms of all members of such Committee theretofore elected shall terminate.

Section 3. **FILLING OF VACANCIES:**

A vacancy in the office of a member of the County Committee shall be filled by the Municipal Committee of the municipality wherein the vacancy occurs. The filled vacancy shall be promptly filed with the Democratic County Headquarters within 30 days from the election of these new County Committee people.

Section 4. **HONORARY MEMBERS:**

The following elected or appointed officials, Democratic residents of Hudson County, shall be honorary members of the County Committee, with all the rights and privileges of membership, excepting the right to vote and unless otherwise provided for in these By-Laws:

- a. All offices of the County Committee;
- b. The democratic Committee National and State Committeemen and committeewomen;
- c. All Municipal Chairpersons;
- d. The Chairpersons of all standing committees as defined in Article VIII, Section I of these By-Laws;
- e. All Democratic elected officials within Hudson County.

Nothing herein, however, shall be interpreted to deny the right to vote to each elected or appointed official, who also is a duly elected member of the County Committee.

## ARTICLE II

### Section 1. QUALIFICATION OF OFFICERS:

Any Democrat, male or female, shall be eligible to hold any office, whether or not he or she is a member of this Committee, provided, however that the Chairman and Vice-Chairman shall be individuals of the opposite sex.

### Section 2. ELECTION OF THE CHAIRMAN, VICE-CHAIRMAN, RECORDING SECRETARY AND TREASURER

The Chairman, Vice-Chairpersons, Recording Secretary and Treasurer shall be elected at the annual organization meeting of the County Committee, as shall as provided by State law.

### Section 3. OATH OF OFFICE:

The officers of the Hudson County Democratic Committee pledge to support only Democratic candidates for office. In the event any officer violates this pledge, said officer shall forfeit the office and it shall be deemed vacant.

### Section 4. TERMS OF OFFICE:

All officers shall hold office for two years or until their successors are duly elected or appointed.

### Section 5. FILLING OF VACANCIES:

Vacancies in any elected office of this Article shall be filled by the County Committee at its next succeeding meeting following the date of the vacancy, in the manner hereinafter provided for the regular election of officers.

### Section 6. NOMINATION FOR COUNTY CHAIRMAN, VICE-CHAIRMAN, RECORDING SECRETARY AND TREASURER:

Candidates for said offices shall be nominated by any member of the Democratic County Committee.

### Section 7. METHOD OF ELECTION

- a. If there is no contest for Chairman, Vice-Chairman, Recording Secretary or Treasurer, election shall be held by voice vote.
- b. If there is a contest for any office, election for that office shall be by machine vote under the supervision of the Hudson County Superintendent of Elections following a check of credentials by the representatives of the Hudson County Superintendent of Elections. Funds shall be allocated to pay for this service.
- c. In the event if a contest for any office, the candidate receiving a simple majority of the votes of those members of the County Committee present and voting shall be declares elected for that office.

Should a candidate fail to receive the votes of a majority the two (2) candidates with the largest number of votes shall compete in a second ballot to determine the holder of the particular office.

**ARTICLE III**  
**DUTIES OF OFFICERS**

Section 1. **CHAIRMAN:** The Chairman Shall:

- a. Preside at all meetings of the County Committee and of the Executive Committee;
- b. Appoint the Chairmen of all standing committees and be responsible to the County Committee for the faithful performance of their duties.
- c. Serve as a member ex officio of all standing committees;
- d. Faithfully execute the decisions of the County Committee;
- e. Individually or together with the Treasurer, sign all vouchers in payment of the disbursements of the County Committee;
- f. Prepare an annual budget for each Fiscal year (July 1 to June 30), which budget shall be presented to the Executive Committee for its advice and consent at the January meeting of the Executive Committee.

The Chairman may assign and delegate any registered Democrat to perform all or any part of the duties herein assigned to him.

Section 2. **FIRST VICE CHAIRPERSON:** The Vice-Chairperson shall:

- a. Assist the Chairman in the performance of his duties;
- b. In the absence of the Chairman, preside at meetings of the County Committee or of the Executive Committee
- c. Perform such other duties as requested by the Chairman.

Section 3. **CORRESPONDING SECRETARY:** The Corresponding Secretary shall:

- a. Attend to all matters of correspondence as may be directed by the Chairman, the executive Committee, or the County Committee.
- b. Perform such other duties as requested by the Chairman.

Section 4. **RECORDING SECRETARY:** The Recording Secretary shall:

- a. Keep full and correct minutes of the proceedings of the County Committee and of the Executive Committee;
- b. Keep a complete roster of all members of the County Committee and of all Municipal Chairmen;
- c. Prepare and mail notices of all meeting of the County Committee and of the Executive Committee;
- d. In the absence of the Chairman, Vice-Chairman, and the Treasurer, preside at meetings of the County Committee or of the Executive Committee.

- e. Perform such other duties as requested by the Chairman.

Section 5. **TREASURER:** The Treasurer shall:

- a. Deposit all funds in his custody and in such banks as the Executive Committee may designate, subject to the joint order of himself and of the County Chairman;
- b. Keep full and complete accounts of all monies received and disbursed by him;
- c. Prepare and file such financial statements as may be required by the County Committee by law, including the New Jersey Election Law Enforcement Commission reports, and that these reports shall be made available at the Democratic County Headquarters got inspection;
- d. Act ex officio as a member of the Finance Committee;
- e. In the absence of Chairman and Vice-Chairman, preside at meetings of the County Committee of the Executive Committee.
- f. Perform such other duties as requested by the Chairman.

Section 6. **SERGEANT-AT-ARMS:** The Sergeant-at-Arms shall:

- a. Assist the Chairman in maintaining order at all meetings;
- b. Appoint such sides as he may deem necessary to facilitate the discharge of said duty.

Section 7. **ADDITIONAL DUTIES:**

In addition to the above-enumerated duties, each officer shall perform such other functions as may be required of him by:

- a. These By-laws;
- b. The statutes of the State of New Jersey;
- c. The rules and procedures of the Democratic National and State Committee; and
- d. The County Committee.

Section 8. **COUNTY COMMITTEE BALLOT POSITION:**

Wherever and whenever there shall be more than one (1) petition files within a district for County Committeeman or County Committeewoman, the County Chairman shall use every effort and exert every pressure possible to assure that both or all candidates, if they so desire, shall be included within the ballot column which includes the candidates chosen within the County Candidate Selection Convention to represent the Democratic Organization of Hudson County.

## ARTICLE IV

### COMMITTEES

#### Section 1. STANDING COMMITTEES:

There shall be the following standing committees of the Hudson County Democratic Committee:

- a. Registration and Naturalization;
- b. Speakers;
- c. Rules, Resolutions and By-Laws;
- d. Platform;
- e. Political Education;
- f. Finance; and
- g. Publicity.

#### Section 2. MEMBERSHIP ON COMMITTEES:

Each of the above Standing Committees shall consist of:

- a. A Chairman, appointed by the County Chairman at the Organization meeting of the County Committee or within four (4) weeks thereafter;
- b. At least one (1) representative from each Hudson County legislative District and such other members as may be appointed by the County Chairman, at his discretion, and with the advice and consent of the respective committee chairmen and of the Municipal Chairmen of the Municipalities in which the members reside.

#### Section 3. REMOVAL FROM COMMITTEES:

A vacancy in the Chairmanship or membership of any of the above Standing Committees may be declared by a simple majority of these present at a special meeting of the Hudson County Democratic Committee.

- a. That member's moving out of the County; or
- b. That member's non-performance of his duties on the Committee; or
- c. That member's violating his oath as described in Article II, Section 3.

#### Section 4. DUTIES OF COMMITTEES:

The Standing Committees shall have the following duties:

- a. Registration and Naturalization Committee: Attend to all matters pertaining to the registration of voters and the naturalization of persons desiring to become citizens.
- b. Speaker's Committee: Set up a panel of public speaks on topics of general interest, cooperate in supplying speaks to club meetings, and arrange for speakers in all other public meetings in the County.

- c. Rules, Regulations and By-Laws Committee: Consider and report to the Chairman and County Committee on all questions of law, procedure, resolution or proposed amendments to these By-laws.
- d. Platform Committee: To prepare the Hudson County Democratic Platform for all County and State Legislative election campaigns for presentation and recommendation to the Chairman and County Committee, to hold hearings thereon annually and to solicit the views of all candidates, elected officials and others within the Democratic party and among Independents having either personal or representative views on County and State issues.
- e. Political Education Committee: To prepare and develop programs for the assistance and education of candidates, members of the Hudson County Democratic Committee and implementation for the program of the Hudson County Democratic Committee and to assist them in their understanding of the rights, obligations and techniques provided for by the election laws of the State of New Jersey and to provide such information for the Publicity Committee as it deems necessary, in keeping Democratic candidates, members of the Hudson County Democratic Committee and the public informed on the Democratic Party's programs and on the election laws of the State of New Jersey.
- f. Finance Committee: Arrange and conduct all fund raising events and functions, turning such funds over to the Treasurer.
- g. Publicity Committee: Prepare such material as may be helpful to keeping the members of the County Committee and all Democratic Candidates informed as to matters of interest to them, handle press and public relations for the County Committee, assist candidates in developing and publicizing their programs and records; and help local clubs, officials and candidates in developing their public relations activities.

Section 5. **SPECIAL COMMITTEES:**

The County Chairman from time to time may appoint such special committees, for specific purposes, as he/she may deem advisable.

Section 6. **REPORTS OF COMMITTEES:**

All committees shall report at such times as requested to do so by the County Chairman.

**ARTICLE V**

**MEETINGS**

Section 1. **ORGANIZATION MEETING:**

The biennial organization meeting of the County Committee shall be held after the Primary Election on alternating years, on the date fixed by statute, at 7:00 p.m. of said day, in a place to be designated by the Chairman in the call for the meeting.

Section 2. **SPECIAL MEETINGS:**

Special meetings may be held at any time upon the call of the County Chairman, or upon the written request of five (5) percent of the members of the County Committee addressed to the County Chairman and the Secretary of the County Committee.

Section 3. **RESOLUTIONS:**

Any resolutions to be passed officially by the County Committee, except proper amendments, must be submitted in advance to the membership in writing. Such notice should be included with the County Committee notice. If the resolution is submitted after the meeting, notice is mailed to the County Committee, then the party or parties submitting the resolution to the County Committee, including the cost, no later than seven (7) days before said meeting. Thirty days after election, the County Chairman shall cause to be prepared a calendar of all pertinent dates to the Democratic Party including but not limited to the meetings required by these By-Laws, filing deadlines for candidates and the convention date.

Section 4. **QUORUM:**

One hundred (100) elected members of the County Committee shall constitute a quorum for the transaction of business.

Section 5. **NOTICES OF MEETINGS:**

Written notices of meetings setting forth the place, date, hour and agenda of meetings shall be mailed by regular mail by the Secretary to all members as follows:

- a. Organization Meeting: As soon as practicable after the Primary Election.
- b. Special Meetings: At least seven (7) days prior to the dates of the meeting, such notice setting forth the subject matter to be considered at this meeting.

**ARTICLE VI**

**ORDER OF BUSINESS**

Section 1. **CALL TO ORDER**

At the hour set in the call for the meeting, if a quorum is present, the County Chairman shall call the meeting or the County Committee to order

Section 2. **ORGANIZATION MEETING:**

At the organization meeting of the County Committee, called as provided by statute, the order of business shall be as follows:

- a. Salute to flag;
- b. Adoption of By-Laws;

- c. Nomination from the floor;
- d. Election of officers (or, if there is a contest for County Chairman, election of County Chairman only);
- e. Other business.

Section 3. **OTHER MEETINGS:**

At all other meetings of the County Committee, the order or business shall be as follows:

- a. Salute to flag;
- b. Consideration of minutes or previous meetings;
- c. Reports of officers and action thereon, if required;
- d. Reports of Standing Committee and action thereon, if required;
- e. Reports of Special Committees and action thereon, if required;
- f. Unfinished business, if any;
- g. New business, if any.

Section 4. **RULES BY ORDER:**

Unless otherwise provided for in these By-Laws or by statute, all business shall be governed by Robert's Rules of Order.

**ARTICLE VII**

**AMENDMENTS TO BY-LAWS**

Section 1. **EFFECTIVE DATES:**

These By-Laws and amendments thereto shall become effective immediately upon adoption.

Section 2. **SUBMISSION OF AMENDMENTS:**

Any proposed amendment to these By-laws must be submitted by a member of the County Committee in writing to the County Chairman at least sixty (60) days prior to the date of the meeting at which said amendment is to be considered.

Section 3. **REFERRAL TO COMMITTEE:**

The County Chairman, upon receipt of such proposed amendment, shall immediately submit it to the Committee on Rules, Resolutions and By-laws or study and recommendation. The recommendation of said committee shall be made in writing to the County Chairman within thirty (30) days of said Committee's receipt of the proposed amendment.

Section 4. **NOTICES:**

The proposed amendment shall be considered by the elected County Committee members only after the Complete text of the proposed amendment, the Committee on Rules, Resolutions and By-laws



recommendation, and the existing by-law section is: a) included in the meeting notice or b) read and distributed in writing at a previous County Committee meeting.

Section 5. **ADOPTION:**

An amendment shall be adopted by a two-thirds (2/3) vote of the elected members of the County Committee present and voting at the meeting at which said amendment is considered.