

BY-LAWS OF THE  
BERGEN COUNTY DEMOCRATIC COMMITTEE

(Adopted pursuant to Section 10:5-3 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 Bi-annual Primary Election by the Democratic voters of each election district of the County pursuant to law.

Section 2. TERMS OF OFFICE:

The members of the County Committee shall take office on the first Saturday following their election and shall hold office for two years, 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, but not necessarily the district wherein the vacancy occurs. The filled vacancy shall be promptly filed with the Democratic County Headquarters 30 days from the election of these new County Committee people.

Section 4. HONORARY MEMBERS:

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

- A. All officers of the County Committee;
- B. Th Democratic Committee National and State Committeemen and Committeewomen;
- C. Chairperson and Vice Chairperson of the District Committees;
- D. All Municipal chairpersons;
- E. Th Chairpersons of all standing committees as defined in Article VIII. Section 1 of these Bv-Laws;
- F. Th presidents of the organizations which are members of the Executive Committee as defined in Article V, Section 1 (f) and (g) ;
- G. All Democratic elected officials within Bergen County.

Section 5. PUBLIC SUPPORT OF CANDIDATES IN COMPETITION WITH THE DEMOCRATIC PARTY

- A. No person shall be eligible for membership as a delegate, bonus delegate, alternate delegate, honorary member, or officer of the Bergen County Democratic Committee, including but not limited to any standing committee, special

committee, subcommittee, municipal committee, or legislative district committee, if said person has publicly supported a non Democratic party candidate for public office in a general election.

- B. No person, including statutory members of the County Committee, shall be eligible to vote at any meeting, convention, or other election of the County Committee, including that of any standing committee, special committee, subcommittee, municipal committee or legislative district committee, if that person has public supported a non Democratic party candidate for public office in a general election.
- C. This section shall not apply to those people who supported candidates in a general election if at the time of their support those persons supporting such candidates were not registered Democrats.
- D. This section shall be a condition applicable throughout these By Laws regardless of whether any specific Article, Section, or Paragraph specifically refers to it.
- E. This section shall not abridge the statutory rights of any elected county committee person to vote in statutory designated elections.
- F. Any decision regarding the eligibility of an individual to vote shall be made by the Arbitration Committee

## Section 6. REMOVAL FOR CAUSE, HEARING

### A. RULES, PROCESS

After formal complaint has been submitted in writing to the Grievance Committee for misconduct in office, an Officer of the Bergen County Democratic Organization, District Committee, Executive Committee member, or other Standing Committee member may be removed from office, but no one shall be removed from office without a hearing before the Grievance Committee (Article V. Section 3 (e)) and after he/she shall have been given a copy of the charges at least ten days prior to such hearing and have had an opportunity to be heard in person or by counsel. The recommendation for removal of any Officer of the Bergen County Democratic Organization, District Committee, Executive Committee member or Standing Committee member by the Grievance Committee shall be by unanimous vote and then presented to the full County Committee at a convention wherein the Grievance Committee recommendation shall be presented and he or she shall have a right to be heard in person or by counsel. The removal of any Officer of the Bergen County Democratic Organization, District Committee, Executive Committee member or Standing Committee member at the convention called by the Grievance Committee shall be by a  $\frac{3}{4}$  vote of the entire Committee.

- B. Should any Officer of the Bergen County Democratic Organization, District Committee, Executive Committee, or Standing Committee be convicted of a crime by a Court of competent jurisdiction, that personal shall be removed from office for cause and not be eligible to serve as an Officer of the Bergen County Democratic Organization in any capacity.

- C. Any person removed from office pursuant to Article I, Section 6. B. above may appeal their removal for cause to the Grievance Committee within 14 days of the conviction of a crime thereby staying the removal for cause. Thereafter, the Grievance Committee shall conduct a hearing on the appeal that the removal for cause shall not apply because the convicted offense does not rise to the level of removal for cause. A vote of the Grievance Committee on the appeal of an officer claiming that the removal for cause, pursuant to Article 2, Section 6.B. shall not apply, shall be by unanimous vote.

## ARTICLE II

### Section 1. QUALIFICATION OF OFFICES:

Subject to the limitations as set forth in Article I, 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 Chairperson and the Vice-Chairperson shall be individuals of the opposite sex.

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

The Chairperson, Vice-Chairperson, Recording Secretary and Treasurer shall be elected at the Re-organization meeting of the County Committee, as shall be provided by R.S.19.

The convention for the Chairperson, Vice Chairperson Recording Secretary and Treasurer shall be conducted in accordance with the procedures for conducting the County and Congressional Convention.

### Section 3. CONTESTED ELECTION FOR CHAIRPERSON:

Notwithstanding the provisions of Section 2, above, in the event that there is a contest for the office of Chairperson, then the election of Vice-Chairperson, Recording Secretary and Treasurer may be postponed for a period of time not longer than three (3) weeks after the recessing of the re-organization meeting. Five (5) days written notice to all members of the County Committee shall be given by the Chairperson.

### Section 4. TERMS OF OFFICE:

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

### Section 5. APPOINTIVE OFFICERS:

The Chairperson shall, as soon as may be conveniently possible after his election, appoint the following officers, who serve at the pleasure of the Chair person:

- A. Corresponding Secretary
- B. Legal Counsel
- C. Parliamentarian
- D. Sergeant--at--Arms.

Section 6. FILLING OF VACANCIES:

Vacancies in any elective 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 7. NOMINATION FOR COUNTY CHAIRPERSON, VICE-CHAIRPERSON, RECORDING SECRETARY AND REASURER:

- A. Candidates for County Chairperson, Vice Chairperson, Recording Secretary, and Treasurer shall be nominated by submissions to the Candidate Credential Committee of a letter of intention indicating the office sought and a petition containing the signatures of at least thirty (30) elected or appointed statutory members of the County Committee from at least ten (10) municipalities within Bergen County, no later than five (5) days prior to the election for County Chairperson.
- B. There shall be no nominations from the floor for County Chairperson, Vice Chairperson, Recording Secretary, or Treasurer unless no candidate has been nominated in accordance with Paragraph A of this Section. If no candidate for one of these offices has been nominated in accordance with Paragraph A of this Section, nomination for that office shall be from the floor by any ten elected members of the County Committee from at least five different municipalities.

Section 8. METHOD OF ELECTION:

- A. If there is no contest for Chairperson, Vice-Chairperson, Recording Secretary or Treasurer, election shall be held by acclamation.
- B. If there is no contest for any office, election for that office shall be by ballot in accordance with the procedures for conducting the County and Congressional Convention.
- C. In the event of 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 declared 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.

Section 9. ELECTION OF STATE COMMITTEE:

- A. Persons interested in the position of state committee shall submit credentials to the search committee which shall report to the County Chairperson.
- B. The County Chairperson shall appoint members of the state committee with the advice and consent of the Executive Committee. The County Chairperson and Executive Committee in making its determination shall take into consideration that the state Committee be representative of the entire county taking special consideration of the diverse constituency that represents the Democratic Party.

## ARTICLE III

### DUTIES OF OFFICERS

#### Section 1. CHAIRPERSON: The Chairperson shall:

- A. Preside at all meetings of the County Committee and of the Executive Committee;
- B. Appoint the Chairperson and all members of all standing committees and be responsible to the County Committee for the faithful performance of their duties;
- C. Serve as a member of all standing committees;
- D. Faithfully execute the decisions of the County Committee;
- E. Speak as the official spokesperson of the County Committee;
- F. Arbitrate any procedural controversy affecting the County Committee, democratic Candidates or any other matter affecting or involving the County Committee or the Regular Democratic Organization subject to these by-laws and New Jersey State Statutes;
- E. Designate candidates having the support of the Bergen County Democratic Organization and the County Committee subject to these by-laws and New Jersey State Statutes;
- H. Official authorized to designate Ballot Position;
- I. Appoint such employees, agents or personnel as the Chairperson shall deem necessary;
- J. Act as the Chief Executive Officer and have all duties and powers as are necessary to and incidental for the performance of the duties of Chairperson.
- K. When an allegation of a violation of the By-Laws is filed by any member of the County Committee with the County Chairperson, The Chairperson shall be required to appoint a fact-finder charged with investigating the allegation, and determining the merit thereof, provided that no such investigation shall interfere with any governmental investigation.
- L. The Chairperson shall cause to be filed a certified list of its members with the County Clerk to ensure the representative rights of such members in the governance of the party.
- M. The Chairperson may propose rules and procedures for any meeting held to select a candidate to fill a vacancy for any office or nomination (other than for Statewide office or as outlined specifically in the By-Laws) and said rules and procedures for the meeting must be adopted by majority vote.

- N. In presiding over the Bergen County Democratic Organization the Chairperson will act to ensure the fundamental fairness of party committee activities and that elected members enjoy participatory rights in the governance of the Bergen County Democratic Organization.
- O. The Chairperson shall cause the By-Laws to be posted on the Bergen County Democratic Organization website and a copy submitted to the Board of Elections and to all newly elected Committee members.
- P. The Chairperson shall cause a copy of these By-Laws to be presented to any Committee Member appointed to Fill a Vacancy.
- Q. The Chairperson shall report to the Clerk any resignation of any committee member accompanied by a notarized letter signed by the resigning committee member, or in the absence of such letter. A report of resignation must be accompanied by a notarized letter giving notice of such resignation and signed by the municipal committee chairman.
- R. The Chairperson shall do his best to ensure that every person appointed to the County Committee shall file with the County Clerk a Certificate of Acceptance, which shall also be preserved as a government record.

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

- A. Assist the Chairman in the performance of his duties; and
- B. In the absence of the Chairperson, preside at meetings of the County Committee or of the Executive Committee.

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.

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. In the absence of the Chairperson, Vice Chairman and the Treasurer, preside at meetings of the County committee or the Executive Committee.

Section 5. TREASURER: The Treasurer shall:

- A. Keep full and complete accounts of all monies received and disbursed by him;
- B. Prepare and file such financial statements as may be required of 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 for inspection;
- C. Render all necessary cooperation and assistance to the

auditing or examining Certified Public Accountant selected by the Executive Committee as provided by Paragraph (f) of Section 3, Article V;

- D. Render periodic financial reports to the Executive Committee at its meetings;
- E. In the absence of Chairperson and Vice-Chairperson, preside at meetings of the County Committee or the Executive Committee.

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

- G. Assist the Chairperson in maintaining order at all meetings;
- F. Appoint such aides 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 statues of the State of New Jersey;
- C. The rules and procedures of the Democratic National and State Committee; and
- D. The County Committee.

#### ARTICLE IV

##### LEGISLATIVE DISTRICT COMMITTEE

Section 1. LEGISLATIVE DISTRICTS:

There are hereby established districts which shall be coextensive with the legislative district lines within Bergen County and include only Bergen County municipalities therein.

The Chairperson of each Legislative District Committee shall be elected by the members of the County Committee residing in the election districts comprising such District. This Chairperson shall be a member of the Executive committee as the representative from his district.

The Vice-Chairperson of each Legislative District Committee who shall be of the opposite sex from the Chairperson, shall be elected by the members of the County Committee residing in the election districts comprising such Legislative District.

The Vice-Chairperson of the Legislative District will serve on the Credentials Committee as representative from his/her district.

The election of the Chairperson and Vice Chairperson of the District shall be held on the last Tuesday of June following the annual re-organization meeting of the County Committee at a

place designated by the County Chairperson.

The Chairperson and Vice-Chairperson need not be members of the County Committee, but must reside in Bergen County, be registered Democrats at least one year prior to their nomination and shall not have supported a candidate for public office in general election in direct competition with a candidate supported by, nominated and/or endorsed by the Bergen County Democratic Committee.

Section 2. MEMBERSHIP:

The Legislative District Committee as defined in Section 1 hereof shall consist of the duly elected County Committee members and Municipal Chairperson of the several election districts within each Legislative District and such other Democrats as Legislative District by-laws may provide and the honorary members of the County Committee as provided in Article I, Section 4, residing in such districts. No person shall be eligible for membership as an honorary member or officer of the Legislative District Committee if said person has supported publicly a candidate for public office in a general election in direct competition with a candidate supported by, nominated and /or endorsed by the Bergen County Democratic Committee. This section shall not abridge the statutory right of any elected county committee person to vote on statutory obligations. This section shall not apply to those people who supported candidates in a general election if at the time of their support they were not registered Democrats.

Section 3. BY-LAWS:

Each Legislative District Committee may adopt its own by-laws and rules of procedure provided however that nothing contained therein shall be inconsistent with or contrary to the by-laws of the National, State or County Committees or the Statute. A copy thereof and of all subject amendments thereto shall be filed with the Recording Secretary of the County Committee.

Section 4. OFFICERS:

Each Legislative District may appoint or elect other officers as may be provided in its by-laws.

Section 5. MEETINGS:

The Legislative District Committee shall meet at least two times annually at times called by the Chairperson of the Legislative Committee or the County Chairperson. The Legislative District Committee shall also hold a Candidates Night to be held between the filing deadline for the Legislative Convention and the date of the Legislative Convention.

Section 6. FUNCTIONS OF THE LEGISLATIVE DISTRICT COMMITTEE:

The Legislative District Committee may:

- A. Sponsor and conduct political meetings and rallies subject to the approval thereof by the County Chairperson;
- B. Sponsor and conduct fund-raising social functions for the benefit of the Municipal Committees within the Legislative District. If funds are raised, members of the Legislative District shall designate a person to act as Treasurer responsible for filing appropriate financial statements as required by law with copies of the County Party



Treasurer keeping full and complete accounts of all monies received and disbursed, render financial reports to the Legislative District Committee with copies to the County Party Treasurer subject to the approval thereof by the County Chairperson;

- C. Assist in the organization of Democratic Club and Municipal Committees in those municipalities within the Legislative District having no such clubs and/or committees and to insure that the Democratic Party has candidates representing the party for all local offices subject to the approval thereof by the County Chairperson;
- D. Perform such other functions as may be agreed upon by the Legislative District Committee subject to the approval thereof by the County Chairperson.

## ARTICLE V

### EXECUTIVE COMMITTEE

#### Section 1. MEMBERSHIP:

The Executive Committee shall consist of the following members:

- A. The Chairperson, Vice-Chairperson, Recording Secretary, Corresponding Secretary and Treasurer of the Bergen County Democratic Committee.
- B. The State Committeemen and Committeewomen elected as prescribed by Title 19 of the New Jersey Statute;
- C. Nine (9) members selected by the County Chairperson;
- D. The Chairperson of each legislative district is unable to attend any meeting of the Executive Committee, the Vice-Chairperson of that legislative district shall serve in place of the Chairperson at such meeting;
- E. All County, State and National Democratic public and party elected officials representing or residing in Bergen County.
- F.. The president of any organization, club or similar group from Bergen County and dedicated to support Democratic candidates in Bergen County other than those set forth in Section 1 (f) hereof; provided however, if the president of such organization, club or similar group is a member of the Executive Committee by virtue of Section 1 (f), shall be a member of the Executive Committee if such organization, club, or similar group, upon two-thirds vote of its entire membership annually, prior to October 1, certifies that such organization satisfies the following criteria:
  - 1. That such organization has been in existence for at least one year;
  - 2. That such organization has at least 50 dues-paying members;
  - 3. That the membership of the organization includes at least one person residing in each of twenty or more municipalities. If the

Executive Committee certifies upon a two-thirds vote of its entire membership, that any organization whose president has been admitted to membership of the Committee under this subparagraph 1(g), shall not have satisfied such criteria for the preceding twelve months, then upon such certification, the President of such organization or another representative, where applicable shall no longer be members of the Executive Committee.

4. If the president of such organization, club or similar group is a member of the Executive Committee by virtue of Section 1(a), (b), (d), (e) or (f) hereby, then the respective organization, club or similar group may designate another representative to the Executive Committee.

G. No person shall be eligible for membership in the Executive Board if said person has supported publicly a candidate for public office in a general election in direct competition with a candidate supported by, nominated and/or endorsed by the Bergen County Democratic Committee. This section shall not abridge the statutory right of any elected county committee person to vote on statutory obligations. This section shall not apply to those people who supported candidates in a general election if it at the time of their support they were not registered Democrats.

## Section 2. TERMS:

The terms of the Executive Committee members described in Section 1(a), (b) and (e) shall be coextensive with their terms in said office. The terms of the Executive Committee members described in Section 1 (c) shall be at the pleasure of the Chairperson and (d) shall be one year or until their successors are chosen or elected as the case may be.

## Section 3. DUTIES:

The Executive Committee shall perform the following duties:

- A. Advise and assist the Chairperson in the appointment of members of the various Standing Committees and all other committees, in the establishment of general policies, in coordinating the activities of all committees and in the enforcement of these by-laws and the decisions of the County Chairperson.
- B. Call special meeting of the County Committee pursuant to Article VII, Section 3 of the By-Laws;
- C. Present to the County Committee such recommendations as it may by a majority vote, deem advisable on any matter.
- D. Act as a Grievance Committee;

## Section 4. MEETINGS

The County Chairperson shall be the presiding officer of the Executive Committee and shall call meetings of the Executive Committee at such times and places as determined by the Chairperson. The County Chairperson may also call additional meetings of the Executive

Committee on said notice upon the written request of a majority of the total membership of the Executive Committee. Every member of the Executive Committee shall be provided with the same notice of the date, time, and location of any Executive Committee meeting, and no business of the Executive Committee shall be conducted prior to that date and time.

Section 5. VACANCIES:

Vacancies shall be filled for the unexpired portion of the term only and in the manner in which the original appointment was made.

ARTICLE VII  
CANDIDATE CREDENTIALS COMMITTEE

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Section 1. MEMBERSHIP:

The Candidate Credentials committee shall be composed of the County Chairperson, the Five District Vice Chairpersons, and six persons from the executive committee, elected officials or county committee member (1 from each Legislative District and 1 at large) selected by the County Chairperson.

Section 2. DUTIES:

The Candidate Credential Committee shall seek, consider, screen and investigate all candidates for public office seeking nomination at the County Election. The Committee shall review the candidate's background and establish that the candidate is a registered democrat, has supported and participated in the Democratic Party in the State of New Jersey, and determine whether the candidate has supported publicly a candidate for public office in a general election in direct competition with a candidate supported by, nominated and for endorsed by the Bergen County Democratic Committee and is qualified to run under the Democratic Designation.

Section 3. REPORT TO THE COUNTY CONVENTION:.

The Candidate Credential Committee shall make a report and shall make a recommendation to the County Committee at the County Election indicating the results of their findings.

Section 4: CANDIDATE SUBMISSION:

Candidates seeking nomination from the County and legislative election must submit no later than 20 days prior to the Election a letter of intention indicating the office sought, a resume and a petition signed by thirty {30} registered County Committee Members, qualified members of the Executive Board and or elected officials from not less than five distinct municipalities. A Candidate must submit with his letter of intention an affidavit containing a provision that the candidate meets the qualifications of these by-laws and a provision certifying whether or not the candidate will oppose the endorsed candidate in a primary. A candidate who does not comply with these provisions shall not be eligible for nomination at the Election. Each such candidate shall then be investigated by the Credentials Committee. A candidate or candidates recommended by the Committee shall be deemed to be eligible to be nominated at the election, and no further nomination process is necessary to be placed before the County Committee.

Notwithstanding anything herein to the contrary any Candidate who files the letter of intention with the Committee, and the petition as set forth herein, who is a registered Democrat shall be eligible to be a candidate at the Election.

## ARTICLE VIII

### Section 1: COUNTY AND CONGRESSIONAL CANDIDATE SELECTION:

A. No later than the fifteenth day of March, the County Chairperson shall hold the County and Congressional Convention for the purpose of selecting candidates for county office, state, committee, and Congress. The Call for holding the Convention shall be issued four weeks prior thereto.

B. The following Bergen County residents shall be eligible to vote:

1. All duly elected or appointed statutory members of the County Committee who hold their seats at least seven days prior to filing deadline;
2. All members of the county Executive Committee;
3. All Municipal Chairpersons;
4. The Vice-Chairperson of each legislative district;
5. All duly elected Democratic public and party officials at the national, state, county congressional and legislative district levels who reside in Bergen County;
6. All Democratic Mayors and Democratic members of Municipal governing bodies in Bergen County. In municipalities with non partisan governing bodies whose last party affiliation is Democratic;
7. In addition, one additional delegate shall be awarded to each municipality for each 1,000 votes and any portion thereof received, in such municipality by the combined average of the Democratic freeholder candidates in the last preceding general election in general assembly election years, by the combined average of the Democratic freeholder candidates and the Democratic general assembly candidates in the last preceding general election at each respective level). A minimum of one bonus delegate.

A. Such additional delegates shall be chosen by majority vote of the Municipal Committee of each municipality. The names and addresses of all delegates to the (election) convention shall be certified to the County Chairperson by each municipal chairperson at least eighteen days prior to the date set for the election. No individual shall have more than one vote for each opening for office regardless of how many of the above categories (1) through (7) even if the individual may qualify for more than one category.

B. If the convention shall fall upon a religious holiday observance day, an individual may request an absentee ballot from the county organization up to 48 hours prior to the convention, with notification of his/her municipal chairperson. The determination to issue an absentee ballot shall be made by the County Chairperson.

- C. No proxy voting shall be permitted.
- D. Alternates may be chosen equal to twenty-five (25%) of the town delegation rounded off to its next highest number.
- E. All Municipal Chairpersons must file in writing, at Democratic headquarters, the names, addresses and telephone numbers of all delegates, bonus delegates and alternate delegates no later than seven days prior to the County Convention. Said list of delegates shall be certified by County Committee of each municipality. Failure to provide said list within the time prescribed herein shall result in the disqualification of the municipality's delegates. Those bonus delegate, alternate delegates and County Committeepersons whose appointment took place after the filing deadline, whose names have not been so filed and identified shall not be permitted to participate in the convention. Said lists shall be made available to candidates five (5) working days after said deadline.
- F. A Credentials and Rules Committee and other appropriate committees shall be appointed by the County Chairperson at the time of the call of the convention. The rules of procedure for the {election}convention shall be sent to all Municipal Chairpersons and all candidates who have previously filed with the Credentials Committee at the time of call to the election, and copies shall be available at County Headquarters for other interested parties.
- G. For the results of the convention to be deemed valid and binding, a number of delegates equal to percent plus one person of the total membership of the county Committee excluding vacancies in the Committee must register to vote on the night of the convention. The number of delegates who have registered to be determined at the conclusion of the vote.
- H. Candidates who submit themselves to the election shall agree, in writing, prior to the day of the election, to abide by the outcome of the election results as follows:
1. The candidates who receive the highest number of the votes of the delegates to the convention shall be given the party designation and have their names placed at the top of the ballot column in order of the votes received for the particular office. Should candidates receive the same number of votes for an opening to a particular office, the County Chairperson shall determine the winning candidate.
  2. All candidates described in paragraph(1)above, shall name the County Chairperson as their campaign manager and the campaign manager shall give them the party designation.
- G. Each delegate must cast his or her own ballot and may not delegate this right to anyone else. No delegate shall be permitted to vote unless he or she presents such certifications as the Credentials and Rules Committee shall deem to be proof on his or her election as a delegate.
- H. The County Chairperson shall in the call to the convention, set forth the time, place and general procedures for the voting which shall be

controlling and must include the following:

Section 2. PROCEDURES FOR THE COUNTY AND CONGRESSIONAL CONVENTION:

- A. Candidates Night: The County shall conduct a candidate's night to be held between the filing deadline for the convention and the date of the convention. Notice of the candidate's night shall be sent by the county chair with the call to the convention.
- B. I.D. Required for Voting: Each voting delegate shall present identification to receive ballot for voting.
- C. ARBITRATION COMMITTEE: The County Chairperson shall appoint a three (3) person arbitration committee for the convention. Said committee shall hear and decide all issues and disputes and shall conclusively decide all issues present in the arbitration committee during the convention.
- D. THE CALL TO THE CONVENTION: The County Chairperson shall in the call to the conventions set forth the time, place, and procedure which shall consist of the following order of business:
  - a. Sign in and receive paper ballot;
  - b. Keynote Speech;
  - c. Nominators;
  - d. Acceptance of nominations;
  - e. Elections (to be read by town chosen by lottery).
- E. Voting: Voting of the convention shall be by paper ballot given by each voting delegate to the municipal chair who shall tally and read the results.
- F. NOMINATIONS: NOMINATING SHALL BE MADE AS DESCRIBED IN ARTICLE VI SECTION 4, CANDIDATE SUBMISSION AND NO NOMINATIONS SHALL BE MADE FROM THE FLOOR OF THE CONVENTION UNLESS NO CANDIDATE FOR AN OFFICE HAS BEEN NOMINATED.

Section 3. LEGISLATIVE DISTRICT CAUCUS (STATE SENATE AND ASSEMBLY)

- A. All of the procedures described with respect to the County Candidate selection process include the screening and evaluation procedures of the Candidate Credentials Committee set forth in Article VII above shall be applicable to the Legislative District Caucuses with the following additions or exceptions:
  - 1. The Legislative District Caucuses shall be comprised of those delegates selected in accordance with Article VII Section 1. (b) above, whose reside in the Municipalities within each of the respective legislative districts.

The caucuses shall be held on a date or dates designated by the County Chairperson not less than two nor more than three weeks prior to the last day for filing petitions for the primary election.

- 2. The Legislative District Caucuses shall concern themselves with candidates to be selected from the districts, to wit: state senate candidates and state assembly candidates.

3. A quorum to conduct the business of the Legislative District Caucus shall be the number of the delegates equity to fifty (5) percent of the total membership of the municipal committees within the district, excluding vacancies in the committee.

Section 4. FAILURE TO SELECT CANDIDATES:

In the event the Convention or Caucus fails to select candidates for the lack of a quorum or otherwise, such selections shall be made by the Candidate Credentials Committee who shall make their recommendations to the County Chairperson.

Section 5. COUNTY COMMITTEE BALLOT POSITION:

Wherever and whenever there shall be more than (1) petition filed within a district for County committeeman or County Committeewoman, the County Chairperson shall designate the ballot position.

Section 6. CANDIDATES' SPEECHES:

Whenever there shall be a contest for selection of any candidate, each candidate shall be afforded five minutes during the Convention or meeting to address the membership of the County Committee, however this section shall not prevent a member of the County Committee or other voting delegate from casting a ballot prior to a candidate having addressed the membership.

ARTICLE IX

COMMITTEES

Section 1. STANDING COMMITTEES:

There shall be the following Standing Committees of the Bergen County Democratic Committee:

- A. Rules, Resolution and By-Laws
- B. Candidate Credentials
- C. Platform
- D. Finance

Section 2. MEMBERSHIP ON COMMITTEES:

Each of the above Standing Committees shall consist of:

- A. A Chairperson, appointed by the County Chairperson at the organization meeting of the County Committee or within four (4) weeks thereafter:
- B. At least one (1) representative from each Bergen County Legislative District and such other members as may be appointed by the County Chairperson, at his discretion.

Section 3. REMOVAL FROM COMMITTEES:

A vacancy in the Chairmanship or membership of any of the above Standing Committees may be declared by the Chairperson of the County Committee or a two-thirds vote of the Executive Committee upon:

- A. That member's moving out of the County, or
- B. That member's non-performance of his duties on the committee.

Section 4. DUTIES OF COMMITTEES:

The Standing Committees shall have the following duties:

- A. Rules, Resolution and By-Laws Committee: Consider and report to the County Chairperson, Executive Committee and County Committee on all questions of law, procedure, resolutions or proposed amendments to these by-laws.
- B. Candidate Credentials Committee: Shall have the duties as set forth in Article VI.
- C. Platform Committee: To prepare the Bergen County Democratic platform for all County and Legislative election campaigns for presentation and recommendation to the County Chairperson, Executive Committee 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.
- D. Finance Committee: Assist at all fund raising events and functions as requested by the County Chairperson.

Section 5. SPECIAL COMMITTEES:

The County Chairperson 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 Chairperson. Any report containing a recommendation for specific action by the County Committee shall be submitted in writing to the County Chairperson and where required under Section 4(c) and (e) hereof to the Executive Committee at least five (5) days prior to the meeting at which such recommendation is to be considered.

ARTICLE IX X

MEETINGS

Section 1. ORGANIZATION MEETING:



The organization meeting of the County Committee shall be held in June of the years in which members of the County Committee are elected at the Primary Election, on the date fixed by statute, in the County Headquarters or at such other place as may be designated by the County Chairperson in the call for the meeting.

Section 2. OTHER REGULAR MEETINGS:

Such additional meetings in addition to the annual organization meeting shall be held during each calendar year at the call of the County Chairperson.

Section 3. SPECIAL MEETINGS:

Special meetings may be held at any time upon the call of the County Chairperson, upon the call of a majority of the Executive Committee or upon the written request of twenty (20) percent of the members of the County Committee addressed to the County Chairperson and the Secretary of the County Committee.

Section 4. RESOLUTIONS:

- A. Any resolutions promulgated by the County or Municipal Committees, except those sponsored by the County Chairperson or the Executive or Standing Committees, to be presented to the County Committee, except bylaw 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 shall be responsible for mailing the resolution to the County Committee, including the cost, no later than seven (7) days before said meeting or as soon as reasonable possible.
- B. When any resolution is to be voted upon by the County Committee, the proponents of the resolution shall be permitted a total of five minutes as a group to address the County Committee at the meeting .

B. Report of Nominating Committee;

C. Nominations shall be in accordance with Article IL Section 7;

D. Election of officers (or if there is a contest for County Chairperson, election of County Chairperson only);

E. Adoption of By-Laws;

F. Other business.

Section 5. OTHER MEETINGS:

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

A. Salute to Flag;

B. Consideration of minutes of previous meeting;

- C. Reports of officers and action thereon, if required;
- D. Reports of Executive Committee and action thereon, if required;
- E. Reports of Standing Committees and action thereon, if required;
- F. Reports of Special Committees and action thereon, if required;
- G. Unfinished business, if any;
- H. New business, if any.

Section 6. RULES OF ORDER: Unless otherwise provided for in these by-laws or by statute, all business shall be governed by Robert's Rules of Order.

Section 7.     BALLOTS:

Section a. At any meeting, convention, or caucus where a resolution, candidacy, or any other matter is to be decided by° a vote of the County Committee using paper or other method of balloting, the ballot shall contain a statement specifically describing the subject of the vote.

Section b.     BALLOT BOXES:

When any vote conducted pursuant to any provision in these By-laws is conducted by use of secret ballot, representatives for or against any resolution, candidate, or question shall be permitted to inspect the ballot boxes prior to the commencement of voting.

Section 8. BALLOTS, COUNTING OF:

When any vote is conducted pursuant to any provision in these By-laws by use of secret ballot, representatives for or against any candidate, resolution or proposition shall be permitted to lie present during the counting of the ballots, but shall not interfere in the counting of the ballots.

Section 9.     BALLOTS, SECRECY:

When any vote is conducted pursuant to any provision in these By-laws by use of secret ballot the secret of the ballot shall be maintained. No person handling any completed ballot shall reveal the contents of that ballot prior to its casting, and no delegate or member of the County Committee shall be asked to reveal the tenor of his or her vote.

Section 10.   Voting Machines:

Notwithstanding any provision in these By-laws to the contrary, the use of voting machines shall be permitted for any vote or election,. At the discretion of the County Chairperson.

Section 10. VOTE BY ACCLAMATION:

Notwithstanding any provision in these By-laws to the contrary, the use of voting or election by

acclamation shall be permitted for any vote or election in which candidacy is unopposed or an issue to be decided is uncontested.

Section 11. ABSENTEE VOTING:

- A. Notwithstanding any provisions in these bylaws to the contrary, whenever the County Chairperson shall have determined in advance that any election or vote to be taken is of sufficient importance to permit absentee voting and shall have indicated as such in the notice for the convention or meeting, absentee voting shall be permitted, in accordance with procedures to be determined by the County Chairperson and included in the notice for the convention or meeting, by any member of the County Committee who expects to be absent from the State on the day' of any election or vote or who will be within the State on the day of any election or vote. but because of illness or physical disability, or because of the observance of a religious holiday. or because of resident attendance at a school, college, or university, or because of the nature and hours of his or her employment, will be unable to cast his or her ballot in person at the convention or meeting, unless otherwise prohibited by law.
  
- B. The procedures to be used for absentee voting shall ensure the secrecy, of the absentee ballots cast.

ARTICLE XI  
AMENDMENTS TO BY-LAWS

Section I.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 Chairperson at least sixty days prior to the date of the meeting at which said amendment is to be considered.

Section 3. REFERRAL TO COMMITTEE:

The County Chairperson, upon receipt of such proposed amendment, shall immediately submit it to the Committee on Rules, Resolutions and By-Laws for study and recommendation. The recommendation of said committee shall be made in writing to the County Chairperson within thirty 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, Regulations and By-Laws' recommendation, and the existing by-law section are:

- A. included in the meeting notice, or
  
- B. are read and distributed in writing at a previous county committee meeting.

**Section 5.**    **ADOPTION:**

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

Witnesseth:

County Chairperson

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MATTHEW M. McHALE, EXECUTIVE DIRECTOR    MICHAEL KASPARIAN

The undersigned Parliamentarian of the Bergen County Democratic County Committee hereby certifies the above by-laws to be adopted at a meeting of the County Committee held on May 6, 2010.

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JOSEPH ARIYAN, ESQ.