

Hamilton County Democratic Central Committee
2018 RULES AND REGULATIONS
OF THE HAMILTON COUNTY DEMOCRATIC PARTY



Adopted 04/21/2018 by the Hamilton County Democratic Party Executive Committee

PREAMBLE

The purpose of the Hamilton County Democratic Party shall be the election of candidates to local, state and national office and the promotion of the goals and principles of the Democratic Party as defined by the Ohio Democratic Party (*see* attached). The Democratic Party shall be open to all and due regard shall be taken to insure that appointment to Party bodies reflects the diversity of the Democratic Party.

COUNTY CENTRAL COMMITTEE

Article I: Membership+

- A. The Hamilton County Central Committee shall be composed of the Central Committee persons elected at the Primary Election in even numbered years from each precinct in Hamilton County in accordance with Ohio Revised Code Section 3517.03, and those appointed to fill vacant precincts by the Central Committee or the Executive Committee.
- B. Between meetings of the Central Committee, vacancies in the Central Committee shall be filled by appointment of the Hamilton County Executive Committee.
- C. Appointed Central Committee members shall be eligible to vote after their appointment has been approved by the Central Committee or the Executive Committee and, once appointed shall serve the same term and have the same powers as if they had been elected.

Article II: Meetings

- A. The organizational meeting of the Central Committee shall take place in accordance with the provisions of Ohio Revised Code Section 3517.04.
- B. All other meetings shall be held at the call of the Chair or Co-Chairs of the Central Committee.

Article III: Officers

- A. The officers of the Central Committee shall be:
 - 1. A (1) Chair, or (2) Co-Chairs who agree to run and serve together.
 - 2. One First Executive Vice-Chair. If one Chair is elected, or if both Co-Chairs identify as the same gender, the First Executive Vice-Chair must identify as a different gender than the Chair or Co-Chairs.
 - 3. Four Vice-Chairs.
 - 4. A Secretary.
 - 5. A Treasurer.
- B. The above officers shall collectively constitute an Officers' Council which shall meet no less than six times per year.

Article IV: Standing Committees

- A. The Standing Committees of the Central Committee shall be:
 - 1. Membership and Volunteer Engagement.
 - 2. Candidate Development.
 - 3. Fundraising.
 - 4. Communications.
- B. The Officers' Council shall fill each Standing Committee in accordance with the following:
 - 1. Each Vice-Chair shall be appointed official liaison for one Standing Committee.
 - 2. Appoint a (1) chair, or (2) co-chairs for each Standing Committee. The Vice-Chair may serve as both the official liaison and the chair for one Standing Committee.
 - 3. Fill the remaining membership of each Standing Committee as necessary.
 - 4. Membership to a Standing Committee, including the appointment of a chair or co-chairs, is not limited to members of the County Executive Committee.
 - 5. The Officers' Council may review appointments to the Standing Committees from time to time as necessary to fulfill the purpose of the Hamilton County Democratic Party.
- C. The Treasurer shall be a member of the Fundraising Standing Committee.
- D. The Chair or Co-Chairs shall be *ex officio* member(s) of all Standing Committees.

- E. The Chair or Co-Chairs may establish additional committees for specific purposes from time to time as are necessary to fulfill the purpose of the Hamilton County Democratic Party (including, for example, an ad hoc Coordinated Campaign Committee).

Article V: Election of Officers

- A. All officers shall be elected at the biennial organizational meeting of the Central Committee.
- B. Voting in the Central Committee and all Democratic Party bodies shall be either by voice, standing or roll call.
- C. In conformance with Democratic National Committee and Ohio Democratic Party Rules secret ballots are not permitted as a method of voting in any party body.
- D. Paper ballots signed by those casting the ballot and available for public inspection may be used when voting on endorsement-related motions in field races where more than one candidate may be elected, such as in a Cincinnati City Council race.

Article VI: Powers of the Central Committee

- A. The Central Committee shall exercise all powers granted to it by the statutes of the State of Ohio.
- B. The Central Committee shall delegate all of its powers to the Hamilton County Executive Committee except those expressly reserved to it by Ohio law.
- C. The obligations to elect successors to county wide elected executive offices to which democrats had been elected and which became vacant due to the death or resignation of the office holder shall be reserved to the Central Committee.

Article VII: Dual Capacity of Officers and Standing Committees

- A. The officers of the Central Committee shall be the officers of the Executive Committee.
- B. The Standing Committees of the Central Committee shall be the Standing Committees of the Executive Committee.

COUNTY EXECUTIVE COMMITTEE

Article VIII: Membership

- A. The Hamilton County Executive Committee shall be limited to 250 members.
- B. The Executive Committee shall be composed in part of all duly elected Cincinnati Ward Chairs and the District Chair of each City, Village and Township, as well as all Democrats elected as members of Congress, County Executive Officers, Mayors, Township Trustees, State Legislators, other elected state officials, Cincinnati City Council members and State Central Committee Members.

- C. The balance of the members of the Executive Committee shall be appointed by the Chair or Co-Chairs of the Central Committee after consultation with others. Such appointed members need not be members of the Central Committee. Appointments shall give due regard to representatives of organized labor and other groups allied with the Democratic Party as well as the diversity of the Party.

Article IX: Meetings

- A. The organizational meeting of the Executive Committee shall be held within thirty (30) days following the biennial organization meeting of the Central Committee at the call of the Chair or Co-Chairs of the Central Committee.
- B. Additional meetings may be held at the call of the Chair or Co-Chairs of the Executive Committee.
- C. Meetings may also be called upon the written request signed by twenty-five (25) members of the Committee stating the purpose thereof. Upon receipt of the request, the Chair or Co-Chairs shall call a meeting of the Committee within fifteen (15) days of the receipt of the request, giving at least five (5) days' notice to the members of the Committee which notice shall also state the purpose of the meeting.

Article X: Duties of Officers

- A. The duties of the Chair or Co-Chairs shall include:
 - 1. The Chair or Co-Chairs may designate the First Executive Vice-Chair to conduct meetings in his/her/their absence and to perform such other duties as the Chair or Co-Chairs may designate. If the First Executive Vice-Chair is not available, the Chair or Co-Chairs may designate one of the Vice-Chairs to conduct meetings in his/her/their absence and to perform other such duties as the Chair or Co-Chairs may designate.
 - 2. The Chair or Co-Chairs shall resolve, decide and determine any disputes, objections or protests which may arise concerning the legality of the election of County Central Committeepersons, Ward, City, Village and Township Chairs.
 - 3. The Chair or Co-Chairs, in consultation with the Officers, shall have the power to employ an Executive Director and such other staff, such as a fundraising consultant, as necessary to fulfill the purpose of the Hamilton County Democratic Party. This employment, if any, shall be consistent with the budgeted expenses of the Party and shall not result in the Hamilton County Democratic Party incurring any indebtedness (whether secured, unsecured or otherwise).
 - 4. The Chair or Co-Chairs, in consultation with the Officers, shall have the power to appoint legal counsel. This appointment, if any, shall be consistent with the budgeted expenses of the Party and shall not result in the Hamilton County Democratic Party incurring any indebtedness (whether secured, unsecured or otherwise).

- B. The duties of the Secretary shall include:
 - 1. The Secretary shall keep a record of the minutes of the proceedings of meetings of the organization and shall prepare a summary for electronic distribution.
 - 2. The Secretary shall give notice as required in these rules and regulations of any and all meetings.
 - 3. The Secretary shall generally do and perform the duties ordinarily required to be done and performed by such an officer.
- C. The duties of the Treasurer shall include:
 - 1. The Treasurer shall keep a true and accurate account of all money, valuables or credits received by the Treasurer or coming into possession of the Treasurer or control belonging to this organization, together with the character, amount and to whom made, of any and all disbursements. And with the assistance of an accountant or fiscal officer shall render a full true and accurate account of the financial condition of this organization when requested by the Chair or Co-Chairs and annually to the Executive Committee. The Treasurer shall also file all reports required by state and federal law.

Article XI: Powers

- A. The Executive Committee shall exercise all powers granted to it by statute and those delegated to it by the Central Committee.

Article XII: Procedure

- A. Voting in the Executive Committee shall be either by voice, standing or roll call.
- B. Members must be present to be entitled to vote. No proxy voting shall be permitted.
- C. Those Members attending a meeting shall constitute a quorum for the purpose of transacting business except when a statute provides otherwise.

DISTRICT CENTRAL COMMITTEE

Article XIII: Definition

- A. Each City, Village and Township shall have a Central Committee composed of the Central Committee persons of the respective city, village or township.

Article XIV: Meetings

- A. Following the organizational meeting of the County Central Committee, each district committee and each City of Cincinnati ward shall conduct an election of officers within 30 days and report those officers to the County Party.

- B. All other meetings shall be held at the call of the Chair of the District Central Committee.
- C. Meetings may also be called upon the written request signed by ten percent (10%) of the members of the Committee stating the purpose thereof. Upon receipt of the request, the Chair shall call a meeting of the Committee within fifteen (15) days of the receipt of the request, giving at least five (5) days' notice to the members of the Committee which notice shall also state the purpose of the meeting.

Article XV: Officers and Their Election

- A. The officers of each District Central Committee shall be as follows:
 - 1. A Chair, or Co-Chairs.
 - 2. Such other officers as determined by the members of the District Central Committee.
- B. The officers shall be elected at the organizational meeting of the committee.

Article XVI: Powers and Duties

- A. Each District Central Committee may make nominations or issue endorsements of candidates and issues for public office solely within that district.
- B. Each District Central Committee shall also adopt rules and regulations regarding all other matters relating to the affairs of the Democratic Party within that District, which may provide for a District Executive Committee whose members may include non-members of the District Central Committee.

ADDITIONAL PROVISIONS

Article XVII: Ward Chairs

- A. Following each biennial meeting of the County Central Committee, the Central Committee persons elected in each ward of a city shall meet and elect a Ward Chair.
- B. The Ward Chair shall be responsible for directing the political activity of the Democratic Party for that ward.

Article XVIII: Democratic Clubs

- A. Whenever possible, each ward of the City of Cincinnati, and each other city, each village and each township shall have a Democratic Club whose membership shall consist of the chair, all Central Committee persons and all other Democrats who desire to participate in the activities of the club.
- B. The County Executive Committee, to the extent possible, shall prescribe the rules and regulations under which all clubs shall operate.

- C. Each club shall determine the amount of annual dues for its membership.
- D. The objectives of all clubs shall be:
 - 1. To increase membership by interesting local citizens in the goals and principles of the Democratic Party.
 - 2. To maintain interesting and informative programs at club meetings.
 - 3. To raise funds for the payment of outside workers on Election Day through continuing fund-raising, raffles, social events, etc.
 - 4. To train precinct committeepersons and those who will in the future, become precinct committeepersons.
 - 5. To assist in the registration of Democratic voters.

Article XIX: Miscellaneous Provisions

- A. The County Executive Committee may authorize the formation of other Democratic committees and/or clubs within the county such as a steering committee, college clubs, women's clubs, etc.
- B. In the event of a vacancy in the office of ward or district chair, the Central Committee persons of the respective area shall meet upon two (2) days written notice to elect a new chair. The meeting shall be called by and chaired by the Chair or Co-Chairs of the County Executive Committee or his/her/their designee.
- C. These rules and regulations may be amended by vote of a majority of the members of the County Executive Committee at a meeting called for that purpose by the Chair or Co-Chairs of the Executive Committee.
- D. These rules and regulations replace and supersede all prior rules and regulations of the Democratic Party of Hamilton County, Ohio.
- E. Robert's Rules of Order shall apply to all Central and Executive Committee meetings.
- F. For any position for which an Executive Committee recommendation is required by law, 30 days' notice shall be provided of such a position opening prior to the meeting of the Executive Committee at which a recommendation will be made.

Article XX: Annual Requirements

- A. The Chair or Co-Chairs, in consultation with the Officers, shall make an annual report to the Hamilton County Democratic Party on the state of the Party.
- B. The Hamilton County Democratic Party shall hold a Party Summit at least every other year. The Chair or Co-Chairs shall appoint facilitators for each Party Summit.