

Bylaws of the Portage County Democratic Party

#2007-01. Organization.

The year and order in which it was adopted shall identify each bylaw.

#2007-02. Annual Budget.

- a. Each year the Chair, in co-operation with the Treasurer, Finance Committee, and other officers, shall prepare a written budget, which sets out projected revenues and expenditures for the coming year.
- b. Revenues shall be projected based on planned fundraising events and activities, which shall be described in the budget.
- c. Expenditures shall be projected in two groups, "operating expenditures", and "campaign expenditures".
- d. "Operating expenditures" shall include the projected expenses of operating the County Party office, including rent, utilities, insurance, telephones, office supplies, office equipment, Internet website expenses, payments to the Ohio Democratic Party for regularly scheduled party dues and technical support services, and wages of employees.
- e. "Campaign expenditures" shall include donations to any candidates, and preparation and distribution of print, broadcast, or electronic advertising for any slate or group of candidates or issues supported by the County Party.
- f. The Budget shall be presented to the County Central Committee at the first meeting of each calendar year. A copy of the proposed budget shall be included with the Notice of Meeting sent to each member of the County Central Committee for that meeting.
- g. The members of the County Central Committee shall vote on the approval of the annual budget. If the budget is approved by a majority vote of the members attending the meeting, that approval shall authorize the Chair to make expenditures as set out in the budget and shall be the approval, as required by Section 3, for the Chair to execute contracts for the purposes set out in the budget.
- h. If the budget proposed by the Chair is not approved by a majority vote, the floor shall be open to amendments until a budget is approved in accordance with section G above.

#2007-03. Employee Authorization.

- a. When the Central Committee has approved an annual budget that provides for compensation of employees, the Chair may hire employees.
- b. The Chair may hire an Executive Director for the County Party and assign responsibilities to the Executive Director for the management of the operations of the County Party, except for those responsibilities which are required by statute or by this constitution and bylaws to be performed by a specific officer or standing committee of the County Party.
- c. The Chair may hire an Assistant Secretary and, with the consent of the Secretary, assign clerical responsibilities concerning the records and communications of the County Party, including Internet communications and website maintenance.

The Assistant Secretary shall not be assigned any official reporting responsibilities required by statute to be performed by the Secretary.

d. The Chair may hire an Assistant Treasurer and, with the consent of the Treasurer, assign clerical responsibilities concerning the records of the County Party. The Assistant Treasurer shall not be assigned any official reporting responsibilities required by statute to be performed by the Treasurer.

#2007-04. Local Democratic Policy Committee.

a. The Chair may appoint a Local Democratic Policy Committee.

b. The duties of the Policy Committee shall be to consider issues of importance to Portage County, to investigate such issues, and to make recommendations to the County Central Committee for resolutions supporting or opposing such issues.

c. The Chair may appoint to the Policy Committee any person who qualifies as a member of the Portage County Democratic Party as set out in Article Three of the County Party Constitution, including elected public officials who are not elected members of the County Central Committee.