



## **McHENRY COUNTY DEMOCRATIC CENTRAL COMMITTEE CONSTITUTION**

### ***PREAMBLE***

We, the duly elected committeepeople of the Democratic Party of McHenry County, united in common purpose, reaffirm the words inscribed in the Declaration of Independence by the Founder of our Party, Thomas Jefferson: "We hold these truths to be self-evident, that all men are created equal, that they are endowed by their Creator with certain unalienable Rights, that among these are Life, Liberty and the pursuit of Happiness ..."

We pledge to defend the rights of the individual while strengthening the bonds of community and humanity to nurture the young, tend to the ill, support the elderly, and defend the powerless.

To this high purpose we do adopt and establish this Constitution for the McHenry County Democratic Central Committee.

### **ARTICLE I. NAME**

1.1 This Organization shall be known as the McHenry County Democratic Central Committee ("Central Committee").

### **ARTICLE II. AUTHORITY**

2.1 The Central Committee shall be the governing body of the McHenry County Democratic Party.

### **ARTICLE III. FISCAL YEAR**

3.1 Each fiscal year of the Central Committee shall begin on July 1st and end on June 30th.

### **ARTICLE IV. MEMBERSHIP**

4.1 The Central Committee shall be composed of all elected and appointed Democratic precinct

committeepople who shall be referred to as the members of the Central Committee.

4.2 Each member of the Central Committee is eligible to cast weighted votes on all matters properly before the Central Committee, except that only elected precinct committeepople may vote for the officers of the Central Committee at the County Convention.

4.3 The term of office for members of the Central Committee shall run from the date of their election or appointment until the close of the polls at the next general primary election.

#### ARTICLE V.

#### **OFFICERS**

5.1 The officers of the Central Committee shall be the County Chair, Vice-Chair, Secretary, Treasurer, and General Counsel. In addition, a non-voting parliamentarian may be appointed by the County Chair.

5.2 Each officer of the Central Committee shall be elected by a majority of the weighted votes cast by the elected precinct committeepople present at the County Convention.

5.3 The term of office for each officer of the Central Committee shall run from the date of their election until their successors are elected at the next County Convention.

5.4 The County Chair shall be an elected precinct committeeperson. All other officers of the Central Committee may be elected from the elected precinct committeepople or otherwise, in accordance with 10 ILCS 5/7-68 of the Illinois Election Code.

5.5 The County Chair shall be the chief executive officer of the Central Committee, shall chair all meetings of the Central Committee and Executive Board, and shall have exclusive authority to appoint and remove all appointed precinct committeepople.

5.6 The Vice-Chair's principal duties shall be to exercise all powers of the County Chair in the County Chair's absence, other than the power of appointment and removal, chair the Election Services Committee, and perform such other duties as delegated by the County Chair.

5.7 The Treasurer's principal duties shall be to maintain the financial records of the Central Committee, prepare and file all required financial disclosure statements as required by law, and annually submit all financial records of the Central Committee for audit.

5.8 The Secretary's principal duties shall be to prepare and distribute in a timely manner the minutes of the Executive Board and Central Committee meetings to their respective members, prepare all correspondence as directed by the County Chair, maintain and archive all Central Committee files and chair the Communications Committee.

5.9 The General Counsel shall be a licensed Illinois attorney residing in McHenry County: Their principal duties shall be to serve as chair of the Audit Committee and to advise the County Chair and the Executive Board on all legal matters and rules of parliamentary procedure.

#### ARTICLE VI.

#### **DISTRICT CHAIRS**

6.1 There shall be District Chairs elected by their respective county board district committees.

6.2 Each District Chair shall be elected by a majority of the weighted votes cast by those precinct committee persons residing in each separate district present to vote at the County Convention.

6.3 District Chairs must reside in the county board district from which they are elected.

6.4 Where no District Chair is elected under this Article, the County Chair shall appoint the District Chair with the approval of a majority vote of the members present at any Executive Board meeting, and each such District Chair appointed shall serve as though elected; however, the County Chair has the ability to remove any appointed District Chair with the approval of a majority of members present at any Regular or special Executive Board meeting.

6.5 The term of office for District Chairs shall run from the date of their election until their successors are elected at the next County Convention.

6.6 Each District Chair shall be a member of the Executive Board and the Membership Recruitment Committee.

6.7 Each District Chair shall attend Central Committee, Executive Board and Membership Recruitment Committee meetings, and carry out the duties and responsibilities set forth by Central Committee.

#### ARTICLE VII.

#### **EXECUTIVE BOARD**

7.1 The Central Committee Executive Board shall be composed of the elected officers of the Central Committee together with the county board District Chairs and the chairs of the Fundraising, Membership Recruitment, and Technology Committees.

7.2 The Executive Board shall meet on such dates and at such times and locations as determined by the Executive Board, provided that the Executive Board shall meet no less than six times a year.

7.3 Each member of the Executive Board shall be entitled to cast one vote per person on any matter properly before it. No member shall hold more than one voting office on the Executive

Board.

7.4 All matters presented to the Executive Board shall be made by motion and approved by a majority vote of those present at such meetings.

7.5 No business shall be conducted by the Executive Board without a quorum present. A quorum is considered the simple majority of currently filled elected officers of the Executive Board. A member of the Executive Board is present for determining a quorum if physically present or participating by technology such as telephone or via computer applications such as Zoom.

#### ARTICLE VIII. **COMMITTEES**

8.1 There shall be a Membership Recruitment Committee, Fundraising Committee, Technology Committee, Election Services Committee, Communications Committee, and an Audit Committee.

8.2 The Executive Board shall have the authority to create all additional committees, such as an Events Committee, deemed necessary to carry out the affairs of the Central Committee.

8.3 All additional committees created shall be made by motion before the Executive Board and approved by a majority vote of the members present at any such meeting.

8.4 All committees shall be appropriately identified and the duties and responsibilities for each shall be set forth by the County Chair.

8.5 Except for chairmanships held by virtue of their elected offices, the County Chair shall appoint or remove chairs and members of committees. Such appointments or removals shall be approved by a majority vote of the members present at any Executive Board meeting.

8.6 The County Chair shall be an ex officio non-voting member on all committees of the Central Committee.

#### ARTICLE IX **CENTRAL COMMITTEE MEETINGS**

9.1 The number, time, place, location, and business to be conducted at the meetings of the Central Committee shall be determined by the Executive Board and published by notice to the members of the Central Committee provided that the Central Committee shall meet not less than once every calendar quarter.

9.2 Special meetings of the Central or District Committees may be called by notice given by the respective chair of such committees or by not less than twenty five percent (25%) of the

members of those committees.

9.3 Ten percent (10%) of the members of the Central or District Committee in attendance at any regular meeting shall constitute a quorum. Twenty-five percent (25%) of the members of the Central or District Committees in attendance at any special meeting shall constitute a quorum.

9.4 All questions before the Central and District Committees at any regular meeting shall be made by motion and approved by a majority of the weighted votes cast by the members present at such meeting. Voting on any matter before the Central and District Committees shall be by open roll call vote if any member so requests. There shall be no proxy voting at any meeting.

9.5 Robert's Rules of Order shall govern the rules of procedure at all Central and District Committee meetings.

## ARTICLE X **VACANCIES**

10.1 A vacancy in any office or position held by any elected or appointed member of the Central Committee may be created voluntarily or involuntarily.

10.2 A voluntary resignation may be created by resignation communicated to the County Chair, or upon any other disqualification provided by law.

10.3 An involuntary resignation may be created for cause in any elected office of the Executive Board or District Committee by two-thirds weighted vote of the members of the Central Committee or District Committee, whichever the case may be, present at a special meeting called for such purpose.

10.4 Whenever a vacancy in the office of precinct committeeperson exists, the County Chair may fill the vacancy by appointment of a qualified resident of the county and the appointed precinct committeeperson shall serve at the discretion of the County Chair; however, no such appointment may be made between the date of the general primary election and the 30th day after the date of the general primary election.

10.5 Whenever a vacancy in the office of County Chair exists, the Vice-Chair of the Central Committee shall assume the duties of the County Chair until such time as the vacancy is filled as provided under this Article.

10.6 Whenever a vacancy exists in any elected office of the Central Committee other than the office of precinct committeeperson, and there remains an unexpired term of one year or more left in such office, the vacancy shall be filled by appointment by the County Chair within thirty (30) days of the date of the vacancy or at the next Central or District Committee meeting,

whichever is later, and approved by a majority of the weighted vote of the precinct committeepeople present to vote at such meeting.

10.7 Whenever a vacancy exists in any elected office of the Central Committee other than the office of precinct committeeperson, and there remains an unexpired term of less than one year left in such office, the vacancy shall be filled by appointment by the County Chair within thirty (30) days of the date of the vacancy or at the next Executive Board meeting, whichever is later, and approved by a majority vote of the members present to vote at such meeting.

10.8 Whenever a vacancy exists in any non-elected position of the Central Committee, other than the office of precinct committeeperson, the vacancy shall be filled by appointment by the County Chair within thirty (30) days of the date of the vacancy or at the next Executive Board meeting, whichever is later, and approved by a majority vote of the members present to vote at such Executive Board meeting.

10.9 Whenever a vacancy in nomination exists, the vacancy shall be filled in accordance with 10 ILCS 5/7-68 et seq. of the Illinois Election Code.

#### **ARTICLE XI**

#### **NOTICES**

11.1 Notice of any regular meeting of the Central Committee, Executive Board, or District Committee shall be distributed by email. Members without email will be notified by writing. Communication to the members of each such Committee or Board will be no later than five days in advance of such meeting designating the time, place and to the extent reasonably possible, the business which is to be conducted at such regular meeting.

11.2 Notice of any special meeting shall be made by email and, if no email then in writing and communicated to the members of the Central Committee or District Committee, as the case may be, no later than five days in advance of such meeting designating the time, place, and the business which is to be conducted at such special meeting.

#### **ARTICLE XII**

#### **COUNTY CONVENTION**

12.1 A County Convention shall be held on the 29th day after the date of each general primary election at a time and location determined by the Executive Board.

12.2 Notice of the County Convention shall be published to all current members and all candidates who have filed as precinct committeepeople of the Central Committee by e-mail or first-class United States mail no less than thirty (30) days prior to the date of the Convention.

12.3 The County Convention shall constitute a special meeting of the Central Committee called

by the County Chair.

12.4 The business conducted at the County Convention shall include at a minimum the election of officers and District Chairs of the Central Committee.

12.5 The presiding officer of the County Convention shall be a member of the Central Committee who is not seeking office to the Executive Board. The presiding officer shall be nominated and approved by a majority of the weighted vote of the elected members of the Central Committee present at the County Convention.

12.6 The nomination of any officer or District Chair shall be made by nominating petition, signed by no less than three members of the Central Committee, designating the office sought and presented to the presiding officer of the County Convention.

12.7 Officers shall be elected by a majority of the weighted vote of the elected members of the Central Committee present at the County Convention, and District Chairs shall be elected by a majority of the weighted vote of the elected members of the Central Committee from their respective districts who are present at the County Convention.

12.8 The order of elections at the County Convention shall be: County Chair, Vice-Chair, Treasurer, Secretary, General Counsel, and the District Chairs in numerical order of their districts.

## ARTICLE XIII

## CAUCUS

13.1 Individuals who desire to be nominated by caucus shall support the purposes of the McHenry County Democratic Central Committee and schedule an appearance before the members of the Executive Board to present their qualifications, experience, and credentials for the office sought.

13.2 The Executive Board shall act as the screening committee with respect to the caucus.

13.3 Within sixty (60) days after the date of the general primary election or the third Wednesday of the second month following the general election primary whichever is sooner, there shall be a special meeting of the Central Committee called by the County Chair for the purpose of nominating by caucus any individual who desires to run for elected office wherein a legal vacancy in nomination exists pursuant to 10 ILCS 5/7-68 et seq. of the Illinois Election Code.

13.4 The time and location of the caucus meeting shall be determined by a majority vote of the members of the Executive Board present at any Executive Board meeting and published to the

Central Committee by notice.

13.5 All individuals recommended by the Executive Board for caucus shall appear before the Central Committee, whose members shall decide by a majority of the weighted vote who shall be nominated for office.

13.6 All other vacancies in office created shall be filled in accordance with Illinois law governing such vacancies.

#### ARTICLE XIV

#### ENDORSEMENTS

14.1 No candidate for elected office shall be endorsed by, or receive the endorsement of, the Central Committee without the approval of a majority of the weighted vote of the members of the Central Committee present at a special meeting called for such purpose.

14.2 All candidates seeking party endorsement shall apply for such endorsement and ask to be heard at the special meeting called for this purpose. If approved by the County Chair, candidates may designate a spokesperson to appear at the special meeting on their behalf.

14.3 No elected officer or District Chair of the Central Committee shall use their office or title to endorse any candidate for elected office unless the Central Committee has approved the endorsement pursuant to Section 14.1 of this Article.

#### ARTICLE XV

#### AMENDMENTS

15.1 The Constitution of the McHenry County Democratic Central Committee may be amended by a two-thirds (2/3) vote of the majority of the weighted roll call vote cast by the members of the Central Committee present at any special meeting called for such purpose.

#### ARTICLE XVI

#### SAVINGS CLAUSE

16.1 When any provision of this Constitution is held to be contrary to federal or state law, the failure of that provision shall not act to invalidate the remainder of this Constitution which shall remain in full force and effect

Dated this 15th day of June 2022