

Article I: Name

The official name of this organization shall be the DUPAGE TOWNSHIP DEMOCRATIC ORGANIZATION.

Article II: Purpose

The purpose of the DuPage Township Democratic Organization shall be to promote the principles and values of the Democratic Party and to help the people of DuPage Township elect Democratic candidates to elective office.

Article III: Membership

Membership in DuPage Township Democratic Organization shall be open to all registered voters residing in Will County, Illinois who have voted a Democratic ballot in the last Illinois primary election. The membership of this organization shall be divided into three (3) categories: Elected Committeepersons, Appointed Committeepersons and General members.

Section 1: Elected Committee persons shall be comprised of those individuals who have been duly elected to represent a DuPage Township precinct. Their term of membership shall last until the next election for their office. Elected committee persons are eligible to vote on all matters including election of officers and eligible to hold office in the organization.

Section 2: Appointed Committee persons shall be comprised of those individuals whose names are submitted by the township Chair, to the county Chair for appointment as an appointed committeeperson. Their membership term shall last until the next primary election. Appointed committee persons who live in the precinct to which they are appointed should stand for election in the subsequent election. Those appointed committee persons who do not live in their precinct must be reappointed. Appointed committee persons are eligible to vote on all matters after their appointment and may hold an office in the organization after their appointment.

Section 3: General members shall be those individuals who want to be involved in the DuPage Township Democratic Organization. The DuPage Township Democratic Organization welcomes volunteers and all those interested to further the purpose of the organization. General members in good standing shall be eligible to vote on all matters excluding the election of the Chair and Treasurer and/or Executive Board. A General Member is considered in good standing upon receipt of their annual dues, currently \$35.00.

Section 4: All disciplinary procedures concerning the members shall be conducted in strict accordance with the recognized parliamentary procedures put forth in Robert's Rules of Order.

Article IV: Officers

The Executive Board of the DuPage Township Democratic Organization shall consist of the following leadership positions:

Section 1: The Chair shall be the presiding officer at all meetings of the DuPage Township Democratic Organization. As the duly elected head of this organization, he or she is empowered to form committees, appoint committee chairs and delegate authority to said committees and the committee chairs. In order to preserve the impartiality of the chair, the Chair shall not vote on motions made before the organization, but in cases where the vote is tied, the Chair is empowered to cast the final, tie-breaking vote.

Section 2: First Vice-Chair shall, in the absence of the Chair, preside over all meetings of the DuPage Township Democratic Organization. He or she will also perform any and all other duties the Chair shall see fit to delegate to the Vice Chair.

Section 3: Second Vice-Chair shall in the absence of the Chair and First Vice-Chair preside over all meetings of the DuPage Township Democratic Organization. He or she will also perform other duties as delegated by the Chair.

Section 4: The Recording Secretary shall be responsible for keeping accurate minutes of all meetings of the DuPage Township Democratic Organization as well as any and all meetings of the Executive Board. The Recording Secretary shall also be responsible for distributing copies via electronic means or hard copy of prior meeting minutes to the membership before every meeting, making reports and performing any other duties that the Chair may delegate.

Section 5: The Treasurer shall be responsible for all the financial activities of the DuPage Township Democratic Organization. These activities include, but are not limited to, maintaining the financial records of the organization; the timely filing of all financial reports; receiving and disbursing the funds of the organization with the approval of the Chair; making monthly reports to the membership on the financial status of the organization; and providing accounting, budgeting and financial advice to the organization and the Executive Board. The treasurer shall perform any duties the chair may delegate. Any proposed expenditure of \$500 or more, not included in the annual budget, must be approved by the voting membership. The Executive Board or general membership must approve any proposed expenditure of less than \$500 not included in the annual budget.

Section 6: The Sgt at Arms shall be responsible for decorum and order at all meetings. He or She shall perform other tasks as directed by the Chair.

Section 7: The Chair may, if he or she chooses, also nominate up to three (3) Directors to the Executive Board.

Article V: Election of Officers

The election of officers shall be held at a Township Caucus to be held within 30 days following the Primary Election in even numbered years. These elections shall be held, except where otherwise indicated within these by-laws, in accordance with parliamentary procedures as set forth in Robert's Rules of Order. Only elected committee persons may be elected to the Chair and Treasurer positions.

The first office to be filled will be Chair. The floor will nominate and second all candidates. Only elected committee persons may nominate and second the nomination for Chair. Once the nominations are closed, elected committee persons will vote by open ballot. Each elected committee person will have one vote per precinct. The candidate receiving the majority of votes present shall be declared the winner. If there are more than two (2) candidates running and no candidate receives greater than 50% of the vote, the top two (2) vote getters shall stand immediately for election and another ballot taken. In the event of a tie, a flip of the coin shall determine the winner. The outgoing Chair will then surrender the gavel to the newly elected Chair who will then preside over the election of the remaining offices.

Any elected committee person may give their written proxy to an attending elected committee person for the purpose of electing the Chair and Treasurer.

At this point, the newly elected Chair may, if he or she so desires, offer his or her own slate of candidates for the remaining positions on the Executive Board. If the Chair nominates Directors to the Executive Board, prior to the vote, the Chair must clearly define to the members present the exact roles and duties that the directors would perform as part of the Executive Board. The Chair may at future meetings propose Directors.

Except for Treasurer, all other members in good standing are eligible for election to hold these offices. (see article III section 3.)

After the Chair has presented his or her proposed slate, the floor will be opened to the membership for any additional nominations for these offices. Once the nominations are closed, the membership will vote by open ballot. The candidates receiving the majority of votes present for each office shall be declared the winner as in the election of the chair. In the event of a tie, the process described above shall apply.

Article VI: Removal and Replacement of Officers

Any officer of this organization may be removed from office for conduct unbecoming an officer and/or sufficient reason by a two-thirds (2/3) majority of the elected committee members of the DuPage Township Democratic Organization. A vote on removal may only occur thirty (30) days after the membership has been notified regarding any proposed Motion

for Removal and said motion must clearly state why such action is being taken. The officer in question will have the right to speak to the body of the DTDO present at the meeting prior to the vote of removal. The officer who is the subject of any Motion for Removal may not preside at the meeting where said removal is debated and decided.

In the event of the resignation or removal of the Chair, the First- Vice Chair shall temporarily assume the responsibilities of the Chair pending a new election by the elected committee persons of the organization. This new election must be held within thirty (30) days of the resignation or removal of the former Chair.

In all other cases, the unexpired term of any officer arising by resignation or removal shall be filled by a special election of the members at the second regularly scheduled meeting following the resignation or removal. In the interim, the Executive Board shall be responsible for handling the duties of the vacant office until the new election is held.

Article VII: Meetings

The DuPage Township Democratic Organization will hold its regular monthly meetings on a date designated by the chair. The Chair or Secretary shall notify all members of the organization at least five (5) days in advance as to the date, time and specific location of any regular meeting. All monthly meetings shall be open to the public. The Chair may, with timely notification to the membership, cancel any regular scheduled monthly meeting, but he or she is required to hold a minimum of at least four (4) regular meetings a year.

The Chair may call a special meeting of the DuPage Township Democratic Organization by giving the members at least forty-eight (48) hours' notice of the day, time and location of the meeting, as well as the reason for its being called. These special meetings will also be open to the public.

All meetings of the DuPage Township Democratic Organization shall be conducted according to the parliamentary procedures set forth in Robert's Rules of Order, except where those procedures conflict with Illinois State Statutes or these By-Laws.

Executive Board meetings may be set by the chair or a majority of the executive board. Meeting minutes should be kept and reported out to the body at the next scheduled meeting. Meetings will be held at the discretion of the chair.

Article VIII: Amendments to the By-Laws

Once adopted, these By-Laws may be amended by a two-thirds (2/3) majority of the elected and appointed members of the DuPage Township Democratic Organization that attend a meeting for such a purpose, provided that prior notice of the proposed amendment has been read into the minutes of at least two (2) consecutive regular meetings of the organization and all members have been duly notified as to the date, time and location of the meeting where said amendment shall be voted on.

Adopted June 2019

A handwritten signature in cursive script that reads "Jackie Traynere".

Signed by: Jackie Traynere, Chair DuPage Township Democrats