

RULES OF THE SUMMIT COUNTY DEMOCRATIC PARTY

**Adopted by Summit County Democratic Party Central Committee
November 13, 2006**

PREAMBLE

The Summit County Democratic Party enacts these Rules to establish an effective and representative Party organization, to provide a mechanism for making our political institutions responsive and accountable to the needs of citizens, and to implement the purposes of the Party.

The purposes of the Summit County Democratic Party are:

1. To promote Democratic values as reflected in the Summit County Democrats Strategic Plan;
2. To stimulate participation in the political process at the grassroots level;
3. To raise funds for the conduct of party operations and support Democratic candidates;
4. To recruit qualified Democratic candidates for local, county, and state offices and to promote their campaigns;
5. To offer the voters a choice among candidates and to encourage debate during both primary and general elections;
6. To elect Democrats to public office;
7. To proactively engage in county-wide issues and foster consensus for comprehensive practical solutions for the benefit of our mountain community;
8. The Summit County Democratic Party may only be involved, as a Party, in issues and elections on a county-wide or broader level.[1]
9. To support the Colorado Democratic Party and the National Democratic Party.

ARTICLE I. PARTY MEMBERSHIP

Members of the Party shall be all voters legally registered as Democrats with the Clerk and Recorder of Summit County. The Party may establish separate club memberships, i.e., the Upper Blue, Snake River, Lower Blue & Ten Mile Democrats with a dues structure, if desired.

ARTICLE II. STRUCTURE

The Summit County Democratic Party will be divided into four districts based on membership in contiguous groups of precincts. These districts are:

Upper Blue Precincts 1 - 5

Snake River Precincts 6 - 9

Lower Blue Precincts 10 - 14

Ten Mile Precincts 15 - 17

ARTICLE III. PARTY OFFICERS

A. **OFFICERS DESIGNATED.** The following Party officers shall be elected at the biennial organizational meeting of the Central Committee for a term of two (2) years. The Party will strive to achieve diversity of leadership among its Officers and Committee leaders.

1. Chair
2. First Vice-Chair
3. Second Vice Chair
4. Secretary
5. Treasurer

B. **QUALIFICATIONS.** All officers must be members of the Summit County Democratic Party. Membership on the Central Committee as a precinct committee person is not a requirement for serving as a Party officer.

C. **DUTIES OF CHAIR.** The Chair shall:

1. Serve as the Executive Officer of the Party;
2. Represent the Party officially and publicly as necessary;
3. Preside at all Central and Executive Committee meetings;
4. Carry out the mandate of the Central and Executive Committees;
5. Coordinate all Party activities, with the advice of the Executive Committee;
6. Execute (with the Treasurer or other officers) all contract agreements and

funds disbursements, as authorized by the Executive or Central Committee;

7. Recruit candidates for elected office;
8. Recruit election judges;
9. Perform other duties as provided in the rules and regulations of the Colorado Democratic Party and in these Rules.

D. DUTIES OF VICE-CHAIRS. The Vice Chairs shall:

1. Act as liaison between County Districts and the Executive Committee;
2. Assist and provide guidance to District Chairs in the performance of their duties;
3. Assist the Chair in all duties;
4. Preside at any meeting of the Central or Executive Committee in the absence of the Chair;
5. Assist in recruiting Party workers and in filling vacancies in their respective Districts;
6. Perform other duties as requested by the Chair.

E. DUTIES OF SECRETARY. The Secretary shall:

1. Be responsible for minutes for all Central and Executive Committee meetings;
2. Maintain the minutes for standing committee meetings;
3. Provide copies of minutes before the next meeting to the appropriate committee chair;
4. Be responsible for distributing Party communications as requested by the Chair or as otherwise designated by these Rules;
5. Keep up-to-date records of all Executive, Central and standing committee members.

F. DUTIES OF TREASURER. The Treasurer shall:

1. Serve as the Chief Financial Officer (CFO) of the Party;
2. Collect, handle and safeguard all funds;
3. Maintain all financial records and balance all bankbooks;
4. Prepare financial statements for regular Executive Committee meetings;
5. Prepare and file all financial reports as required by law;
6. Participate on the County Finance and Events Committee and have a vote on it;
7. Prepare financial statements for distribution to all Central Committee members at least once each year;
8. Prepare a proposed budget for the Party;
9. Transmit required payments to the State Democratic Party;
10. Pay all bills of the Party after the following conditions are met:
 - a.) The expenditures are contained in the annual budget, and are approved by the appropriate committee chair and the Treasurer;

OR

- b.) The bills are approved by a 2/3 vote of the Executive Committee.
11. Keep committee chairs informed of the progress of the annual fund raising efforts and keep all expenditures in line with the actual money available;
12. Arrange for periodic audits of Party funds as directed by the Executive Committee.

ARTICLE IV. CENTRAL COMMITTEE

A. DUTIES AND POWERS. The Central Committee shall be the governing body of the Party, except when the County Assembly is in session. The Central Committee shall be vested with all of the power and authority granted by these Rules, the rules of the Colorado

Democratic Party and State law.

Such authority shall include the power to elect Party officers, adopt an annual budget, appropriate funds for specific candidates, adopt and amend Party rules, and pass resolutions endorsing positions on specific issues.

B. MEMBERSHIP. The Central Committee shall consist of the following persons:

1. Two (2) committee persons from each precinct in Summit County elected in the manner provided by the rules of the Colorado Democratic Party and State law;
2. Elected Party officers, who shall also serve as Executive Committee officers;
3. One District Chair from each of the four (4) County Districts;
4. All other members of the Executive Committee;
5. Elected County, State, or National public officials when members of the county party.

C. VOTING. Each member of the Central Committee shall be entitled to one (1) vote. A person holding offices or positions on the Central Committee shall not be entitled to more than one (1) vote, excluding proxies.

D. TERM OF OFFICE. The term of office of each member of the County Central Committee shall be two (2) years.

E. COUNTY DISTRICT CHAIRS. The precinct committee persons from each of the precincts comprising a county district shall elect a Chair from their District at the biennial organizational meeting. Each District Chair shall serve as a voting member of the Central and Executive Committees.

The duties of the District Chairs are as follows:

1. Recruit and organize workers and precinct committee people within their respective Districts;
2. Supervise committee precinct people within their respective Districts and work with them to fill vacancies;

3. Conduct fund-raising drives and canvasses as determined by the Central and/or Executive Committees;
4. Represent the viewpoints of the people from their respective Districts;
5. Work with the Finance Committee on all fund-raising activities in their respective Districts;
6. Give notice of and endeavor to conduct at least four (4) meetings per year of the committee people and Democratic voters in their respective Districts.

F. PRECINCT COMMITTEE PEOPLE.

As duly elected representatives of the Democratic Party, precinct committee people have the privilege and responsibility of representing the Democrats residing in their precinct at all meetings of the Central Committee.

Duties of precinct committee people are as follows:

1. Attend meetings of the Central Committee;
2. Support the nominees of the Party;
3. Recruit Party workers in their precincts and direct their Party activities within the precinct;
4. Distribute and/or supervise the distribution of Party literature within the precinct;
5. Conduct and/or cause to be conducted all drives and canvasses within the precinct requested by the Central and Executive Committees;
6. Notify all Democrats living in the precinct of the time, place and date of the precinct caucus.
7. Maintain and/or cause to be maintained, a database of all Democrats residing in their precinct.
8. Organize Get Out The Vote (GOTV) efforts.

ARTICLE V. EXECUTIVE COMMITTEE

A. **DUTIES AND POWERS.** The Executive Committee shall advise and assist the Chair in the management of all Party activities.

The Executive Committee shall be vested with all of the power and authority granted by these Rules, the rules of the Colorado Democratic Party and State law, or delegated by the Central Committee. Such authority shall include the power to authorize unanticipated and unbudgeted Party expenditures; support political campaigns; direct fund raising activities, voter canvasses and registration drives; and to pass resolutions in the name of the Executive Committee endorsing positions on specific issues.

The Executive Committee shall be responsible for determining the date, time and place of Precinct Caucuses, County Assemblies and Conventions and making all necessary preparations for these meetings.

B. **MEMBERSHIP.** All members of the Executive Committee must be members of the Summit County Democratic Party. Membership on the Central Committee as a precinct committee person is not a requirement for serving on the Executive Committee.

The Executive Committee shall consist of the following persons:

1. Elected Party officers, who shall also serve as Executive Committee officers;
2. District Chairs;
3. The Counsel and Chairs of all standing committees appointed by the County Party Chair;
4. Bonus members of the State Central Committee;
5. Members appointed by the County Chair pursuant to State Party rules.
6. State Party Bonus members appointed by the Central Committee.

C. **VOTING.** Each member of the Executive Committee shall be entitled to one (1) vote. Unless otherwise provided by these Rules, decisions of the Executive Committee shall be by majority vote.

ARTICLE VI. COUNSEL AND STANDING COMMITTEES.

The County Chair shall appoint the Counsel, if such position is established. The County Chair shall also appoint the Chairs of any standing committees that are established. Such

appointments are subject to the approval of the Executive Committee.

A. COUNSEL. The Party Counsel, if established, may solicit other Party members for assistance, as necessary.

B. FINANCE AND EVENTS COMMITTEE

1. The Treasurer shall be a member of the committee. The Executive Committee may appoint additional members;

2. Shall plan, organize, and operate Party fund-raising activities and shall schedule and organize other Party activities and gatherings.;

3. Shall coordinate County Party participation in Democratic campaign activities.

4. Shall advise and assist the Party Treasurer as requested in the performance of his/her duties.

C. PUBLIC RELATIONS

1. Shall consist of the Party Secretary and such other members as appointed by the Executive Committee;

2. Shall be in charge of communications within the Party;

3. Shall maintain regular contact with key people in the local media, service groups, State Party leadership, etc;

4. Shall coordinate press releases and publicity with Party candidates and committees; however, the Publicity Committee will not assist candidates during contested primary elections;

5. Shall publish a newsletter no less than twice each year for distribution to County Democrats.

D. PLATFORM COMMITTEE

1. Shall consist of all elected Democratic County public officials and such other members as appointed by the Executive Committee;

2. Shall meet no less than quarterly to study local, state, national, and international political issues and propose positions on those issues for adoption by the Party;

3. Shall explain the Party's adopted positions on issues through public forums, the media, before governing bodies, et al;
4. Shall develop a County platform and positions on State and National platforms for discussion and adoption at each County Assembly;
5. Shall designate representatives to attend local public meetings relevant to issues of countywide significance.

E. LEGISLATIVE AFFAIRS AND ISSUES

1. Shall follow County, State, and National legislative activities and report on these to the Party membership;
2. Shall recommend to the Executive Committee actions and positions to be taken on behalf of the County Party;
3. Shall prepare and present background information and legislative activity on major current issues.

F. CANDIDATES COMMITTEE

1. Shall search for Democratic candidates to put forth for all local and county elected offices;
2. Shall coordinate with other Democratic Party organizations to seek suitable candidates for various District and State offices.

G. RULES COMMITTEE

1. Shall be responsible for providing interpretations of all questions or issues associated with applicability and meaning of relevant rules.

H. CREDENTIALS COMMITTEE

1. Shall be responsible for determining eligibility of all participants in applicable processes.

- I. OTHER COMMITTEES: The Chair, with the approval of the Executive Committee, may appoint other ad hoc committees as may be necessary from time to time, such as a Voter Services Committee.

ARTICLE VII. VACANCIES.

A vacancy shall exist when any of the following persons resigns, moves from his/her jurisdiction, dies, or is removed from his/her position. Such vacancies shall be filled in the manner specified below for each vacant position.

A. **PRECINCT COMMITTEE PEOPLE.** The Central Committee shall fill a vacancy in a precinct committee person position within thirty (30) days of its occurrence. The person selected to fill the vacancy shall be a resident of the precinct in which the vacancy exists.

B. **CENTRAL COMMITTEE.** A vacancy in the Central Committee shall be filled within thirty days of its occurrence by the remaining members of the Central Committee.

C. **EXECUTIVE COMMITTEE.**

1. District Chairs. A vacancy in a District Chair position shall be filled within forty-five (45) days of its occurrence by the precinct committee persons from the District at a meeting called for that purpose or, failing that, by the County Chair after consultation with precinct committee persons and the approval of the Executive Committee.

2. Other Members. The County Chair, with the approval of the Executive Committee, shall fill all vacancies of chairmen of standing committees or other at-large members within thirty (30) days of the occurrence of any such vacancy.

D. **COUNTY CHAIR.** The County Executive Committee shall fill a vacancy within thirty (30) days at a meeting called by a Vice-Chair, or in the absence of a Vice-Chair, by the Secretary. Notice of the meeting shall be issued within ten (10) days of the occurrence of the vacancy. Such appointment must be affirmed by the Central committee within sixty (60) days of said vacancy. Any person appointed to fill the vacancy shall hold office until the next biennial meeting of the County Central Committee.

E. **OTHER PARTY OFFICERS.** The County Chair will nominate and the Executive Committee shall fill a vacancy occurring in any of the party officer positions. Any person appointed to fill the vacancy shall hold office until the next biennial organizational meeting of the County Central Committee.

F. **COUNTY COMMISSIONER.** The Central Committee, acting as the Vacancy Committee, shall fill vacancies occurring in the office of County Commissioner in the manner provided by State law.

G. PROCEDURE. Written notice of the vacancy existing, and the date, time and place of the meeting where the vacancy will be filled shall be given to all members of the committee charged with filling a vacancy at least ten (10) days prior to said meeting.

ARTICLE VIII. REMOVALS

A. REASONS FOR REMOVAL.

1. Party officers, Central Committee members, other members of the Executive Committee, members of standing committees, and precinct committee people may be removed for cause, including, but not limited to, the following reasons:

- a.) Willful and intentional conduct in violation of these Rules, or state and national Party rules;
- b.) Failure to fulfill the responsibilities of office, or failure to perform effectively the duties of office.

2. Party officers, Central Committee members, other members of the Executive Committee, members of standing committees, and precinct committee persons shall be removed after a conviction of a felony or a crime of moral turpitude. [After rehabilitation, the former member may appeal and be reinstated by a 2/3 vote of the full applicable Committee.]

B. PROCEDURE FOR REMOVAL OF OFFICERS, MEMBERS OF THE CENTRAL COMMITTEE or MEMBERS OF THE EXECUTIVE COMMITTEE.

1. At least one-third (1/3) of the members of the Executive Committee or one-half (1/2) of the members of the Central Committee must sign and submit a written Statement of Charges to the highest ranking Party officer who is not named in the Statement of Charges. The Statement of Charges shall contain the grounds for removal.

2. Upon receipt of the Statement of Charges, the officer in receipt, shall send to the accused member by registered mail, a copy of the Statement of Charges and a letter stating that the accused member may either resign or have a hearing, by way of motion for removal, at the next regularly scheduled meeting of the Central Committee, or at a meeting scheduled specifically for the hearing.

3. If the accused member does not resign, the officer in receipt of the Statement of Charges shall send a copy of the Statement of Charges to all the members of the Central Committee, along with a notice of the Central Committee meeting. The accused member shall

be afforded such meeting no later than thirty (30) days from the delivery of a request for a hearing.

4. At the meeting of the Central Committee, the accused member shall be provided an opportunity to respond to the Statement of Charges. After such hearing, upon a motion for removal made by one of the signatories to the Statement of Charges, the accused member of may be removed by a two-thirds (2/3) vote of all members present and voting.

5. Any officer or any other member may appeal his/her removal at the next meeting of the Central Committee. A two-thirds (2/3) vote is required to reinstate the officer or other member. Any reinstated person shall assume his/her office at the conclusion of the voting.

6. If an officer or any other member is removed, the position shall be declared vacant and filled in the manner provided for in these Rules.

C. PROCEDURES FOR REMOVAL OF PRECINCT COMMITTEE PEOPLE, ELECTED PUBLIC OFFICIALS, MEMBERS OF STANDING COMMITTEES.

1. The Executive Committee shall have the power to remove by a two-thirds (2/3) vote of all members any precinct committee person or elected public official from the Central Committee or any member of a standing committee for the reasons set forth in this Article. Removal of such persons shall be based upon a Statement of Charges signed by any member of the Central Committee and submitted to the Party Chair. The Statement of Charges shall contain the grounds for removal.

2. Upon receipt of the Statement of Charges, the Party Chair shall send to the person charged, by registered mail, a copy of the Statement of Charges, together with a notice of the meeting at which the charges will be considered. The person charged shall also be informed in writing that he/she may either resign or have a hearing, by way of a motion for removal.

3. If the person charged does not resign within ten (10) days of his/her receipt of the letter, a copy of the Statement of Charges and a notice of the meeting at which the charges will be considered shall be sent to all members of the Executive and Central Committees.

4. At the meeting of the Executive Committee, the person charged shall be afforded an opportunity to respond to the Statement of Charges. After such hearing, upon a motion for removal, the person charged may be removed by a two-thirds (2/3) vote of all members of the Executive Committee.

5. If a precinct committee person, elected public official, or a member of the standing committee is removed by the Executive Committee, that person may file a written

appeal with the Party Chair within ten (10) days from the date of his/her removal. If such an appeal is filed, a meeting of the Central Committee shall be held to consider the appeal within thirty (30) days following the filing of the appeal. Written notice of the time, date, and place of the meeting, together with the decision of the Executive Committee, shall be sent to the person removed and all members of the Central Committee. A majority vote of all members of the Central Committee shall be required to reinstate the person removed. Any reinstated member shall resume his or her duties at the conclusion of the voting.

6. If a precinct committee person or member of a standing committee is removed, the position shall be declared vacant and filled in the manner provided in these Rules.

D. ABSENCE FROM MEETINGS.

1. Any officer, other member of the Executive Committee, or any member of the Central Committee or standing committee may be properly excused if a satisfactory excuse is submitted to and accepted by the County Chair or the Executive Committee.

2. Any officer, other member of the Executive Committee, or any member of the Central Committee or standing committee who fails to attend in person, or by proxy, three (3) consecutive meetings or a total of six (6) meetings during a term of office when properly notified may be considered to have resigned from office.

3. The Secretary shall give written notice to the former member at least five (5) days prior to the next meeting of the Executive Committee.

4. At the next Executive Committee meeting, the former member may be reinstated by a majority vote of the Committee. The former member may present in writing any reasons for the absences before the vote on reinstatement is taken. The person in question shall not be entitled to vote.

ARTICLE IX. RESIGNATIONS

When any member of the Central Committee or Executive Committee resigns before the end of the regular term of office, the member must notify the Chair of his/her resignation in writing.

If the Chair resigns before the end of the regular term, he/she must notify the State Chair and one of the County Vice-Chairs in writing of that resignation.

A vacancy shall exist when the Executive Committee accepts the written notice of resignation. The vacancy shall then be filled in accordance with the provisions in these Rules. When any person has made a verbal statement of resignation, the Chair or a Vice-Chair shall request in writing that person to submit a written statement of resignation within ten (10) days. If that person does not resign in writing or if he/she does not deny his/her intent to resign in writing within ten (10) days after this request, a vacancy shall exist.

ARTICLE X. BUDGET AND FINANCE

A. FISCAL YEAR. The fiscal year for the Summit County Democratic Committee shall be January 1 to December 31 of each year.]

B. BUDGET PROCESS.

1. By November 1st of each year, every standing and special committee shall submit to the Treasurer a proposed budget for the coming fiscal year. The Party Chair shall submit a budget for the Executive Committee.

2. Each committee budget shall contain two (2) levels of expenditures and shall indicate when the money will be needed on a month-by-month basis.

a.) Basic Level Budget: The minimum amount the committee needs to meet legal requirements and to achieve the minimum duties established for it.

b.) Ideal Level: The amount the committee needs to aggressively meet its goals in the coming year.

3. The Finance Committee shall review the proposed budgets and submit its recommendations and its funding commitment to the Executive Committee by Nov. 15.

4. The Executive Committee shall submit a final recommended budget to the Central Committee by November 20. This proposed budget shall also include the Executive Committee's recommended fund raising strategy.

C. REPORTS.

1. The Treasurer shall provide reports at each regular meeting of the Executive Committee and at all meetings of the Central Committee.

2. Once each year the County Chair shall appoint a capable member of the County Party to review the records of the Treasurer and report to the Executive Committee on the adequacy of those records.

3. The County Chair and the Chairperson of the Finance Committee shall arrange for an independent audit of the financial records of the Party at least biennially and report the results to the Central Committee as well as to the State Party Treasurer.

ARTICLE XI. MEETINGS

A. FREQUENCY.

1. Central Committee.

a.) Regular or Special Meetings. The Central Committee shall endeavor to hold regular membership meetings at least once a month. Special meetings may be called by any three (3) members of the Executive Committee or by ten (10) voting members of the Central Committee upon request to the Chair at least fourteen (14) days prior to the requested meeting to permit timely required notice of such a meeting, as provided by these Rules.

b.) Biennial Organizational Meeting. An organizational meeting shall be held between February 1st and 15th of odd-numbered years, as determined by the Chair.

2. Executive Committee. The Executive Committee shall meet as necessary and endeavor to hold not fewer than four (4) meetings a year as determined by the Chair, or upon the request by any three (3) members submitted to the Chair. The Executive Committee should set a schedule of regular committee meetings.

3. Standing Committees. Each standing committee shall meet as deemed necessary or at the call of the Committee Chair.

B. NOTICE.

1. Central Committee. The secretary shall give at least ten (10) days written notice to each Central Committee member of the time and place of the biennial organizational meeting and any regular or special meetings. The notice shall contain an agenda prepared by the Chair. The notice of the biennial organizational meeting shall also contain the names of all candidates for Party office who have previously submitted a written notice of candidacy to the Chair.

2. Executive and Standing Committees. The chair of the Executive Committee or any standing committee shall give at least five (5) days written or telephone notice of special meetings to each committee member, except in the case of an emergency. In the event of an emergency, the chair may give shorter notice. Executive Committee meeting notices and topics will be provided to the Central Committee. Notice of regularly scheduled meetings of standing committees need not be given.

3. Precinct Caucuses, Assemblies/Conventions. The Colorado Revised Statutes and State Party Rules shall govern notice of precinct caucuses and County assemblies/conventions.

C. RULES.

1. Central Committee. Robert's Rules of Order shall govern meetings of the Central Committee, unless otherwise prescribed in these Rules.

2. Executive and Standing Committees. The Executive Committee or any standing committee may adopt rules of procedure, as deemed necessary.

3. Precinct Caucuses, Assemblies/Conventions. Robert's Rules of Order shall govern county assemblies and conventions, unless otherwise prescribed by these Rules or State Party Rules.

D. GENERAL PROCEDURES.

1. Open Meetings. All Central Committee meetings shall be open to the public and shall be held whenever possible in public places accessible to all Party members and large enough to accommodate all interested persons.

2. Secret Ballots. Voting by secret ballot at precinct caucuses shall be conducted in the manner provided for in the State Party Rules. Voting in any contested election of officers, other members of the Executive Committee, and the nomination of local candidates for public office at the County Assembly shall be by secret ballot. All other voting at Party meetings shall be open unless a motion adopted by a majority in an open vote requests a secret ballot.

3. Nominations. At Central Committee meetings, any candidate for Party office may be nominated from the floor. Any candidate for such office is encouraged to give advance notice of his candidacy to the Chair. At County assemblies and conventions, any candidate for public office shall give at least ten (10) days written notice of his candidacy to the Chair. Failure to give such notice shall bar consideration of his name by the assembly or convention, unless a majority of the assembly or convention waives the requirement.

4. Elections. To be elected, a candidate for any Party office must receive a majority of the total votes cast by the Central Committee for that office. If no candidate receives a majority on the first ballot, only the two candidates receiving the highest number of votes shall be placed on the next ballot. The State Party Rules shall govern all other elections, including the designation of candidates for public office at County assemblies and conventions.

5. Meeting by Teleconference. Meetings of the Executive Committee or any standing committee may be conducted by means of conference telephone or similar communications equipment by which all persons participating in the meeting can hear each other at the same time. The committee chair shall make a good faith effort to notify all committee members at least five (5) days prior to the teleconference, except in case of an emergency. In the event of an emergency, the chair may give less notice.

6. Action by a Committee Without a Meeting. Any action of the Executive Committee or any standing committee may be taken without a meeting if all committee members entitled to vote give oral or electronic mail consent to the action taken. The action taken and the consent of all committee members to that action shall be noted in the minutes of the next committee meeting.

7. Minority Reports. A minority report shall be presented at any meeting, assembly or convention upon a favorable vote of ten percent (10%) or more of the members or delegates present at the meeting, assembly or convention.

E. PROXIES.

1. If a Central Committee member is unable to attend all or any part of a meeting, he/she may designate, by signed authorization (proxy), an agent who is a Party member. In the case of precinct committee people, the designated proxy must reside in the same precinct as the member signing the proxy. Elected public officials, however, serving on the Central Committee shall not be permitted to vote by proxy. Officers of the Executive Committee or Chairs of any standing committee may grant a proxy to any Party member. Proxies designated by County District Chairs must reside within the same district.

2. The use of proxies shall be subject to the following rules:

- a.) The agent shall register the written proxy with the presiding officer.
- b.) The proxy may include full or partial instructions to the agent. To the extent the instructions do not pertain to a given vote, the proxy shall be considered uninstructed.
- c.) No person shall exercise more than one proxy.
- d.) The signed proxy must designate an agent by name. Blank proxies shall not be permitted. A proxy may not be reassigned to another person if the designated agent leaves the meeting. If the agent leaves, the proxy may be exercised only as an absentee or instructed ballot.
- e.) Any proxy that does not comply with these Rules shall not be valid.

3. Proxies shall not be permitted for meetings of the Executive Committee.

F. QUORUM.

1. Central Committee Meetings. Twenty-five percent (25%) of the total membership of the Central Committee shall constitute a quorum for any Central Committee

meeting, unless otherwise provided in these Rules.

2. Executive Committee Meetings. Twenty-five percent (25%) of the total membership of the Executive Committee shall constitute a quorum for any Executive Committee meeting.

3. Standing Committee Meetings. Twenty percent (20%) of the total membership of a standing committee or three (3) persons, whichever number is greater, shall constitute a quorum for any standing committee meeting.

4. County Districts may determine their own quorum requirements.

5. County Assemblies/Conventions. A majority of the total number of delegates, or their duly elected alternates, to an assembly or convention shall constitute a quorum.

6. Quorums for precinct caucuses and meetings shall be those present.

ARTICLE XII. PARTY POLICIES.

A. PURPOSE. To stimulate interest in the political process and provide a mechanism for making our political institutions responsive to the needs of our citizens, the Party should take positions on issues or concern to the residents of Summit County.

The Party shall seek to inspire and mobilize public and Party support for its policies, whenever possible.

B. ADOPTION PROCEDURE.

1. The Central Committee may adopt any resolution endorsing a position on an issue proposed by a majority vote of the members in attendance and confirmed by a 2/3 favorable polling of the entire Central Committee membership. Such a resolution shall then become the official position of the Central Committee. Proposed positions on issues should be referred to the Issues/Platform Committee for study and recommendations whenever possible.

2. In the event of an emergency requiring immediate action, the Executive Committee may propose for adoption any resolution endorsing a position on an issue by a two-thirds (2/3) vote of the members in attendance. The Chair shall then poll the Central Committee members by telephone or electronic mail concerning final adoption of said resolution. Upon approval by a 2/3 majority vote of the entire Central committee membership, such a resolution shall then become the official position of the Central Committee.

ARTICLE XIII. PRIMARY ELECTIONS

A.PURPOSE. The Party recognizes that the nomination process established by Colorado law, including the primary election, is necessary to insure that all Democrats have an opportunity to participate in the selection of their Party's nominees. Primary election campaigns can help stimulate debate on issues, often create additional interest in the political process, and provide opportunities for new people to enter that process. Once the Party's nominees have been selected, it should be the obligation of all Democrats to support those nominees.

The Party shall seek to include as many eligible Democrats as possible in the nomination process and insure the fairness of that process for all candidates.

B. PARTY ENDORSEMENTS PROHIBITED. Neither the Central Committee nor Executive Committee acting as a body shall endorse any candidate for public office in a contested Democratic primary election.

C.ENDORSEMENTS BY CENTRAL or EXECUTIVE COMMITTEE MEMBERS. In a primary contest, as described above, Central or Executive Committee members shall not use their office or title in the public support of any candidate, but may participate in a campaign as individuals.

ARTICLE XIV. AFFIRMATIVE ACTION

The rules and guidelines of the Colorado and National Democratic Parties shall be used as a basis for affirmative action in the Party.

ARTICLE XV. SEVERABILITY

If any section of these Rules is held to violate the Election Code of the State of Colorado or the Rules of the Colorado or National Democratic Parties, such decision shall not affect, impair or invalidate the remaining sections of these Rules or its application to other persons or circumstances.

ARTICLE XVI. AMENDMENTS

These Rules may be altered or amended by two-thirds (2/3) of those voting at any meeting of the Central Committee, when at least ten (10) days prior notice of such proposed changes has been given to the members of the Committee.