

**CHAUTAUQUA COUNTY DEMOCRATIC COMMITTEE**  
**RULES AND REGULATIONS**

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For the Government of the Democratic Party within Chautauqua County as amended by the Democratic County Committee on September 15, 2018 at a meeting in the Joseph Gerace Office Building, Mayville, New York, at which a quorum of said committee was present, pursuant to the provisions of Article 2 of the New York State Election Law.

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**Members of County Committee**

The County Committee shall consist of no more than a maximum of two members to be elected from each election district within the county.

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**Election of Members**

Members of said County Committee shall be elected in even numbered years for a term of two years and shall serve until a successor is elected or appointed pursuant to Article 2 of the Election Law.

-3-

**Filling Vacancies**

In case of death, disqualification, declination, removal from area or removal from office of a member of the County Committee or failure to elect a member by reason of a tie vote or otherwise, the vacancy in said County Committee caused thereby, shall be filled by the remaining members of the committee as provided by Article 2 of the Election Law. Such vacancies that may exist or occur while the County Committee is not in session shall be filled by a standing committee, composed of County Committee Chair, First Vice Chair, Second Vice Chair, Secretary and Treasurer who were elected at the preceding Organizational Meeting of the County Committee. The said standing committee on vacancies shall have and possess all the powers of the County Committee to fill vacancies when the County Committee is not in session. All filling of vacancies shall be reported to the County Committee Secretary within three business days of any meeting.

4

**Officers**

After the election of the County Committee, the members of the newly elected County Committee shall meet within twenty days at the Joseph Gerace Office Building, Mayville, or another complex with the boundaries of the county seat of Mayville, NY in accordance with NYS Election Law, to organize said County Committee and by the election of a Chair, Treasurer, Secretary, First Vice Chair and Second Vice Chair. The Second Vice Chair shall be of another gender of the Chair and Vice Chair, if both are the same gender. The said meeting of the County Committee shall be called to order by the Secretary. The Secretary or Clerk shall within three days after the meeting file with the New York State Board of Elections and the Chautauqua County Board of Elections, a certificate stating the names, legal address and post office address (if different) of each officer elected.

5

**Executive Committee**

There shall be an Executive Committee consisting of one member of the County Committee residing in each Town or City in Chautauqua County who shall be designated by a majority vote of the members of the County Committee representing each of the election districts of the Town or City. Such designations are to be made within thirty days, or as soon there-after as practical, following the Primary Election held in even numbered years and reported to the Secretary of the County Committee. In the event of failure to designate as provided herein, the Chair of the County Committee may fill such vacancy by designating any duly enrolled member of the Democratic Party residing in such Town or City or the County Chair may instead designate any duly enrolled member of the Democratic Party in Chautauqua County to fill any Town or City Chair vacancy. Such member so designated need not be a resident of the Town or City where the vacancy exists if in the opinion of the County Chair the interests of the Democratic Party would be better served by such action. but members so appointed shall have ex-officio status and shall serve only until such Town or City organizes All filling of Executive Committee positions shall be reported to the County Committee Secretary within three business days of any meeting.

Except as provided herein, all designated members of the Executive Committee shall have one vote for each one hundred votes or major fraction thereof cast in their respective Town or City for the Democratic Candidate for Governor in the last preceding election, on all questions presented at any meeting.

When certifications are received from the Towns and Cities and existing vacancies are filled, the Secretary of the County Committee shall call a meeting of the Executive Committee forthwith. A notice of such meeting shall be sent to each member at least five business days previous to the date of said meeting and the notice shall clearly indicate the time and place of such meeting. The County Chair shall be the presiding officer of the Executive Committee and shall designate such officers of standing committees as may be deemed appropriate and desirable to promote the welfare of the Democratic Party. The Chair of each such standing committee shall make a progress report to the Executive Committee at each meeting.

The Executive Committee shall meet at a time and place designated at the previous meeting, or by call of the County Chair.

The Executive Committee shall have and possess all the powers of the County Committee when the County Committee is not in session.

## **6 Meetings**

Meetings of the County Committee subsequent to said first meeting for organization shall be held at such times and place as said County Committee may determine. Special meetings thereof may be called by the Chair in their discretion and must be called by the Chair upon written petition signed by five members, stating time, place and purpose of such meeting. Such petition for a special meeting must be personally served on or to the County Chair at least ten days in advance of the petitioned for meeting, so as to allow the County Secretary time to properly notify the full County Committee.

A meeting of the County Committee shall be called only by a notice in writing mailed to the post office address of each member of the County Committee at least five days in advance of any such meeting. Such notice shall state the time, place and purpose of such meeting. If notice has been received by the County Committee Secretary that e-mail may be substituted for U.S. Mail, then such notices may be e-mailed to County Committee members.

## **7 Quorum**

The attendance of fifteen members of the County Committee, five members of the Executive Committee and a majority of members of any other committee respectively, shall be necessary to form a quorum at any meeting, and no business shall be transacted at any meeting of any committee at which there is not present in person or by proxy, a quorum for such committee.

## **8 Proxies**

No person shall act in place or represent any member of the committee as their proxy, unless such person files with the secretary of the committee at or before the meeting thereof a written and witnessed designation of said person by name as such proxy at such meeting.

The person so designated shall be an enrolled member of the Democratic Party residing in the Town or City that includes the election district represented by said member. No person shall vote to exceed nine proxies. Such proxy shall designate a specific meeting for which it was given and shall be valid for no other meeting. Proxies may be used for the conduct of business at meetings called for town and city committees.

## **9 Voting Power and Balloting**

Each member of the County Committee shall have one vote plus one vote for each one hundred votes or fraction thereof cast for the Democratic Party Candidate for Governor in the election district represented by such member in the last Gubernatorial Election on all questions submitted. The vote of the Committee may be ascertained by any method designated by the Chair at the time the question is presented, except that upon the demand of any member, the vote in question must be ascertained by roll call.

**10**  
**Vacancies-Public Office**

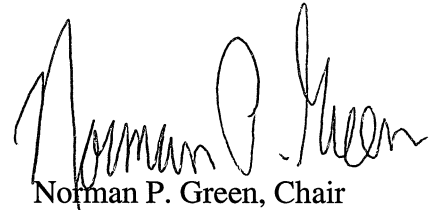
Any vacancy in a nomination for public office, occurring after the official primary election, shall be filled pursuant to Section 131-7 of the New York State Election Law, by a committee consisting of the Chair, First Vice Chair, Second Vice Chair, Secretary and Treasurer of the County Committee.

**11**  
**Amendments to Rules**

The rules and regulations of the committee may be amended only by a majority vote of all members of the committee after a copy of the proposed amendment and proper notice of the meeting at which it will be presented has been mailed or e-mailed to each member. Such notice shall be given at least five days previous to the date specified for the meeting and shall be mailed to the proper post office address of each member.

**12**  
**Repeal of Previous Rules**

The rules and regulations heretofore passed and existing for government of the Democratic Party and inconsistent herewith are hereby repealed and shall be null and void.



Norman P. Green, Chair



Loren T. Kent, Secretary

Chautauqua County Democratic Committee  
September 15, 2018