



**BYLAWS OF THE SANTA BARBARA COUNTY
DEMOCRATIC CENTRAL COMMITTEE**

ADOPTED: AS AMENDED TO DECEMBER 3, 2020

GAIL TETON-LANDIS

CHAIR, SANTA BARBARA DEMOCRATIC
CENTRAL COMMITTEE



SANTA BARBARA COUNTY DEMOCRATIC CENTRAL COMMITTEE - REVISED BYLAWS

Adopted June 7, 2012; Amended April 4, 2014, July 2, 2014
September 8, 2018, April 4, 2019, July 11, 2019, December 4,
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ARTICLE 100 – TITLE, PURPOSE & AMENDMENTS

101. PREAMBLE. “As Democrats, we believe in a society and community based on solidarity and sustainability. We hope for a society and community united by shared values and common purpose. We believe, quite simply that our country does better when everyone does better, and that we need to live in harmony with our environment. These basic principles guide our actions as a political organization, and as a gathering of citizens engaged in community life.” (“Solidarity and Sustainability,” Santa Barbara County Democratic Party platform, adopted 7/2/09)
102. TITLE. This organization shall be identified as the Santa Barbara County Democratic Central Committee and/or the Democratic Party of Santa Barbara County (“the Committee”).
103. PURPOSES.
 - A. The Committee shall serve as the official voice of the Democratic Party of Santa Barbara County (the “County”), carrying out such duties as are in conformity with the Election Code of the State of California (“Election Code”) and conduct the Democratic campaign in the County of Santa Barbara.
 - B. The Committee shall assist, encourage, recruit, train and support qualified Democratic Party officeholders and candidates for public office and to ensure, as far as possible, the victory of the candidates and initiatives endorsed by this Committee.
 - C. The Committee shall build party organization on all levels to register Democrats, turn out Democratic voters, and encourage the fullest possible participation of all Democratic voters in the political process.
 - D. . The Committee shall hold elected officials accountable to the values and principles of our Party, through public advocacy, coalition work, as well as through our endorsement process, which asks candidates seeking our support to pledge to put our shared values into practice
104. GOVERNING RULES. The Committee shall be governed in order of precedence as follows:
 - A. Applicable law;
 - B. Any provisions of the bylaws or rules of the California State Democratic Party applicable to the Committee;
 - C. These Bylaws; and

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- D. Robert's Rules of Order, most recent edition.
 - E. The Conduct and Responsibilities Document.
105. AMENDMENTS. These Bylaws may be amended at any meeting by the affirmative vote of two-thirds of the members present at such meeting, provided:¹
- A. A quorum of members is present at the meeting; and
 - B. Written notice of the text of the amendment has been sent to each member at least ten (10) days before the meeting.
106. RESPONSIBILITIES. It shall be the responsibility of the Committee to fulfill its declared purpose in harmony with the principles laid down in the County Platform, in conjunction with the platforms of the State and National Parties.

ARTICLE 200 – MEMBERSHIP

201. MEMBERS AND PARTICIPANTS: The Committee shall consist of the following categories of members and participants:
- A. Elected Members. Persons residing in and elected from each Supervisorial District of the County of Santa Barbara as provided by law.
 - i. Unless otherwise provided by law or the bylaws of the California Democratic Party, each elected member shall serve a term of 4 years and shall be elected in each year in which there shall be or could be a United States Presidential Primary, provided, however, that the term of those elected members elected in 2012 shall expire as provided in section 201G.²
 - B. Members who are Representatives of Chartered Organizations. Persons who are designated by the Chartered Organization as provided in Article 600. Unless authorized by the Chartered Organization, the representative of a Chartered Organization shall not have the power to appoint an alternate.
 - C. Ex-officio Members. Persons who are authorized to be ex-officio members of the Committee as provided by law. Ex-officio members shall include the Regional Director of the Democratic Party (whose membership shall not lessen the number of memberships on the Committee available in the District in which the Regional Director resides), Democratic incumbents, nominees, or endorsees for Congress, State Senate and State Assembly. Ex-officio members shall include persons who are registered to vote in Santa Barbara County and who are Democratic National Committee members, or elected statewide officers of the California Democratic Party.³ All references to “nominee” shall refer to that registered Democrat in a

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voter-nominated election who received the highest number of votes in the general election. Should there be no registered Democrat among the “top-two” in the general election, “nominee” shall refer to that registered Democrat who received the highest number of votes in the top-two open primary.⁴

- D. Alternates. An Alternate is a person duly appointed by an elected member, a Chartered Organization or an Ex-officio member who acts for the member when the member cannot attend a meeting of the Committee. Alternates must meet the same qualifications as the member of the Committee by whom the alternate is appointed. Alternates are not members of the Committee and shall not be required to comply with the Committee’s dues requirements. Alternates of the Committee shall be subject to all the rules and regulations of the Committee. Members of the Committee must be in good standing before an alternate shall be allowed to participate in Committee business. An alternate may be replaced at any time by the elected member, Chartered Organization or Ex-officio member appointing such alternate.
 - E. Proxy. When a member or member's alternate cannot attend a meeting, the member or alternate may designate a proxy in writing, to attend the meeting of the Committee to act for such member. A proxy for an elected member shall reside in the same supervisory district as the elected member. A proxy for representatives who are appointed by Chartered Organizations must meet the same qualifications as such member. A proxy for representatives of Ex-officio members shall satisfy the conditions imposed by such Ex-officio member. No person may hold more than one proxy.
 - F. For the purpose of these bylaws, unless stated by category the term “member” shall mean all categories of membership. Except as may be modified hereinafter, all members shall have co-equal status on the Committee.
 - G. Seating of Members. Elected and ex-officio members of the Committee shall be seated at the July meeting following the date upon which the Presidential Primary is or could have been held. Upon a majority vote of those members voting, the Committee may adjust the date upon which elected members are seated.⁵
 - H. Eligibility. Persons shall become members as provided in the Election Code or in this Article or Article 700 herein.
202. REQUIRED INFORMATION. Members shall provide the Secretary with current mailing addresses, e-mail addresses and telephone numbers.
203. DUES. Dues shall be paid by members of the Committee. The Committee shall establish

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the time and manner by which these dues shall be paid. Only members of the Committee shall be required to pay dues. Any member who fails to pay the prescribed dues may be removed from the Committee in the manner prescribed in Section 205 of this Article, except that payment of dues shall not be obligatory for any member to whom it constitutes an economic hardship. The Executive Committee of the Committee may waive or reduce the dues for any member who has⁷ an economic need.

204. APPOINTMENT OF MEMBERS. In the event of a vacancy on the Committee of an elected member, the Committee shall appoint, in full compliance with these Bylaws, by majority vote of those Members voting, any registered Democrat residing in the district for which a vacancy exists so that the number of members from that district equal the number provided in the Election Code in accordance with the following procedure:
- A. Upon learning of an impending vacancy on the committee, the Chair shall post a notice on the Committee website of the existence of the vacancy and shall email a copy of the notice to each Member. The notice shall state the District in which the vacancy exists and the date upon which it is expected that a vote will be held.
 - B. The Chair shall advise the Committee of the existence of the vacancy at the regular meeting of the committee next following the existence of the vacancy. If not previously posted, notice of the vacancy shall be posted on the Committee website within 5 days following the date of the meeting held pursuant to this subsection.
 - C. The Committee shall vote to fill the vacancy at the regular meeting next following the regular meeting at which the existence of the vacancy was announced to the committee. Voting to fill the vacancy shall be an agenda item at the meeting.
 - D. Any qualified person may announce his or her intention to seek the vacant position by sending a written statement of intent, in any form, to the Committee or by appearing at the meeting at which the vote to fill the vacancy shall be scheduled. Persons who seek appointment must be nominated by a Member.
 - E. Any candidate who seeks to communicate with Members with respect to the vacant position may submit a one-page statement in electronic format to the Chair who shall distribute the statement to the Members.
205. TERMINATION AND DISCIPLINE OF MEMBERSHIP. Membership shall be terminated upon tender of resignation or by the Executive Committee's declaration that a person's membership is terminated in accordance with law or these Bylaws.
- A. Grounds for Termination. A person's membership on the Committee may be terminated on the following grounds if the person:⁶

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- i. (in partisan races) for any office or who gives support or avows a preference for a candidate of another party or candidate who is opposed to a candidate nominated by the Democratic Party.
 - ii. In non-partisan races, if the person is an elected member who fails to take a “leave of absence” from the committee when running or endorsing against a party-endorsed candidate for a nonpartisan office. In a case in which an elected member of the committee shall seek to endorse or run for nonpartisan office in opposition to a candidate or candidates endorsed by the Committee, the elected member shall take a “leave of absence” for the duration of the campaign. During this leave of absence, the elected member shall recuse himself or herself from all meetings, discussions and votes of the Committee and its subcommittees. Any elected member who takes a “leave of absence” may not be identified as a member of the Committee in any public statement or publication, and the elected member shall take every reasonable action to prevent any identification as such Committee member. During the “leave of absence”, the elected member’s position shall stand vacant and shall not be counted for quorum or any other purpose. An elected member on a leave of absence shall not be subject to the provisions of 205Bii of these bylaws
- B. Discipline. A member of the Committee may be disciplined on the following grounds:
- i. For any of the grounds set forth in section 205A and for failure or refusal to perform the basic responsibilities and duties of a member of the Committee as set forth in Paragraph 206.
 - ii. By a member, other than an ex-officio member, failing to attend three consecutive meetings.
 - iii. Failure to pay dues.
 - iv. For abusive conduct at a meeting or for conduct injurious to the Committee or its purposes.
- C. Procedure.
- i. Notice of Proceeding. The Committee shall give fifteen (15) days written notice of intent to terminate membership or discipline a member to the person violating the provisions of sections 205B and 205C. Such notice shall set forth in reasonable detail the facts giving rise to the termination of membership reason for discipline. The member may, within such time

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period, give notice to the Committee that the member contests the termination or discipline and requests a hearing. The Executive Committee shall hear the response and make recommendation to the Committee for action. The hearing shall proceed promptly, and the recommended report shall be provided to the Committee as soon as possible after the close of the hearing. The member may be represented by counsel, may call witnesses and may testify in his or her defense. If a member shall not respond to the notice of intent to terminate membership or discipline, the member shall be deemed to have consented to the charges as stated and no hearing need be held.

- ii. Committee Action. The Committee shall act on the recommendation at its next meeting. To terminate a member of the committee a vote of 2/3 the membership of the Committee shall be required. To discipline a member of the Committee a vote of a majority of the membership of the committee shall be required.
- iii. Discipline shall consist of any one or more of the following penalties: reprimand, censure, performance of a designated act(s), or suspension for a stated period of time. The terms of discipline shall be stated in the determination of the Committee. If stated act(s) are required to be performed, the Executive Committee shall determine if performance satisfies the terms of the determination. The member may appeal to the Committee.
- iv. Termination, Duties of Secretary. If the membership is terminated, the Secretary shall enter a notice of termination of membership and notify the member and the Board of Elections. If the membership of the member is not terminated or if a condition of membership is imposed, the action shall be filed with the Secretary and notice given to the member.
- v. Discipline, Duties of Secretary. If the member is not disciplined, the Secretary shall give notice to the member. If the member is disciplined the Secretary shall advise the member of the terms of discipline. Until the member shall have complied with the terms of the notice of discipline, the member's rights to vote and participate in meetings shall be suspended. Upon compliance with the terms of discipline, the member's full membership rights shall be restored.

206. RESPONSIBILITIES OF MEMBERSHIP. Membership requires attendance at meetings and active support of the party and its candidates. Members are expected to actively

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support the work of the Committee. It is the responsibility of each member of the Committee to:

- A. be on at least one (1) subcommittee of the Committee;
- B. be actively involved in each election when DCC endorsed or Democratic Party nominated candidates are on the ballot in at least one (1) of the following ways: organizing precincts, fundraising, office work, voter or any other activity important to operating a political campaign.
- C. take responsibility for fundraising a minimal annual amount (in addition to dues), to be decided upon by the Committee at the January meeting.

ARTICLE 300 - OFFICERS

301. OFFICERS. The officers of the Committee shall be as follows:

- A. The Chair;⁷
- B. Northern Vice Chair;
- C. Southern Vice Chair;
- D. Secretary;
- E. Controller;⁸
- G. Treasurer.
- H. Representative at-Large from the 1st, 2nd and portion of the 3rd district located south of the Gaviota Pass; and
- I. Representative at-Large from the 4th and 5th districts and portion of the 3rd District north of the Gaviota Pass.

302. OFFICERS' DUTIES.

- A. When not set forth in these Bylaws, the duties of each officer shall be as prescribed by Robert's Rules of Order, most recent edition.
- B. The Chair shall serve as the official spokesperson of the Committee, in an ex officio capacity on all standing and special committees, call and conduct all regular and Executive Committee meetings and such special meetings as are called, create such special committees as are needed, and appoint chairpersons of special committees.
- C. The Northern Vice Chair shall be chosen from among the members from the 4th and 5th supervisorial districts (and the portion of the 3rd District located in the

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Santa Ynez Valley). The Southern Vice Chair shall be chosen from among the remaining members. The Vice Chairs shall conduct all regular and Executive Committee meetings in the absence of the Chair, serve as stand-ins for the Chair at any public functions requiring official party representation, and serve in a liaison capacity with standing and special committees as designated by the Chair.

- D. The Secretary of the Committee shall keep the Minutes of all meetings of the Committee and send out notices as provided.
 - E. The Controller of the Committee shall be responsible for monitoring the performance of the Treasurer and shall provide financial reports to the Committee based on information obtained from the Treasurer and other sources. The Controller shall be an officer of the Committee. The Controller shall have signature authority access to Committee bank accounts only if required by the financial institutions.⁹
 - F. The Treasurer of the Committee shall be appointed by the Executive Committee and may be a qualified person or other entity. The Treasurer must not be a member of the Committee unless approved by a majority vote of the entire full Committee. The Treasurer shall have charge of the collection and custody of all money of the Committee, shall keep books and accounts, shall any time when required by the Committee make a report on the condition of the treasury, and shall submit the books and records for inspection and examination. The Treasurer shall prepare and file all financial disclosure statements required by state and federal law. The Treasurer shall not serve as a member of the Executive Committee.¹⁰
303. NOTICE OF VACANCY. On the occurrence of any vacancy in any office, the Secretary shall give written notice to all members that the office shall be filled by ballot at the next regular meeting. Such notice shall be made at least ten (10) days prior to the meeting. Election shall be by a majority of the members present.
304. TERM OF OFFICE. Each officer shall hold office for a term of two years or until such officer's membership is terminated, or such officer dies, resigns, is recalled, or a successor is elected. In a year in which there is a primary election selecting members of the Committee, officers shall be elected at the first meeting following such primary election. In a year in which there is no primary election, officers shall be elected at the regular meeting held in July of an even numbered year unless the Committee by resolution fixes another date no earlier than two years following the last election of officers pursuant to this section.¹¹
305. PROCEDURE FOR RECALL. Any officer may be recalled at any regular meeting by an affirmative vote of two thirds (2/3) of the members present, by secret ballot, provided that

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the Secretary or, in the event of the Secretary's failure to act, another member of the Committee has at least ten (10) days prior to the meeting, given written notice of the recall issue and the alleged grounds for recall.

306. ELECTION OF MEMBERS OF THE COMMITTEE TO SERVE ON CALIFORNIA DEMOCRATIC STATE CENTRAL COMMITTEE.¹²

- A. General Rule. Except as provided in subsection C of this section, members of the Committee, as defined in subsection F of Section 201 of these bylaws and subsection B of this section, shall be elected at large to serve at the pleasure of the Committee to the California Democratic State Central Committee. Each member elected by the Committee shall adhere to the Equal Division Rule and shall be a member of the Committee as of the date of the first regular meeting of the California Democratic State Central Committee. Candidates for election to serve the California Democratic State Central Committee shall be nominated at a meeting of the Committee held as provided in Paragraph F of this Section. Notice of election shall comply with the provisions of Section 611 of these Bylaws. If more persons of the same gender are elected at large to serve in violation of the Equal Division Rule, compliance with the Equal Division Rule shall be determined in the manner provided in subsection D of this section. All persons seeking election to be California Democratic State Central Committee shall agree in writing prior to any election, to assume the responsibilities of such position.
- B. Eligibility. Except as herein provided, all members of the Committee shall be eligible to seek election to serve as a member of the California Democratic State Central Committee. Members of the Committee who are members of the California Democratic State Central Committee at the time the Committee conducts an election shall be ineligible to run for a seat on the California Democratic State Central Committee.
- C. Vacancies. Should a member of the California Democratic State Central Committee elected to membership by the Committee cease to be a member of the California Democratic State Committee for any reason specified in subdivision (a) of Section 10 of Article II, of the Bylaws of the California Democratic State Central Committee, the Committee shall fill the vacancy at the next meeting following receipt of notification of the vacancy and the Chair shall notify in writing the State Chair of the election held pursuant to the provisions of Article II, Section 10 of the Bylaws of the California Democratic State Central Committee and these Bylaws. Members elected to fill a vacancy shall serve at pleasure of the Committee.

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- D. Equal Division Rule. Article II Section 3 of the Bylaws of the California Democratic State Central Committee provides for equal representation for Self-Identified Females and Other than Self-Identified Females with a variance of no more than one where there is an odd number of members to be elected. The rule shall only apply to the greatest extent possible if insufficient numbers of a gender should decide to run. Where there are persons of overrepresented gender elected or to be elected, only a person of the underrepresented gender shall be eligible to run for the open or vacant position unless there is no person of the underrepresented gender seeking election. An election shall be conducted by the Committee voting on each gender separately.
- E. Number of Seats. There shall be four members elected plus one member for each 10,000 registered Democrats or fraction thereof. The number of registered Democrats shall be as of the most recent report of registration to the Secretary of State. The report of registration as provided in Article 11, Section 4 c of the Bylaws of the California Democratic State Central Committee shall be used by the Committee to determine the number of additional members to be elected.
- F. Time of Election. Elections shall be held by the Committee by January 31 following the regular general statewide election. If the Committee shall reorganize in January, elections shall be held at the organizational meeting. Since the Committee reorganizes in July following the State Presidential Primary, the vote for election of members to serve on the California Democratic State Central Committee shall be held in January following the date of said Primary.
- G. Notification of Election. The Chair shall notify the State Chair of the Democratic Party in writing signed by the Chair no later than the date fixed by the Democratic Party, or the next business day if the date falls on a state holiday or weekend of the names and addresses of the persons elected to membership of the California Democratic State Central Committee.

ARTICLE 400 - EXECUTIVE COMMITTEE

- 401. DUTIES AND RESPONSIBILITIES. The Executive Committee shall consist of the officers of the Committee;
 - A. The Executive Committee shall administer the affairs of the Committee in accordance with the policies established by the Committee and these Bylaws;
 - B. The Committee, by a majority vote of the members present, may overrule any act of the Executive Committee;
 - C. The Executive Committee shall meet either in person or electronically at the call

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- of either the Chair or a majority of the members of the Executive Committee;
- D. The Secretary shall present the Minutes of each Executive Committee meeting at the following regular meeting of the Committee;
 - E. The Secretary or the Chair shall give notice of a meeting of the Executive Committee in the manner specified by Section 611.¹⁴
 - F. A quorum shall consist of at least four (4) members of the Executive Committee, and all acts of the Executive Committee require a majority vote of the members present.
 - G. The Chair will be authorized to spend no more than \$1500 without prior full Committee approval.
 - H. The Executive Committee will be authorized to adjust the Committee's budget by 30% overall or 50% of a budget line item. Larger adjustments are subject to majority vote by the full Committee. Funds designated by the Executive Committee for the purposes of direct candidate support are not subject to this bylaw.

ARTICLE 500 – COMMITTEES

- 501. The Standing Committees of the Central Committee, whose members shall serve for two years, shall be as follows: Endorsements & Resolutions, Bylaws, Grassroots Organizing/Campaigns, Events, Budget & Fundraising, Candidate Recruitment & Development. Responsibilities and duties of each Standing Committee shall be defined in the Policies & Procedures addendum.
- 502. The Chair, with the advice and approval of the Executive Committee, shall recommend appointment of the Standing Committee chairpersons and members at the same time of the election of officers. Standing Committee appointments shall be ratified by a majority of the membership present.
- 503. Frequency of Standing Committees' meetings shall be determined by the Standing Committee¹⁵ chairpersons. A full record of the proceedings shall be maintained. Standing Committee chairpersons shall make monthly reports to the Chair and at all regular meetings of the Central Committee.
- 504. The Chair may recommend nonmember registered Democrats for appointment to Standing Committees.
- 505. Additional Standing Committees and Special Committees deemed necessary shall be created by the Chair with the advice and approval of the Executive Committee and ratified

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by a majority of the membership present at the next regular meeting.

506. The Chair, with the advice and approval of the Executive Committee, shall recommend appointment of Standing Committee chairpersons and members for additional Standing Committees or Special Committees. These appointments shall be ratified by a majority of the membership present.

ARTICLE 600 – MEETINGS

601. REGULAR MEETINGS. The Central Committee shall meet not less than four (4) times per year. Regularly called Committee meetings shall be held on the first Thursday of the month, unless otherwise ordered by the Chair and Executive Committee, at a centralized location established by a majority vote of the Committee. Notice for regular meetings shall be given in the manner specified by Section 611. Any meetings in Buellton, California shall be deemed held at a centralized meeting place. All meetings shall be open to any registered Democrats. The Chair, with the concurrence of the Executive Committee, may declare Committee functions or events to be regularly scheduled meetings. If the Chair fails to call a necessary meeting, either Vice-Chair, with the consent of the majority of the Executive Committee, may call the meeting with notice of the meeting in the manner specified by Section 611.
602. SPECIAL MEETINGS. The Chair, a majority of the Executive Board, or any eight (8) members of the Committee may call a special meeting at any time in the manner specified by Section 611.¹⁶ Only business specified in the notice of the special meeting shall be transacted.
- 602.1. EMERGENCY MEETINGS. Notwithstanding any provision of these bylaws to the contrary, in the event of an emergency condition caused by epidemic, pandemic, fire, flood, riot, disturbance or other act or action or event or other activity or declaration of emergency by the President of the United States, Governor of the State of California or elected or appointed administrative head of any local government or agency that will substantially interfere with the ability of the Santa Barbara County Democratic Central Committee to meet, the Chair, in the Chair's discretion, may call a meeting of the Central Committee at any time to meet and consider any business before it as stated in a written agenda. The meeting may be held in any public location or may be held by conference call at which all members of the Central Committee in attendance by phone, computer network or otherwise can hear and speak to all other members. The Chair, in the Chair's discretion, may provide for persons not members of the Central Committee to attend the meeting by listening to the meeting and to the extent practicable permit such persons who are recognized to participate in the meeting. Notice to committee members by email pursuant to Section 611 B shall be given to each member, regular alternate and proxy at

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the last known email address of such member, regular alternate or proxy regardless of whether such member, regular alternate or proxy shall have opted out of email notice provisions at least 24 hours before the date and time of such meeting. In the event that a regularly scheduled meeting or a meeting for which notice shall have been provided as herein otherwise required is affected by an emergency declaration as herein defined, notice of an emergency meeting shall be given at least 24 hours before the date and time of such meeting. At such meeting the Secretary shall call the roll to determine the presence of a quorum. With respect to a vote on any action to be taken, an oral vote may be taken and it shall be assumed that there is no opposition to the action unless each opposed vote is noted and if there is a roll call vote requested, the roll call shall be conducted orally. The Secretary shall provide minutes of the actions taken at the meeting. The meeting shall be adjourned by the Chair. Those provisions of Article 600 not otherwise changed or affected by this section including the applicability Robert's Rules of Order shall continue in full force and effect.¹²

603. NOTICE FOR SPECIAL MEETINGS. The Secretary or Chair shall notify each member prior to every special meeting by written notice of the meeting in the manner specified by Section 611¹⁷. In addition, the proposed agenda of every special meeting shall be sent to the members.
604. ADJOURNMENT. Any meeting may be adjourned at any time determined by affirmative vote of the majority of members voting.
605. QUORUM. A quorum of fifty percent plus one (50% + 1) of the members shall be required at every meeting.
606. PARTICIPATION. To vote at any meeting of the Committee, or any meeting of its subordinate bodies, a member, ex-officio member or alternate must be present in person or by duly authorized proxy. Voting by secret ballot is prohibited.¹⁸ Non-member Democrats may participate in discussions but not vote, in open meetings as deemed appropriate by the Chair. When a member is standing for endorsement or election to any Committee position, that member shall be asked to leave the room solely during the discussion.
607. MOTIONS. The maker of the motion shall have the privilege of being both the first and last speaker on the motion, provided that the Chair may impose reasonable limits applicable to all speakers.
608. RESOLUTIONS. The Committee may declare its position on any matter relating to the work of the Committee by resolution at any meeting by affirmative vote of the majority of those present and voting. The Endorsements & Resolutions Committee shall review all

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resolutions submitted from Committee members or the community at large for possible action by the Committee. The proposed text of the resolution must be provided by the Endorsements & Resolutions Committee to the Chair for placement on the agenda and the text must be sent to the members prior to the meeting in the manner specified by Section 611. An emergency resolution may bypass the Endorsement & Resolutions Committee review and be presented by the Chair at any meeting.

609. ANNUAL GENERAL MEMBERSHIP MEETING. The goal of the Committee will be to conduct an annual General Meeting open to all registered Democrats in the County.
610. PARLIAMENTARY PROCEDURE. Robert's Rules of Order, current edition, shall guide the proceedings of the Committee. In cases of conflict with any provision of these bylaws, the bylaws of the Committee and of the California Democratic Party shall take precedence.
611. RULES FOR NOTICE OF MEETINGS.¹³
 - A. General Rules Related to Open Meetings. The following rules shall apply to the Central Committee and to any committee formed pursuant to Article 400 - Executive Committee and Article 500- Committees unless otherwise provided in this Article or elsewhere in these bylaws:
 - i. The Committee shall provide notice in a timely manner to each member of the Committee and to all interested persons. The time place and agendas of all public meetings of the Committee shall be publicized fully and in such manner as to assure timely notice to all interested persons.
 - ii. All public party meetings shall be open to all members of the Democratic Party regardless of race, color, creed, national origin, sex, age, religion, ethnic identity, sexual orientation, gender identity, economic status or disability as defined by the Americans for Disabilities Act of 1990.
 - iii. The Committee shall publicize fully and in such manner as to assure notice to interested parties a full description of the legal and practical procedures for election of Democratic Party Officers and representatives on all levels.
 - iv. The Committee shall publicize its procedures in such fashion that all prospective and current members of the Committee, and prospective candidates seeking endorsement will be fully and adequately informed of the pertinent procedures in time to participate in each selection procedure at all levels of the Committee organization.
 - v. The Committee shall publicize fully and in such manner as to assure notice to all interested parties a complete description of the legal and practical

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qualifications of all officers and representatives of the Committee. Such publication shall be done in timely fashion so that all prospective candidates or applicants for any elected or appointed position within the Committee will have full and adequate opportunity to compete for office.

- B. EMAIL NOTICE: Publication of any Committee (including committees created pursuant to Article 400 - Executive Committee and Article 500 - Committees) notice via email will be considered valid if:
- i. The sender and receiver have both consented, in writing, to sending and receiving notice in this manner.
 - ii. The notice was sent to or from the email address specified when giving consent, or most recent email address specified on a subsequent notice of change of address by sender or receiver or such consent was signed and delivered by the parties at a meeting of the Committee.
 - iii. The obligation to inform and procedure for informing of any change in email address has been specified in writing, and
 - iv. There is an opportunity to opt out of such consent at an appropriate time.
- C. TIME TO PROVIDE NOTICE. Notice shall be provided by email, by personal delivery, or by mailing first class mail, in the manner specified by Section 611. Every notice shall be in writing. Notice of meeting shall include notice of agendas or other information to be used at the meeting and constituting the meeting packet. Notice provided by email or by personal delivery, actually received and acknowledged, shall be given not less than 5 days prior to the date and time of the meeting. Notice provided other than by email or personal delivery shall be mailed via first class mail not less than 7 days prior to the date and time of the meeting. In the case of an emergency, notice shall be given on such time as may reasonably permit actual notice to be given to each member or interested person by telephone, email or other similar method. Notice shall be provided to each member and any regular alternate or proxy whose name and address shall have been provided to the Secretary of the Committee, provided the rules related to notice by email for notice shall have been satisfied.
- D. Notice of change of email address or legal address or other information provided to the Committee shall be effective 30 days following the date notice was given.

ARTICLE 700 – CHARTERING OF DEMOCRATIC CLUBS

701. The Committee shall have the authority to charter all Democratic Clubs in Santa Barbara

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County.

- A. The definition of a “Democratic Club” shall refer to any voter-oriented club of County residents that uses the name Democratic or a derivative thereof in its title, allied by defined geographic area, special interest, or cultural community. A Club’s purpose shall be determined by the club but should include supporting and strengthening the Democratic Party through the political development, activity and advocacy of its membership. Clubs are independent for purposes of endorsements, and may endorse any candidate, provided such candidate is a registered Democrat. Clubs must identify in all of its materials and communications that their endorsement is that of the Club, and not of the Democratic Party.
 - B. The Committee may recognize a charter by the State or National Democratic Party. Chartered organizations are entitled to the benefits and privileges as described in these Bylaws and the Bylaws of the California Democratic Party. Upon the chartering of an organization by the Committee, the Committee shall admit as a member to the Committee one representative from each organization (with such person being selected by the applicable organization), provided that the representative is a registered Democrat.
 - C. Each such chartered organization shall advise the Chair, in writing, of the name, address, phone number, and email of the representative of that organization selected to serve on the Committee. The chartered organization may revoke the authorization of such representative to serve on the Committee at any time by giving written notice to the Chair of the Committee and may select another representative to serve as a member of the Committee, in which event the membership of the previous representative shall be revoked. In the event an organization fails to renew its charter or for any reason loses its charter with the Committee, then the membership of its representative on the Committee shall automatically terminate.
702. The procedure for requesting an initial charter from the Committee shall be as follows:
- A. A representative of the group or organization to be chartered shall submit to the Chair of the Committee (or his or her designee):
 - i. the proposed name of the organization,
 - ii. the proposed constitution and bylaws of the organization
 - iii. a Statement of Purpose or other document which outlines the goals and objectives of the organization,
 - iv. a list containing the name, address, phone number, and email of its officers,

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- v. a list of no fewer than twenty (20) members, containing their name, address, phone number, and email,
 - vi. the date, time and place of the regularly scheduled meetings of the organization, and
 - vii. the name, address, phone number, and email of the representative of that organization which the organization proposes to serve on the Committee.
- B. After receipt of a request for initial charter and submission of all required materials, the Chair shall place the name of the requesting organization on the agenda of the next regularly scheduled meeting of the Committee, as well as the admission of its selected representative. No charter request shall be considered for a group or organization with fewer than twenty (20) organizing members. Copies of items i)-iv) and vi)-vii) in Section 702A shall be made available to any member of the Committee who requests them prior to the meeting at which the charter request will be considered;
- C. Upon review of the submitted materials and after verification with the County Registrar of Voters that all organizing members (including the member chosen to serve as a member of the Committee) are registered as Democrats, the Committee shall, by a majority vote of those present and voting, approve or deny the charter request and the admission of the organization's representative to the Committee;
- D. Upon approval of the charter request, the newly chartered organization shall remit to the Treasurer of the Committee a chartering fee to be determined annually by the Executive Committee.
703. Organizational charters shall be renewed on an annual basis. The Committee will consider applications for charter renewal at the beginning of each year. The Committee shall notify in writing in advance of the New Year, all currently chartered clubs of the need to renew charters. The procedure for applying for renewal of chartered status shall be as follows:
- A. Prior to the first meeting of the year, the President/Chairperson of each chartered organization shall submit to the Chair of the Committee (or his/her designee) materials as described in Section 702 and a review of club activities in the prior year and a statement outlining any areas of support where the Committee's assistance is needed.

ARTICLE 800 - ENDORSEMENT OF CANDIDATES AND BALLOT MEASURES

801. ENDORSEMENT OF CANDIDATES

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- A. Eligibility for Endorsement.
 - i. The Committee may only endorse candidates who are registered Democrats and who do not exceed the total number to be elected to the non-partisan office sought by the candidates seeking endorsement.
 - ii. Rules. The applicable provision of the bylaws of the Santa Barbara Democratic Party applicable to an endorsement process must have been in effect not less than 6 months prior to the date of the vote on endorsements.
 - iii. Voting by secret ballot is prohibited.¹⁴
 - iv. The Committee shall make no endorsement other than the official endorsement provided by this Article 800, or in accordance with the rules of the California Democratic Party.
- B. Consideration of Candidates.
 - i. Call of Meeting for Endorsements. The endorsement process shall take place on the written request of the Chair or upon the request of a majority of the Executive Committee or upon the written request of 8 members of the Committee. If the request is other than by the Chair, then the request shall be made to the Chair who shall within 5 days after the receipt of such request issue a notice of meeting for the purpose of endorsements. Notice of a meeting to make endorsements shall be given to members in the manner specified by Section 611.¹⁵ A clear description of the candidate endorsement process shall be published on the Committee website.¹⁶
 - ii. Notice to Candidates. Candidates shall be notified in the manner specified by Section 611 prior to the meeting at which the endorsement procedure is to take place.
 - iii. Candidates to Receive Notice; After Filing Deadline. If the filing deadline shall have passed, notice of the endorsement meeting shall be given to all candidates who have filed papers for the nonpartisan office.
 - iv. Candidates to Receive Notice; Before Filing Deadline. If the filing deadline shall not have passed, notice of the endorsement meeting shall be given to all eligible candidates who have taken out papers for the nonpartisan office or are known to be contemplating being a candidate for the nonpartisan office.
 - v. Committee Action. The Committee is not required to endorse candidates for a particular office nor for every open position. Only candidates who

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have participated in the endorsement process and are worthy of consideration for endorsement shall be considered by the Committee.

- vi. Candidate Acceptance of Endorsement. Each candidate who shall be endorsed by the Committee shall affirmatively accept the endorsement by signing an Acceptance of Endorsement form.

C. Required Vote for Endorsement.

- i. After the filing deadline. An endorsement may be made for nonpartisan office in Santa Barbara County after the filing deadline by the affirmative vote of a majority of those members voting at a regular or special meeting of the Committee.
- ii. Before the filing deadline. An endorsement may be made for nonpartisan office in Santa Barbara County before the filing deadline by the affirmative vote of sixty (60%) per cent of those members voting at a regular or special meeting of the Committee.
- iii. In any vote on endorsements, “No Endorsement” shall be an option on each ballot and shall be counted in the total required for endorsement.
- iv. The vote shall take place by show of hands. A signed written ballot may substitute for show of hands by a vote of the majority of those present. The Chair or a person designated by the Chair shall announce the race being considered followed by each candidate under consideration. A motion to allow discussion with limits at the discretion of the Chair is in order immediately prior to the vote. Then the votes for each candidate under consideration shall be held and counted in sequence followed by the votes for No Endorsement followed by abstentions. Abstentions shall be noted but shall not be included in the total vote.¹⁷

D. Additional endorsements.

- i. If an endorsement of a candidate(s) for a nonpartisan office is made before the filing deadline has passed and there are additional positions for such office to be filled, the Committee may consider only candidates for position to be elected other than the candidate who was previously endorsed.
- ii. If a candidate has been considered for endorsement before the filing deadline had passed and failed to gain the requisite sixty (60%) per cent vote, such candidate may be considered at the endorsement meeting held after the filing deadline has passed.

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- iii. If a candidate who has received the endorsement of the Committee and who then withdraws from the race, becomes ineligible or dies, the Committee may consider endorsement of another candidate to fill the position of the previously endorsed candidate.

802. Endorsement for Ballot Measures.

- A. Endorsement Procedure. The provisions of 801 shall apply to endorsement of ballot measures. Notice to proponents and opponents of a ballot measure known to the Committee shall be given notice of the meeting to consider endorsement of the ballot measure as provided in 801.B.
- B. Required vote. The Committee may endorse a ballot measure by the affirmative vote 60% of the members voting at a regular or special meeting of the Committee. In any vote on endorsements, “No Endorsement” shall be an option on each ballot and shall be counted in the total required for endorsement.
- C. The vote shall take place by show of hands. A signed written ballot may substitute for the show of hands by a vote of the majority of those present.¹⁸
- D. The Chair or a person designated by the Chair shall announce the ballot measure being considered. A motion to allow discussion with limits at the discretion of the Chair is in order immediately prior to the vote. Then the votes for “Support,” “Oppose,” and “No Endorsement” shall be counted in sequence followed by abstentions. Abstentions shall be noted but shall not be included in the total vote.¹¹
- E. The Committee shall make no endorsement other than the official endorsement provided by this Article 800, or by the rules of the California Democratic Party.

803. Conflicting Situations.

- A. No member of the Executive Committee or any subcommittee of the Committee responsible for oversight of the endorsement process shall publicly endorse a candidate for non-partisan office before a decision on endorsements has been made by the Committee, but a member of the Executive Committee who is a candidate shall recuse himself or herself from participation in the endorsement supervision process for the position for which such person is a candidate.
- B. In a case where a member of the Committee shall support a candidate or issue other than a candidate or issue endorsed by the committee the member shall not identify himself or herself as a committee member or make use of any Committee resources.

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804. To assure the effectiveness of the Committee's endorsing process, this Committee:
- A. hopes and expects that all of its members will make every reasonable effort to recruit and encourage persons of the highest quality to seek the Party's nomination and endorsement in races for public office;
 - B. hopes and expects that all of its members will make every reasonable effort to see that endorsed candidates are victorious in the primary and general election; and
 - C. hopes and expects that all of its members will make every reasonable effort to see that those aspirants for the Committee's endorsement who fail to receive that endorsement withdraw as candidates and encourage a unified effort on behalf of the endorsed candidates.¹⁹

ARTICLE 900 -PERSONNEL

901. Creation of position. The Chair or the Executive Committee may recommend the creation of a position or position for paid staff of the Committee. A proposal for a paid position shall set forth job title, responsibilities and authority, and rate of compensation. If approved by the Committee upon a majority vote of a quorum, the position shall be created.
902. Selection. The Chair shall recommend appointment of the paid staff member and the Executive Committee shall approve the appointment.
903. Supervision. The Chair shall supervise paid staff.
904. Personnel Committee. The Personnel Committee including the Northern Vice Chair, Southern Vice Chair and Treasurer shall oversee the Chair as supervisor of paid staff and assist the Chair in personnel matters.

¹ Section 105 amended to correct type of meeting at which amendments can be adopted. Amended 4/3/2014

² Established 4 year term for elected members elected in presidential election years. Amended 4/3/2014

³ Added Ex Officio members in certain categories. Amended December 5, 2019

⁴ Conforms selection of Democratic candidate who is entitled to serve as ex officio member of the Committee.
Amended 4/3/2014

⁵ Established the date upon which elected members are seated on the Committee. Amended 4/3/2014

⁶ Changes termination from "should" to "may". Amended 4/3/2014

⁷ The designation of the Committee leader was changed to a common designation of Chair, Vice Chair in all cases except the reference to the leader of a committee created by the Committee (i.e., Endorsements and Resolutions, etc.) where the term "chairperson" is retained to distinguish the title from the Chair.

⁸ Added Controller. Amended 7/2/2014

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- ⁹ Added Controller. Amended 7/2/2014
- ¹⁰ Revised duties and selection of Treasurer. Amended 7/2/2014
- ¹¹ Establishes two-year term for officers and date of election. Amended 4/3/2014
- ¹² Provides for Election of Members to CDSCC. Adopted 11/05/2020
- ¹² Provides for Emergency Meetings. Amended 4/ /2020.
- ¹³ Modified notice provisions of bylaws and provided uniform 5/7 day notice and other provisions. Amended 4/4/2019
- ¹⁴ Prohibits voting by secret ballot. Amended 4/4/2019
- ¹⁵ Provided for method of notice. Amended 4/4/2019
- ¹⁶ Sentence added to provide for website publication of endorsement process. The amendment deleted a late endorsement provision. Amended 7/11/2019
- ¹⁷ Creates procedure related to vote to endorse candidates. Amended 9/6/2018
- ¹⁸ Creates procedure related to vote for ballot measures. Amended 9/6/2018
- ¹⁹ Based on provisions of the California Democratic Party bylaws, sets forth the intent of the party with respect to member and candidates who seek endorsement and fail to be endorsed. Amended 4/3/2014

Some footnotes set forth in prior versions of the bylaws have been omitted.