

# **Constitution of the Iowa Second District Democratic Congressional Committee**

**Ratified February 26, 2012**

## **Article I - Title**

The name of this organization shall be the Iowa Second District Democratic Congressional Committee, hereinafter referred to as the Second District Committee.

## **Article II - Aims and Purposes**

**Section 1.** The purpose of this organization shall be to perpetuate a representative, effective, and responsible Democratic party organization; advance the interests of the Democratic party at the county, congressional district, state, and national levels, to sustain and advance the principles of social justice and democracy; to uphold civil rights, civil liberties and constitutional government.

**Section 2.** This organization shall be primarily concerned with the election of Democratic members of the United States Congress. Additionally, the organization shall be responsible for assisting the election of state legislators whose districts cross county lines within the Second Congressional District, serving as a liaison between the county Democratic organizations and the Democratic State Central Committee, and providing a forum at which county leaders can discuss matters of mutual concern to all. In odd number years, this organization shall conduct a district workshop.

## **Article III - Authority**

**Section 1.** The Second District Committee is an independent Democratic Party Committee. The Second District Democratic Convention, held biennially, shall be the supreme governing body of this organization. Nothing in this constitution shall abrogate the constitution of the Iowa Democratic Party or the Code of Iowa.

**Section 2.** The highest ruling authority of the Second District

Committee between biennial conventions shall be the general membership.

**Section 3.** Between membership meetings, highest authority shall be the Executive Board.

**Section 4.** Between Executive board meetings, highest authority shall be the Chairperson.

**Section 5.** No expenditures shall be incurred between membership meetings except in an emergency. Maximum disbursements between membership meetings shall not exceed \$50.00, shall be approved by the Chairperson and must be reported at the next membership meeting. This section shall not prevent the membership from authorizing prior approval of routine expenditures.

#### **Article IV - Membership**

**Section 1.** Membership in this organization shall consist of the eight (8) Second District State Central Committee persons and one person for each 5,000 votes cast for the Democratic candidate for Congress in the last two General Elections. Each county shall have at least three members.

**Section 2.** One representative from each county shall be the county chair person or the chairperson's designee; other representatives and alternates shall be elected by each county central committee at the first regular meeting following the county central organizational committee meeting.

**Section 3.** Representatives are expected to attend all regular and special meetings. The county chairperson shall be notified, by mail, should any representative fail to attend 3 consecutive meetings. The county chair person shall notify the Second District Executive Board of action taken. Representatives may be excused by the Executive board, for cause.

**Section 4.** One member from each county shall be specifically responsible for finances and another for issues and research. Each member shall be appointed by the chairperson to serve on one of the four committees: Education, Finance, Program. and Issues.

**Section 5.** A copy of this constitution shall be provided to each Second District Committee person within two months after that member's election.

**Section 6.** A revised list of all Second District Committee members and alternates shall be provided to each member within three (3) months after the county conventions.

**Section 7.** The documents noted in previous sections may be provided in an electronic format for those members with access. Members without access to electronic mail or the internet shall receive a printed copy of these documents via US mail by the Secretary.

### **Article V - Executive Board**

**Section 1.** The Executive Board shall consist of the Officers elected by the District membership, the eight (8) Second District State Central Committee persons, any other State Central Committee members living in the District, and the District Affirmative Action Chair.

**Section 2.** The Executive Board may convene prior to each meeting of the organization, prepare an agenda for the meeting, and make recommendations to the organization.

**Section 3.** The Executive board shall serve as a candidate recruitment committee for the District Congressional seat.

### **Article VI - Officers**

**Section 1.** The officers of this organization shall consist of a chairperson, elected by the District membership from the pool of eight State Central Committee members elected at the District Convention and the vice-chairperson(s), secretary, treasurer, and webmaster who shall each be elected from the general membership of the District Central Committee.

**Section 2.** The chairperson shall preside at meetings and have general charge over the affairs of the organization.

**Section 3.** The vice-chairperson shall assume the duties of the chairperson in the absence of the chairperson and assist the

chairperson in the discharge of his/her duties. In the event the chairperson is unable or unwilling to serve, the vice-chairperson shall assume the office of chairperson until a chairperson, who is a member of the State Central Committee, is elected at the next scheduled meeting

**Section 4.** The secretary shall have custody of all books, records, and papers of the organization, except those specifically required to be in the possession of the treasurer. The secretary shall be responsible for maintaining attendance, records, and minutes.

**Section 5.** The treasurer shall have custody and keep account of all monies for the organization, and provide a financial report at each meeting. The treasurer shall be responsible for all reports required by federal and state campaign finance disclosure laws. Immediately after the election of officers, or at any time there is a change in the office of treasurer, the chairperson presiding at that meeting shall appoint a committee to audit the books and report at the following general meeting.

**Section 6.** The webmaster shall maintain the functionality, design, and editorial content of the District website and other electronic media.

**Section 7.** Officers shall be elected at the first meeting of the organization following each Second District Democratic Convention. Each term of office shall begin immediately following election and continue two (2) years. In the event any officer is unable or unwilling to serve, a new officer shall be elected at the next meeting after the vacancy occurs. Notification of such vacancy and election shall be made at least ten days prior to the election.

## **Article VII - Meetings**

**Section 1.** The Second District Committee shall meet at least once every three months at a time and place agreed upon by the membership. The chairperson, or a majority of the Executive Board, may call special meetings as deemed necessary, and shall call a meeting within fifteen (15) days upon receipt of

written petition of twenty (20) percent total membership representing at least seven (7) counties. Items of business shall be so noted in the call.

**Section 2.** The secretary shall send notice of meetings to each member of the organization at least ten (10) days prior to the date for such meeting. E-mail is an acceptable notification alternative.

**Section 3.** All meetings of the organization shall be open to the public.

**Section 4.** No business of the organization shall be conducted in the absence of a quorum which shall consist of 20% of the total membership with at least ten (10) counties represented.

### **Article VIII – Amendments**

Amendments to this constitution must be presented in written form at a regular meeting of the organization, and then approved by a two-thirds majority of those present and voting at the following meeting. This Constitution may also be amended by a 2/3 vote by the delegates at a District Convention. Proposed amendments must be received by the District Chair at least 45 days before the Convention is due to be convened

### **Article IX – Ratification**

This constitution shall be ratified and take effect upon approval by a two-thirds majority of those present and voting at a regular meeting of the organization.

### **Second District Counties:**

Appanoose, Cedar, Clarke, Clinton, Davis, Decatur, Des Moines, Henry, Jasper, Jefferson, Johnson, Keokuk, Lee, Louisa, Lucas, Mahaska, Marion, Monroe, Muscatine, Scott, Van Buren, Wapello, Washington, and Wayne.