

BYLAWS OF THE SUDBURY DEMOCRATIC TOWN COMMITTEE

Article I - NAME

This organization shall be known as the Sudbury Democratic Town Committee herein after called the Committee.

Article II - PURPOSES

This committee is organized and constituted under authority of and in accordance with the provisions of the General Laws of the Commonwealth, and shall have as its purposes the following:

- to foster and advance the ideals and aims of the Democratic Party;
- to work in cooperation with the Democratic National Committee; to work in cooperation with the Democratic State Committee;
- to aid in carrying out the planks of the platform of the State and National Conventions of the Party;
- to work and organize for the success of the Democratic candidates of the District, County, State and Nation;
- to do all things necessary and incidental to the building and strengthening of the Democratic Party in Massachusetts.

Article III - MEMBERSHIP

A. The Sudbury Democratic Town Committee shall consist of thirty- five (35) registered members of the Democratic Party of Sudbury, who shall have been elected at the Presidential Primaries for a period of 4 years from 30 days following their election, together with those elected to membership by the members of said Committee, in conformance with the provisions of law.

B. The Committee, following the election of its members, shall meet and organize by a choice of a Chairman, Vice-chairman, a Secretary, a Treasurer, Affirmative Action and Outreach Advisor, and such other officers as it may decide to elect. At such meeting the Committee may add to its elected members provided it does not exceed the total allowed by law as found on file with the Secretary of State's office.

C. The Committee may, by vote at any meeting, authorize the appointment of associate members. Associate members shall not have the right to vote but shall have such other powers and duties as the Committee may determine.

D. Any duly elected member of the Committee who moves out of Sudbury during the said 4 years shall cease to be a member of the Committee at that time.

E. Vacancies shall be filled by vote of the Committee. Associate members, if any, shall be the candidates for filling the vacancies.

F. Members may be removed in conformity with Section II of the Charter of the Democratic Party of the Commonwealth of Massachusetts.

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Article IV - OFFICERS

A. The officers of this organization shall consist of Chairman, Vice- Chairman, Secretary, Treasurer and Affirmative Action and Outreach Advisor. These officers shall be elected at the organizational meeting and shall serve for a term of 2 years, at the end of which new elections for officers shall be held.

B. There shall be an Executive Committee consisting of the officers of the Committee and others elected.

C. In the event of the death, resignation or the permanent removal from the Town of Sudbury of any of the above named officers, their places shall be declared vacant and be filled at the next regular meeting of the Committee. A statement of such changes in the personnel of the officers of the Committee shall be sent immediately by the Secretary of the Committee to the Secretary of the Commonwealth, to the Secretary of the Democratic State Committee and to the Sudbury Town Clerk.

Article V - CHAIRMAN

The Chairman shall, in addition to the duties required by law, preside at all meetings of the Committee and shall have general charge and supervision of all Committee activities. He/she shall have the power to appoint all standing committees and such other special committees as are created from time to time. He/she shall have the power to call all special meetings of the Town Committee and all regular meetings at such time or times as may seem to him/her to be advisable, subject only to the vote of the Town Committee in fixing the number of regular meetings to be held during the course of the year.

Article VI - VICE-CHAIRMAN

A. The Vice-Chairman shall preside at all meetings of the Town Committee in the absence of the Chairman. He/she shall perform all duties and have the powers of the Chairman in the case of his/her temporary absence.

B. The Vice-Chairman shall serve ex-officio on all standing committees.

Article VII - SECRETARY

The Secretary shall keep a record of the proceedings of the Town Committee and shall issue a notice by mail to each member of each meeting of the Town Committee at least seven days prior to the date of the meeting. The Secretary shall, within ten days after the organization of the Committee, file with the Secretary of the Commonwealth, the Secretary of the Democratic State Committee and the Town Clerk of Sudbury, a list of the officers and members of the Town Committee; and shall immediately file with the same officials a statement of the changes in the organization or membership of the Town Committee thereafter.

Article VIII - TREASURER

The Treasurer shall have the custody of all funds belonging to the Committee and shall pay all orders subject to the approval of the Chairman and shall procure and file vouchers for all such payment. No expenditures of funds of the Committee shall be made by the Treasurer outside the

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regular activities or expense thereof except upon the approval of a majority of the Committee at a special or regular meeting. He/she shall submit a report of the financial condition and transactions of the Committee at all regular meetings. A detailed report shall be provided at least semi-annually.

Article IX - AFFIRMATIVE ACTION AND OUTREACH ADVISOR

The Affirmative Action and Outreach Advisor shall be responsible for developing strategies and activities to expand participation in the Committee of the Party's Affirmative Action target groups: Black, Hispanic, Asian-Pacific American, Native American and Cape Verdeans and others who may be underrepresented on the Committee including the handicapped, youth, senior citizens, low and moderate income people and women.

Article X

A. In the event of a refusal of the Chairman of the Committee to call a meeting of the Committee, a majority of the executive committee may, in writing, order the Secretary of said Committee to call a meeting of the Committee.

B. Said executive committee shall have the power to act upon all matters pertaining to the Committee arising between the meetings of said Committee.

C. Seven members of the Committee can request a meeting by a petition in writing to the Secretary and the Secretary can call such meeting within two weeks.

Article XI - QUORUM

One third of the members of the Committee shall constitute a quorum for the transaction of business.

Article XII - BY-LAWS COMMITTEE

There shall be a By-Laws Committee appointed by the Chairman from the duly elected members. The Chairman shall designate the Chairman of the By-Laws Committee.

Article XIII - CHANGES IN THE BY-LAWS

A. These By-Laws may be amended or repealed at any regularly called meeting of the elected members of the Committee, provided such proposed change is in writing and is signed by the elected member proposing it and is in the hands of the Chairman before the call of the next meeting, at which such proposal is to be acted upon. The proposed by-law change shall be sent to all members with the announcement of the meeting.

B. Such proposed changes in the By-Laws shall be referred forthwith by the Chairman of the Committee to the By-Laws Committee which shall make a report with its recommendations at same meeting, if possible' but no later than the following meeting. A majority of the elected members pre- sent and voting shall be sufficient to uphold the recommendations of the By-Laws Committee. A two-thirds vote of the elected members present and voting shall be necessary to overturn the report of the By-Laws Committee.

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C. Unless and until amended or repealed by the elected members, these By-Laws shall continue in effect from year to year and no formal motion shall be necessary at any meeting of the Committee in order that they continue in force.

Article XIV - ORDER OF BUSINESS

The order of business at meetings shall be as follows:

1. Calling the roll of officers and elected members.
2. Reading the records of the previous meeting.
3. Reports of officers and committees.
4. Reading of communications addressed to the Committee.
5. Unfinished business.
6. New business.
7. Adjournment.

The order of business may be waived by a two-thirds vote of the elected members present and voting.

Article XV - MEETINGS

Regular meetings of the Committee shall be held at least four (4) times in non-election years and six (6) times in election years.