

RULES OF THE DEMOCRATIC PARTY IN CARBON COUNTY

ARTICLE I. ORGANIZATIONAL STRUCTURE

RULE 1. The organization of the Democratic Party of Carbon County, Pennsylvania, shall consist of:

- (a) A County Committee**
- (b) A County Executive Committee**
- (c) Area Committees**

Article II. COUNTY COMMITTEE

RULE 1. The County Committee shall be composed of one Committeeman and one Committeewoman, being duly qualified Democratic electors from each voting district in the County of Carbon, voted for and elected by the Democratic voters of their respective district.

RULE 2. All Committeemen and Committeewomen must reside in the district they are chosen to represent.

RULE 3. The members of the County Committee shall be elected at the Spring Primary held every four (4) years consistent with the Governors election and they shall hold office for a term of four (4) years, commencing the third Saturday following said Primary, or until their respective successors have been elected or appointed as hereinafter provided in Article II, Rule 4.

RULE 4. Whenever any vacancy occurs in the office of Committeeman or Committeewoman due to death, resignation, removal or otherwise, such vacancy shall be filled by the County Chairperson, provided, however, that no such vacancy shall be filled during the period of time intervening between the Primary Election at which County Committee Members are elected and the reorganization meeting of the County Committee.

RULE 5. It is the duty of every member of the County Executive Committee to support and promote only candidates registered as members of the Democratic Party. Any member known or proven to be supportive of a non-Democratic candidate will not be recognized as a member of the County Executive Committee, provided that a recommendation to do so has been certified to the County Chairperson by a member of the County Executive Committee and that proper investigation has been made and a full hearing of the facts pertaining to any such matters has been conducted by the said executive committee.

RULE 6. A regular meeting of the County Committee must be called by the County

Chairperson on the first Saturday following the certification of the Spring Primary held every four (4) years consistent with the Governors election, at which meeting the Committee shall organize by electing a Chairperson, a Vice-Chairperson, one of whom shall be a man and the other a woman, and a treasurer, all of whom must be registered Democrats. The said officers shall serve for a period of four (4) years, or until their successors shall have been duly appointed or elected.

RULE 7. A secretary shall be appointed by the Chairperson and said secretary shall serve as secretary for both the County Committee and the Executive Committee and shall perform the duties as outlined in Article III, Rule Four.

RULE 8. Special meetings of the County Committee may be called by the Chairperson whenever he/she, at his/her discretion, deems the same necessary, but must be called by the Chairperson upon receipt of a written petition joined in and signed by twenty-five (25) or more members of the County Committee requesting a special meeting.

RULE 9. A written or printed notice of every regular meeting or special meeting must be mailed to each and every Committeeman and Committeewoman, not less than four (4) days before the date fixed for such meeting.

RULE 10. A majority of the whole number of members of the County Committee shall be required to constitute a quorum for a Special Meeting. The members present for a reorganization meeting shall constitute a quorum.

RULE 11. The following shall constitute the order of business and procedure at the reorganization meeting to be called on the first Saturday following the certification of the Spring Primary every four (4) years consistent with the Governors election:

- (a) Election of a temporary Chairperson from within or without the membership of the County Committee to conduct the meeting until the election of the regular County Chairperson has been effected.
- (b) Roll Call of members by the Secretary.
- (c) Reading of the Minutes of the previous reorganization meeting, as well as any special meetings held in the interim.
- (d) Report of the Treasurer of the condition of finance.
- (e) Report of the Auditing Committee.
- (f) Appointment of three (3) disinterested tellers of election by the Temporary Chairperson.
- (g) Nomination and election of officers.
- (h) Unfinished business.
- (i) New business.

RULE 12. The following shall constitute the order of business at any special meeting called or held between reorganization meetings:

- (a) Call to order.
- (b) Roll Call of members by Secretary.
- (c) Special order of business.
- (d) Adjournment.

ARTICLE III. DUTIES OF OFFICERS

RULE 1. The County Chairperson shall call and reside at all business meetings of the County and Executive Committees and shall be entitled to vote on all questions. He/She shall conduct all County Campaigns by and with the advice of the County Executive Committee.

RULE 2. It shall be the duty of the County Chairperson:

- (a) To fill any vacancy happening at any time in the office of Vice-Chairperson, Treasurer, Secretary and Executive Assistants for the unexpired term.
- (b) To fill any vacancy or new position in the County Committee in accordance with the State By-Laws.
- (c) To issue the call for the reorganization meeting of the County Committee and for all special meetings of the County Committee.
- (d) To appoint an Auditing Committee one (1) week prior to the reorganization meeting.
- (e) To designate the depository in which all funds of the Committee are to be kept by the Treasurer.
- (f) To appoint a Finance Committee.
- (g) To appoint various committees from within or without the membership of the County Committee or County Executive Committee and to designate their duties.
- (h) The Chairperson at his/her discretion may appoint a Chairperson to have charge of the organization of the Democratic Women voters of the County and shall be recognized as their representative.

RULE 3. The Vice-Chairperson, in the absence of the Chairperson, shall preside at all meetings of the County Committee and the County Executive Committee.

In the event of the death, resignation, or removal from the County or removal from the office of Chairperson, the Vice-Chairperson shall be vested with all of the authority and powers of the Chairperson and in the office of the Chairperson, more than ninety (90) days prior to the reorganization meeting, it shall be the duty of the Vice-Chairperson to call a Special Meeting to fill the vacancy within sixty (60) days following the happening thereof.

RULE 4. The Secretary shall keep a full and accurate record of the proceedings of all meetings of the County and Executive Committees in a book provided for that purpose, which shall be delivered to his/her successor at the expiration of his/her term of office. He/She shall at all times be under the direction of and perform duties

as the County Chairperson may direct.

RULE 5. The Treasurer shall receive and be the custodian of all moneys of the County and Executive Committees. He/She shall keep all funds on deposit in such depository as the County Chairperson may designate. He/She shall also pay any funds directed to be spent and shall make such payments personally and directly, taking original vouchers or receipts from the person or persons to whom such payments are made. All expenditures by the treasurer must first be authorized by the Executive Committee or by its finance Committee appointed by the Chairperson. All checks drawn on depository of Committee Funds shall be signed and countersigned by the Chairperson and the Treasurer. It shall be the duty of the Treasurer to comply strictly with all of the provisions of State and Federal laws relating to election and to prepare and file such Account or Accounts as may be required within the time limit prescribed in such laws.

RULE 6. The Executive Assistants to the County Chairperson shall assist the County Chairperson and attend as liaisons with other Party or Public Officials whenever necessary.

ARTICLE IV. COUNTY EXECUTIVE COMMITTEE

RULE 1. The County Chairperson, elected as herein provided at the reorganization meeting of the County Committee after the certification of the Spring Primary every four (4) years consistent with the Governors election, shall within sixty (60) days after the beginning of his/her term of office, appoint four (4) members from each area (herein after described) to form a part of the executive Committee. The entire Executive Committee will be composed of members as herein after provided:

- (a) The County Chairperson, Vice-Chairperson and Treasurer duly elected. The Secretary appointed by the Chairperson will also serve on the Executive Committee.
- (b) Six (6) Executive Assistants as appointed by the County Chairman.
- (c) The member of State Committee and any member of the Democratic State Executive Committee residing in Carbon County.
- (d) All elected Democratic County Officials.
- (e) All elected Democratic House and Senate Members who serve Carbon County.
- (f) The Democratic Delegate and Alternate Delegate to the National Convention, if any, residing in Carbon County.
- (g) Forty (40) representative Democrats, residents of Carbon County, four (4) of whom shall be from each of the five (5) areas who shall be appointed by the County Chairperson. The Executive Committee shall also include four (4) elected representatives from each of the five (5) areas elected by the executive Board Members who represent or reside in each area.
- (h) All duly elected area Chairpersons and Vice-chairpersons shall be

members of the Executive Committee.

(i) All duly elected Presidents of Democratic Clubs recognized by the County Chairperson within the County MAY be appointed to the Executive Committee at the discretion of the County Chairperson.

RULE 2. It shall be the duty of the Executive Committee:

(a) To advise and assist the Chairperson in determining matters of policy for the Democratic Party in the County of Carbon and in conducting the active and executive part of all political contests and elections.

(b) To hear and determine when a vacancy in the County Committee should be affected and determine in cases provided for in Article II, Rule 5, herein.

(c) To adopt and promulgate, if it seems proper, a platform or statement of principles and policies of the Democratic Party in Carbon County, and to perform such other duties as herein elsewhere provided.

(d) To amend By-Laws as provided for in Article VIII.

RULE 3. One-third (1/3) of the current membership of the Executive Committee at any of its meetings shall constitute a quorum. Members of the Executive Committee shall hold office until their successors have been duly appointed or elected, and shall qualify on the same basis as their predecessors qualified for membership.

Rule 4. Meetings of the Executive Committee are not open to non-executive Board members. The chairperson, however, at his/her discretion, may allow a guest.

Rule 5. It is the duty of every member of the County Executive to support and promote only candidates registered as members of the Democratic Party. Any member known or proven to be supportive of a non-Democratic candidate will not be recognized as a member of the County Executive Committee, provided that a recommendation to do so has been certified to the County Chairperson by a member of the County Executive Committee and that proper investigation has been made and a full hearing of the facts pertaining to any such matters has been conducted by the said Executive Committee.

ARTICLE V. AREA AND AREA COMMITTEE

RULE 1. The County shall be divided into five (5) areas, each with a duly elected Chairperson and Vice-Chairperson, one of whom shall be a woman.

RULE 2. The Areas shall be composed of the following boroughs and townships, designating each electoral district.

AREA NO. 1

Banks Township

Leviston (NO. 2)

Coxeville (NO. 3)
Audenreid-Tresckow (NO. 4)
Beaver Meadows Borough (NO. 5)
East Side Borough (NO. 10)
Kidder Township
North Kidder (NO. 20)
Lausanne Township (NO. 26)
Lehigh Township (NO. 27)
Packer Township (NO. 45)
Weatherly Borough
East Weatherly (NO. 58)
West Weatherly (NO. 61)

Reg. Dem.
2,041

AREA NO. 2

Lansford Borough
First Ward (NO. 23)
Middle Ward (NO. 24)
West Ward (NO. 25)
Nesquehoning Borough
East Ward (NO. 41)
West Ward (NO. 42)
Summit Hill Borough
First Ward (NO. 52)
Second Ward (NO. 53)
Third Ward - First (NO. 54)
Third Ward - Second (NO. 55)

Reg. Dem.
3,862

AREA No. 3

Jim Thorpe Borough
First Ward (NO. 14)
Second Ward (NO. 15)
Third Ward (NO. 16)
Fourth Ward (NO. 17)
Fifth Ward (NO. 18)
Kidder Township
South Kidder (NO. 21)
Penn Forest
West Ward (NO. 51-01)
East Ward (NO. 51-02)

Reg. Dem.
4,935

AREA NO. 4

East Penn Township (NO. 7)
Franklin Township
Franklin Independent (NO. 11)
Harrity (NO. 12)

Long Run (NO. 13)
Lehighon Borough
First Ward (NO. 28)
Second Ward (NO. 29)
Third Ward (NO. 30)
Mahoning Township
Mahoning (NO. 35)
New Mahoning (NO. 36)
Packerton - Jamestown (NO. 38)
Parryville Borough (NO. 50)
Weissport Borough (NO. 62)

Reg. Dem.
4.789

AREA NO. 5

Bowmanstown Borough (NO. 6)
Lower Towamensing Township (NO. 33)
Palmerton Borough
Eastern Ward (NO. 47)
Middle Ward (NO. 48)
Western Ward (NO. 49)
Towamensing Township
North Ward (NO. 56)
South Ward (NO. 57)

Reg. Dem.
3.750

RULE 3. Committeemen and Committeewoman within said Areas shall meet within ten (10) days after the County reorganization meeting or within ten (10) days after the adopting of these By-Laws, and elect a Chairperson and Vice-Chairperson to represent their Areas on the County Executive Committee.

RULE 4. It shall be the duty of the Area Chairperson to meet with the Committeemen and Committeewomen in his/her Area as needed to work closely with the County Chairperson on all matters of campaigns, patronage, and to act as a liaison between his Area and the County Executive Committee.

RULE 5. It shall be the duty of the Vice-Chairperson to assist the Chairperson and to conduct meetings in his/her absence.

ARTICLE VI. VACANCIES

RULE 1. In all cases wherein a substitute for a nominee by law, due to death, resignation, or any other reason, the same shall be designed by a majority vote of the County Executive Committee at a regular or at a special meeting called for such purpose, provided, however, that where such substitute is required in a Borough, Township, Ward, or district Office, then the same shall be designated by a majority vote of the Committeemen and Committeewomen of the respective Borough, Township, Ward, or District where such vacancy exists, and the vote of the County

Chairperson shall break any tie which may occur.

ARTICLE VII. RULES OF ORDER

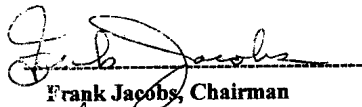
RULE 1. The conduct and procedure of all meetings shall be in accordance with these By-Laws and with the Rules of Parliamentary Law Known as "Roberts Rules of Order, Revised."

ARTICLE VIII. AMENDMENTS

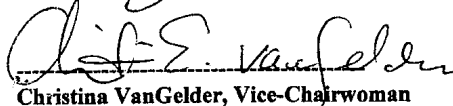
RULE 1. These rules may be amended at any regular or special meeting of the County Executive Committee, the call for which shall contain notice that the said alterations or amendments will be proposed, provided that ten (10) days notice in writing of the proposed changes shall be given each member of the Executive Committee.

ARTICLE IX.

All by-laws or parts of Rules heretofore in force are hereby repealed.



Frank Jacobs, Chairman



Christina VanGelder, Vice-Chairwoman

Amended at a special session of Executive Board convened September 19, 2002.

Adopted at Executive Board meeting held January 9, 2003.