

LOUISIANA DEMOCRATIC PARTY

BY-LAWS

ARTICLE I

DEMOCRATIC STATE CENTRAL COMMITTEE

Section 1 - Duties of the Democratic State Central Committee

The Democratic State Central Committee shall be the governing body for the Democratic Party of Louisiana. It shall have general responsibility for the affairs of the Party. This responsibility shall include, but not be limited to:

- A. electing Democratic candidates in state and local elections;
- B. conducting orderly delegate selection processes to fill the Louisiana delegation to the Democratic National Conventions and Democratic Party Conferences, according to guidelines established by the Democratic National Committee;
- C. formulating and disseminating statements of Party policy;
- D. establishing and maintaining state headquarters for Party activities and maintaining a staff to promote and build the Party;
- E. maintaining relations with local Democratic committees and affiliated bodies organized to promote Democratic Party activities;
- F. maintaining relations with the Democratic National Committee following the guidelines established by that body;
- G. promoting and encouraging Party activities at every level, including but not limited to the following:
 - (1) promoting and encouraging Party participation;
 - (2) raising funds for the operation of Party activities;
 - (3) establishing and supporting an adequate system of political research;
 - (4) preparing, distributing, and communicating Party information to Party members and the general public;
 - (5) developing and maintaining public relations programs;
 - (6) developing programs for the coordination of Party committees, organizations, groups, public officials, and members;
 - (7) devising ways and means of financing activities of the Party; and,
 - (8) taking such action as may be necessary and proper to carry out the

provisions of the Louisiana Democratic Party Constitution and these By-laws, resolutions, and other official actions to achieve the objectives of the Party; and,

H. approving the budget of the Democratic State Central Committee.

Section 2 - Membership

A. The Democratic State Central Committee shall be comprised of 210 members as provided for in the Louisiana Democratic Party Constitution and the Louisiana Election Code. Two members shall be elected from each of the districts from which members of the House of Representatives of the legislature are elected.

B. As provided in the Louisiana Election Code, members of the Democratic State Central Committee shall be elected every four years.

C. Any registered Democrat may seek membership on the Democratic State Central Committee. Candidates shall file with their respective Parish Clerk of Court in the parish in which they are seeking election, and shall pay a fee as set forth in La. Rev. Stat. Title 18:464. This fee shall be paid to the Democratic State Central Committee by the respective Parish Clerk of Court.

D. All Louisiana members of the Democratic National Committee and the Democratic State Central Committee Executive Committee who are not elected members of the Democratic State Central Committee shall be afforded all privileges accorded to members of the Democratic State Central Committee except the privilege of voting.

Section 3 - Resignation of Members

Any member of the Democratic State Central Committee wishing to resign his or her position shall notify, in writing, the Chairperson of the Democratic State Central Committee of his or her desire to resign. The Chairperson of the Democratic State Central Committee shall notify the Secretary of State and the Chairman of the Democratic Parish Executive Committee that a vacancy exists. Said vacancy shall occur upon acceptance of the resignation by the Chairperson

Section 4 - Vacancies

A. A vacancy occurs in the membership of the Democratic State Central Committee when a member dies, resigns, no longer meets the qualifications for membership on the Committee, or no one qualifies and is elected to succeed a member whose four-year term has expired.

B. In the case of a vacancy on the Democratic State Central Committee, the Chairperson of the Democratic State Central Committee shall appoint a member to serve

for the remainder of the unexpired term subject to the approval of a majority of the membership of the Democratic State Central Committee in attendance at a legally constituted meeting. The person(s) appointed must meet the guidelines provided in the Louisiana Democratic Party Constitution for membership on the Democratic State Central Committee and shall be required to pay a filing fee equal to the Party fee assessed by the Parish Clerk of Court as set forth in La. Rev. Stat. Title 18:464. Such filing fee shall be shared equally between the Democratic State Central Committee and the Parish Executive Committee from where the appointed member resides. All persons appointed may serve as temporary members until ratified at the first order of business by a majority vote of the Democratic State Central Committee.

Section 5 - Contest or Challenges

A. Any challenges to the credentials of a member of the Democratic State Central Committee may be made by any Democrat from the Democratic State Central Committee district of the member challenged or by any member of the Democratic State Central Committee and shall be filed by registered mail (return receipt requested) with the Chairperson.

B. In case of a contest or challenge to credentials, the Chairperson of the Democratic State Central Committee shall appoint an Ad Hoc Credentials Committee of nine members to consider and report to the full Democratic State Central Committee their recommendations after allowing the challenged member an adequate opportunity to respond.

Any member challenged will have 21 days in which to respond to the findings and recommendations of the Ad Hoc Credentials Committee in writing to the Chairperson of the Democratic State Central Committee who shall report said response to the full membership of the Democratic State Central Committee.

C. The findings and recommendations of the Ad Hoc Credentials Committee as well as the challenged member's response shall be considered and acted upon by a majority vote of the Democratic State Central Committee.

Section 6 - Meetings

A. The Democratic State Central Committee shall meet upon the call of the Chairperson or upon petition of at least one third (1/3) of the elected membership of the Democratic State Central Committee. At least two meeting per year shall be called, one of which shall be held at the State Capitol. All meetings will be conducted according to the official rules of order of the Democratic State Central Committee and/or, in the absence thereof, Robert's Rules of Order, most recently revised.

B. Members of the Democratic State Central Committee and Democratic Parish

Executive Committee Chairs and First Vice-Chairs shall be notified of all meetings no less than ten (10) days prior to the meeting.

C. The Chair and First Vice-Chair of the Democratic Parish Executive Committees will be allowed to address meetings of the Democratic State Central Committee as non-voting members on all issues before the Democratic State Central Committee.

Section 7 - Quorum and Voting by Proxy

A. In order for any business to be transacted by the Democratic State Central Committee or any part of the Democratic State Central Committee, including subcommittees, a quorum of the members of said committee must be present in person or by proxy. A quorum will consist of a majority of the members of the committee or subcommittee.

B. A member of the Democratic State Central Committee may cast a vote by proxy for an absent member, subject to the following conditions:

(1) No member shall exercise the proxy votes of more than three other members at any meeting.

(2) Only a member of the Democratic State Central Committee shall hold and exercise a proxy.

(3) A proxy need not be notarized to be valid.

(4) Each proxy shall be filed in writing with the Chairperson of the Democratic State Central Committee or a subcommittee prior to or at the time of a meeting.

(5) Proxies shall be used to determine a quorum.

Section 8 - Attendance

A. All members of the Democratic State Central Committee should attend or may designate a proxy to represent them at meetings of the Democratic State Central Committee.

B. Any member failing to attend in person at least three consecutive meetings of the Democratic State Central Committee may be deemed to have vacated his or her office, unless he or she submits a doctor's certificate certifying that he or she was unable to attend. The Chairperson of the Democratic State Central Committee shall notify the former member and the Secretary of State and the Chairperson of the Democratic Parish Executive Committee of the vacancy.

Section 9 - Election of Officers

At the first meeting following the election of new members of the Democratic State Central Committee, the newly-elected members shall elect officers for the Party in accordance with the Louisiana Election Code and the Louisiana Democratic Party Constitution.

Section 10 - Executive Committee

A. The Executive Committee shall be composed of the officers of the Democratic State Central Committee as set forth in Article IX of the Louisiana Democratic Party Constitution, Louisiana members of the Democratic National Committee, and two members elected from each Congressional District Caucus (one male and one female).

B. The Executive Committee shall be charged with the responsibility to transact the business of the Democratic State Central Committee and the Louisiana Democratic Party affairs at times when the Democratic State Central Committee is not in session. All actions of the Executive Committee shall be submitted to and acted upon by the Democratic State Central Committee.

Section 11 - Expenses

Officers, staff members, and members of the Democratic State Central Committee who represent the Louisiana Democratic Party on official business shall be reimbursed for actual traveling expenses, provided funds are available for such purposes. Said travel expenses are to be paid in accordance with guidelines adopted by the Executive Committee.

Section 12 - Duties of the Officers

A. The Chairperson shall be the chief executive officer of the Democratic State Central Committee and the chief Party official of the Louisiana Democratic Party. The Chairperson shall exercise authority delegated by the Democratic State Central Committee and the Executive Committee in carrying out the day-to-day activities of the Democratic State Central Committee and the Louisiana Democratic Party. All appointments by the Chair are subject to the advice and consent of the Executive Committee, unless otherwise provided for in the Louisiana Democratic Party Constitution or these By-laws. The Chairperson shall be the custodian of all books, records, and papers of the Democratic State Central Committee, including financial and otherwise. All such records shall be stored and maintained at the office of the Democratic State Central Committee.

B. The First Vice-Chairperson shall preside at any meeting of the Democratic

State Central Committee in the absence of the Chairperson and shall perform such duties as may be delegated by the Chairperson.

In the event of a vacancy in the office of Chairperson, the First Vice-Chairperson shall discharge the duties of Chairperson until an election can be held to elect a new Chairperson. The First Vice-Chairperson, in his/her capacity as Acting Chairperson, shall call a meeting of the Democratic State Central Committee within 90 days of the vacancy for the purpose of electing a new Chairperson.

In the event of a vacancy in the office of First, Second, or Third Vice-Chairperson, the subsequent Vice-Chairperson shall move up and the final vacancy shall occur in the office of Fourth Vice-Chairperson.

C. The Vice-Chairperson in Charge of Elected Officials shall serve as a liaison between the Democratic State Central Committee and all Democratic elected officials.

D. The Treasurer shall be the chief financial officer of the Democratic State Central Committee. The Treasurer shall serve as Chairperson of the Finance Committee and shall be responsible for carrying out the duties of the Finance Committee pursuant to Section 13(A) of these By-laws.

E. The Secretary shall keep a record of the minutes of all proceedings of the Democratic State Central Committee. The Secretary shall keep on file all committee reports.

F. The Legal Counsel shall be an attorney-at-law admitted to the practice of law in the state of Louisiana. The Legal Counsel shall serve as legal advisor to the Democratic State Central Committee.

G. The Clerk shall keep the Democratic State Central Committee's official membership roll and shall call the roll when it is required.

H. The Parliamentarian shall ensure that all proceedings of the Democratic State Central Committee shall be conducted according to the official Constitution and By-laws of the Louisiana Democratic Party and/or, in the absence thereof, Robert's Rules of Order, most recently revised, pursuant to Section 6A of these By-laws.

Section 13 - Standing Committees

The Democratic State Central Committee shall have the following standing committees and such other committees as may be appointed from time to time by the Chairperson; provided that the appointed committee does not supersede any of the following committees:

A. Finance Committee: The Finance Committee shall be comprised of the Treasurer, Secretary, a Finance Chair and at least three other members appointed by the

Chairperson of the Democratic State Central Committee and ratified by the Democratic State Central Committee. The Finance Committee shall be responsible for:

(1) Preparing a proposed annual budget for an administrative year beginning January 1, by November 1 of the prior year. Said proposed budget shall be submitted to the Executive Committee, which shall approve the budget, with any adopted amendments, by December 1 of each year.

(2) Assuring that all Democratic State Central Committee funds are deposited in accounts in either licensed state or national banks, and that persons permitted to draw on such accounts are bonded with corporate surety in such reasonable amounts as may be determined by the Executive Committee.

(3) Obtaining an annual reviewed financial statement of the operating account of the Democratic State Central Committee.

(4) Proposing and developing plans to raise additional funds.

(5) Receiving and reviewing the annual financial reports of the Democratic Parish Executive Committees.

(6) Such other duties as may be perceived from time to time by the Chairperson, the Executive Committee, or the Democratic State Central Committee.

B. Rules and By-laws Committee: The Rules and By-laws Committee shall be comprised of members appointed by the Chairperson and ratified by the Democratic State Central Committee. The Rules and By-laws Committee shall be responsible for reviewing and approving all proposed changes and amendments to the Louisiana Democratic Party Constitution and By-laws in compliance with Articles X and XI of said Constitution and Article I, Section 19 of these By-laws.

C. Resolutions Committee: The Resolutions Committee shall be comprised of members appointed by the Chairperson and ratified by the Democratic State Central Committee. The Resolutions Committee shall be responsible for reviewing and approving all proposed resolutions in compliance with Article I, Section 20 of these By-laws.

Section 14 - Participation in National Party Affairs

A. The Democratic State Central Committee shall work to implement and carry out the objectives of the Democratic National Committee, when such objectives are not in conflict with the objectives of the Louisiana Democratic Party.

B. The Democratic State Central Committee shall work in cooperation with the Democratic National Committee to promote the well-being of national, state, and local Party affairs.

C. The Democratic State Central Committee shall support and actively work toward the election of the Democratic candidates for President and Vice President of the United States.

Section 15 - Endorsement and Support of Candidates for Public Office

A. The Democratic State Central Committee may endorse Democratic candidates for federal, state, or local offices by a majority vote of members attending in person any official meeting of the Democratic State Central Committee called for the purpose of endorsing candidates.

B. No member of the Democratic State Central Committee shall use the name of the Committee in opposing a candidate who has been endorsed by the Democratic State Central Committee.

C. If the Democratic State Central Committee has received notice from a Democratic Parish Executive Committee of that Committee's endorsement of a candidate for local office in the parish, with the exception of State Senator, State Representative, or any other multi-parish office, then the Democratic State Central Committee may not endorse any other candidate for the office.

D. The Executive Committee should meet at least thirty (30) days prior to the end of the qualifying period and review information regarding the campaigns of Democratic candidates at any level. Upon review of the information, the Executive Committee will determine what races will be considered for endorsement by the Democratic State Central Committee and may also recommend candidates for endorsement by the Democratic State Central Committee. Democratic State Central Committee members will receive at least ten (10) days notice that the subsequent meeting of the Democratic State Central Committee will include consideration of endorsements.

E. Any member of the Democratic State Central Committee may propose that an endorsement be made for a specific office by filing a resolution therefor at least five (5) days prior to a meeting of the Democratic State Central Committee called for that purpose.

F. At a Democratic State Central Committee meeting called for the purpose of endorsing candidates, the meeting notice should specify the offices for which endorsements shall be considered and a list of all Democratic candidates who have qualified for the offices. Each such Democratic candidate shall be notified of the meeting of the Democratic State Central Committee and the purpose thereof and shall be given the opportunity to address the Democratic State Central Committee prior to any vote thereon.

G. In the event of a special election, or the withdrawal, death, or disability of an endorsed candidate, where there is insufficient time to follow the above procedures, the Democratic State Central Committee Executive Committee shall meet at the earliest opportunity and establish Extraordinary Procedures to cover the particular circumstances.

Section 15.1 - Censure

Subsection 1 - Definition

Censure is a public expression of **condemnation** by the Democratic State Central Committee.

Subsection 2 - Grounds for Censure

Any member of the Democratic State Central Committee or of the various Democratic Parish Executive Committees shall be subject to censure for publicly endorsing or publicly supporting any candidate who is not registered with the Democratic Party in any election contest in which there is a candidate who is registered to vote with the Democratic Party. Any Democratic candidate who has been unsuccessful in a primary election shall be subject to censure for publicly endorsing or publicly supporting in the subsequent general election a candidate for that office who is not registered with the Democratic Party when there is a candidate for that office who is registered to vote with the Democratic Party.

Subsection 3 - Initiation of Proceedings

Censure shall be initiated by the filing with the Chairperson of the Democratic State Central Committee a petition signed by at least twenty (20) percent of the members of the Committee setting forth with particularity the grounds for the censure.

Subsection 4 - Executive Committee Hearings

(a) Within three days after receipt of a censure petition, the Chairperson shall forward to the person named in the petition and to each member of the Democratic State Central Committee a copy of the petition and an official notice that a meeting of the Executive Committee will be convened for the purpose to consider the petition not less than seven (7) nor more than fourteen (14) days thereafter.

(b) The person named in the petition and any member of the Democratic State Central Committee may appear before the meeting of the Executive Committee to present evidence and arguments with respect to the proposed censure. The person named in the petition shall have the right to cross-examine any person who presents evidence against him/her.

(c) At the conclusion of the presentations, the committee may, by a two-thirds (2/3) vote of the total membership of the Executive Committee, recommend censure to the full Democratic State Central Committee. If, at the conclusion of the meeting, two-thirds (2/3) of the total membership of the Executive Committee has failed to adopt a motion recommending censure, the petition shall be dismissed and no further action taken.

Subsection 5 - Action by the Democratic State Central Committee

(a) If the Executive Committee recommends censure, the Chairperson shall immediately call a meeting of the Democratic State Central Committee to be held not less than seven (7) nor more than fourteen (14) days thereafter for the purpose of considering the censure petition.

(b) When the petition comes before the Democratic State Central Committee, each member shall have the right to present evidence and arguments with respect to the petition. In no instance shall the proponents and opponents of the petition be given less than one hour, respectively, to debate the censure.

(c) At the conclusion of the debate, the Democratic State Central Committee may, by roll call vote of a majority of the total membership of the Committee, vote in favor of censure. If, at the conclusion of the meeting, a majority of the total membership of the Committee has failed to approve the censure petition, the petition shall be dismissed and no further action shall be taken.

Subsection 6 - Effect of Censure

Any person censured by action of the Democratic State Central Committee shall be ineligible to receive political contributions or any form of political support from the Democratic State Central Committee until the censure has been lifted by a majority vote of the Democratic State Central Committee. Immediately after the adoption of a censure petition, the Democratic State Central Committee shall publicize one time the actions of the Committee and notify the Democratic National Committee and all Democratic members of the United States Senate and House of Representatives.

Section 16 - Affiliation of State Democratic Organizations

A. Statewide organizations which are organized to promote the Louisiana Democratic Party may apply for and obtain affiliation with the Democratic State Central Committee.

B. Organizations wishing to affiliate with the Democratic State Central Committee shall submit to the Chairperson:

- (1) a resolution or motion passed by their organization requesting affiliation;
- (2) any information concerning membership and objectives of the organization; and,
- (3) a constitution and by-laws, if adopted.

C. Such organizations may be accepted for affiliation by the Executive

Committee and approved by the Democratic State Central Committee by majority vote.

D. All statewide Democratic organizations affiliated with the Democratic State Central Committee may be officially represented by three persons who will be recognized as non-voting representatives of the organizations at meetings of the Democratic State Central Committee.

E. Local Democratic organizations may also seek affiliation with the Democratic State Central Committee through the same procedures as a statewide organization. Only statewide organizations may have non-voting representatives at meetings of the Democratic State Central Committee.

Section 17 - Congressional District Caucuses

A. Congressional District Caucuses shall be held in each of the State's Congressional Districts. These Caucuses shall be held for the purpose of electing representatives from each Congressional District to serve as members of the Executive Committee of the Democratic State Central Committee. A Congressional District Caucus shall be subordinate to the Democratic State Central Committee and shall not endorse candidates for public office.

B. A Congressional District Caucus shall be comprised of members of the Democratic State Central Committee who reside in and are registered to vote in the Congressional District. In addition, a Chairperson or First Vice-Chairperson of a Democratic Parish Executive Committee shall be a member of the Caucus in the Congressional District in which he/she resides and is registered to vote. All Caucus members shall be eligible for election as officers of the Caucus or as a Congressional District Representative to the Executive Committee of the Democratic State Central Committee.

C. The Chairperson of the Democratic State Central Committee shall call a meeting of each Congressional District Caucus no later than sixty (60) days following the organizational meeting of the Democratic State Central Committee on a date and at a place to be designated by the Chairperson. Members of the Caucuses shall be given at least ten (10) days advance notice of the date, time, and place of the meeting and shall be provided with the name, address, and to the extent possible, the telephone number of each Caucus member in his/her respective District when notice of the meeting is given. Caucus members present at the time of the meeting shall constitute a quorum.

D. Officers of each Congressional District Caucus shall be a Chairperson, a Vice-Chairperson, who shall be of the opposite sex of the Chairperson, and a Secretary. Each Caucus shall be represented on the Executive Committee of the Democratic State Central Committee by two members, one male and one female. The Chairperson, Vice-Chairperson, and Secretary of a Caucus may also be elected to serve as a Caucus Representative to the Executive Committee of the Democratic State Central Committee.

Section 18 - Filing Fees for Democratic Candidates

A. In compliance with State law, the Democratic State Central Committee of Louisiana shall impose an additional filing fee for any state, local, or municipal candidate who qualifies as a Democrat.

B. The amount of the additional filing fee shall be equal to one-half (1/2) the amount required by State law.

C. Fees collected shall be used solely for the operations of the Democratic State Central Committee and shall not be used for the direct benefit of any particular candidate for public office.

Section 19 - Amendments to By-laws

A. These By-laws may be amended by a majority vote of the membership after forty-five (45) days notice of the proposed amendments to the Rules and By-laws Committee and fourteen (14) days notice to the full membership of the Democratic State Central Committee.

B. All changes and amendments to these By-laws must be reviewed and approved by the Rules and By-laws Committee in order to be considered by the full Democratic State Central Committee.

C. Any changes or amendments to these By-laws rejected by the Rules and By-laws Committee can be considered by the Democratic State Central Committee if such consideration is approved by a majority vote of the Democratic State Central Committee.

Section 20 - Resolutions

A. All resolutions for consideration by the Democratic State Central Committee shall be submitted to and must be received at the State Headquarters of the Louisiana Democratic Party at least ten (10) days prior to the date of the Democratic State Central Committee meeting at which the resolution will be considered. The Chairperson may suspend the rule regarding ten days notice at his/her discretion.

B. All resolutions must be reviewed and approved by the Resolutions Committee in order to be considered by the full Democratic State Central Committee. Resolutions must receive a majority vote of the Democratic State Central Committee in order to be approved.

C. Any resolution rejected by the Resolutions Committee can be considered by the Democratic State Central Committee if such consideration is approved by a majority vote of the Democratic State Central Committee.

ARTICLE II

DEMOCRATIC PARISH EXECUTIVE COMMITTEES

Section 1 - Duties and Powers

Subject to State law, the Democratic Parish Executive Committee shall have general responsibility for the affairs of the Democratic Party on the local level. This responsibility shall include, but not be limited to:

- A. assisting in the election of local and statewide Democratic candidates; and,
- B. promoting and encouraging Democratic Party activities, including, but not limited to the following:
 - (1) encouraging and promoting voter registration;
 - (2) establishing and maintaining a strong, viable Democratic organization on the parish level;
 - (3) assisting local Democratic organizations;
 - (4) raising funds for both state and parish Democratic activities and for the Louisiana Democratic Party; and,
 - (5) educating local voters as to Democratic Party issues and activities.

Section 2 - Membership

- A. The Democratic Parish Executive Committee shall be composed of membership as provided by state law.
- B. Any registered Democrat may seek election to the Democratic Parish Executive Committee of the parish in which he is registered.
- C. Members of the Democratic Parish Executive Committees shall be elected every four years in compliance with State law.
- D. (1) If the number of candidates who qualified for office exceeds the number of candidates to be elected for that office, the candidate who receives the greater number of votes cast shall be elected. If two or more offices of the same character are to be filled, each candidate who received the greater number of votes cast, as compared with the number of votes cast for each other candidate, is elected until all offices are filled. If two or more candidates receive the same number of votes, and as a result thereof, the number of candidates who would otherwise be elected exceed the number of remaining offices, the offices shall be filled by a public drawing of lots among such candidates, conducted by the Democratic Parish Executive Committee at its organizational meeting held pursuant to La. Rev. Stat. Title 18:444 C.

(2) If, after the close of the qualifying period, the number of candidates for membership on a Democratic Parish Executive Committee does not exceed the number of members to be elected to the Committee, the candidates for membership on that Democratic Parish Executive Committee, or those remaining after the death or withdrawal of one or more candidates, are declared elected by the people, and their name shall not appear on the ballot.

Section 3 - Meetings

A. The newly-elected members of each Democratic Parish Executive Committee shall meet at the Parish courthouse or such other place as may be designated by the outgoing Chairperson of the Democratic State Central Committee commencing at 12:00 p.m., on a date at least twenty-eight (28) days before the organizational meeting of the Democratic State Central Committee. At the organizational meeting of the Democratic Parish Executive Committee, a temporary Chairperson shall be elected to conduct the meeting, and the following officers shall be elected: Chairperson, First Vice-Chair, who shall be of the opposite sex of the Chairperson, and Treasurer. Election shall be by a majority of those in attendance and voting. Nominations and elections for officers to be elected shall be conducted as follows: Nominations for Chairperson, election of Chairperson; nominations for First Vice-Chair, election of First Vice-Chair; nominations for Treasurer, election of Treasurer; and nominations and elections of all other committee officers as may be provided for by the By-laws of the Committee or by custom. The newly-elected Chairperson of each Democratic Parish Executive Committee shall certify the full names, complete mailing addresses, and telephone numbers of the newly-elected officers to the outgoing Chairperson of the Democratic State Central Committee within three (3) days of the election.

B. After the election of the Committee officers, and at the next meeting of the Democratic Parish Executive Committee, a majority of the newly-elected members of the Democratic Parish Executive Committee shall constitute a quorum for the purpose of organizing and filling any vacancies which may exist due to death, ineligibility, or failure to fill a vacancy by election. In the event that no person qualifies for membership on the Democratic Parish Executive Committee, or not enough people qualify to fill offices of Chairperson, First Vice-Chair, and Treasurer, as set out hereinabove, the Chairperson of the Democratic State Central Committee shall institute such procedures as he/she deems appropriate for the formation of a Committee.

C. The Democratic Parish Executive Committee shall meet at least four times a year at a time and date to be determined by the Chairperson of the Parish Executive Committee.

D. A member of a Democratic Parish Executive Committee may vote by written proxy for an absent member. A member shall not exercise the proxy votes of more than two other members at a time.

Section 4 - Vacancies

A. A vacancy occurs in the membership of a Democratic Parish Executive Committee when a member dies, resigns, no longer meets the qualifications for membership on the Committee, or no person qualifies and is elected to succeed a member whose four-year term has expired. A Democratic Parish Executive Committee may declare a vacancy when a member has failed to attend more than three (3) consecutive meetings of a Democratic Parish Executive Committee either in person or by proxy, unless he/she has submitted a doctor's certificate certifying that he/she was unable to attend.

B. A vacancy in the membership of a Democratic Parish Executive Committee shall be filled by a member appointed by a majority of the newly-elected members of the Executive Committee to serve until an election to fill the unexpired term is conducted and the newly-elected member takes office. An election to fill the unexpired term of an office of a member of a Democratic Parish Executive Committee shall be held in conjunction with and at the same time as the next regular or special election which is conducted and held throughout the entirety of the district wherein the vacancy occurred.

C. A member elected to a Democratic Parish Executive Committee at such an election shall be elected as provided by state law and the By-laws of the Democratic State Central Committee of Louisiana, except that if an office is to be filled by a public drawing of lots, the public drawing shall be conducted within fifteen (15) days after the election.

Section 5 - Affiliation with the Democratic State Central Committee

A. The Democratic Parish Executive Committee is an integral part of the Democratic Party, and under the jurisdiction of the Democratic State Central Committee in accordance with state law and the rules of the Democratic National Committee.

B. The Democratic Parish Executive Committee shall provide the Democratic State Central Committee with changes in its membership and copies of minutes of its official meetings.

Section 6 - Fund Raising and Maintenance of Financial Records

A. In compliance with state law, the Democratic Parish Executive Committee shall raise funds through the assessment of fees and other methods for Democratic Party operations, under the following conditions:

(1) Each Democratic Parish Executive Committee shall establish a separate account for the deposit of all funds received by the assessment of qualifying fees from Democratic candidates.

(2) Funds received by the assessment of such fees shall be used solely for the operations of the committee and shall not be used for the direct benefit of any particular candidate for public office.

(3) Funds from sources other than the assessment of qualifying fees may be used in direct support of Democratic candidates. In no event shall a Democratic Parish Executive Committee make an expenditure other than in direct support of Democratic candidates, Democratic Party activities, or to maintain operations of the Committee.

B. Collections and expenditures of funds received by the assessment of qualifying fees shall be audited annually and submitted to the Chairperson of the Democratic State Central Committee no later than February 1 of each year and shall cover the period from January 1 through December 31 of the previous year.

C. If any Democratic Parish Executive Committee raises or expends funds from sources other than the assessment of fees in excess of one thousand dollars (\$1000.00) annually, the Committee shall file an additional statement of income and expenditures with the Chairperson of the Democratic State Central Committee no later than February 1 of each year and shall cover the period from January 1 through December 31 of the previous year.

Section 7 - Formation of Democratic Parish Executive Committees in Parishes Where No Committee Has Been Elected

Democratic Parish Executive Committees which are formed in parishes where no Parish Executive Committee has been elected shall do so in compliance with La. Rev. Stat. Title 18:445.

Section 8 - Affiliation of Local Organizations

A. Local organizations which wish to be affiliated with the Democratic Parish Executive Committee shall file with the Committee a copy of their constitution and an updated membership list and a statement of their objectives.

B. A local organization may receive affiliation by a majority vote of the members present at a meeting of the Democratic Parish Executive Committee.

Section 9 - Attendance

Any member failing to attend in person at least three consecutive meetings of a Democratic Parish Executive Committee may be deemed to have vacated his or her office, unless he or she submits a doctor's certificate certifying that he or she was unable to attend. When such a vacancy is created, the Chairperson of said Democratic Parish

Executive Committee shall notify the former member of the Democratic Parish Executive Committee and the Secretary of State of the vacancy, and the majority of duly elected and appointed members to the Parish Executive Committee will vote to fill the vacancy.

ARTICLE III

LOUISIANA DEMOCRATIC PARTY CONVENTION

A. A Louisiana Democratic Party Convention may be held every four years in a city and on a date to be determined by the Executive Committee of the Democratic State Central Committee.

B. The delegate selection process for the Louisiana Democratic Party Convention is as follows:

(1) The members of the Democratic State Central Committee shall automatically become voting delegates (total 210). All Democratic Parish Executive Committee Chairpersons and First Vice-Chairpersons shall be automatic voting delegates (total 128). Any other qualified Democrat is welcome and may attend the convention.

(2) Each parish shall receive at least two (2) voting delegates and one (1) additional delegate for every 10,000 Democratic voters within the parish. These delegates shall be elected by the Democratic Parish Executive Committees. No parish shall receive less than two (2) delegates (total 188).

(3) Democratic elected officials who are members of Congress, statewide elected officials, state senators, and state representatives, by virtue of their offices, shall serve as voting delegates to the Louisiana Democratic Party Convention.

C. The officers of the Democratic State Central Committee shall serve as officers of the Louisiana Democratic Party Convention.

D. All resolutions for consideration shall be submitted at least thirty (30) days prior to the opening date of the convention. Resolutions and other matters of reference shall be assigned to the appropriate committees.

E. All resolutions and other actions approved by the membership of the Louisiana Democratic Party Convention shall be submitted to the Democratic State Central Committee for final approval.

F. The Chairperson of the Democratic State Central Committee shall appoint a convention planning committee one (1) year prior to the convention.

Revised and Adopted By:

Democratic State Central Committee
Ben Jeffers, Chairman, April 25, 1998

