

BYLAWS

KITSAP COUNTY DEMOCRATIC CENTRAL COMMITTEE (Last amended June 20, 2011) Printed 6/30/2011

ARTICLE I. NAME

This organization shall be known as the KITSAP COUNTY DEMOCRATIC CENTRAL COMMITTEE (KCDCC) and hereinafter referred to as the Central Committee.

ARTICLE II. MISSION STATEMENT

The Kitsap County Democratic Central Committee is inclusive and diverse, and welcomes and encourages all citizens of Kitsap County who share Democratic values to become participants in the meetings and activities of the Kitsap County Democratic Party.

The mission of this organization shall be:

- a. To maintain and promote the democratic form of government as set forth in the Constitution of the United States of America; encourage wide public participation in the political process; and elevate public policy discourse.
- b. To contribute to the development and growth of the core values of the Democratic Party.
- c. To promote the election of Democrats to public office.
- d. To help ensure that government at all levels functions for the common good and see to it that proposed governmental actions get full and meaningful public consideration.

ARTICLE III. POLICIES

Section 1. **PROCESS.** Any policies of this organization shall be developed by the Chairperson, recommended by the Executive Board, and approved by the Central Committee.

Section 2. **USE OF PARTY NAME AND AUTHORITY.** The name of this organization or the names of its officers in their official capacities shall be used only:

- a. In support of the principles and policies contained in adopted county, state, and national Democratic Party platforms.
- b. In support of candidates endorsed by the Central Committee.
- c. In support of policies and/or positions duly approved by the Central Committee.

ARTICLE IV. MEMBERSHIP

Section 1. **STATE STATUTES.** The Statutes of the State of Washington declare:

RCW 29.42.030. County central committee -- Organization meetings

"The county central committee of each major political party shall consist of the precinct committee officers of the party from the several voting precincts of the county..."

RCW 29.42.040. Precinct committee officer, eligibility

"Any member of a major political party who is a registered voter in the precinct may upon payment of a fee of one dollar file his or her declaration of candidacy as prescribed under RCW 29.15.010 with the county auditor for the office of precinct committee officer of his or her party in that precinct. When elected the precinct committee officer shall serve so long as the committee officer remains an eligible voter in that precinct and until a successor has been elected at the next ensuing state general election in the even-numbered year."

RCW 29.42.050. Precinct committee officer -- Election -- Declaration of candidacy, fee -- Term -- Vacancy

"...The term of office of precinct committee officer shall be for two years, commencing upon completion of the official canvass of votes by the county canvassing board of election returns. Should any vacancy occur in this office by reason of death, resignation, or disqualification of the incumbent, or because of failure to elect, the respective county chair of the county central committee shall be empowered to fill such vacancy by appointment: Provided...: Provided further, That when a vacancy in the office of precinct committee officer exists because of failure to elect at a state general election, such vacancy shall not be filled until after the organization meeting of the county or central committee and the new county chair selected as provided by RCW 29.42.030."

Section 2. **MEMBERS OF THE CENTRAL COMMITTEE.** All Precinct Committee Officers (PCO's), voting members of the Executive Board, and Democrats who pay dues to the Central Committee are voting members of the Central Committee with the following exceptions as per Washington State law:

- a. Only elected PCO's may vote at the organizational meeting.
- b. Only Resident PCO's may vote to recommend appointments to fill vacancies for public office.

Section 3. **STATUS OF ELECTED OFFICIALS.** All duly elected Democratic officials residing in Kitsap County, except those who are Precinct Committee Officers or dues-paying members of the Central Committee, shall be honorary, non-voting members of the Central Committee with floor privileges.

Section 4. **PCO RESOURCES.** Each new Precinct Committee Officer shall, within two months of the organizational meeting or appointment to office, be provided with the following tools:

- a. Information detailing the duties of a Precinct Committee Officer.

- b. A map of his/her precinct.

And, upon his or her request shall be provided:

- c. A copy of the Kitsap County Democratic Central Committee Bylaws.
- d. A copy of the current Kitsap County Democratic Platform.
- e. A copy of the current State Democratic Platform.

Precinct Committee Officers shall be provided training related to their office.

Section 5. **PCO DUTIES.** The duties of precinct committee officers shall be:

- a. To inform themselves of the current basic issues and study the Democratic Platforms.
- b. To canvass their precincts for the purpose of identifying Democratic voters, registering new voters, and raising funds.
- c. To check the polls and canvass their precincts election day to get out the Democratic vote.
- d. To aid and support Democratic principles and candidates.
- e. To recommend Democrats to serve as precinct election officers.
- f. To see that their precinct caucuses are conducted in accordance with pertinent rules.
- g. To attend meetings of the Central Committee.

Section 6. **TYPES OF PCO'S.** There are two designations of Precinct Committee Officers:

- a. Resident PCO's are either duly elected PCO's or duly appointed PCO's that reside in the precinct to which they are appointed. Resident PCO's hold all the rights and responsibilities of the office of Precinct Committee Officer.
- b. Non-resident PCO's are duly appointed PCO's who do not reside in the precinct to which they were appointed. Non-resident PCO's hold all the rights and responsibilities of the office of Precinct Committee Officer with the following exceptions:
 - 1. They may not vote on appointments to fill vacancies as set forth in Article XI, Section 2, or on matters clearly set forth in Washington State law that are restricted to Resident PCO's.
 - 2. They may be replaced or re-assigned to another precinct by the County Chairperson if a Resident PCO is appointed to the precinct.
 - 3. Any Non-resident PCO who fails to attend two consecutive meetings of the Central Committee without being excused by the County Chairperson shall, at the discretion of the Executive Board, forfeit the office.

Section 7. **PCO RESIGNATIONS.** Any resignation shall be submitted in writing to the Executive Board and shall become effective when approved.

ARTICLE V. OFFICERS

Section 1. **ELIGIBILITY.** Any Democrat residing in Kitsap County shall be eligible to hold any Party office provided the Chairperson and Vice Chairperson are of opposite sexes as required by law.

Section 2. **ELECTED OFFICERS.** The elected officers of this organization, who shall be elected at each organizational meeting (Article VII, Section 3), shall consist of the following:

- a. Chairperson
- b. Vice Chairperson
- c. Treasurer
- d. State Committeeman
- e. State Committeewoman

Section 3. **APPOINTED OFFICERS.** Appointed officers shall consist of the following:

- a. A Secretary shall be appointed by the Chairperson, and such Assistant Secretaries may be appointed by the Chairperson as necessary to conduct the business of the organization.
- b. A Sergeant-at-Arms may be appointed by the Chairperson.
- c. A Parliamentarian may be appointed by the Chairperson to advise on procedural issues and assist the Chairperson as requested.

Section 4. **TERMS OF OFFICE.** The officers of this organization shall serve terms of office as follows:

- a. Elected officers shall serve two-year terms beginning immediately with the organizational meeting at which they are elected and ending at the following organizational meeting upon election of their successors, with the following exceptions:
 1. An officer elected for whatever reason in the interim of organizational meetings shall serve until the following organizational meeting and the election of their successors;
 2. Resignation; and
 3. Removal from office by the membership.
- b. Appointed officers shall serve terms concurrent with the Chairperson who appointed them or until such time as they are discharged from their duties by the appointing Chairperson.
- c. Appointed officers serve at the pleasure of the Chairperson and may be dismissed by the Chairperson.

Section 5. **ELECTION OF OFFICERS.** Election of officers shall be by one of the following methods:

- a. Regular election of officers shall:
 1. Occur at each biennial organizational meeting;
 2. Be conducted by ballot except that when there is only one nominee for an office the election may be by voice vote; and
 3. Require a simple majority of members present and voting for election.
- b. Special election of officers shall be conducted in the same manner as regular elections except they shall occur at the next regular meeting of the organization following a vacancy in office, provided that the members have received official notice at least five (5) days prior to the meeting.

Section 6. **REMOVAL FROM OFFICE.** Removal of an officer from office may be accomplished by the following methods:

- a. Any officer may resign from office by submitting a written resignation, which shall become effective upon approval by the Executive Board.
- b. Any officer shall be removed from office for failure to discharge the duties of the office to the satisfaction of the membership, provided:
 1. The charges for removal are in writing and signed by at least five (5) elected PCO's.
 2. The officer so charged and the membership-at-large received written notice of the charges at least five (5) days before the meeting at which the charges are to be addressed.
 3. The officer charged has the opportunity to address the membership.
 4. Two-thirds of the members present and voting cast ballots in favor of removal.

ARTICLE VI. DUTIES OF OFFICERS

Section 1. **CHAIRPERSON.** The Chairperson shall:

- a. Serve as the chief administrative officer and official spokesperson of this organization.
- b. Preside at all meetings of the Committee, as well as of the Executive Board.
- c. Appoint all standing and special committees and serve as ex-officio member thereof.
- d. Appoint the Secretary, Sergeant-at-Arms, and Parliamentarian as necessary.
- e. Appoint precinct committee officers to fill vacancies as provided herein.
- f. Sign checks on the treasury when the Treasurer is not available.
- g. Advise and assist Democratic candidates for national, state and county offices within Kitsap County.
- h. Maintain a complete up-to-date mailing list of all precinct committee officers. I.
Maintain an up-to-date record of Democratic supporters.

- j. Maintain copies of the latest election laws for the officers.
- k. Perform all other duties pertaining to the office of Chairperson.

Section 2. **VICE CHAIRPERSON.** The Vice Chairperson shall:

- a. Perform the duties of the Chairperson in the absence or inability of that officer to act.
- b. Assist the Chairperson when called upon.
- c. Assume the office of Chairperson in case of a vacancy in the office of Chairperson until the vacancy is filled.

Section 3. **SECRETARY.** The Secretary shall:

- a. Send notices of and keep record of all meetings of the Central Committee, as well as of the Executive Board.
- b. Keep a roll of the Committee members and a copy of the formal reports of its officers and committees.
- c. Keep minutes of the Executive Committee, Executive Board, and Central Committee meetings.

Section 4. **TREASURER.** The Treasurer shall:

- a. Receive all monies of the Committee, issuing receipts for monies received, keeping an accurate record of, and paying out same by check signed by himself/herself and the Chairperson, as authorized by the approved budget. The Central Committee may authorize additional expenditures by majority vote. The Executive Board may re-allocate funds within the budget.
- b. Make a complete financial report at any time upon the request of the Chairperson or upon the request of the Executive Board.
- c. Keep records and file all reports required for compliance with the Public Disclosure Commission (PDC).
- d. Serve as chairperson of the budget committee which shall prepare a two-year budget for submission to the Central Committee for adoption.

The books of the Treasurer shall be audited after each general election, or by action of the Executive Board.

Section 5. **STATE COMMITTEEMAN AND STATE COMMITTEEWOMAN.** The State Committeeman and State Committeewoman shall:

- a. Act as liaison officers between the State Democratic Party and the Kitsap County Democratic Central Committee.
- b. Attend all meetings of the Washington State Democratic Central Committee and report on those proceedings to the Central Committee.
- c. At the discretion of the Executive board, forfeit his/her elected office for failure to attend two (2) consecutive meetings of the State Central Committee without

being excused by the County Chairperson and giving his/her proxy to another County Central Committee member to represent Kitsap County.

Section 6. **SERGEANT-AT-ARMS.** The Sergeant-at-Arms shall perform the ordinary duties of the office as requested by the Chairperson.

Section 7. **ASSISTANT SECRETARIES.** Assistant Secretaries, if any, shall perform their duties under the direction of the Chairperson.

ARTICLE VII. MEETINGS

Section 1. **ATTENDANCE.** Meetings are open to all Democrats.

Section 2. **REGULAR MEETINGS.** Regular meetings of this organization shall be held at least six (6) times during each year. Written notices for all such meetings shall be sent to each member at least five (5) days in advance of each meeting.

Section 3. **BIENNIAL ORGANIZATIONAL MEETINGS.** The biennial organization meeting shall be held after the State general election held in even-numbered years no later than the second Saturday of the following January. Notice of such meeting shall be mailed to each PCO at least seven (7) days prior to the date of the meeting.

Section 4. **SPECIAL MEETINGS.** Special meetings of the Central Committee may be called by the Chairperson, the Executive Board, or any ten (10) members of the Central Committee provided:

- a. The call is delivered in writing,
- b. The call states the reason for the special meeting, and
- c. The call has been sent to all voting members at least five (5) days before the meeting is to take place.

Section 5. **ABSENTEE AND PROXY BALLOTS.** Absentee or proxy ballots are prohibited.

Section 6. **MEETING QUORUM.** Twenty-five (25) percent of all Precinct Committee Officers (PCO's) and voting members of the Executive Board of the Central Committee shall constitute a quorum at any regular or special meeting of the Central Committee.

ARTICLE VIII. PRECINCT CAUCUSES AND COUNTY CONVENTIONS

Precinct Caucuses and County Conventions shall be held and conducted in conformity with State and National Democratic Party rules.

ARTICLE IX. EXECUTIVE BOARD

Section 1. **ELIGIBILITY.** Any Democrat residing in Kitsap County shall be eligible to be a member of the Executive Board. Eligibility for election shall not be limited to Precinct Committee Officers.

Section 2. **MEMBERSHIP.**

- a. The elected Officers of the Central Committee (Chairperson, Vice Chairperson, Treasurer, State Committeeman, State Committeewoman).
- b. Fifteen (15) members of the Executive Board shall be elected by ballot, majority vote, as follows:
 1. Four (4) members from each of the three commissioner districts of Kitsap County shall be elected by the duly elected Precinct Committee Officers of each commissioner district at the organization meeting.
 2. One (1) additional members from each of the three commissioner districts shall be elected by the Central Committee at-large at the next meeting following the organization meeting.
- c. Ex-Officio Voting Members as listed in Section 3 below.

Section 3. **EX-OFFICIO MEMBERSHIP.** In addition, the following shall be ex-officio voting members of the Executive Board:

- a. The Secretary and immediate Past Chairperson of the Central Committee.

- b. The President of the Kitsap County Democratic Women's Club.
- c. The Chair of the People of Color Caucus.
- d. The LD State committeepersons residing in Kitsap County.
- e. The highest ranking elected officer of any Legislative District with precincts within Kitsap County who is also a resident of Kitsap County.

Section 4. **DUTIES OF THE BOARD.** The Executive Board of the Kitsap County Democratic Central Committee shall:

- a. Formulate policy for presentation to the Central Committee.
- b. Provide direction to the Central Committee in its activities and functions.
- c. Act as a liaison to other community organizations whose goals are compatible with those of the Central Committee.
- d. Advise the Chairperson on the formation of such working committees and task forces as are necessary or desirable to conduct the business of the Central committee.
- e. Advise and assist the officers of the Central Committee in their assigned duties.
- f. Recommend to the Central Committee to endorse, not endorse, or approve candidates for public office.
- g. Provide direct oversight of fiscal matters on behalf of the Central Committee and may:
 - 1. Re-allocate funds within the budget.
 - 2. Require an audit of the treasury at any time.

Section 5. **OFFICERS.** The Chairperson and the Secretary of the Central Committee shall serve as Chairperson and Secretary respectively of the Executive Board.

Section 6. **MEETINGS.** The Executive Board shall meet at least three (3) times a year and shall convene at the call of the Chairperson. Notice of meetings shall be sent to Board members as provided herein.

Section 7. **QUORUM.** Eleven (11) members of the Executive Board shall constitute a quorum.

Section 8. **ATTENDANCE.** The Secretary shall call the roll. Any of the fifteen (15) elected members of the Executive Board who fails to attend two (2) consecutive meetings of the Executive Board without being excused by the Chairperson shall forfeit his/her membership.

Section 9. **FILLING VACANCIES.** A vacancy occurring in any of the elected positions on the Executive Board shall be filled at the next regular meeting of the Central Committee in the same manner as specified by Article IX, Section 2 for initial election to the position vacated.

ARTICLE X. COMMITTEES

Section 1. **EXECUTIVE COMMITTEE.** The elected officers shall constitute the Executive Committee. Other than the duties herein previously named, the Executive Committee shall assume all duties of the Board between meetings of that body, except that the Executive Committee cannot modify any action taken by the Executive Board.

Section 2. **STANDING COMMITTEES.** There shall be the following standing committees (The County Chairperson appoints the chairperson and members of each committee):

- a. Budget Committee
- b. Auditing Committee
- c. Caucus/County Convention Planning Committee

Section 3. **STATE PARTY MANDATED COMMITTEES.** There shall be the following State Party mandated committees (The chairperson of each of these committees is elected by the Central Committee. Members of these committees are appointed by the County Chairperson):

- a. County Convention Credentials Committee
- b. County Convention Rules Committee
- c. County Convention Platform Committee

Section 4. **OTHER COMMITTEES.** There may be other committees such as, but not limited to, the following (The County Chairperson appoints the chairperson and members of each committee):

- a. Issues and Legislative Committee
- b. Publicity Committee
- c. Campaign Committee
- d. Fund Raising Committee
- e. Precinct Committee Officer Training and Organization Committee
- f. Membership Committee
- g. Bylaws Committee
- h. Picnic Committee I. Fair Booth Committee
- j. Democratic Headquarters Committee

Section 5. **MEMBERSHIP SELECTION.** All committees shall have at least three members, one from each of the three commissioner districts, provided someone from each is willing to serve, and they shall serve by appointment of the Chairperson except for the Platform, Rules and Credentials Chairpersons who shall be selected in accordance with State and National Democratic Party Rules.

Section 6. **EXPENDITURES.** No committee shall incur any expenditure involving the organization unless authorized (Article VI, Section 4).

Section 7. **REPORTS.** Chairpersons of all standing committees shall present plans of work to the Executive Board and make progress reports on their respective committee's work as requested by the Chairperson of the Central Committee.

Section 8. **SUCCESSION.** A retiring chairperson must relinquish to the new chairperson all books, records, and supplies immediately upon leaving that position.

ARTICLE XI. CANDIDATE ENDORSEMENT AND APPOINTMENTS

Section 1. **ENDORSEMENTS AND APPROVALS.** The KCDCC **may** take action with respect to endorsement and/or approval of candidates seeking elected office as per adopted KCDCC policy:

- a. Endorsement and full support of the body. Endorsements require a 75% majority of those present and voting.
- b. Approval. Approvals require a majority of those present and voting.
- c. Non-endorsement with no official support from the KCDCC.
- d. No action.

Section 2. **APPOINTMENTS TO PUBLIC OFFICE.** When a vacancy occurs in a public office and it is the responsibility of the Kitsap County Democratic Central Committee to present recommendations for appointment as provided by law, the following procedure shall apply:

- a. All candidates shall present to the Chairperson of the Central Committee an application on a form provided by the Chairperson.
- b. The Chairperson shall make the candidates' applications available to the entire Executive Board, who shall serve as a Screening Committee and shall rule on each candidate's eligibility.
- c. Eligibility shall be on the basis of:
 1. Good citizenship
 2. Qualifications for the position involved
 3. Past and present political affiliation
- d. The Executive Board shall develop policy criteria and methods to determine the above eligibility
- e. From the list of eligible candidates, the Executive Board shall then recommend for final consideration of the Central Committee no less than three candidates.
- f. From the list of eligible candidates provided by the Executive Board, the Central Committee shall recommend to the appropriate authority the names of three candidates.
- g. As set forth in Washington State law, only Resident PCO's are eligible to vote to fill vacancies for public office.

ARTICLE XII. PARLIAMENTARY AUTHORITY AND STANDING RULES

Section 1. **PARLIAMENTARY AUTHORITY.** Robert's Rules of Order, Revised, shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with:

- a. State law as set forth in the Revised Code of Washington.
- b. State and National Democratic Party Rules.
- c. These bylaws.

Section 2. **STANDING RULES.** Standing Rules may be adopted at each organizational meeting, and may be amended at any regular meeting by a two-thirds vote.

ARTICLE XIII. AMENDMENT

These Bylaws may be amended at any regular meeting by a two-thirds vote of the membership present and voting, PROVIDED written notice of such proposed action was presented at the previous regular meeting.

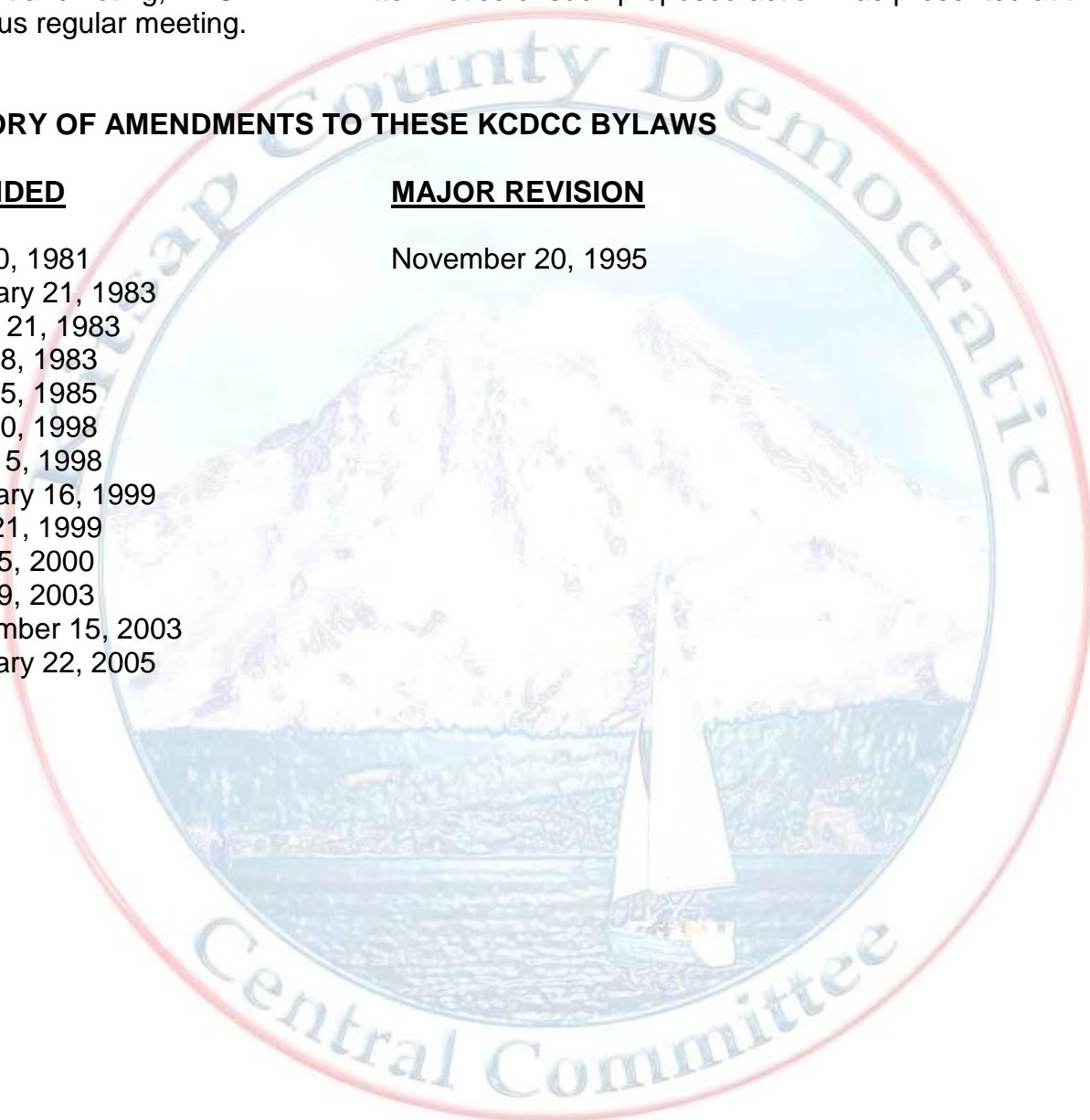
HISTORY OF AMENDMENTS TO THESE KCDCC BYLAWS

AMENDED

July 20, 1981
February 21, 1983
March 21, 1983
April 18, 1983
April 15, 1985
April 20, 1998
June 15, 1998
February 16, 1999
June 21, 1999
May 15, 2000
May 19, 2003
September 15, 2003
February 22, 2005

MAJOR REVISION

November 20, 1995



POLICY 84-1 ALLOCATION OF CAMPAIGN MONIES

IN ORDER TO SPEND THE GREATEST AMOUNT OF MONEY FOR THE MOST DEMOCRATIC CANDIDATES, THE POLICY OF THE KITSAP COUNTY DEMOCRATIC CENTRAL COMMITTEE FOR DISBURSING MONEY TO CANDIDATES OR THEIR CAMPAIGN COMMITTEES SHALL BE AS FOLLOWS:

1. Consideration shall be given to utilize campaign monies for joint newspaper and/or radio advertisements for all Kitsap County Democratic candidates as determined by the Executive Board and approved by the Central Committee.

2. Monies disbursed directly to candidates or their campaign committees shall be allowed only by following prescribed procedures:
 - a. PRIMARY AND SPECIAL ELECTIONS. No monies will be given to a candidate or campaign committee unless requested in writing and approved by a 2/3rd vote of both the Executive Board and Central Committee.
 - b. GENERAL ELECTION. Successful Primary candidates shall be allocated monies as determined by the Executive Board. The County Chairperson shall call a meeting of the Executive Board by the first week in October to determine distribution.

THE FOLLOWING SHALL BE CONSIDERED FOR ALLOCATION OF MONIES TO CANDIDATES AND/OR THEIR CAMPAIGN COMMITTEES: (NOT IN PRIORITY ORDER)

1. The candidate's need for money.
2. Access or lack of access to other Party sources (State, Caucus, LD, CD, County, etc.).
3. Incumbent or Non-Incumbent candidate (non-incumbent candidates usually have more difficulty in securing contributions).
4. Length of active service candidate has contributed to the Democratic Party in Kitsap County.
5. Residency of the candidate (within or outside Kitsap County).
6. The candidate's commitment to the race.
7. The importance of the office being sought.
8. The possibility of success.

Adopted by KCDCC September 17, 1984 (Revised from 1980 copy)

POLICY 99-1 CANDIDATE ENDORSEMENTS/APPROVALS/GRANTING OF CAMPAIGN SERVICES AND POSITIONS ON NON-CANDIDATE BALLOT MEASURES

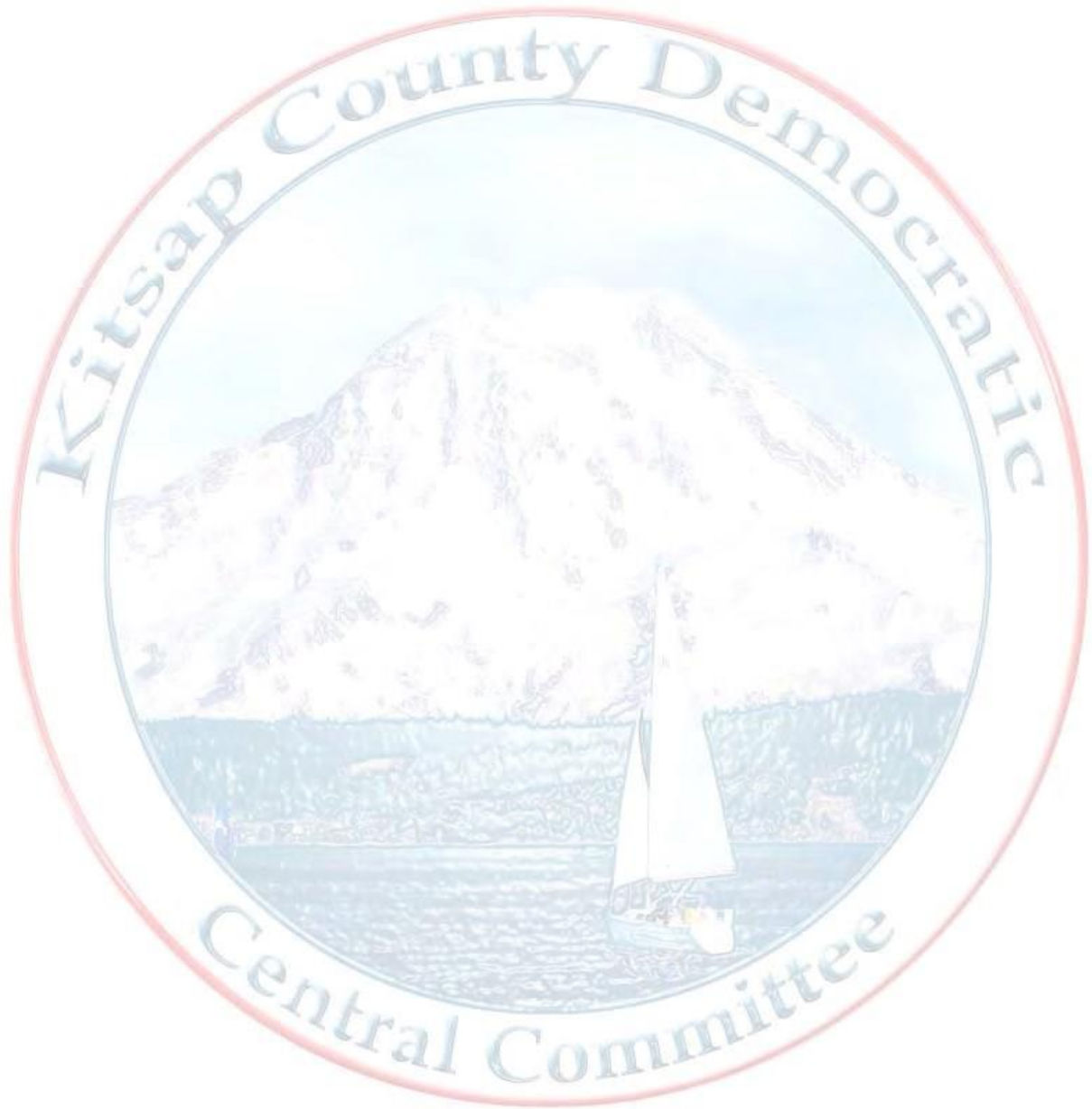
1. CANDIDATE ENDORSEMENTS AND APPROVALS. The KCDCC may take the following actions with respect to support for candidates seeking elected office:
 - a. Endorsement and full support of the body. Endorsements are constrained to one candidate in each primary or general election. As per KCDCC Bylaws, endorsements require a 75% majority of those present and voting of the KCDCC.
 - b. Approval. Approval may be granted to more than one candidate in a primary election or a non-partisan general election. As per KCDCC Bylaws, approvals require a majority vote of those present and voting of the KCDCC.
 - c. Non-endorsement with no official support from the KCDCC.
 - d. No action.

2. ELIGIBILITY FOR VOTING ON CANDIDATE ENDORSEMENTS/APPROVALS AND POSITIONS ON NON-CANDIDATE BALLOT MEASURES. Only Democrats who were members of the KCDCC at least twenty-eight (28) calendar days prior to the KCDCC meeting where voting will take place, are eligible to vote on candidate endorsements/approvals and positions on non-candidate ballot measures.
3. SERVICES AND SUPPORT PROVIDED TO ENDORSED AND APPROVED CANDIDATES.
 - a. Endorsements and approvals allow assistance and support to candidates as the Executive Board feels is prudent, including, but not limited to, financial contributions from the KCDCC, access to lists for mailing, walking precincts, phoning, or raising funds, use of the Party's campaign office, use of a fair/event booth, speaking at KCDCC events, or other resources controlled by the KCDCC.
 - b. Direct financial contributions are reserved for endorsed candidates and non-candidate ballot measures.
 - c. The above services and support are provided to individual candidates at the discretion of the KCDCC Executive Board.
4. CANDIDATE ENDORSEMENT AND APPROVAL PROCEDURES.
 - a. One business day after the close of filing week, the KCDCC Chairperson or the Chair's designee will provide the KCDCC procedures and timeline for endorsement and approval by email to all candidates who did not file as Republicans and who provided an email address when filing. Candidates who did not provide an email address in their filing documents will not receive the information.
 - b. Within seven (7) calendar days of the close of filing week, candidates seeking endorsement and approval from the KCDCC shall contact the Chairperson in writing to request such action. The request may be submitted by email or via US mail but must be received within the seven (7) calendar days of the close of filing week.
 - c. Within nine (9) calendar days after the close of filing week, the Chair or the Chair's designee will provide application materials including a questionnaire to candidates who are required to submit written application and questionnaire responses. (Examples of exceptions to the written application process can be found in Section 7 below)
 - d. Within sixteen (16) calendar days after the close of filing week, candidates who are required to submit a written application and questionnaire responses will return the completed materials to the Chair.
5. CAMPAIGN SERVICES. Candidates who require services and support of the KCDCC prior to filing week may apply to receive campaign services. (For examples of campaign services, see Section 3)
 - a. Candidates seeking campaign services must make a formal request of the KCDCC Chairperson by email or US mail.
 - b. The Chair will provide the candidate with application materials including a candidate questionnaire.
 - c. The Chair will present the request and completed application at the next immediate KCDCC Executive Board meeting.

- d. The KCDCC Executive Board shall decide whether or not to grant campaign services by a majority vote of those present and voting.
 - e. Receiving campaign services does not imply endorsement or approval, nor does it allow candidates to make public statements implying KCDCC support for their candidacy.
 - f. Candidates who receive campaign services still must comply with the process outlined in Section 4, parts a and b of this policy to receive endorsement and/or approval.
 - g. Candidates who do not apply for endorsement and/or approval shall lose their right to campaign services.
 - h. Application materials received for the purpose of granting campaign services will be considered fulfillment of Section 4, part d of this policy, but the KCDCC Executive Board may request candidates provide a campaign update.
6. EXECUTIVE BOARD RESPONSIBILITY. The Executive Board shall act as a screening committee for candidates seeking support from the KCDCC.
- a. At the first Executive Board meeting following the completion of the process defined in Section 4, the Executive Board will review all requests for endorsement and approval.
 - b. Upon review, the Executive Board may make recommendations to the Chair as to which candidates should appear in person before the Executive Board.
 - c. The Chair or the Chair's designee will select a time and place to conduct interviews prior to the next immediate KCDCC membership meeting and supply candidates and Executive Board members with this information.
 - d. The Chairperson may request the Executive Board to make a recommendation to the Central Committee regarding the candidates.
 - e. The Executive Board will use the same voting percentages for endorsement and approval as required of the general membership.
 - f. Upon such recommendation from the Executive Board, the KCDCC shall take one of the actions in Section 1 of this policy.
7. EXAMPLES OF EXCEPTIONS TO POLICIES.
- a. At the discretion of the chair previously endorsed incumbent candidates may not be required to submit written applications and/or appear in person for interviews.
 - b. In cases of vacancies and/or special elections that do not fit the timeline, the Executive Board may make recommendations to the KCDCC concerning endorsements and approvals when and as it deems appropriate.
 - c. In the event of primary results that may dictate a change in the endorsement and approval positions of the KCDCC, the Executive Board may make recommendations to the KCDCC regarding endorsements and approvals that do not conform to the timelines of this policy.
 - d. In consultation with the Executive Board, the Chair may identify extenuating circumstances that result in recommendations of endorsements and approvals to the KCDCC membership that do not conform to this policy.
8. NON-CANDIDATE BALLOT MEASURES.
- a. Support or opposition to non-candidate ballot measures (initiatives, referendum, propositions, levies, bonds, etc.), once determined to be on an upcoming ballot, will be considered at the next Executive Board meeting.

- b. Support or opposition to non-candidate ballot measures requires a simple majority vote by both the Executive Board and KCDCC.
 - c. The Chair may call a special Executive Board meeting to discuss such ballot measures due to exceptional timeline restraints.
9. WITHDRAWAL/TERMINATION OF CANDIDATE ENDORSEMENTS AND APPROVALS.
- a. Endorsements may be withdrawn by a 75% majority of those present and voting of the KCDCC.
 - b. Approvals may be withdrawn by a majority vote of those present and voting of the KCDCC.
 - c. All KCDCC endorsements and approvals terminate at the end of the election cycle for which they were granted.
10. CAMPAIGN/CANDIDATE RESPONSIBILITIES. Those campaigns and candidates who receive approval and/or endorsement shall:
- a. Use any data provided to them by the KCDCC only for the purposes of assisting candidates who have the endorsement or approval of the KCDCC, identifying voters as to party preferences and affiliations, and mobilizing those voters who will support issues or candidates approved by the KCDCC.
 - b. Protect this data at all times from unauthorized release, copying, transfer, access, or other use.
 - c. Undertake to verify, correct, and update all original data that it receives from the KCDCC and provide those corrections to the KCDCC. In addition, the endorsed or approved campaign/candidate shall provide the KCDCC with such donor lists and voter identifications as may be useful to future campaigns. Exceptions may be granted by the Executive Board.

Adopted by KCDCC February 16, 1999
Amended by KCDCC April 21, 2014



POLICY 99-2 EXECUTIVE BOARD DETERMINES MEMBERSHIP STATUS

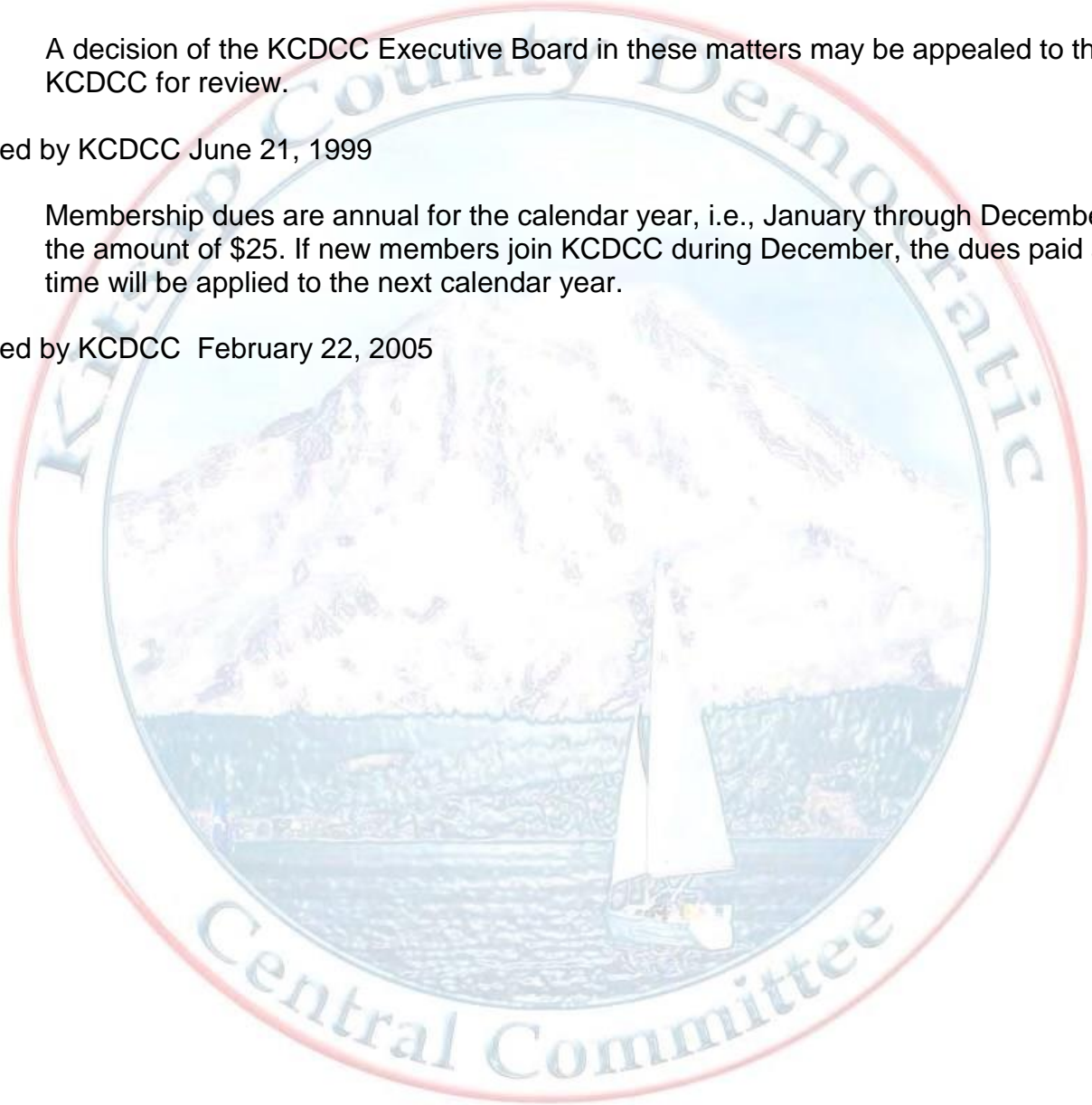
1. The KCDCC Executive Board shall be the body authorized to determine if a person is a Democrat for purposes of KCDCC membership and all the rights that may accrue from that membership.

2. The KCDCC Executive Board has the authority to refund a person membership dues and revoke his/her membership in the KCDCC.
3. A decision of the KCDCC Executive Board in these matters may be appealed to the KCDCC for review.

Adopted by KCDCC June 21, 1999

4. Membership dues are annual for the calendar year, i.e., January through December, in the amount of \$25. If new members join KCDCC during December, the dues paid at that time will be applied to the next calendar year.

Adopted by KCDCC February 22, 2005



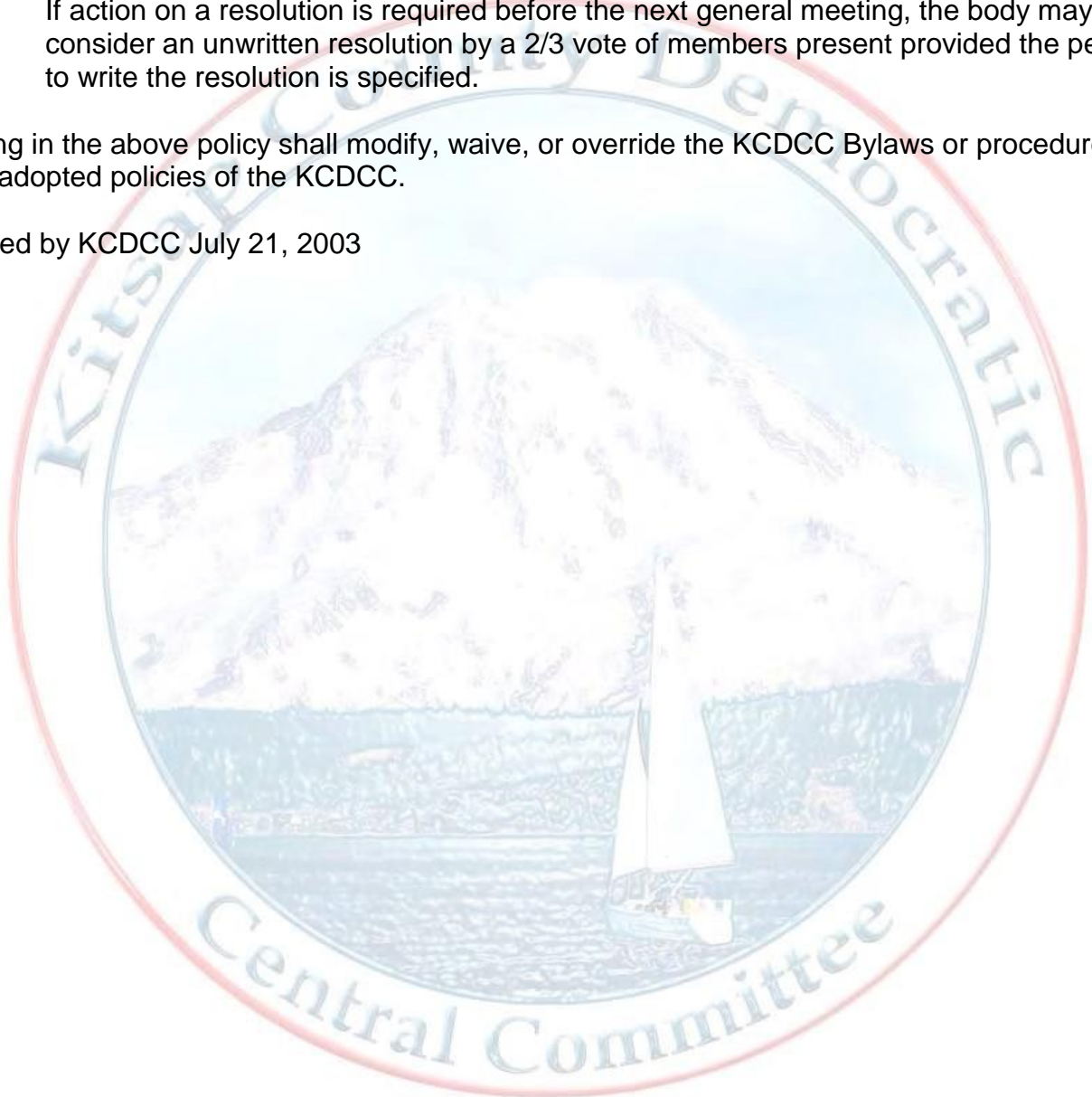
POLICY 03-1 PROCEDURE FOR RESOLUTIONS

In order for the members of the KCDCC to adopt a resolution, one of the following conditions must have been met:

1. The members present have been provided with written copies of the proposed
2. If action on a resolution is required before the next general meeting, the body may consider an unwritten resolution by a 2/3 vote of members present provided the person to write the resolution is specified.

Nothing in the above policy shall modify, waive, or override the KCDCC Bylaws or procedures of other adopted policies of the KCDCC.

Adopted by KCDCC July 21, 2003



resolution prior to a vote (minimum 30 copies); or,

POLICY 2011-1 FILLING LEGISLATIVE VACANCIES IN LEGISLATIVE DISTRICTS WHOLLY CONTAINED IN KITSAP COUNTY

Whenever circumstances create a legislative vacancy in a Legislative District wholly contained in Kitsap County the following procedure shall be used to fulfill the KCDCC responsibility to present recommendations for appointment to fill said vacancy as provided by law and these Bylaws (Article XI, Section 2). Per Article XI, Section 2.b:

- Hold a joint Executive Board meeting with the KCDCC Executive Board and the Executive Board of the Legislative District wholly contained in Kitsap County.
- KCDCC Chair calls meeting to order.
- KCDCC Chair Nominates the Legislative District Executive Board as the Eligibility Committee.
- The KCDCC Chair recesses the KCDCC Executive Board meeting for the purpose of allowing the Eligibility Committee to perform its work per the guidelines of Article XI, Section 2.c. (Members of the KCDCC Executive Board may participate in the discussion.)
- KCDCC Chair calls the KCDCC Executive Board meeting back to order again, ending the recess.
- KCDCC Executive Board votes to ratify the work of the Eligibility Committee.

At the Special Caucus called by KCDCC (per Washington State Constitution and these Bylaws)

- KCDCC Chair calls for the Special Caucus.
- KCDCC Chair calls the Special Caucus to order.
- KCDCC votes to appoint the PCOs of the Legislative District wholly contained in Kitsap County as a selection committee.
- Special Caucus recesses for the purpose of PCOs of the Legislative District wholly contained in Kitsap County performing their work as a selection committee.
- The PCOs of the Legislative District wholly contained in Kitsap County as a selection committee selects three nominees.
- KCDCC calls the Special Caucus back to order ending the recess.
- The Special Caucus votes to ratify the work of the selection committee.
- The KCDCC Chair forwards the list of three nominees to the Board of Commissioners for selection of the new legislator.

Approved by the KCDCC Membership June 20th, 2011