

**BY-LAWS  
OF THE  
BEAVER COUNTY  
DEMOCRATIC COMMITTEE**



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# **RULE I - COUNTY COMMITTEE**

## **SECTION 1.**

The Democratic voters of each election district (precinct) of Beaver County shall elect at the Spring Primary Election every four years beginning in the year 2002, one (1) County Committeeman and one (1) County Committeewoman who shall be registered as a Democratic voter of such election district. These County Committeepople shall have charge of the Democratic Organization in their respective districts and shall hold office for the term of four (4) years.

## **SECTION 2.**

The County Committee shall be the authoritative body of the Democratic Party in Beaver County and in all matters of Party management not specifically covered by law or by these rules. It shall have full power and authority to act for the Democratic Party of Beaver County and may delegate such power and authority to committees or to representative Democratic voters of the county.

## **SECTION 3.**

The County Committee shall consist of the County Committeemen and the Committeewomen elected from the election districts of the county and also the members of the State Committee from Beaver County.

## **SECTION 4.**

The officers of the County Committee shall be the County Chairman, the Vice Chairman (who shall be of the opposite sex as the Chairman), the Treasurer, and the Secretary. They need not be members of the County Committee at the time of their election, but shall be ex-officio members after their election. The Chairman, the Vice Chairman, and the Treasurer shall be elected by the County Committee members by plurality vote, shall be duly registered voters of Beaver County, shall be duly qualified to hold these offices as per these by-laws and shall hold office for a term of four (4) years and until their successors are elected. The County Chairman shall call for this election within 10 days after the Committeemen and Committeewomen are certified of their election by the Beaver County Bureau of Elections after the Spring Primary in which they run, and have the meeting no later than one (1) month after the certification.

## **SECTION 5.**

The Secretary of the County Committee shall be appointed by the County Chairman at the meeting of the County Committee immediately following the Spring Primary at which the County Committeepople are elected. The Secretary shall hold office only during the term of office of the appointing Chairman for a term of four (4) years or at the discretion of the Chairman but shall be eligible for re-appointment.

## **SECTION 6.**

In the case of a vacancy in the office of County Committeeman or Committeewoman caused by death, resignation, failure to elect at the Spring Primary, or any other reason, the County

Chairman shall appoint a qualified Democratic voter of the same district and of the proper sex to fill the vacancy of the unexpired term.

**SECTION 7.**

Regular meetings of the County Committee shall be held four (4) times per year. The year shall be divided into four (4) quarters; the first quarter consisting of January, February, and March, the second quarter consisting of April, May, and June, the third quarter consisting of July, August, and September, and the fourth quarter consisting of October, November, and December. One regular meeting of the County Committee shall be held in each quarter and it shall be the duty of the County Chairman to select a suitable date, time, and place for each meeting. The meeting provided for under RULE V, SECTION 1, shall be considered as the regular meeting for that particular quarter. Special meetings of the County Committee may be called by the County Chairman at any time and must be called by the County Chairman upon the written request of at least fifty (50) members.

**SECTION 8.**

Notice of any regular or special meeting of the County Committee shall be given by the County Chairman in writing, addressed to the members of the County Committee and mailed at least one (1) week prior to the date of said meeting. The County Chairman shall conduct all meetings and shall appoint a Credentials Committee for each meeting which will determine if a quorum exists and shall decide on any questions of voting legitimacy.

**SECTION 9.**

Any member of the County Committee who is unable to attend a meeting of the Committee in person may appoint by PROXY a Democratic voter who is a resident of the same election district and not already a member of the Committee, who shall have the power to attend such a meeting and vote thereat as the representative of such absent member. Any such PROXY shall be in writing and signed by the member giving same and attested to by the signature of a witness.

**SECTION 10.**

No person shall be eligible to serve or continue to serve, if already elected, as a member or officer of the County Committee who:

- a. Has entered into an agreement of any kind with opponents of the Democratic Party to support such opponents;
- b. By voice, vote, financial support, or otherwise, has, within two (2) years supported a candidate in a Primary, General, or Special Election who was/is opposed to the duly endorsed or nominated candidate of the Democratic Party in the election, except those candidates who can cross file for an office in which cross filing is permitted by law providing the candidate is also the duly nominated candidate of the Democratic Party.

**SECTION 11.**

If any member or officer of the County Committee is accused of being disqualified for that position under any provision of SECTION 10 of this rule, such member or officer is entitled to a full hearing before the County Executive Board as described in RULE II. The hearing

shall be set and conducted by the County Chairman except in the event that such charges are brought against the Chairman, whereby the hearing shall be set and conducted by the Vice Chairman of the committee.

At the hearing, the accusations will be presented by those making the charges, and the accused member or officer will have the opportunity to refute these charges and present any pertinent information or evidence of his own. If the charges are sustained by the evidence, the County Executive Board may, by plurality vote, as established in RULE II, SECTION 3 of these by-laws, remove from office or from membership the person so accused. In such case, the vacancy so created shall be filled in the manner provided for in these by-laws.

Any member or officer so removed is entitled to any remedies provided for in the rules of the Pennsylvania Democratic State Committee.

**SECTION 12.**

Any Committeeperson who fails to attend three (3) consecutive regular quarterly meetings of the Committee without valid reason shall be removed from office of Committeeperson as per the remedies and procedures provided in RULE I, SECTION 11 of these by-laws.

**SECTION 13.**

Any member of the County Committee, County Executive Board, or any County Committee officer who shall, in the Primary Election, support the candidacy of someone other than the Beaver County Democratic Committee endorsed candidate for that office, if an endorsement has been made, may be removed as a member of the County Committee, County Executive Board, or as a Committee officer as per the remedies and procedures provided for in RULE I, SECTION 11 of these by-laws.

**SECTION 14.**

The County Chairman may withhold, at his discretion, any assistance provided by the County Committee be it material, financial, or otherwise from any Town Chairman, Town Committee, or Committeeperson if he has reasonable belief and verifiable evidence that said Town Chairman, Town Committee, or Committeeperson is not in support of any or all duly endorsed or nominated Democratic candidates of the County Committee or is in support of any candidate opposed to any endorsed or nominated Democratic candidate of the County Committee.

**SECTION 15.**

No Committeeperson shall simultaneously hold the office or position of any election poll official, ie: Judge of Election, Majority or Minority Inspector, or Majority or Minority Clerk, unless in case of emergency arising the day of election, and then only to be temporary.

## **RULE II - COUNTY EXECUTIVE BOARD**

### **SECTION 1.**

The County Executive Board shall act in an advisory capacity to all other committees, and shall perform such other functions as may be conferred by these rules or otherwise delegated to it by the County Committee. It shall meet at the call of the County Chairman or of any ten (10) members of the board. Ten (10) or more members of the Executive Board shall constitute a quorum.

### **SECTION 2.**

The County Executive Board shall be organized within ten (10) days of the first regular meeting of the County Committee following the Primary Election in which the Committeepeople are elected. It shall consist of the Chairman, the Vice-Chairman, the Secretary, and the Treasurer of the County Committee, the members of the State Committee from Beaver County, any members of the State Executive Committee residing in Beaver County, all duly elected County Officers who are Democrats, any Democratic State and National elected public officials residing in Beaver County who are Democrats, the President of the Beaver County Young Democrats, the President of the Beaver County Federation of Democratic Women's Clubs, the Chairman of every City, Borough, and Township Committee (herein referred to as the "Town Chairman"), the Equal Representation Coordinator who shall be appointed and sit at the discretion of the County Chairman, all former County Chairmen (beginning with the term of 2002) and twenty (20) duly registered Democrats residing in Beaver County who shall not already be members of the County Committee or County Executive Board to be appointed at large by the County Chairman and to sit at his discretion. Ten (10) of these at large members shall be members or representatives of organized labor.

### **SECTION 3.**

Each member of the County Executive Board shall be entitled to one full vote on all matters which may come before it. In addition, each Town Chairman, as the representative of the registered Democratic voters in his town, shall be entitled to also cast one vote for each one hundred (100) registered Democratic voters in his town (as determined by the most recent official registration figures as provided by the Beaver County Bureau of Elections), rounded off to the nearest one-tenth (1/10) of a vote. For example, a Town Chairman from a town having 467 registered Democratic voters would be entitled to one vote as a member of the Executive Board and an additional 4.7 votes as the representative of the registered Democratic voters in his town.

### **SECTION 4.**

Any member of the County Executive Board who is unable to attend a meeting of the Board may appoint a proxy who shall be a registered Democratic voter residing in Beaver County who is not already a member of the Executive Board. The proxy shall have the power to attend the meeting and to vote on all questions which may come before it. If the member giving the proxy is a Town Chairman, the proxy shall be a registered Democratic voter from that Town Chairman's town and shall have the same voting power given under SECTION 3

of this rule to that Town Chairman. The appointment of a proxy shall conform to the rules of proxies as stated in these rules and shall be valid only for the meeting to which by its terms it applies.

**SECTION 5.**

Any member of the County Executive Board is also governed by all the provisions and dictates as are provided for in SECTION 10 and SECTION 11 of RULE I.

## **RULE III - CITY, BOROUGH, AND TOWNSHIP COMMITTEES**

### **SECTION 1.**

The City, Borough, or Township Committee (hereby referred to as Town Committee) of each town shall consist of the County Committeemen and Committeewomen from said town.

### **SECTION 2.**

The Town Committee of each town of the county shall meet for organization within thirty (30) days following the certification of election of the Committeepople for the Primary Election in which they are elected and shall elect a Town Chairman, Vice-Chairman (being the opposite sex as the Chairman), Treasurer, and Secretary. These officers need not be Committeepople of that Town Committee.

### **SECTION 3.**

The Town Committee of each town shall be the authoritative body in charge of Party management in such town, subject to the direction of the County Chairman and the advice of the County Committee and County Executive Board and shall have the power to adopt rules for the government of such Town Committees not inconsistent with or in contradiction to the by-laws of the Pennsylvania State Democratic Committee or of these by-laws.

### **SECTION 4.**

Each Town Committee shall meet at the call of its Chairman or of a majority of the members of the Town Committee. The members of the Town Committee shall be given notice by mail of any regular or special meeting of the committee where a majority of such members shall constitute a quorum.

### **SECTION 5.**

Within ten (10) days after the reorganization meeting of each Town Committee, said Town Committee Secretary shall certify to the County Chairman the names of the newly elected Town Chairman, Vice-Chairman, Treasurer, and Secretary.

### **SECTION 6.**

Whenever a Town Committee shall be unable to elect a Town Chairman by reason of an evenly divided Committee and such inability shall continue for a period of thirty (30) days after the Committee's first reorganization meeting, the Town Chairman and any other officers shall be selected by the drawing of lots under the supervision and direction of the County Chairman at a time and place to be set by him.

### **SECTION 7.**

Whenever there shall be a dispute as to the validation of an election of a Town Chairman, Vice-Chairman, Treasurer, or Secretary, the contesting member(s) of the Town Committee shall, within ten (10) days after the Town Committee election being challenged, file a notice of contest with the County Chairman with proof of personal service on the person whose



election is being challenged. The notice shall be in writing and shall set forth fully the grounds and reasons upon which the contest is being made and shall be supported by an affidavit of the contesting member(s). It shall be the duty of the County Chairman to lay the contest before the County Executive Board at a meeting to be called by him within ten (10) days after receiving said notice. Notice of the time and place of said meeting shall be mailed to the parties interested at least three (3) days prior to the meeting. The County Executive Board shall accord the parties a full hearing at said meeting, and its decision rendered after such hearing shall be final, subject only to the right of appeal in accordance with the rules of the Pennsylvania Democratic State Committee.

#### **SECTION 8.**

Each Town Chairman may call a meeting of his Town Committee for the purpose of endorsing local candidates for the Primary Election in any year that there is an election for any public office in such town including members of the school board. Any such meeting shall be held between the deadline to file nomination petitions and the deadline to withdraw.

In the event that the County Committee fails to endorse or chooses not to endorse a candidate or candidates for a particular Federal, State, or County office, as stated in SECTION 1, RULE V, each Town Committee may choose to endorse a Democratic candidate for that "open" office, the force of which endorsement remains within that town. Any such endorsement shall be accepted and honored by the County Committee and the County Chairman as a bona fide endorsement for that town. Any material or literature that is supplied by the County Committee for that town shall make clear that that particular endorsement is not a County Committee endorsement but is only the endorsement of that particular Town Committee.

#### **SECTION 9.**

All Town Committees may meet as often as they deem necessary but shall have at least four (4) quarterly meetings as described in RULE I, SECTION 7 of these by-laws.

## **RULE IV - VACANCIES**

### **SECTION 1.**

The County Executive Board shall have the power to fill all vacancies happening or existing on the County ticket by reason of death, withdrawal, failing to nominate at the Spring Primary Election, calling of a Special Election, or other cause, and which cannot be filled at a Primary Election under the law, and the Board shall have the authority to make and certify a nomination.

### **SECTION 2.**

The County Executive Board shall have the authority to recommend to the State Committee or the State Executive Committee a nomination to fill vacancies happening or existing in the Congressional, State Senatorial, or Legislative District ticket by reason of death, withdrawal, failure to nominate at the Primary Election, or of the calling of a Special Election under law. The County Executive Board shall also have the authority to recommend to the Governor or the Court of Common Pleas as the case may be, a nomination to fill vacancies happening or existing in any County Office for any reason.

### **SECTION 3.**

Vacancies happening or existing on a City, Borough, Township, or School Board ticket, by reason of death, withdrawal, failure to nominate at the Primary Election, calling of a Special Election, or other cause, and which cannot be filled at a Primary Election under the law, shall be filled by the County Executive Board, which shall have sole authority to make and certify such nominations. In such, the County Committee members from the City, Borough, Township, School District, or Voting District affected, may first meet and recommend to the County Executive Board a candidate for nomination.

### **SECTION 4.**

Vacancies happening as stated in SECTION 3 of this rule in towns where the Committees have not been duly organized in accordance with these rules shall be filled by the County Executive Board, which shall have the authority to make and certify a nomination upon the recommendations of the members of the County Committee, if any, from the town(s) concerned.

### **SECTION 5.**

Vacancies occurring in the offices of the County Committee shall be filled by the County Committee with the exception of the Secretary, which vacancy shall be filled by the County Chairman. Vacancies must be filled at the first meeting of the County Committee following such vacancies. In the case of a vacancy in the office of County Chairman, the Vice-Chairman shall call and preside over a special meeting for the purpose of electing a new County Chairman within twenty (20) days after such vacancy occurs.

### **SECTION 6.**

All other vacancies shall be filled by appointment of the County Chairman at or before the next regular meeting of the County Committee.

## **RULE V – NOMINATION CONVENTION (Endorsement Meeting)**

### **SECTION 1.**

The County Chairman shall call for a Nomination Convention (Endorsement Meeting) for the purpose of endorsing candidates for the Primary Election in any year that there is an election for Federal, State, or County offices. This meeting shall be held between the deadline to file nomination petitions and the deadline to withdraw. There must be at least one hundred (100) members of the County Committee present at this meeting to constitute a quorum and a majority vote is required to endorse any candidate for any office. The County Chairman shall conduct this meeting and fully explain the rule and procedures for the meeting. All Committeepeople are eligible to vote on endorsements for all offices to be considered, except only those Committeepeople from a particular Congressional, Senatorial, or Legislative district shall be eligible to vote for that particular race. Two (2) weeks prior to the Nomination Convention, the Chairman may call a meeting of the Committee for the purpose of having all interested candidates for any office to be considered in that Primary address the members. At this meeting, members may address the candidates and each other on any matters pertaining to the election.

### **SECTION 2.**

All known candidates for any office referred to in SECTION 1 of this rule shall be notified at least one (1) week prior to the nomination convention in writing by the County Chairman that such convention is taking place. To be eligible for consideration for endorsement, a candidate must deliver to the Chairman at least four (4) days prior to said convention a money order or certified check made payable to the Beaver County Democratic Committee in the amount of the Candidate's Assessment (as stated in SECTION 3 of this rule) plus a one hundred and fifty dollar (\$150.00) Convention Expense, to be deposited immediately into the account of the County Committee. If the candidate is successful in receiving the endorsement, the Candidate's Assessment and the Convention Expense shall be retained by the Committee for election expenses. If the candidate fails to receive the endorsement, the Candidates Assessment shall be returned to the candidate no sooner than one (1) week but not longer than two (2) weeks after said convention, but the Convention Expense shall be retained by the Committee to cover the costs of the convention.

**SECTION 3.**

The Candidate’s Assessment referred to in SECTION 2 of this rule shall be:

Any State-Wide Office	\$2,500.00
Congress	\$5,000.00
State Senate	10% of first annual Senate Salary for district entirely in Beaver County
	5% of first annual Senate Salary for district not entirely in Beaver County
State Representative	4% of first annual Legislative salary for district entirely in Beaver County.
	2% of first annual Legislative salary for district not entirely in Beaver County
County Commissioner	10% of first annual County salary
County Office Clerk of Courts Controller Coroner District Attorney Prothonotary Recorder of Deeds Register of Wills Sheriff Treasurer	8% of first annual County salary
Common Pleas Court Judge	8% of first annual Court salary
Jury Commissioner	\$1,000.00

All above Candidate’s Assessments shall be paid for both the Primary and the General Elections. The Candidate’s Assessment for the General Election shall be paid to the County Chairman by October 1<sup>st</sup>.

**SECTION 4.**

No candidate shall be considered for endorsement without complying with the provisions of SECTION 2 & 3 of this rule. No candidate shall receive the support or help of the County Committee, any County Executive Board member, any Town Chairman, any Town Committee, or any Committeeperson without complying with SECTION 2 & 3 of this rule, including any nominated Democrat who does not comply with SECTION 3 of this rule for the General Election. Any nominated Democrat for the General Election who does not comply with SECTION 3 of this rule concerning a candidate’s assessments but is nonetheless successful in the General Election shall not be eligible for endorsement at ANY future nomination conventions for ANY office and shall not receive the help or support of the Committee, any County Executive Board member, any Town Chairman, any Town

Committee, or any Committeeperson for any subsequent Primary or General Election for any office without first satisfying ANY & ALL prior Candidate's Assessment obligations for preceding elections, plus a ten percent (10%) penalty. This section and rule is retroactive for the 1999 Primary and General Elections.

**SECTION 5.**

The County Chairman shall, with the advice of the County Executive Board, conduct all County Campaigns.

## **RULE VI - AMENDMENTS**

### **SECTION 1.**

These by-laws may be amended at any time at any meeting of the County Committee by the affirmative vote of a majority of the members present, provided written notice of such proposed amendments was mailed to all members at least one (1) week prior to the meeting in which action is to be taken.