

CONSTITUTION AND BYLAWS  
of the  
DEMOCRATIC CLUB  
OF  
LAKEWOOD  
CUYAHOGA COUNTY, OHIO

Amended May 1, 1992

PREAMBLE

We, the Democrats of Lakewood, Cuyahoga County, Ohio, united in common purpose, hereby rededicate ourselves to the principles which have historically sustained our party. Recognizing that the vitality of the nation's political institutions has been the foundation of its enduring strength, we acknowledge that a political party which wishes to lead must listen to those it would lead, a party which asks for the people's trust must prove that it trusts the people, and a party which hopes to call forth the best the nation can achieve must embody the best of the nation's heritage and traditions.

The founder of the Democratic Party, Thomas Jefferson of Virginia, set forth the reasons for the creation of this country and expressed the basic tenets of democratic government:

That all persons are created equal  
That they are endowed by their Creator with certain  
inalienable rights  
That among these are Life, Liberty, and the Pursuit of  
Happiness.  
That to secure these rights, governments are instituted  
among people, deriving their powers from the consent of  
the governed

What we seek for our nation, we hope for all people: individual freedom in the framework of a just society, and political freedom in the framework of meaningful participation by all citizens. Bound by the United States and Ohio Constitutions, and the ~~Principles Constitutions and Bylaws~~ of the National, Cuyahoga, and Ohio Democratic Parties, aware that a party must be responsive to be worthy of responsibility, we pledge ourselves to open, honest endeavor and conduct of public affair, in a manner worthy of a society of free people.

Under God, and for these ends and upon these principles, we do establish and adopt this Constitution of the Democratic Club of Lakewood.

## ARTICLE I

### LAKWOOD DEMOCRATIC CLUB OF CUYAHOGA COUNTY

#### Section 1. Name

The name of this organization shall be the Democratic Club of Lakewood, Ohio.

#### Section 2. Membership

Voting membership in this ~~party-club~~ shall be open to all residents of Lakewood in the State of Ohio who support the Constitution of the United States of America, the Constitution of the State of Ohio, and the Constitution, Bylaws and principles of the Democratic Club of Lakewood, Ohio. No person may be a member of nor may vote on any motion, resolution, nomination, or election at any caucus, convention, meeting, or conference of the Lakewood Democratic Club who does not meet the following qualifications or who is a member of any other political party at that time.

To be a voting member the person shall meet three requirements:

1. Shall be a resident of Lakewood, Ohio,
2. Must have attended at least three of the general monthly meetings within the last twelve months prior to the meeting in which the vote takes place,
3. Shall have paid in full his or her annual dues prior to participating in the vote. It shall be permissible to pay the dues at the general monthly meeting in which the vote takes place.

Replaced with above starting with "to be a voting." pay in full his or her annual dues thirty (30) days prior to participating in any vote to be taken by the Club, to be a voting member a person must have attended at least 3 of the general monthly meetings within 12 months prior to participating in a vote taken by the Club and be a resident of the City of Lakewood at the time of the vote.

Each member must personally register at each meeting he or she attends and no proxies shall be accepted.

Non-voting membership shall be available to all persons meeting the criteria of this section being a non-resident of the City of Lakewood and who pay paying his or her dues.

~~Section 3. — Eligibility for Party Club Office Moved to Article III Officers~~

~~— Any person who meets the voting membership requirements of Article 1, (inserted comma) section 2, is eligible for election to party Club office, except as hereinafter limited. There shall be no minimum age requirement for party~~

Section 34. Qualifications

In the event that any person's qualifications as a member of the Lakewood Democratic Club ~~or eligibility for party Club office~~ must be determined, ~~a challenge can be made by any voting member. as a member of the Lakewood Democratic Club or eligibility for club office must be determined, a challenge can be made by any voting member.~~ If a challenge is made, and supported by four other voting members, the matter shall be discussed and voted on at the next regular meeting. ~~If resolution of the challenge is necessary for elections or endorsements, the matter shall then be discussed and decided by a vote of the eligible members present at that meeting. the same challenge procedure shall be followed to determine his or her qualifications as provided by the Election Laws of Ohio.~~

Section 45. Club Unity

~~The Lakewood Democratic Club shall support its endorsed candidates and issues.~~

a. ~~All members of the club, are expected to shall support:~~  
i. ~~The principles of the Lakewood Democratic Club~~  
ii. ~~The endorsed candidates and issues of the Democratic Club in General Elections - candidates for office, club officers, club committees and organizations, and elected Lakewood, Ohio (insert) Democratic officials shall support the principles of the Lakewood Democratic Club.~~

b. ~~— All members of the club, candidates for office, club officers, club committees and organizations, and elected Lakewood, Ohio (insert) Democratic officials shall support the endorsed candidates and issues of the club (Democratic Club) in General Elections.~~

b. e. ~~Any member of the club candidate for office, club officer, club committee, organization, or elected Lakewood, Ohio (insert) Democratic official who fails to support (a) and (b) above may be asked to resign from any elected or appointed party position club position or office upon affirmative (affirmation) vote of a majority of the members of the Executive Committee. Further, (inserted comma) said (deleted comma) member cannot seek club party office or position for one year from the date of the vote of the Executive Committee. Failing the resignation of said member, the Executive Committee shall remove him or her~~

from club position or office ~~office~~ upon affirmative vote of a majority of the voting members of the club at the next general meeting.

Section 56. Constitutions and Laws

Nothing herein shall conflict with the Constitution of the United States of America, the laws of the United States of America, the Constitution of the State of Ohio, the laws of the State of Ohio, or the principles of the Cuyahoga County and National Democratic Parties. ~~Constitutions and Bylaws.~~ Any matter which conflicts with any of the aforesaid shall be of no force and effect. All constitutional provisions and laws of the United States and the State of Ohio are hereby incorporated by reference and made a part hereof. Each clause of this Constitution and Bylaws shall be considered separately and the illegality ~~or~~ (of) unenforceability of any clause shall not affect any other clause.

ARTICLE II  
COMMITTEES

~~Section 1. Nominating Committee~~

~~— Shall be made up of the current officers. Chairmen of the standing committees, city ward leaders and city leader.~~

Section 12. Executive Committee

~~a. — The President, Vice President, Second Vice President, secretary, and Treasurer of the club shall hold the same offices in the Executive Committee to be made up of all standing committee chairman, five appointments of the President and those persons referred in Section (b) and (c) below.~~

a. All members of the Executive Committee shall be voting members in ~~good standing~~ good standing of the Lakewood Democratic Club. The Executive Committee shall consist of elected club officers and standing committee chairpersons. In addition, elected public officials, the Lakewood City Leader, and Democratic city ward leaders, shall be, ex officio, non-voting members of the Executive Committee.

~~b. — The Democratic City Council members and Democratic Mayor shall be members ex officio of all standing committees of the executive committee~~

~~c. — The City Leaders and City Ward Leaders shall be voting members of all standing committees of the Executive Committee.~~

~~Elected public officials who are eligible voting members of th Lakewood Democratic Club. The Lakewood City Leader, and democratic city ward leaders, shall be, exofficio, non-voting members of the executive committee.~~

~~d. All officers of the Lakewood Executive Committee shall be required to take an oath of office to support the Constitution of the United States of America, the Constitution of the State of Ohio, the Constitution By Laws and the principles of the National, Ohio, and Cuyahoga County Democratic Parties and the Constitution and By-Laws of the Lakewood Democratic Club.~~

~~b. Regular and special meetings of the Executive Committee shall require the presence of a majority of the voting members of the Executive Committee ~~members of record~~ to transact business. A majority of the voting members present at a meeting of the Executive Committee may act legally upon all matters properly before the ~~assembly~~ committee.~~

~~c. Said Executive Committee shall have full authority to adopt and enforce such procedures for the rules and regulations relating to the government and administration of the Democratic Club as it may deem necessary and appropriate consistent with the bylaws. Any adopted procedures shall be reported to the club at the next general meeting.~~

~~g. Committee members, who may or may not be Precinct Committee persons. These appointments shall be broadly representative of all various elements of the party.~~

~~h. Members of the Executive Committee shall be voting members in good standing of the Lakewood Democratic Club, upon payment of their dues to the Executive Committee prior to the meeting at which they desire their votes to be counted. Any member one (1) year or more in arrears in payment of dues may be removed by the President from membership on the Executive Committee.~~

~~d. All members of the Executive Committee shall act in accordance with these by-laws and the procedures ~~the statutes of the State of Ohio and the Rules and Regulations~~ duly adopted by the Executive Committee. For any matters not covered by the foregoing, Roberts Rules of Order shall prevail and take precedence over any other custom, ~~procedures rule~~ or precedent at Executive Committee meetings, ~~or general membership meetings~~.~~

~~e. Unexpired terms of Executive Committee members caused by whatever reason shall be filled in the same manner as the positions were originally filled.~~

### Section 23. Standing Committees

~~a. The standing committees and positions shall be Sergeant-at-Arms, Parliamentarian, Membership, Hospitality, Communication (including web~~

design) Membership, Elderly, Fundraising, Sunshine, Nominating, Publicity, and Newsletter. Fundraising and those committees designated by the President. Any club member may join any standing committee. Each standing committee shall elect a chair who is a voting member of the club by a majority vote of said committee.

b. Every September each standing committee shall elect its chair.

c. The chair of each committee is responsible for submitting that committee's records such as minutes, attendance, and expense reports of each meeting to the club secretary.

Section 34. Meetings

a. There shall be at least ~~In addition to the ten~~ eight monthly meetings per year of the general membership. ~~T~~there shall be ~~other~~ meetings of the Executive Committee as may be called by the club President for a specific purpose.

b. Special ~~Executive Committee~~ meetings shall be called upon receipt by the club President of a written petition signed by no less than ~~twenty-twenty-five~~ percent (20%) ~~of the Executive Committee members of the voting club members~~ and stating specifically the purpose for which the meeting is sought. The special meeting shall be held not earlier than ~~five fifteen (15)~~ nor later than ~~fifteen thirty (30)~~ days after the giving of the notice. The notice shall be issued within three days promptly after receipt of the written petition containing the required signatures.

c. Special general meetings shall be called upon receipt by the club President of a written petition signed by no less than twenty-five percent of the voting members of the club and stating specifically the purpose for which the general meeting is sought. The special meeting shall be held not earlier than fourteen nor later than twenty-one days after the giving of the notice. The notice shall be issued within seven days after receipt of the written petition containing the required signatures.

~~d. e.~~ A quorum of the Executive Committee shall consist of fifty percent of the Executive Committee members elected in the manner prescribed by this document.

e. For the purpose of a vote at a general meeting a quorum of the general meeting shall consist of those voting members present.

f. Any motion shall carry with a vote of fifty percent plus one of those voting unless otherwise stated in these bylaws.

g. For any matters not covered in the forgoing, Roberts Rules of Order shall prevail.

**Section 45. Endorsements**

a. To be considered for club endorsement a candidate must be a registered Democrat with the Cuyahoga County Board of Elections.

b. The membership shall have the sole right to make endorsements. It may endorse Democratic candidates upon the affirmative majority plurality vote of fifty percent plus one thirty three percent (33%) of the members of the general voting membership present at a regular meeting at which consideration of endorsements was/were announced fourteen days in advance.

c. In the event that there are more than two candidates for the same office and no candidate receives fifty percent plus one of the vote, there shall be a runoff between the top two vote getters.

d. All endorsed candidates shall be treated equally.

e. Endorsements shall be communicated to the general public within seven days of the endorsement vote.

**Section 56. Dues**

The dues shall be set each year by the Executive Committee for the next year. The Executive Committee shall have the option to discount dues for the senior citizens or youth.

**ARTICLE III  
OFFICERS**

**Section 1. Eligibility for Club Office**

Any person who meets the voting membership requirements of Article 1, section 2, is eligible for election to club office, except as hereinafter limited. There shall be no minimum age requirement for club office save where prescribed by law.

**Section 2. Club Officer Limitations**

Any voting club member not holding an elected, paid public office, may be a club officer.

Any club officer must resign his/her club office upon taking a paid, elected public office position.

Any club officer running for an elected, paid public office must immediately step aside from his/her club office position during his/her campaign. If not elected, he/she will resume his/her club office for the remainder of the term.

### Section 3+. Offices

#### a. President

i. The President's duties shall be those of chief executive officer, and shall be subject to the direction of, and responsible to the Executive Committee and to the members of the club. The President shall may appoint such committees as he or she deems necessary and to call and preside at general membership and Executive Committee meetings.

ii. The President of the club shall consult with and cooperate with the various Lakewood Democratic Ward leaders, Lakewood City leader, the Lakewood Democratic elected officials, and Precinct Committee persons.

iii. The presiding officer President of the meeting or two-thirds of the voting members in attendance at the meeting may appoint such parliamentarians, sergeants-at-arms, and other assistants as he/she/they may deem necessary for the proper conduct of the meeting.

iv. The President of the club Executive Committee shall be authorized to act for and on behalf of such club Committees and shall be empowered to conduct the business of the Lakewood Democratic Club to operate, to arrange for the expendexpenditure of monies for, and direct such offices and personnel as may be established or hired for the conduct of the activities of the Party and to administer the affairs of the Club.

### Section 2-

#### b. First Vice-President

The First Vice-President will, in the absence of the President, assume the duties and responsibilities of the President, as herein provided.

### Section 3-

#### c. Second Vice-President

The Second Vice-President will, in the absence of the President and First-Vice President, assume the duties and responsibilities of the President, as herein provided.

**Section 4.**

**d. Secretary**

The secretary shall be a voting member ex officio of the Executive Committee and of all standing and special committees. He or she shall keep a true and accurate record of the minutes of all meetings of the main club general meetings and of the Executive Committee meetings, along with the roll of members and the attendance at meetings of the committees, and shall perform generally all of the functions usually incumbent upon secretaries, together with such other duties as may be delegated to the position by the Executive Committee and as are prescribed by law. The secretary shall be responsible for maintaining the records such as minutes and attendance of all committee meetings of the club.

**Section 5.**

**e. Treasurer**

i. The Treasurer shall have custody of the funds of the party club and shall render and distribute up-to-date written monthly financial reports at each general club meeting of the Executive Committee and general meeting. He/she and any other party club officer or employee responsible for the handling of party club funds shall be bonded. All checks must be signed by the President and Treasurer, if so required by the President of the Club.

ii. At the end of the club's fiscal year the Treasurer shall make available a full and complete financial report in writing to the general membership. Executive Committee. At this same meeting the Executive Committee shall have prepared be prepared and shall present the budget for the following year for an authorization vote by the majority of those voting members present. If any person or committee responsible for a line item of the budget spends more than twenty-five percent above the budgeted amount in the course of the club's fiscal year, he/she/they must gain approval of a majority of the Executive Committee for any further expenditures during that fiscal year.

iii. The Club's fiscal year is defined as January 1 through December 31 January 1.

iv. An independent audit of club financial records shall be conducted-conducted by annually, immediately prior to the June election meeting at least once a year by an outside certified public accountant, and upon the death, resignation, or replacement of either the President or the Treasurer.

**Section 6. — Ex officio**

The President, Vice President, Second Vice President, Secretary and Treasurer shall be members ex officio of all standing and special committees of the Executive Committee.

Section . Oath of Office, Prohibitions

a. All officers for the Executive Committee shall be required to take an oath of office to support the Constitution of the United States of America, the Constitution of the State of Ohio, the Constitution, By Laws and the principles of the National and Ohio Democratic Parties, and the Constitution of the Lakewood Democratic Club.

Section 4. Oath of Office Prohibitions

Upon election, all club officers shall be required to take an oath of office stating support for to support the Constitution of the United States of America, the Constitution of Ohio, and the Constitution and Bylaws of the Lakewood Democratic Club.

Section 5. Grandfather Clause

Section 2 of article III shall not apply to any club officer until June 2010.

ARTICLE IV  
ELECTIONS

Section 1. Election Meeting

The members of the club's Nominating Committee shall meet biannually in April at a suitable place and time in Lakewood to be designated by the current President. Notice of such meeting, giving the place and time, shall be sent to each member of the committee by the Chairman of the Nominating Committee by mail. If the Chairman of the Nominating Committee does not issue the call within the time required, such meeting shall be called by any other officer. The meeting shall be called to order by the Chairman or if there is no such officer or if such officer is absent, then the President, Vice President, Second Vice President, Secretary or Treasurer.

Section 1.2. Election Procedure

a. The election of new officers shall take place biannually at the general membership's June meeting. The candidates officers voted on for by individual office shall be elected by a majority plurality of fifty-one percent plus one of the general voting members present at the meeting.

b. In the event that there are more than two candidates for the same office and no candidate receives fifty percent plus one of the vote, there shall be a runoff between the top two vote getters.

c. In the event of any tie, the outcome will be determined by the flip of a coin.

~~Section 3. Nominations~~

~~In addition to the nominations set forth by the Nominating Committee, nominations for officers shall be accepted from the floor when presented by five voting members of the club present at the June meeting.~~

Section 24. Notice

The nomination meeting shall be held at the May general membership meeting.  
The election meeting shall be at the June general membership meeting and notice shall be sent via U.S. mail to all current members fourteen days prior to ~~the each meeting.lection.~~

Section 35. Term

~~The Each officer shall serve a term of two years from June until June.~~

Section 46. Vacancy

~~In the event of a vacancy in the office of President, Secretary, Treasurer, or 1<sup>st</sup> Vice-President, the Executive Committee shall meet to choose a successor or interim office holder within thirty ten (30) days of the existence of such vacancy. in the event of a vacancy in the offices of Treasurer or Secretary, the Chairperson shall appoint a successor to serve until the next regular or special meeting of the Executive Committee.~~

**ARTICLE V  
AMENDMENTS**

~~This Constitution and by laws may be amended by a majority of the members of the membership of the Lakewood Democratic Club at any general membership meeting called for that purpose or by two third (2/3) of the members present. Amendments proposed under this section must be submitted in writing and copies thereof made available to members at a reasonable time prior to the meeting not less than ten (10) days.~~

Section 1. Notice

Amendments to this Constitution and Bylaws proposed under this section must be submitted in writing and copies thereof made available to members at a reasonable time prior to any general membership meeting, but not less than ten days in advance.

| Section 2. Initiation

Amendments may be initiated by a simple majority of the Executive Committee or by petition signed by not less than ten voting members of the club.

| Section 3. Passage

| This Constitution and Bylaws may be amended by a two-thirds majority of the voting members at any general membership meeting, provided that advance notice above mentioned has been made.

| Section 4. Communication

| All proposed amendments shall be distributed to the membership by the Executive Committee, read, and discussed at the next general membership meeting before the vote.

| Section 5. Restriction

Proposed amendments brought to members for a vote are not subject to amendments prior to the vote.

ARTICLE VI

PREVIOUS CONSTITUTIONS AND BYLAWS

| This Constitution and Bylaws supersedes any and all other previous Constitutions and Bylaws of the Lakewood Democratic Club and shall take effect immediately upon its adoption.