

NH UPPER VALLEY DEMOCRATIC COMMITTEE (UVDC) BY-LAWS
CHANGES IN RED APPROVED MARCH 7, 2017

The Upper Valley Democratic Committee shall recruit, organize and fund Democratic candidates for county, state and national office; promote local Democratic party-building activities; improve communication and coordination between the New Hampshire Democratic Party and its members in the Upper Valley; and promote the development of an engaged, informed electorate through constructive public dialogue.

I. PRINCIPLES

- A. Diversity.** The Committee categorically rejects any discrimination in membership on the basis of age, race, gender, religion, sexual orientation, ethnic or national origin, social or economic status, physical or mental disability.
- B. Integrity.** The Committee shall function in an open, democratic and accountable manner consistent with these bylaws, the New Hampshire Democratic Party Constitution and the laws of the United States and the State of New Hampshire.

II. COMPOSITION

- A. Membership.** Any Democrat registered to vote in the State of New Hampshire who attends at least one meeting of the Upper Valley Democratic Committee in a calendar year shall be a member.
- B. Meetings.** ~~The Committee shall meet at least quarterly.~~ (Amended October 1, 2013. The Committee shall meet at least once a year.) Notice of meetings shall be sent via e-mail or telephone to members at least five days before the date the meeting is to be held.
- C. Rules.** The Committee may adopt rules to govern its proceedings by a simple majority vote. Committee members may suspend said rules for the duration of a meeting by a two-thirds majority vote.
- D. Bylaws.** The Committee may amend these bylaws at any properly noticed meeting by a two-thirds vote, provided there are at least ten members present at the time.

III. ORGANIZATION

- A. Officers.** ~~The Committee shall have a Chair, Vice Chair, Secretary and Treasurer who shall be elected by a simple majority of the membership.~~ (Amended October 1, 2013. The Committee shall have at least a Chair, **or two Co-Chairs**, (Amended March 7, 2017) and a Secretary/Treasurer who shall be elected by a simple majority of the membership.) ~~Elections shall be held annually in the month of January, or as may be necessary to fill a vacancy.~~ (Amended April 9, 2007. Elections shall be held biannually in the month of January in odd number years or as may be necessary to fill a vacancy.)

B. Chair/Co-Chair The Chair **or one of the Co-Chairs** (Amended March 7, 2017) shall be the Committee's Chief Executive Officer and spokesperson. He or she shall preside over committee meetings and serve as the Committee's primary liaison to the Democratic State Committee and local, regional, and county committees. ~~No person who is a candidate for county, state or federal office shall serve as chair.~~ (Amended October 1, 2013. Sentence deleted.) The chair shall neither endorse nor publicly support a Democratic candidate in a contested primary election or a non-Democratic candidate in a contested general election. **When a Co-Chair structure is chosen, there will be no Vice Chair.**

C. Vice Chair or Co-Chair. The Vice Chair **or the other Co-Chair** shall be the Committee's Chief Operating Officer. He or she shall work with the **(Co-)** Chair, Secretary and/or Treasurer to ensure that the committee functions in an open, democratic and accountable manner. The Vice Chair/**Co-Chair** shall serve as the Chair in the event the **Chair/other Co-Chair** is absent or unable to perform their duties.

D. Secretary. The Secretary shall be the Committee's Chief Information Officer. He or she shall keep minutes of each meeting and distribute said minutes to the membership within two weeks after each meeting. The Secretary shall organize and maintain all committee files and records.

E. Treasurer. The Treasurer shall be the Committee's Chief Financial Officer. He or she shall manage all funds belonging to the committee, keep proper records of all receipts and payments, and furnish an up-to-date financial report to the membership at each Committee meeting.

F. Executive Board. The NH Upper Valley Democratic Committee shall have an Executive Board consisting of one designee from each of the 14 towns and a Young Democrat. The 14 towns are the following: Canaan, Cornish, Dorchester, Enfield, Grafton, Grantham, Hanover, Lebanon, Lyme, Orange, Orford, Piermont, Plainfield, Sunapee.

The executive board sees to the running business of the association; represents the association externally; carries out the decisions of the general meeting, and reacts to changing situations.

It is expected that Executive Board members will:

- a. Attend all Executive Board meetings. Board members unable to attend should notify the Co-Chairs as soon as possible.
- b. Adhere to the policies and procedures adopted by the UVDC and provide suggestions for change when appropriate.
- c. Be an active participant in decisions made by the Board on behalf of the members.
- d. Act in emergencies which do not warrant a special meeting of the UVDC or on matters for which the Chair/Co-Chairs seeks their advice and assistance.
- e. Participate on standing committees as determined by the Executive Board.