**BY-LAWS OF THE 1ST CONGRESSIONAL DISTRICT DEMOCRATS**

**Adopted April 2000**

**Revised April 2006**

**Revised March 2021**

**ARTICLE I: LOCATIONS OF CONVENTIONS**

The location of the District Conventions shall be in Rock County in 2006, then in Walworth, Milwaukee/Waukesha, Racine and Kenosha in subsequent years in that order. The 2022 District Convention shall be in Kenosha County. In the event of a change of boundaries of the District, the Executive Committee may decide where to hold the convention until the By-Laws can be revised.

**ARTICLE II: PARLIMENTARY AUTHORITY**

1. All business of this organization shall be conducted in accordance with federal and state laws, the Constitution and By-Laws of the Democratic Party of Wisconsin; this constitution and the latest revision of Robert's Rules of Order, in that order of authority.
2. The Chair may appoint a parliamentarian.

**ARTICLE III: QUORUM**

1. FOR EXECUTIVE MEETINGS: A majority of Executive Committee members as listed in Article V Section I of the Constitution shall be a quorum.
2. FOR DISTRICT CONVENTIONS: A majority of the authorized delegates who register and appear at the convention shall be a quorum.

**ARTICLE IV: COMMITTEES**

1. Audit Committee (standing).
   1. Chair. The Third Vice-Chair shall be the Chair of the Audit Committee
   2. Members. Members shall be the Chairs of the County Organizations
   3. Duties. Audit the financial records of the District Organization at least thirty days before each annual convention. At the convention it shall move approval of the Treasurer's report or propose such other action as it deems appropriate.
2. Platform and Resolutions Committee (standing).
   1. Chair. The Committee shall choose its own Chair from within the members listed below for a term of one year and report the result to the Chair of the of the District Organization.
   2. Members. The three members of the State Platform and Resolutions Committee and the current alternate shall be the District Platform and Resolutions Committee.
   3. Duties.
      1. Publicize the form of resolutions prescribed by the State By-laws and the deadline for their submission to the District Platform and Resolutions committee to County Chairs at least thirty days prior to the District Convention;
      2. Assemble, put in proper form, and transmit to the State Platform and Resolution Committee those resolutions which are proposed by the District Convention
3. Elections committee (standing).
   1. Chair. The chair shall be the District Organization's Fourth Vice-Chair
   2. Members. The Chair of each County Organization in the district shall appoint one of its members to serve on the Elections Committee. If a member of the Elections Committee is a candidate for election or is absent from the District Convention, the Chair of that member's County Organization shall appoint a temporary replacement.
   3. Duties. The Elections Committee shall prepare ballots listing, for each office, each nominee by name and county, and shall conduct elections, count ballots, and report the results to the District Convention.
4. Other ad hoc committees may be established by the annual Convention or by the Executive Committee. No ad hoc committee shall continue beyond the second Annual convention after it has been established unless it becomes a standing committee by amendment to these By-Laws.

**ARTICLE V: DUTIES OF VICE-CHAIRS**

1. The First Vice-Chair shall assist the Chair in regard to communications and public relations. Act as a liaison to County Parties.
2. The Second Vice-Chair shall assist the Chair in the organization of 1st Congressional District events and be the Chair of the Congressional District Convention Committee. Act as a liaison to County Parties.
3. Third Vice-Chair shall assist the Chair in regard to finance and fundraising and be the Chair of the Audit Committee. Act as a liaison to County Parties
4. The Fourth Vice-Chair shall be the chair of the Election Committee. Act as a Liaison to County Parties.