



BYLAWS

Crook County Democratic Central Committee

Adopted, June 8, 2026

ARTICLE I. NAME AND PURPOSE:

The name of this organization is the Crook County Democratic Central Committee (CCDCC). The purpose of the CCDCC is to:

- Elect Democratic candidates within Oregon;
- Coordinate with and support other county Democratic parties within Oregon's six congressional districts;
- Encourage and support citizen participation in Federal, State, and local campaigns and elections;
- Represent the CCDCC with the Democratic Party of Oregon (DPO);
- Promote the interests of the Democratic Party in the State of Oregon, consistent with the wide diversity of our state.

ARTICLE II. AUTHORITY

The rules and statutes regulating County Central Committees are found in ORS 248 and the Democratic Party of Oregon bylaws.

ARTICLE III. PARTICIPATION:

The CCDCC ensures the widest and fairest representation of its members in its organization and activities. All rules will be adopted by procedures that ensure fair and open participation. Participation in the conduct of CCDCC business is encouraged regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, economic status, disability, parenthood, or marital status. All CCDCC meetings are open to the public.

ARTICLE IV. CENTRAL COMMITTEE MEMBERSHIP:

Section 1. Precinct committee persons as county central committee: Status and functions of committee.¹ The precinct committee persons of the county shall constitute the county central committee of their party. The county central committee of each major political party is the highest party authority in county party matters and may adopt rules or resolutions for any matter of party government within the county which is not controlled by the laws of this state.

Section 2. Organizational meeting; notice.²

- A. The organizational meeting of a county central committee shall be held within 45 calendar days of the first Tuesday in November on a biennial basis in even-numbered years.
- B. The retiring county central committee shall prepare a written notice designating the time, date, and place of the meeting, and file a copy of the notice with the county clerk not later than the 40th day before the date of the meeting. The retiring county central committee shall also deliver a copy of the notice to the state central committee.
- C. Upon request of a county central committee, the county clerk shall provide the county central committee, without charge, a list of the names, addresses and other contact information, including email addresses or telephone numbers, of persons holding the office of precinct committee person for that major political party on the date the clerk receives notice of an organizational meeting under Subsection (B) of this section.
- D. The chairperson of the retiring county central committee shall deliver a copy of the notice of the time, date, and place of the meeting, not later than the 10th day before the meeting, to each member of the county central committee.
- E. Required notices may be delivered by the US Postal Service or by email.

Section 3. Transfer of property; election of officers; notice of election; eligibility to vote.³

- A. At the organizational meeting of a county central committee:
 - 1. The officers of the retiring county central committee shall make available to the incoming committee the property, records and funds owned or controlled by the retiring committee.
 - 2. The incoming committee shall next elect a chairperson, vice chairperson, and other officers the committee considers necessary. The persons elected to the offices need not be members of the county central committee. Only a precinct committee person may vote on the election of committee officers.
 - 3. The elected chairperson shall, within 48 hours of the chairperson's election, deliver a list of the officers of the committee to the county clerk and to the state central committee.

¹ ORS 248.031

² ORS 248.033

³ ORS 248.035

4. Only a precinct committee person or a person appointed or selected to fill a vacancy in the office of a committee person may vote to fill a vacancy in a committee office. Immediately before a meeting of the county central committee at which there may be an election to fill a vacancy in a committee office, the chairperson shall obtain from the county clerk a list of committee members. The list shall determine the eligibility of a committee person to vote to fill a vacancy in a committee office.

Section 4. Procedure if meeting not called; filling vacancies when no precinct committeeperson elected; term of appointee; notice to county clerk.⁴

- A. If a newly elected county central committee fails to meet or to organize, or if no person within a county is elected by a major political party as a precinct committeeperson, the chairperson of the retiring State Central Committee (hereinafter SCC) shall appoint a temporary chairperson of the county central committee. The temporary chairperson shall call an organizational meeting and organize the committee as provided by applicable provisions of ORS 248.033 and 248.035. A temporary chairperson appointed when no precinct committee person is elected may appoint members to fill the vacancies in the office of committee person for the precinct in which the persons are registered. A person so appointed may be removed from office at the pleasure of the central committee, but otherwise shall hold the office of the committeeperson for the unexpired term and shall have the powers, duties, and privileges of a committeeperson. When a person is appointed to the office of committeeperson pursuant to this subsection, the temporary chairperson shall notify, in writing, the county clerk of the appointment. The county clerk shall place the name of the person appointed on the list of committee persons.

Section 5. Proxies prohibited; bylaws or rules; executive committee functions; voting privileges.⁵

- A. Proxies in no instance shall be permitted to participate in any county central committee meeting. At any meeting of the county central committee, the committee may:
 1. Adopt, amend, or repeal bylaws or rules for the government of a political party in the County.
 2. By the adoption of bylaws or by resolution, select an executive committee and authorize the executive committee to exercise those powers delegated to it by the central committee including, but not limited to, the power to fill a vacancy in the office of committeeperson pursuant to ORS 248.026. In no event may the central committee delegate, or the executive committee exercise, the power to elect a person to, or fill a vacancy in a committee office. The persons selected as the executive committee need not be members of the county central committee.

⁴ ORS 248.043

⁵ ORS 248.045

3. Except as otherwise provided in ORS 248.035(3), grant participation and voting privileges to:
 - a. Any person who holds a public office or an office of a political party.
 - b. Any person who has been nominated for a public office at the preceding primary election.
 - c. Members of the executive committee of the county central committee.

Article V. COUNTY OFFICERS

Section 1. Officers:

- A. The officers of the CCDCC are a Chairperson, a Vice Chairperson, a Secretary, a Treasurer, a Communications Director, and elected delegates to the SCC and Congressional District Committee (hereinafter CDC).

Section 2. Executive Committee:

- A. The chair, vice chair, secretary, treasurer, and communications director of the county central committee shall comprise the Executive Committee.

Section 3. Eligibility for office:

- A. Any legal resident of the State of Oregon and Crook County who is a registered Democrat is eligible to become an officer in the CCDCC and/or act as delegates to the State Central Committee and Congressional District Committee, except for someone who is a candidate for, or is an incumbent in, the office of United States Senator, United States Representative, or is in any position elected from the state at large.

Section 4. Nomination and Election:

- A. Elections for the Chair, Vice Chair, Secretary, and delegates will be held at the organizational meeting. Whenever there are two (2) or more nominees for the position, the method of voting shall be by ballot.
- B. At the first meeting after the organizational meeting the Executive Committee shall appoint persons to the positions of Treasurer and Communications Director.

Section 5. Terms of Office:

- A. The officers, delegates and alternates shall be elected for terms of two (2) years, or until their successors are elected.

Section 6. Recall:

- A. Officers and delegates may be subject to recall for cause by a majority vote of the central committee at any meeting provided written notice for the basis of the recall was given at a previous meeting held no less than thirty (30) days prior.
- B. The action is initiated by a petition specifying the misconduct or neglect of duty that is the basis of the recall, and which bears the signatures of 25 or more members.
- C. A motion to grant the petition or to recall the officer must be carried by a two-thirds (2/3) majority.

Section 7. Vacancies:

- A. In case of the resignation or death of the County Chair, the Vice Chair becomes the Acting County Chair until he/she or a replacement is elected to fill the position for the remainder of the term.
- B. A vacancy created by recall or resignation by someone whose recall has been petitioned is filled at the meeting set for the recall, or at the next regular meeting, whichever occurs first.
- C. A vacancy in any office or of any delegate or alternate shall be filled by special election, with all nominations being made from the floor. Any special election shall be held not less than fifteen (15) nor more than thirty (30) days after the vacancy occurs, or notice of the resignation is received, except that the election shall be held at the same meeting at which a vacancy is created by a recall vote. In the event of a recall, the names of available candidates may be included in the notice of the meeting for a special election.
- D. Voting is at an open, public meeting, and a simple majority of those voting is required to elect a replacement.
- E. If the Executive Committee determines, by two-thirds vote that the Chair is incapacitated, the Vice Chair will assume the position of Acting Chair, until either the incapacity ends or the Executive Committee determines, by two-thirds vote, that the incapacity is permanent and removes the Chair.

Section 8. Duties:

- A. The County Party Chair will:
 - 1. Preside at all meetings of the Central Committee and Executive Committee.
 - 2. Attend state and congressional district Central Committee meetings and other committees on which they serve.
 - 3. Act as a representative for the group, articulating its views and interests to external parties.
 - 4. Within 48 hours of the chairperson's election, deliver a list of the officers, SCC/CD delegates, and alternates along with relevant contact information to the county clerk and to the state central committee.
 - 5. Be responsible for filing a request with the County Clerk for updated County Precinct lists no later than forty (40) days prior to each general election.

6. Obtain an official roll from the Crook County Clerk immediately prior to any meeting at which an election is to be held.
7. Recruit, welcome, educate and involve new members.
8. Lead development of a strategic plan for activities.
9. Send password requests to Voter File Manager for county party officers needing Voter File access.

B. The County Party Vice Chair will:

- a. Keep up to date on the various groups' activities.
- b. Assist the Communications Director as needed for outreach and inclusion efforts.
- c. Assist the Chair as desired by the Chair.
- d. Represent the group at State and Congressional District Central Committees as authorized.
- e. Take extra initiative for specific projects as needed.
- f. Be prepared to assume the duties of the Chair if needed.
- g. Succeed the Chair in case of vacancy.
- h. Fill in for other officers as needed; for example, take minutes in the absence of the Secretary.

C. The County Party Secretary will:

1. Maintain rosters of the group's Central Committee, Executive Committee and State/Congressional District Central Committee members/alternates.
2. Record minutes of each unit Central and Executive Committee meeting, including reports presented at those meetings.
3. Provide minutes and reports of the previous meeting to the Communications Director for inclusion in the agenda packet for the next meeting of the Central and Executive Committee.
4. Record attendance and excused absences of Officers at every meeting.
5. Maintain and provide a permanent record of group activities.

D. The County Party Treasurer will:

1. Deposit prudently and safeguard the local party organization's funds and otherwise manage its finances.
2. Disburse unit funds only with the authority of ratification by the Executive Committee or Chair of the local party organization, according to its bylaws and rules.
3. Reconcile cash on hand with receipts and spending records.
4. Prepare and submit transactions to ORESTAR Campaign Committee Finance section of the Oregon Secretary of State site according to its current rules.
5. Report to each Central and Executive Committee meeting on the state of the treasury.
6. Work with the county party committees that manage committee budgets and finances.
7. Maintain open financial books ready for inspection and review.
8. Issue payments as required in accordance with the Central Committee, with the Chair or Vice-Chair as alternate signer. (ORS Chapter 260; OAR 165-012; current Campaign Finance Manual).

9. Prepare monthly financial reports.

E. The County Party Communications Director will:

1. Maintain the voice of the CCDCC across all communication channels.
2. Develop and maintain content and visual standards for the organization.
3. Manage Central Committee website, including meeting/events calendar and blog
4. Plan, design, compose, and deliver regular email communications to all mailing list subscribers.
5. Receive and compile meeting minutes, treasurer reports, and meeting agendas from other officers, and deliver to Central Committee members.
6. Lead social media marketing efforts for the Central Committee.
7. Troubleshoot messaging challenges as needed.
8. Publish meeting/event dates on the Central Committee website and social media platforms and submit to the DPO calendar. <https://dpo.org/events/>
9. Publicize CCDCC's involvement in national rallies and days of action via online event aggregation platforms, based on guidance from action organizers/sponsors.
10. Prepare marketing strategies and communication plans that align with Central Committee goals.

ARTICLE VI. SCC MEMBERSHIP

Section 1. Membership

- A. Members - Members of the SCC include at least two delegates elected from each county and an additional delegate for each 15,000 registered Democrats or a major fraction of 15,000 Democrats within the county on the date of the primary election as provided by law.
- B. Alternates - When a delegate of a county central committee is unable to attend a meeting of the SCC, an alternate delegate, elected by the county central committee, may attend the meeting with full voting privileges.
- C. Temporary Replacement- When a county central committee is unable to fill its delegation at any SCC meeting, a temporary replacement, of any Democrat who is registered within the county in which the vacancy occurs, which may include the duly elected county central committee chair and/or vice chair, is in order, if permitted by that county central committee's bylaws, and if that county central committee has provided a copy of their bylaws to the credentials committee. Replacements shall be submitted to the credentials committee per the county central committee's bylaws.
- D. Election of Members - County central committees will elect delegates and alternate delegates to the SCC at their organizational meeting. Vacancies may be filled by county central committee elections at subsequent meetings.
- E. Terms – SCC delegates' and alternates' terms begin on the date they are elected by their county central committees.
- F. A member of the SCC may resign by written notice to the Chair of the State Central Committee or the County Chair.

- G. Delegates who have three consecutive absences from SCC meetings without advance notice to the County Chair or State Central Committee Delegation Chair have effectively resigned, and may be replaced or reappointed by their county central committee. The Credentials Committee notifies the electing body and the individual of the presumed resignation.

Article VII. Meetings.

Section 1. Number of meetings.

- A. A minimum of 6, every twelve (12) months.

Section 2. Call.

- A. Meetings may be called by the Chairperson, Executive Committee, the Membership of the previous meeting, or by petition delivered to the Secretary and signed by one or more precinct members of 20% of the precincts having Committee members.

Section 3. Notice.

- A. The chairperson of a county central committee or state central committee shall notify the entire membership of the committee not later than the sixth (6) day before the date of an anticipated meeting. Except for the notice of an organizational meeting of a county central committee, failure to give timely notice of the time, date, and place of a meeting shall invalidate the business of the meeting.

Section 4. Quorum.

- A. A quorum shall consist of a simple majority of members attending physically or by virtual attendance.

Section 5. Parliamentary Authority.

- A. Except as otherwise provided in these Bylaws or by Oregon state law, the rules of procedure contained in Robert's Rules of Order, Newly Revised, shall govern in all cases in which they are applicable.

Article VIII. Committees.

Section 1. Roster.

- A. Ad Hoc committees may be formed by the Executive Committee.

Section 2. Membership.

- A. Membership on a committee shall be open to any registered Democrat residing in Crook County

Article IX. Amendments.

Section 1. Procedure.

- A. Amendments to these bylaws can be proposed by any elected Precinct Committee person of Crook County, State of Oregon, with a second to the motion.

Section 2. Ratification.

- A. Amendments to these bylaws shall be ratified by two-thirds ($\frac{2}{3}$) vote of those Precinct Committee persons present at the time the motion is made.