TABLE OF CONTENTS

TABLE OF CONTENTS ................................................................................................................................. i

ARTICLE I – MEMBERSHIP ............................................................................................................................... 1
  Section 1. Membership Eligibility .............................................................................................................. 1
  Section 2. Enrollment ................................................................................................................................. 1
  Section 3. Official Enrollment Card .......................................................................................................... 5
  Section 4. Membership .............................................................................................................................. 5
  Section 5. Transfer .................................................................................................................................. 5
  Section 6. Official Records ...................................................................................................................... 5
  Section 7. Termination .............................................................................................................................. 6
  Section 8. Expulsion, Reprimand, or Censure ......................................................................................... 6

ARTICLE II – PRECINCT CLUB ....................................................................................................................... 9
  Section 1. Organization ............................................................................................................................. 9
  Section 2. Biennial Election of Precinct Officers and Delegates to the State Convention ......................... 9
  Section 3. Delegates and Alternates to the State Convention ................................................................. 13
  Section 4. Notice of Meeting .................................................................................................................. 15
  Section 5. Proxies .................................................................................................................................. 15

ARTICLE III - DISTRICT COUNCIL ............................................................................................................... 15
  Section 1. Officers ................................................................................................................................... 15
  Section 2. Meeting Notices, Attendance at Meetings ............................................................................. 16
  Section 3. Quorum .................................................................................................................................. 16
  Section 4. Proxies .................................................................................................................................. 16
  Section 5. Committees ............................................................................................................................. 17

ARTICLE IV - COUNTY ORGANIZATIONS .................................................................................................. 17
  Section 1. Organization ............................................................................................................................. 17
  Section 2. Rules for the adoption of Respective County Organization Bylaws and Rules ....................... 17
  Section 3. Meetings, Notices, Attendance at Meetings ........................................................................... 17

ARTICLE V - STATE CENTRAL COMMITTEE ............................................................................................. 17
  Section 1. Apportionment ......................................................................................................................... 17
  Section 2. Nomination and Filing ........................................................................................................... 17
  Section 3. Officers .................................................................................................................................. 18
  Section 4. Filling of Vacancies ............................................................................................................... 19
  Section 5. Meetings ................................................................................................................................ 20
  Section 6. Proxies .................................................................................................................................. 21
  Section 7. Caucuses ................................................................................................................................ 21
  Section 8. Committees ............................................................................................................................. 21
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTICLE VI - STATE CONVENTION</td>
<td>22</td>
</tr>
<tr>
<td>Section 1. Time, Place, Notice</td>
<td>22</td>
</tr>
<tr>
<td>Section 2. Composition</td>
<td>23</td>
</tr>
<tr>
<td>Section 3. Purposes</td>
<td>24</td>
</tr>
<tr>
<td>Section 4. Candidate’s Filing Fee</td>
<td>25</td>
</tr>
<tr>
<td>Section 5. Delegate Registration Fee</td>
<td>25</td>
</tr>
<tr>
<td>Section 6. Organization of the Convention</td>
<td>26</td>
</tr>
<tr>
<td>Section 7. Prohibition Against Unit Rule</td>
<td>26</td>
</tr>
<tr>
<td>Section 8. Report to the Convention</td>
<td>27</td>
</tr>
<tr>
<td>Section 9. Convention Reports to the Delegates</td>
<td>27</td>
</tr>
<tr>
<td>Section 10. Candidate Speeches</td>
<td>27</td>
</tr>
<tr>
<td>ARTICLE VII - REVENUES</td>
<td>27</td>
</tr>
<tr>
<td>Section 1. Precinct Club and District Council Fund Raising</td>
<td>27</td>
</tr>
<tr>
<td>Section 2. County Committee and State Central Committee Responsibility</td>
<td>27</td>
</tr>
<tr>
<td>ARTICLE VIII - DEMOCRATIC PARTY HEADQUARTERS</td>
<td>27</td>
</tr>
<tr>
<td>Section 1. Establishment, Maintenance and Operation</td>
<td>27</td>
</tr>
<tr>
<td>Section 2. Executive Director and Staff</td>
<td>28</td>
</tr>
<tr>
<td>Section 3. Duty to Support All Democratic Party Organizations</td>
<td>28</td>
</tr>
<tr>
<td>Section 4. Services to be Made Available to All Democrats</td>
<td>28</td>
</tr>
<tr>
<td>ARTICLE IX - GENERAL PROVISIONS</td>
<td>28</td>
</tr>
<tr>
<td>Section 1. Candidate Support of Platform, Resolutions, Constitution and Bylaws</td>
<td>28</td>
</tr>
<tr>
<td>Section 2. Party Sponsored Legislation</td>
<td>28</td>
</tr>
<tr>
<td>Section 3. Availability of the Constitution and Bylaws</td>
<td>29</td>
</tr>
<tr>
<td>Section 5. Responsibility for Filling Vacancies in Election Process</td>
<td>29</td>
</tr>
<tr>
<td>Section 6. Process to Identify Candidates to Fill Midterm Vacancies</td>
<td>29</td>
</tr>
<tr>
<td>Section 7. Smoking</td>
<td>30</td>
</tr>
<tr>
<td>Section 8. Prior Consent</td>
<td>30</td>
</tr>
<tr>
<td>Section 9. Elections</td>
<td>30</td>
</tr>
</tbody>
</table>

2014 DPH Bylaws, page ii
These Bylaws codify and ratify the rules of procedure and operation of the Democratic Party of Hawaiʻi, consistent with the intent of the Constitution of the Democratic Party of Hawaiʻi.

ARTICLE I – MEMBERSHIP

Section 1. Membership Eligibility.
The following persons are eligible to become members Democratic Party of Hawaiʻi:

1. Individuals who, at the time of application, are registered to vote in the State of Hawaiʻi may become voting members of the Democratic Party of Hawaiʻi; or
2. Individuals who, at the time of application, are eligible but not registered to vote in the State of Hawaiʻi may become nonvoting associate members of the Democratic Party of Hawaiʻi, and upon registration to vote in the State of Hawaiʻi, may apply to become voting members of the Democratic Party of Hawaiʻi; or
3. Individuals who, at the time of application, are not eligible to register to vote in the State of Hawaiʻi may become nonvoting associate members of the Democratic Party of Hawaiʻi. If eligibility to register to vote in the State of Hawaiʻi is later attained and the individual duly registers to vote, then the individual may apply to become a voting member of the Democratic Party of Hawaiʻi.

Section 2. Enrollment.
2A. The procedure for enrollment in the Democratic Party of Hawaiʻi shall be as follows:

1. The applicant shall fill out and submit a Democratic Party of Hawaiʻi State Enrollment Card either on paper or online. The applicant may pay the annual voluntary membership dues of twenty-five dollars ($25) and may submit an additional voluntary contribution.
2. The enrollment card and any annual voluntary membership contribution of an applicant shall be hand-delivered, delivered by mail, transmitted by fax, or scanned and sent by electronic mail to Democratic Party of Hawaiʻi (“Party”) Headquarters. It shall be the responsibility of the Treasurer of the State Central Committee to issue a receipt for cash contributions. Except as provided in Article I of the Constitution of the Democratic Party of Hawaiʻi relating to candidates for public office and office-holders changing Party affiliation, the Secretary of the State Central Committee verifies eligibility for membership per Article I of the Constitution of the Democratic Party of Hawaiʻi and, if eligible, issues a membership card along with information about the member’s Precinct Club and its officers, within thirty (30) days of receipt of the enrollment card. The contribution shall remain with the Democratic Party of Hawaiʻi to take care of the administrative expenses of maintaining a centralized membership records system.
3. Except as provided in Article I of the Constitution of the Democratic Party of Hawaii and these Bylaws, the effective date of membership shall be the date a valid enrollment card is received by the Party. The new member, as of the date of
Party membership, becomes a member of the Democratic Precinct Club in the
precinct in which the member is registered to vote and resides except as provided
for in Article II, Section 3 of the Hawai‘i State Constitution. The Precinct Club
and the District Council to which the Precinct Club belongs shall be notified at
appropriate intervals of all new members enrolled by the Secretary of the State
Central Committee. The new member shall be entitled to all the rights, privileges
and obligations in the Party, except that they shall not be considered a member for
the purpose of appointment to fill a legislative vacancy pursuant to VIII of the
Constitution of the Democratic Party of Hawai‘i, until they have been a member
in good standing for a period of at least six (6) months. If a member has resigned
from the Party in the two (2) years prior to re-enrollment in the Democratic Party
of Hawai‘i, the re-enrolled member must be a member in good standing for at
least two (2) years prior to serving on a County Committee, State Central
Committee, or as National Committeeman or National Committeewoman or as
State Party Chairperson.

(4) An individual who has completed and submitted a Democratic Party of Hawai‘i
Enrollment Card, but whose name does not appear on the voter registration list in
the County in which that person resides, shall submit proof of his/her voter
registration or shall sign a sworn voter registration form in the presence of a
designated Party official. The individual seeking membership is responsible for
submitting the proper voter registration form to voter registrars authorized by the
County to accept such forms. The Precinct President shall have the responsibility
to verify that the Party member was registered to vote in that precinct within one
month after the biennial Precinct meeting. If the Party member does not submit
proof of voter registration by one month after the biennial Precinct meeting, then
the membership in the precinct will not be recognized by the Democratic Party of
Hawai‘i and any office so obtained will be deemed vacant.

2B. Eligibility Requirements for Democratic Candidates to Elective Office.

(1) A person is eligible to be a candidate in the Democratic Party primary for an
elective office if that person meets either of the following qualifications:
(a) A person is eligible to file as a Democratic Party candidate for an elective
office if that person maintains continuous Party membership without
censure for a minimum of six (6) months prior to the deadline to file
candidacy for elective office. “Continuous Party membership” means
membership, without break due to resignation or expulsion, in the
Democratic Party of Hawai‘i, of another State or territory, or in Democrats
Abroad, or
(b) If a person has been a member for less than six months prior to filing, the
member seeks and receives from the appropriate party committee a
declaration of eligibility to run as a Democratic candidate for office.

(2) Application for declaration of eligibility: The new Party member shall apply for a
declaration of eligibility to the State Party Chair, to the County Chair or to the
Secretary of the State Central Committee not later than sixty (60) days before the
filing deadline for the office to which the new Party member seeks to be elected.
The Secretary of the State Central Committee shall ensure that the application is conveyed to the respective County Chair for public offices within the County or to the State Party Chair for State offices spanning two or more Counties and the offices of the United States Senate and House of Representatives.

(3) Hearing. The application shall be considered by the respective County or State Executive Committee in a meeting open to all party members, not less than ten (10) days, nor more than thirty (30) days after the application has been presented, unless the Chair of the respective committee and the applicant otherwise agree. The Committee shall allow the applicant to address the committee and answer questions. Other persons shall also be allowed to speak as the committee deems useful.

(4) Guidelines for deciding on applications: The purpose of the review shall be to determine if the applicant is likely to support the platform and goals of the Democratic Party. In making their determination, the committee shall weigh the following factors, including but not limited to:

(a) The applicant’s Candidate Statement Form in accordance with Article V of the Constitution of the Democratic Party of Hawai‘i;

(b) Involvement in community organizations, or as an individual, on issues or legislative initiatives that demonstrate support of, or opposition to, policies consistent with the Platform and Resolutions of the Democratic Party; and

(c) Prior support of Democratic candidates or elected officials and/or prior support for candidates and elected officials of other parties.

(5) Outcome. If the application for eligibility is granted, it shall take effect immediately and the member shall be eligible to seek and hold office as a Democratic elected official. If the application for eligibility is denied, the committee shall provide the member with a rationale for the denial and inform them of the process for appealing the decision to the State Central Committee.

If the applicant does not appeal the denial of eligibility, the decision of the executive committee shall be final and they shall not be eligible to run as a Democratic candidate until such time as they otherwise become eligible under this constitution.

(6) Appeal.

(a) The applicant may file an appeal with the Secretary of the State Central Committee within two (2) days of the Executive Committee’s decision. An appeal shall be denied unless ten (10) or more State Central Committee members indicate in writing or email to the State Party Chair their agreement to consider the appeal within 10 days of the filing of the appeal.

(b) The appeal hearing shall be a de novo review of the original application, conducted in a meeting open to all members. The State Central Committee may consider the information developed by the previous committee, but there shall be no assumption of deference to the previous body’s decision. The appellant and other members wishing to speak shall be provided an opportunity, subject to the agreement of the committee.

(7) Final Decision: When appeal or review of a member’s application for eligibility is considered, State Central Committee decisions shall be final. If its final decision
confers eligibility, the effective date is immediate. If the State Central Committee
does not review or consider an appeal, the previous county or state Executive
Committee decision shall be final.

2C. Elected Officials’ Request to Switch from Another Party to the Democratic Party.

(1) If a current elected public office-holder applies for new Party membership as a
change of Party affiliation, then the following procedure shall determine
applicant’s eligibility for Party membership:
(a) Conveyance: The Secretary of the State Central Committee shall ensure
the application is conveyed to the respective County Chair for public
offices within the County or State Party Chair for State offices spanning
two or more Counties and the offices of the United States Congress and
Senate.
(b) The applicant shall complete the Candidate Statement based on the
Platform and Resolutions of the Party as provided in Article V of the
Constitution of the Democratic Party of Hawai‘i, and submit it to the
respective County or State Executive Committee.
(c) The Committee may invite the applicant and other persons to interview as
it deems useful. Decisions regarding membership shall be communicated
immediately to the Secretary of the State Central Committee, who shall
immediately convey them to the full membership of the State Central
Committee.

(2) Deadlines:
(a) No deadline applies to applications to change Party affiliation by a public
office-holder, except if application is submitted within six (6) months of
candidate filing for an election, then deadlines described in this section
shall apply.
(b) The date of Party membership shall be eleven (11) days after the
Executive Committee’s decision to accept the application, unless the
decision is called for review by the State Central Committee. A review
shall not be called except upon written request of at least ten (10) State
Central Committee members. If reviewed, the decision of the State Central
Committee shall be final. If the application is accepted, the new member
shall enjoy all rights and responsibilities of Party membership. The new
member is subject to Section 2B, which provides for eligibility after six
months of continuous membership without censure to file as a candidate
for elected public office as a Democrat.
(c) If the application for membership is rejected, the applicant is ineligible to
appear as a candidate on any ballot as a Democrat, to claim in any
campaign to be a Democratic Party candidate, to caucus as a Democrat, or
hold any public office or position reserved for a member of the
Democratic Party, until such time as membership in “good standing” is
attained in accord with this Constitution.
Section 3. Official Enrollment Card.
The form of the official enrollment card and membership card shall be as prescribed by the State Central Committee and shall include an option to join certified Party caucuses, and the ability for a person to complete an electronic enrollment form on the official Democratic Party of Hawai‘i website.

Section 4. Membership.
4A. Any member once enrolled in the Democratic Party of Hawai‘i shall, at the member’s option, continue to be a member except as provided by Article I of the Constitution of the Democratic Party of Hawai‘i. The Party shall request payment of the annual voluntary membership renewal dues of twenty-five dollars ($25.00) and conduct fundraising appeals regularly.

4B. Two dollars ($2) of every ten dollars ($10) collected in dues shall be remitted to the county from which the dues originated.

4C. Annual voluntary membership dues shall be requested on or before February 28 of each year.

4D. Where record of prior membership cannot be located and membership is claimed, the claimant shall obtain the signatures of five (5) members of the Party and proof of voter registration. Upon the filing and validation of the signatures on a form specified by the State Central Committee, the Secretary of the State Central Committee shall be authorized to issue a duplicate membership card. An enrollment card shall be filled pursuant to Section 2, above, except that the card will bear the word “duplicate.” The above form certified by the Secretary of the State Central Committee will serve as proof of membership.

Section 5. Transfer.
Where a member’s place of voting changes to a different precinct, upon such change, the member is automatically a member of such precinct’s Precinct Club. It shall be the duty of the Secretary of the State Central Committee to notify the District Councils and Precinct Clubs of the change.

6A. The State Central Committee shall establish the policy of who has access to the computer membership records and who may make changes thereto and the Secretary of the State Central Committee shall oversee the implementation of the State Central Committee policy regarding access to the membership database. It shall be the duty of the Democratic Party of Hawai‘i to maintain an electronic file as well as an archival plan of all membership data from the enrollment cards pursuant to Section 2, above, as well as record all changes and transfers of which notice is received. The Secretary of the State Central Committee shall notify the County Committee, the District Council, and the Precinct Club of such changes.

6B. It is the duty of each member to inform the Secretary of the State Central Committee of any changes in his or her mailing address. When a member is no longer registered to vote at the address on the official mailing list, the Democratic Party of Hawai‘i Headquarters is authorized
to remove that name from the list. The Democratic Party of Hawai‘i Headquarters shall at regular intervals send a copy of all changes made to the official membership list to each County Secretary.

6C. Where a member is removed from a Precinct Club’s official membership list, it shall be filed in a permanent alphabetical suspense file until such time as the status of the member can be determined and placed in the correct Precinct Club or officially deleted from membership in the Democratic Party of Hawai‘i.

Section 7. Termination.
It shall be the duty of the Secretary of the State Central Committee to remove enrollment cards from the active file and notify the respective Secretaries of the County Committee, the District Council and Precinct Club for any of the following reasons:

(1) Death;
(2) Assumption of a permanent residence outside of the State;
(3) Disaffiliation from the Democratic Party of Hawai‘i; or
(4) Loss of civil rights or U. S. Citizenship.

Section 8. Expulsion, Reprimand, or Censure.
8A. Grounds for Expulsion, Reprimand or Censure:

(1) Mandatory Expulsion. A member of the Democratic Party of Hawai‘i shall be automatically expelled from the Party for the following reasons:
   (a) Membership with a political party other than the Democratic Party; or
   (b) Filing as a candidate of a political party other than the Democratic Party.

(2) Permissive Expulsion, Reprimand and Censure. A member of the Democratic Party of Hawai‘i may be expelled, reprimanded or censured for the following reasons:
   (a) Active support or promotion of a political party or any candidate(s) of a political party other than the Democratic Party. Examples of active support include, but are not limited to, making monetary or in kind contributions, accepting a position in an opposition campaign, sign-waving, letter writing, appearance in campaign ads, resigning from the Democratic Party to support another political party and rejoining the Democratic Party.
   (b) Failure of a candidate for an elective office or an elected official to follow and abide by the Constitution of the Democratic Party of Hawai‘i, and regulations of the Party campaign committees as approved by the State Central Committee or respective County Committee.
   (c) Failure to abide by the Constitution of the Democratic Party of Hawai‘i and/or platform of the Party.
   (d) Violation of governmental ethics codes as adjudicated or determined by the State Ethics Commission, the County Ethics Commission, the Office of Disciplinary Counsel, the State House, the State Senate, or the courts.
8B. Procedure. The procedures for expulsion, reprimand or censure are outlined below.

1. Limitations. Any complaint charging a member with cause for expulsion, reprimand or censure shall be made no later than one hundred and eighty (180) days after the discovery of the violation.

2. Complaint. The complaint shall be in writing. The complaint shall state the rule(s) which have been violated, the activities alleged to have been committed, the date(s) of these activities. Each allegation shall be numbered. Each allegation shall be accompanied by evidence of such activities. The complaint shall be signed by one (1) Party member and endorsed by at least four (4) other Party members. The complaint shall be submitted to the County Secretary. It is the responsibility of the complainant to provide evidence to support the expulsion, reprimand or censure. Attached to the complaint shall be a list of any witnesses and the evidence to which they can attest. Each witness will prepare an affidavit attesting to the evidence.

3. Notice. The accused member must be notified in writing by the County Secretary within ten (10) days of the receipt of a complaint.

4. Response. The accused member shall have thirty (30) days from the date of notification to prepare a response. The accused member must respond to each allegation: admitted, denied, or denied in part. If an allegation is denied in part or in whole, the accused member shall provide any evidence supporting the denial. Attached to the response shall be a list of any witnesses and the evidence to which they can attest. Each witness shall prepare an affidavit attesting to the evidence.

5. Investigation. The County Chairperson shall refer each complaint to the County Rules Committee or a special committee to investigate the charges (the “Investigation Committee”). The referral of complaint shall be reported to the County Committee at its next meeting and shall be recorded in the minutes. The Investigation Committee shall conduct a good faith investigation to determine if a violation of the rules has occurred. The Investigation Committee shall interview the accused member, the complainant, and any witnesses. The credibility of the complainant, the accused member or any witness may be challenged during the investigation. The Investigation Committee shall gather other facts as necessary for its finding, and shall, within thirty (30) days, submit a report and recommendation(s) to the County Chairperson. The Report shall include the Investigation Committee’s findings for each allegation; including any adverse findings regarding credibility; in addition the Investigation Committee may recommend specific sanctions.

6. Committee’s Report. A copy of the Committee Report shall be provided to the accused member and the complainant. The report shall include the grounds upon which the expulsion, reprimand or censure is sought, the committee’s findings and recommendations, and a list of County Committee members who are eligible to vote to accept, amend, or reject the committee’s findings and recommendations.

7. Hearing. The County Committee shall place the complaint on the agenda at its next meeting following receipt of the Investigation Committee Report or by agreement with the accused member at some other time. Notice of the meeting shall be given to the member, the complainant and the County Committee at least
seven (7) days prior to the hearing. The Investigation Committee shall present its
report in a meeting open to any interested Party member. The complainant,
accused member, and any Party member shall be allowed to make a statement
relating to the facts of the case or the committee’s recommendation. The County
Committee shall decide by majority vote whether to accept or reject the
Committee Report and any sanctions. The County Committee shall give notice in
writing of its decision to the Secretary of the State Central Committee, with a
copy to the member and complainant within seven (7) days. A copy of the
committee’s report and the County Committee’s decision shall be filed with the
County Secretary and the Secretary of the State Central Committee and shall be
available for inspection by Party members.

(8) Appeal. A member expelled, reprimanded, or censured may appeal the decision
of the County Committee to the State Central Committee by filing a written
request with the Secretary of the State Central Committee within ten (10) days of
receiving the written decision of the County Committee. If no appeal is submitted
within the ten (10) days, the decision of the County Committee shall be final. If
an appeal is submitted, a hearing shall be granted in open meeting of the entire
State Central Committee within thirty (30) days. The State Central Committee
shall review the Committee Report and accept comments from the County Chair,
the Investigation Committee, the accused member and members of the State
Central Committee. The State Central Committee shall decide the appeal by
majority vote and shall transmit to the member a written notice of its decision
within ten (10) days. The decision of the State Central Committee shall be final.

8C. Sanctions and Enforcement.

(1) Mandatory Expulsion. Expulsion shall be automatic and implemented by the
Secretary of the State Central Committee. After expulsion, the expelled member
is barred from enrolling for membership for five (5) years. The Party shall take all
reasonable action to prevent such person from running for office as a Democrat,
serving in public office, or holding an office in the Party during the five-year
period.

(2) Permissive Expulsion. Expulsion shall be implemented by the Secretary of the
State Central Committee. The Party shall take all reasonable action to prevent
such person from participating in Party activities, running for public office as a
Democrat, or serving in public office for the period provided in the decision of the
County Committee or State Central Committee for at least three (3) years but not
more than five (5) years.

(3) Reprimand. The Party shall take all reasonable action to prevent such member
from holding an office in the Party for up to three (3) years.

(4) Censure. In the case of censure by a County, an official letter of censure shall be
written by the County Chair. In the case of censure by the State Central
Committee, an official letter of censure shall be written by the Party Chair. The
letter shall be addressed to the accused member with a copy to the complainant
and shall be available for inspection by Party members. No additional sanctions
shall apply. No further action shall be taken on the complaint.
Voluntary Resignation. When a member has voluntarily resigned from the Democratic Party to engage in activities which are grounds for mandatory expulsion, the member shall be barred from re-enrolling for Party membership for at least three (3) years from the date of Resignation.

ARTICLE II – PRECINCT CLUB

Section 1. Organization.

1A. At least one (1) eligible person residing within the precinct may proceed with the formation of a Precinct Club.

1B. An inactive Precinct Club is one from which the Precinct President has resigned or has registered to vote outside of the precinct’s boundaries and where the Precinct Club fails to have at least one active member eligible for and willing to serve as Precinct President.

1C. Whenever a Precinct Club of record is declared inactive by the Executive Committee of the District Council, the Chairperson of the District Council shall initiate reorganization of the Club by the following procedure.

1. The District Council Chairperson shall call for a precinct reorganization meeting. All Precinct Club members of record shall be notified pursuant to Article II of the Constitution of the Democratic Party of Hawai‘i.

2. The District Council Chairperson shall at such meeting see assembled at least one (1) individual eligible to become a member of the Precinct Club and proceed as with the initial organization of a new club.

3. If the District Council Chairperson fails to reorganize the precinct within fifteen (15) days of the declaration, the Chairperson of the County Committee shall accept the responsibility for reorganizing the precinct as defined in this Article.

Section 2. Biennial Election of Precinct Officers and Delegates to the State Convention.

2A. The official notice designating the time, place, and purpose of such meeting shall be given by the Secretary of the County Committee by publication at least once in one newspaper of general circulation in each of the Counties and by other appropriate written communication to each Democratic Party of Hawai‘i member not less than twenty (20) days prior to the biennial election meeting of such year, provided, however, that in the County of Hawai‘i, notice shall be published in both East and West Hawai‘i, as follows:

1. By the first week of December of odd numbered years in order to facilitate the compilation of said list of Precinct and District meeting places, each County Chairperson shall be responsible to contact each Precinct President who shall be responsible to secure a meeting place in order of preference: (a) polling place, (b) community center, or (c) other.

2. Each Precinct President shall report their meeting place to the District Chairperson by the 15th of December. It shall be the District Chairperson’s responsibility to report back to the County Chairperson with the meeting places.
by December 21. The County Chairperson must submit to the Corresponding
Secretary a completed list of meeting places by January 5 of even-numbered
years.

2B. The Democratic Party of Hawai‘i Headquarters shall issue a certified copy of the
membership list of each Precinct Club to the District Council Chairpersons and Precinct Club
Presidents not later than thirty (30) days before the regular elections for officers and delegates of
that Precinct Club, as follows:

1. The official list shall include only the names of those persons eligible to
participate in the Precinct Club elections. A copy of this list will be available to
any interested Democrat at the County Office and District Council in which the
precinct is located.

2. Members listed on the official membership list for that precinct shall be eligible to
vote in that precinct. Members who do not appear on said list shall comply with
the rules of membership as provided in Article I of the Constitution of the
Democratic Party of Hawai‘i.

2C. Where a name has been omitted from the certified list and the member whose name was
omitted produces at the precinct election meeting a dated membership card signed by a Secretary
of a County Committee, County Chairperson, Secretary of the State Central Committee, or Party
Chairperson showing membership or the form provided in Article I of the Constitution of the
Democratic Party of Hawai‘i, and proof of voter registration in that precinct, that name shall be
added to the list noting the date of membership. The respective Secretaries of District Council,
the County Committee and State Central Committee will be informed of the addition made to the
certified list.

2D. Within ten (10) days after issuance of this certified list, any member may challenge any
name appearing on the precinct list by submitting in writing reasons therefore to the Secretary of
the District Council. These challenges shall be heard promptly by the Executive Committee of
the District Council upon due notice to the parties of the time and place of the hearing and shall
be disposed of prior to the election of precinct officers and delegates. The decision of the
Executive Committee of the District Council shall be final and conclusive.

2E. Where no officers have been elected in the current biennium, any member of the precinct
may, by written petition to the respective District Council, request the initiation of precinct
reorganization, as follows:

1. The Secretary of the District Council shall be notified of the time, place, and
purpose of the prospective special meeting and notice will be given pursuant to
Article II of the Constitution of the Democratic Party of Hawai‘i.

2. Where no successful meeting is held by the third Tuesday in April, the
Chairperson of the District Council shall consider the precinct unorganized and
initiate reorganization as set forth in this Article. The District Council shall then
have the authority to organize precincts and appoint delegates to the State
Convention. Upon the conclusion of the State Convention, the responsibility for
the organization of precincts in accordance with this Article shall revert to the
precincts. Should a Precinct Club be reorganized at least fifteen (15) days prior to
a County or State Convention, the Precinct Club shall have all rights and
privileges as a Precinct Club organized at the biennial election meeting.

(3) The District Council shall appoint delegates to the State Convention, with priority
for delegates going first to members of the original Precinct Club, then to those
elected as alternate delegates from other precincts in the District. When all
alternates wishing to become delegates have been appointed, the District Council
may appoint any member within the District to any vacant delegate position.
Delegates so appointed shall have the same rights and privileges at a State
Convention as if they were elected at the biennial election meeting.

The District Council shall complete all appointments by no later than fifteen (15)
days prior to the State Convention. Documentation of the appointments may be
submitted in person, via facsimile, e-mail, or by mail, provided that mailed
documentation bears a postmark of no later than the fifteenth (15th) day prior to
the State Convention. All documentation must be received no later than ten (10)
days prior to the State Convention.

2F. In the event that a Precinct Club holds a successful election at the biennial election meeting
except that all positions are not filled, a Precinct Club has until the third Tuesday in April to hold
additional meetings to fill any vacancy subject to the notice requirements of Article II of the
Constitution of the Democratic Party of Hawaii‘i. After the third Tuesday in April, the District
Council may make appointments of either officers or delegates in accordance with this Article.
Officers and delegates or alternates so elected shall have the same rights and privileges at a
County or State Convention as if they were elected at the biennial election meeting, so long as
they are elected at least fifteen (15) days prior to such convention.

2G. The results of the Precinct Club election shall be signed and certified by the President and
the Secretary of the Precinct Club and shall be delivered or postmarked within forty-eight (48)
hours of the election to the State Central Committee, the County Committee and the District
Council. Official forms for such certification shall be provided by the County Committee and
shall include the following:

(1) Time, place, and date of the meeting;
(2) Names and addresses of eligible club members present and voting;
(3) Names and addresses of the officers elected; and
(4) Names and addresses of the elected delegates and alternates elected.

2H. The certified Precinct Club election report forms shall be maintained on file at the District,
County, and State offices and shall be open to inspection by any registered member of the Party.

2I. Challenges concerning the election of Precinct Club officers shall be made to the District
Council at its first meeting on the first Tuesday in April. The meeting place, time, and purpose
shall be given by the Secretary of the District Council pursuant to Article III of the Constitution
of the Democratic Party of Hawaii‘i and shall be announced at the Precinct Club election. The
District Council shall, not later than the second Tuesday in April, rule on every challenge
concerning a Precinct officer or concerning the validity of a vote on or the eligibility of a person
voting on any question other than the election of State Convention delegates. An appeal from
the decision of the District Council must be made to the County Committee not later than April
30th, and can be made only after compliance with the procedures and requirements of this
paragraph. Further appeal may be taken to the County Convention.

2J. Challenges concerning delegates to the State Convention shall be submitted to the District
Council at its meeting on the first Tuesday in April for transmittal to the Convention Credentials
Committee. In its transmittal to the Convention Credentials Committee, the District Council shall
make recommendations after investigating the challenge and furnish all relevant information.
The Convention Credentials Committee shall be appointed by the Party Chairperson and shall
include four subcommittees, one for each County, to dispose of challenges within their
respective Counties. The subcommittee for each County shall be composed of at least five (5)
members from that County. The Convention Credentials Committee shall rule on each challenge
at least two (2) weeks before the State Convention. Further appeal may be taken to the State
Convention.

2K. Challenges concerning the election of Precinct Club officers and delegates to the State
Convention for precincts which held elections subsequent to the biennial election meetings shall
be made no later than fifteen (15) days after the elections following the procedures in described
in this Section.

2L. Precinct Club officers shall not be required to relinquish their positions if elected or
appointed to the State Central Committee.

2M. The officers of the Precinct Clubs shall have those duties which usually pertain to the
offices concerned. In addition, each has the following special duties:

(1) The President shall make arrangements for the biennial precinct election meeting
by the 15th day of December preceding the election year in accordance with
Article II of the Constitution of the Democratic Party of Hawai‘i. The President
shall call and preside at all meetings of the club. The President shall issue notice
of proposed meetings to the entire membership and make arrangements for
obtaining a meeting place. The President shall call a meeting where requested to
do so by any five (5) members of the Club, or by the Chairperson of the District
Council. The President shall notify the Secretary of the County of any corrections
to the membership list for the precinct, which are made known to the President.
The President shall be a representative from the precinct to the District Council.
The President shall follow a set of guidelines/procedures as set forth by the State
Central Committee relating to the running and conduct of a Precinct Club
meeting.

(2) The First Vice-President shall perform the duties and functions of the President in
the absence or sickness of the President or in the event the President fails or
neglects to perform such duties.

(3) The Secretary shall attend each meeting and keep a Minute book wherein shall be
recorded the happenings, resolutions, motions and rules of each meeting. The Secretary shall also keep custody of such records and membership lists and upon the expiration of the term of office shall surrender these records and lists to either of the succeeding Secretary or to the Chairperson of the District Council.

(4) The Treasurer shall be responsible for the safekeeping of all money and revenues of the club and shall submit a report in writing to the club at each regular meeting. Upon the expiration of his/her term of office, the Treasurer shall turn over to the succeeding Treasurer or Chairperson of the District Council all moneys, accounts, or bankbooks. The Treasurer shall have the specific duty to see that all bills incurred by the club are promptly paid and that all assessments levied by the Party are promptly forwarded. The Treasurer shall submit reports upon request by the Treasurer of the State Central Committee of all contributions and expenditures required to be reported by the Democratic Party of Hawai‘i to any Federal or State agency. The Treasurer shall comply with all State and Federal laws relating to political campaign contributions and expenditures.

(5) It shall be the specific duty of the District Councilperson to attend all meetings of the District Council and the County Convention either in person or by proxy as authorized by Article III of the Constitution of the Democratic Party of Hawai‘i and to report to the club matters discussed and decided therein.

(6) In the absence of any regularly elected officers at any duly called meeting of the Precinct Club where a quorum of one (1) is present, a temporary officer may be chosen by those in attendance to preside over the meeting, as well as a temporary secretary designated to record the minutes of the meeting.

2N. Automatic Succession.

(1) President. In the event that the Precinct President vacates the position or is elected District Chairperson or officer of a County Committee or other position requiring he/she to automatically vacate his/her precinct office, the Precinct First-Vice-President shall automatically become Precinct President.

(2) District Councilperson. In the event the precinct District Councilperson is elected District Chairperson or officer of a County Committee or other position requiring he/she to automatically vacate his/her precinct office, the alternate District Councilperson shall automatically become Precinct District Councilperson.

Section 3. Delegates and Alternates to the State Convention.

3A. To provide every Precinct Club representation at the State Convention, a Precinct Club will elect alternate delegates equal to the number of delegates allocated to the club, provided that the official Precinct Club membership roster, at the time of the biennial election meeting certified adequate membership for the Precinct Club to elect an equal number of alternates, as follows:

(1) Any member of the Precinct Club may be elected to represent that club as a delegate or alternate at the State Convention. Alternates shall be elected in an order of succession to delegate status beginning with the number one (1). If a delegate is unable to attend the State Convention, the delegate may choose any alternate of that delegate’s same sex elected in the Precinct Club to serve in that
delegate’s stead. If no elected alternate of the same sex is available, the delegate
can designate an elected alternate of the opposite sex in the delegate’s stead.
However, no alternate shall act for more than one (1) delegate. In the event a
delegate fails to choose an elected alternate the succession of alternates to a
delegate status shall be in the order of succession as designated by the Precinct
Club at its biennial election. An alternate, in order of succession, may be seated
as a delegate if a delegate has not registered no later than thirty (30) minutes prior
to the published time of convening the Convention on the second day of the
Convention. The provision for reseating a delegate to the Convention shall be by
the attendance and in the following order of priority:

   (a) Elected Delegate.
   (b) Elected Alternate of the same sex of the absent Delegate chosen by the
       absent Delegate.
   (c) Elected Alternate of the same sex in the order of succession.
   (d) Elected Alternate of the opposite sex of the absent Delegate chosen by the
       Absent Delegate.
   (e) Elected Alternate of the opposite sex in the order of succession.

3B. Precinct Presidential Poll During Presidential Election Years. In every year in which a
presidential election occurs, a presidential poll shall be taken on all Precinct Club members
present to determine their presidential preferences or uncommitted status. Precincts shall
conduct a formal registration (sign in and verification) process under the guidance of the District
Chairperson, or designee, to ensure the identity, residence, and status of each person as a
member of the Democratic Party of Hawai‘i.

The voting, counting, and submission of ballots shall be the responsibility of the District
Chairperson, or designee, subject to the following:

   (1) The presidential poll shall be taken by secret ballot.
   (2) Balloting for the presidential poll shall be open for at least thirty (30) minutes or
       for the duration of the Precinct Club meeting, whichever is greater. When more
       than one (1) Precinct Club votes at a common location, the registration and
       presidential voting process shall be held in common for the voting period of the
       preference poll immediately prior to the beginning of the precinct meetings.
   (3) Registrar/tellers shall be appointed:
       (a) to receive and accept proof of identity from each Precinct Club member,
           and
       (b) to count and record ballots for the precinct.
   (4) One (1) registrar/teller shall be selected from each of the opposing candidates
       represented in the Precinct Club.
   (5) Ballots shall be sealed in an envelope and submitted with the Precinct Club
       election results to the Democratic Party of Hawai‘i Headquarters.
   (6) The results of the presidential polls shall be submitted by mail or other
       appropriate means to the State Central Committee within forty-eight (48) hours.
The State Central Committee shall tabulate the results on a Congressional District basis and announce such results within twenty (20) days after the poll. The official registration sheet shall be available to the representatives of the various presidential candidates at least seven (7) days prior to the State Central Committee announcement of the results.

Section 4. Notice of Meeting.
No Precinct Club meeting shall be duly called unless notice is given to the entire membership by telephone, electronic mail or personal or written notice mailed to the last known address at least five (5) days prior to the date of the meeting, or by publication at least once in one newspaper of general circulation in that County. However, the notification requirements of this section shall be waived when a second attempt is made to hold a Precinct Club meeting for the purpose of electing Precinct officers and delegates to the State Convention, provided that each member who attended the earlier attempted meeting is notified at least five (5) days in advance of any subsequent meeting.

Section 5. Proxies.
No proxies shall be voted at any Precinct Club meeting.

ARTICLE III - DISTRICT COUNCIL

Section 1. Officers.
1A. A Chairperson of the District Council upon election shall automatically vacate the office of Precinct President, Precinct Vice-President or District Councilperson.

1B. Except for the Chairperson, who may be any member of the Party residing in the District, only members of the District Council may be elected officers of the Council. The Chairperson shall be elected by the members of the District Council.

1C. The duties of the officers of the District Council shall be those usually pertaining to the office concerned and specifically include the following:

(1) The Chairperson of the District Council shall have the power and duty to appoint chairpersons and members of all special and standing committees with the advice and consent of the majority of the members of the District Council. The Chairperson shall be responsible for the calling of all regular and special meetings of the District Council and the giving of proper notice and the arranging for meeting places for both special and regular meetings. The Chairperson of the District Council shall seek volunteers to serve on standing committees of the State Convention, and insofar as practicable, shall recommend one (1) person of each sex for each committee.

(2) The various Vice-Chairpersons of the District Council in the order of their respective designation shall have the power to perform the duties and functions of the Chairperson in the absence or sickness of the Chairperson or in the event the Chairperson fails or neglects to perform such duties.
(a) In the event the Chairperson of the District Council permanently vacates or is unable to perform the duties and functions of the Chairperson, the First Vice-Chairperson shall become District Chairperson.

(b) In the event the Chairperson of the District Council is temporarily unable to perform the duties and functions of the Chairperson, the First Vice-Chairperson shall become District Chairperson for such time as the elected District Chairperson is incapacitated.

(3) The Secretary shall be charged with keeping accurate minutes of all meetings of the District Council. These minutes shall be properly typewritten and entered along with all written reports of officers and committees in a book or file maintained for that purpose and turned over intact to the succeeding Secretary. The Secretary shall keep all records relating to the District and maintain and keep the membership list of the members of the Party for the District on a current basis with addresses and precinct designations.

(4) The Treasurer shall be primarily responsible for all fundraising activities within the District Council, shall have custody of any moneys and records of funds of the District which may be deposited in a commercial bank in the name of the District Council or deposited in the account of the County Committee to the credit of the District Council. The Treasurer shall be responsible for seeing that all money collected in the name of the District Council is collected by duly authorized and identified persons, that receipts are given to contributors, and that a strict accounting is kept of all funds so collected. The Treasurer shall turn over all moneys and records of funds of the District Council to the successor in office. The Treasurer shall submit a biennial financial report to the County Committee Treasurer by the second Tuesday in April in every even-numbered year. The Treasurer shall submit reports upon request by the Treasurer of the State Central Committee of all contributions and expenditures required to be reported by the Democratic Party of Hawai‘i to any Federal or State agency. The Treasurer shall comply with all State and Federal laws relating to political campaign contributions and expenditures.

Section 2. Meeting Notices, Attendance at Meetings.
District Council meetings may be held at any time by call of the Chairperson or upon a written request submitted to the Secretary or Chairperson by not less than twenty-five (25) percent of the total membership of the District Council. Notice of the District Council meetings shall be given in person, by telephone, by facsimile, by electronic mail or by mailing such notice to the last known address of each member not less than five (5) calendar days prior to the meeting.

Section 3. Quorum.
Each District Council shall determine their own quorum rules except that it shall not be less than forty (40) percent of the members of the District Council.

Section 4. Proxies.
A Precinct President or District Councilperson and Precinct First Vice-President, if applicable, may give their proxies to any officer of their precinct but to no one else.
Section 5. Committees.
The membership of the committees shall be restricted to members within the District. The Chairperson of the committees shall be appointed from the members of the District Council.

ARTICLE IV - COUNTY ORGANIZATIONS

Section 1. Organization.
Each County Committee shall make available to its respective delegates and alternates the final reports, including any and all recommendations and amendments proposed for adoption by the State Convention, submitted by all County appointed standing committees including those committees on Platform, Resolutions, Rules, Affirmative Action, at least twenty-four (24) hours prior to the convening of the County Convention.

Section 2. Rules for the adoption of Respective County Organization Bylaws and Rules.
2A. The County Committee of each County Organization shall submit proposed bylaws to the State Central Committee within ninety (90) days of adoption. The State Central Committee shall, within one hundred twenty (120) days of receipt of the bylaws changes, notify the County and rule on their acceptability. Upon the determination by the State Central Committee that the proposed rules or rule changes are consistent with the Constitution and Bylaws of the Democratic Party of Hawai‘i such County Committee rules or rule changes shall become effective.

Section 3. Meetings, Notices, Attendance at Meetings.
3A. Regular meetings of the County Committee shall be held at least once every three months at such time and place as the members may decide in accordance with their own rules.
3B. Special meetings may be held at any time by call of the Chairperson or upon written request submitted to the Secretary or Chairperson by not less than twenty-five percent (25%) of the total membership. Notice of special meetings shall be given in person, by telephone, by electronic mail, by facsimile or by mailing such notice to the last known address of each member not less than five (5) calendar days prior to the meetings.

ARTICLE V - STATE CENTRAL COMMITTEE

Section 1. Apportionment.
The State Central Committee shall state the number of Committee persons for each Senatorial District in its proclamation calling for the State Convention, subject to Article VI of the Constitution of the Democratic Party of Hawai‘i.

Section 2. Nomination and Filing.
2A. Any citizen resident in the State of Hawai‘i, who is or will be a member of the Democratic Party of Hawai‘i for one (1) year before the next election shall be eligible to be a candidate for election to Party Chairperson. Any citizen residing in the State of Hawai‘i who wishes to

2014 DPH Bylaws, page 17
become a candidate for election to Party Chairperson or for election to the State Central Committee shall file a nomination paper with the Secretary of said County or the State Central Committee at least twenty (20) days prior to the State Convention, except that papers for the County Representative seats shall be filed at least ten (10) days prior to the County Convention, and except that papers for the Caucus Representative seats shall be filed after certification by the Caucus, but at least twenty (20) days prior to the State Convention. In the event that no papers have been filed by the filing deadline, the filing deadline shall be extended until ten (10) days prior to the State Convention. However, no additional nomination papers shall be allowed for those positions for which papers had been filed by the filing deadline. If a member has resigned from the Party in the two (2) years prior to re-enrollment in the Democratic Party of Hawai‘i, the re-enrolled member must be a member in good standing for at least one (1) year before the next election prior to being elected Party Chairperson or for election to the State Central Committee.

2B. The nomination paper of a candidate for Party Chairperson, National Committeeman and National Committeewoman shall be signed by not less than ten (10) certified members of the Democratic Party of Hawai‘i from at least two (2) County Organizations. Signatures may be electronic.

2C. The nomination paper of a candidate for Youth Representative shall be signed by not less than ten (10) certified members of the Democratic Party of Hawai‘i, all of whom are members of the Party who are thirty-five (35) years of age or younger.

2D. The nomination paper of a candidate for a State Central Committee member shall be signed by not less than five (5) certified members of the Party from the nominee’s Senatorial District or Caucuses.

2E. The nomination paper for a State Central Committee member filing as a County Representative shall be signed by not less than five (5) certified members of the Party from the nominee’s County.

**Section 3. Officers.**

The duties of the Officers of the State Central Committee shall be those usually pertaining to the office concerned and specifically include any duties imposed as follows:

1. The Party Chairperson shall serve as chairperson of the State Central Committee, and appoint chairpersons of all special and standing committees with the advice and consent of the State Central Committee. Vacancies may be filled on an interim basis until confirmed by the State Central Committee at its next meeting. The Chairperson shall call all regular and special meetings of the Executive and State Central Committee. The Chairperson shall submit an operating budget for the biennium following the initial organization meeting of the State Central Committee.

2. The elected Vice-Chairperson shall perform the duties and functions of the Chairperson in the absence of the Chairperson. The Vice-Chairperson shall also perform other duties and functions as assigned by the Chairperson. The elected Vice-Chairperson shall also be charged with the responsibility of monitoring the
activities of the standing committees.

(3) The Secretary shall keep the minutes of all Executive and State Central Committee meetings in a permanent Minutes book. The Secretary shall also have primary responsibility for care and maintenance of the membership lists. The Secretary shall be responsible for seeing that such lists are available for inspection by interested Democrats at all reasonable times. The membership lists, certified as correct to the best of the Secretary’s knowledge and belief, shall be turned over intact to the new Secretary at the end of the old Secretary’s term of office. The Secretary shall also be responsible for issuing membership cards, in such form as may be prescribed by the State Central Committee, to all duly certified members of the Party with the County. The Secretary is responsible for providing annual notification to the Party members in writing, by electronic mail or by posting the notice on the Party’s webpage that annual voluntary membership dues are requested.

(4) The Assistant Secretary shall assist the Secretary in carrying on the various duties assigned to the Secretary and shall perform the duties, in the absence of the Secretary.

(5) The Treasurer shall account for all moneys received by the Party and shall follow standard accounting procedures in recording receipt of moneys and the disbursement of funds. All disbursements shall be by check countersigned by either the Party Chairperson or the elected Vice-Chairperson. All disbursements should be supported by a document or an invoice approved through a prescribed procedure. Other duties and responsibilities include:

(a) Provide a financial statement on its operations at each meeting of the Executive and State Central Committee.

(b) To comply with all tax laws as it applies to the Party as an employer.

(c) To determine and analyze the biennial budget at regular intervals and report its findings to the finance committee.

(d) To serve as an ex-officio member of all special projects where a subsidiary set of records is kept with an appointed Treasurer. These projects upon completion should be incorporated into the general books of the Party and filed as a part of the Treasurer’s general record.

(e) To request reports from County, District, and Precinct Treasurers as necessary to comply with any Federal or State laws governing political campaign contributions and expenditures.

(f) To comply with, prepare reports or assist in the preparation of reports required by any Federal or State laws governing political campaign contributions and expenditures.

(6) The Assistant Treasurer shall assist the Treasurer in carrying on the various duties assigned to the Treasurer and shall perform the duties, in absence of the Treasurer.

Section 4. Filling of Vacancies.

4A. Vacancy in the office of the Party Chairperson shall be filled by the State Central Committee by election of an interim Party Chairperson. The elected Vice-Chairperson shall assume the office of Acting Party Chairperson for a period not to exceed forty-five (45) days.
during which time the State Central Committee shall elect an interim Party Chairperson.

4B. Vacancy in the office of the National Committeeman or National Committeewoman shall be filled by the Party Chairperson with the concurrence of the majority of the State Central Committee members present at the State Central Committee meeting where the position is filled, until the following Democratic State Convention.

4C. Vacancy in the office of Youth Representative shall be filled by the Party Chairperson with the concurrence of the majority of the State Central Committee members present at the State Central Committee meeting where the position is filled and the Executive Board of the Young Democrats of Hawai’i.

4D. Any vacancy in the office of the Committee Person from a Senatorial District or the County Representative shall be filled by the County Committee within which the past incumbent resided. The person filling the vacancy shall meet the requirements of the candidate for Committee Person.

4E. Any vacancy in the office of Caucus Representative shall be filled by the Caucus as set forth in Caucus bylaws, with the concurrence of the majority of the State Central Committee members present at the State Central Committee meeting where the position is filled. A position is deemed vacant if a Caucus Representative no longer maintains Caucus membership or is otherwiseineligible according to approved Caucus bylaws. If the Caucus fails to fill the vacancy within forty-five (45) days, it shall be filled by the Party Chairperson.

4F. If vacancies are not filled within forty-five (45) days, the State Central Committee shall fill the vacancies.

Section 5. Meetings.

5A. To the extent possible, the place of the meeting of the State Central Committee or of the Executive Committee shall be rotated among the Counties; and, whenever possible, all or a portion of the cost of transportation of members from Counties other than the County in which the meeting is held shall be defrayed from the Party treasury.

5B. Minutes of each meeting shall be kept and permanently filed by the Secretary in a book kept for such purposes, which book shall be turned over to the next succeeding Secretary of the State Central Committee. Copies of the minutes shall be made available to Party members upon request.

5C. The State Central Committee is empowered to establish rules and procedures for participation in its meetings by telephonic or electronic means. Participation in meetings by such means shall be construed as attendance for purposes of quorum and voting.

5D. Notice of regular meetings shall be given not less than ten (10) calendar days before the meeting and may be delivered by mail, fax or electronic mail.

5E. Notice of special meetings shall be given not less than five (5) calendar days before the
meeting and may be delivered by mail, fax, or electronic mail.

5F. Meetings of the State Central Committee shall normally be open to all Party members. Under exceptional circumstances, the State Central Committee may decide to go into Executive Session to deal with a matter. Any decision to go into Executive Session shall require a two-thirds vote of State Central Committee members in attendance.

Section 6. Proxies.

6A. State Central Committee members unable to attend a State Central Committee meeting may give his/her proxy to another member. In no event shall a State Central Committee member carry more than four proxies.

6B. All proxies must be in writing in the form approved by the State Central Committee and shall be filed with the Secretary of the State Central Committee.

Section 7. Caucuses.

7A. Minimal criteria for certification of a caucus shall include:

(1) Sufficient statewide membership. The State Central Committee may establish a minimum membership of not less than twenty (20) Caucus members from at least two (2) Counties, to apply for and to maintain certification.

(2) Caucus Bylaws shall be consistent with the Constitution of the Democratic Party of Hawai‘i. The Bylaws shall provide for democratic selection of officers and representatives to the State Central Committee, defined terms of office, membership that is open to all Party members who belong to the defined constituency, public notice of meetings, and quorum. The Caucus bylaws shall be filed with the Standing Rules Committee of the State Central Committee for review and comment, and must be approved by the State Central Committee.

(3) Application for certification as a Democratic Party of Hawai‘i Caucus shall include a record of meetings and activity that establishes the viability of the Caucus.

(4) Certification shall be continuous until officially terminated by the State Central Committee due to:
   (a) Action of Caucus substantially not in compliance with Democratic Party of Hawai‘i Constitution and Bylaws or the Caucus Bylaws, or
   (b) At least twelve (12) consecutive months without meetings or required reports.

7B. New Caucus Representatives to the State Central Committee. Within forty-five (45) days of certification of a new Caucus, the new Caucus shall nominate one (1) male and one (1) female representative, taking office immediately upon the advice and consent of a majority of the State Central Committee members present at the meeting at the time the nomination is presented. Vacancies shall be filled according to this Article.

Section 8. Committees.

8A. Every special committee shall make a report in writing to the State Central Committee or
the Executive Committee if such committee was appointed by the Executive Committee upon the conclusion of its work and at such other times as may be required.

8B. Every such report shall be filed by the Secretary of the State Central Committee in the Minute book of the Committee.

8C. The Finance Committee shall be chaired by the Treasurer and shall prepare the biennial budget in consultation with the Party Chairperson. Its membership shall include at least one (1) member from each County. This budget shall be presented to the members of the State Central Committee at the meeting following the initial organizational meeting of the State Central Committee. In addition, the Finance Committee shall:

(1) Review and analyze the approved budget at regular intervals and if necessary submit the Committee’s recommendation in regards to changes to the budget.
(2) Submit written policies and procedures relative to the various accounting functions required to maintain proper financial records of the Party to the State Central Committee for its approval.
(3) Oversee special fund raising projects undertaken in the name of the Democratic Party to ensure that proper accounting procedures are followed in conforming with the policies and procedures established in Article V of the Constitution of the Democratic Party of Hawai‘i.
(4) Review staff appointments made by the Party Chairperson and the amount of remuneration to be paid the staff member in conformance with the adopted budget. Review also the appointment of individual contractors and the requirement of a formal contract to be signed by the Party Chairperson and the independent contractor. Review all contracts with independent contractors and contractor’s remuneration levels for services to be rendered.

8D. The Legislation Committee shall be responsible for preparing and promoting the passage of legislation consistent with the positions of the Democratic Party as expressed in the platform and resolutions adopted at the State Convention, or by a vote of the State Central Committee. The Legislation Committee shall prepare a plan for approval by the State Central Committee prior to each legislative session, shall provide timely reports to the State Central Committee during the session and shall be subject to oversight by the State Central Committee.

ARTICLE VI - STATE CONVENTION

Section 1. Time, Place, Notice.
The convention will be called biennially in May of each even numbered year, or at such other times as may be determined by the State Central Committee. The date and place of the meeting shall be fixed by the State Central Committee. The place of the meeting may be rotated from time to time among the four (4) counties of Hawai‘i. Notice thereof shall be given by publication in one (1) newspaper of general circulation throughout the State of Hawai‘i not less than ten (10) days prior to the date of the biennial Precinct Club election.
Section 2. Composition.

2A. Incumbent Party Chairperson, National Committeeman and National Committeewoman, State Central Committee Members, Incumbent and Immediate Past County at-Large Representatives to the State Central Committee, District Chairpersons, Incumbent and Immediate Past County Chairpersons, including ex-officio members of the State Central Committee, former Democratic Governors, former Democratic Lieutenant Governors, and former Democratic Party Chairpersons.

2B. Elected Federal, State and County Officials, or officials who may have been appointed to fill a vacant position of an elected official, who do not seek election as delegates or alternates from the Precinct, shall have all the rights and privileges of a delegate subject to the following requirement:

(1) Be a member in good standing.
(2) Have attained their present office in an election as a Democrat or appointed to fill a vacant position of an elected official or have attained their present office in a nonpartisan election provided they are Democratic Party members in good standing.
(3) The rights and privileges granted in this paragraph are nontransferable.

2C. The delegates in Section 2A and 2B above shall have all the rights and privileges of a delegate.

2D. The number of State Convention delegates allotted to each Precinct Club shall be determined by the total number of votes cast for the Democratic candidate in the most recent gubernatorial or presidential election.

(1) The total number of elected delegates to the State Convention shall be 1000. The number of delegates allotted to each precinct shall be determined by the total votes cast in each Precinct plus the apportioned absentee ballots, divided by the total number of votes cast for the gubernatorial or presidential candidate, and the result multiplied by the total number of elected delegates to the State Convention.
(2) Absentee ballots are prorated as a percentage of the total number of Precincts affected by the absentee ballots.
(3) If the result for any Precinct is less than or equal to two (2) delegates, that Precinct shall elect two (2) delegates.
(4) If the result for any Precinct is greater than two delegates and more than fifty percent (50%) of each additional delegate, that Precinct shall be entitled to one additional delegate.

2E. Precincts shall elect delegates and alternates composed of equal numbers of men and women except as provided below:

(1) If the number of delegates allotted to a Precinct is an odd number, then the composition of that delegation may deviate by one (1), or
(2) If the Precinct Club lacks sufficient candidates of either sex to make equal
composition possible, then the Precinct shall not be required to have equal
counts of men and women, but shall make reasonable attempts to comply with
this subsection.

Section 3. Purposes.
3A. To elect a National Committeeman and a National Committeewoman in every Presidential
election year by the delegates voting at-large and to fill any vacancy in these positions in the
non-Presidential election year. In the event there is a vacancy in the office of National
Committeeman or National Committeewoman due to death or to resignation, such vacancy shall
be filled by the State Central Committee until the following Democratic State Convention.

3B. To elect delegates and alternates to the Democratic National Convention in every
Presidential election year. The number of delegates and alternates allotted to each State is
determined by the Democratic National Convention (based on the Hawai‘i National Delegate

(1) The rules regarding the selection of delegates and alternates shall be approved by
the State Central Committee and issued thirty (30) days prior to the State
Convention. Such rules shall be available at no cost. The rules need not be
incorporated herein, but may be issued in a separate pamphlet form.
(2) Certification. The National Convention Delegates and Alternates shall be
certified by the Party Chairperson and filed with the Secretary of the Democratic
National Committee within ten (10) days after selection.
(3) Slate-Making. Any individual or group of Democrats may sponsor or endorse a
slate of candidates for National Convention Delegates. But no slate may receive
preferential treatment for a preferential place on a delegate selection ballot or be
publicly identified on the ballot as the “official” slate. All slates must meet the
same qualifying requirements set forth in this Article.

3C. To elect Presidential Electors and Alternates, as prescribed by law, in every Presidential
election year, by the delegates voting at-large. Candidates for Presidential Electors and
Alternates shall be members of the Party in good standing for at least one (1) year.

3D. To elect the Democratic Party Chairperson and members of the State Central Committee,
except County Representatives elected at the County Convention.

(1) The Chairperson of the Democratic Party of Hawai‘i, Caucus Representatives,
and the Youth Representatives, shall be elected by the Convention delegates
voting at-large.
(2) The State Central Committee members, representing Senatorial Districts, shall be
elected by the State Convention delegates from the respective Senatorial Districts;
provided that one (1) male and one (1) female shall be elected from each County
or a Senatorial District which covers more than one County. State Central
Committee members, representing their Counties, shall be elected by their County
Convention.
(3) The elected or appointed Democratic officials or candidates running for elective
public office, with the exception of those running for or elected as a delegate to
the State Constitutional Convention, are not eligible to be Chairperson of the
Democratic Party of Hawai‘i.

(4) Election of the Party Chairperson shall include weighted votes.
(a) Weighted votes are defined as those delegates not registered at the State
Convention. Weighted votes shall be permitted for members in Counties
who need to travel to another County to participate in the State
Convention. The total votes, including weighted votes, for any County
shall not exceed their allocated total.
(i) Weighted votes shall be applied automatically by the Elections
Committee for a County, by County, in direct proportion to the
votes cast for the various candidates by the registered delegates
of that County.
(ii) For mathematical computation, fractions shall be carried to two
decimal places. Fractional votes of one-half or more shall
increase to the next whole number, whereas, less than one-half
shall have the fraction dropped. Where mathematical
computations cause the total County vote to exceed or decrease
its total allocated count, a coin toss by the Credentials
Chairperson, who shall be present in the Elections counting
room, shall be implemented to offset the discrepancy.

(5) All elections shall be determined by plurality.

3E. To adopt the Platform of the Democratic Party of Hawai‘i.

3F. To adopt the revisions, amendments or alterations to the Constitution of the Democratic
Party of Hawai‘i.

3G. To adopt Resolutions.

3H. To consider such other business as may come before it.

Section 4. Candidate’s Filing Fee.
Any member of the Party wishing to be a candidate described in Article V of the Constitution of
the Democratic Party of Hawai‘i shall file a nomination paper with the Secretary of the State
Central Committee, signed by not less than ten (10) members of the Party for candidates for
statewide office and by not less than five (5) members of the Party for all other offices, at least
twenty (20) days prior to the State Convention and pay to the Democratic Party of Hawai‘i a fee
of ten dollars ($10), except that papers for the County Representative seats shall be filed at least
ten (10) days prior to the County Convention. In the event that no papers have been filed by the
filing deadline, the filing deadline shall be extended until ten (10) days prior to the State
Convention. However, no additional nomination papers shall be allowed for those positions for
which papers had been filed by the filing deadline.

Section 5. Delegate Registration Fee.
The State Central Committee is responsible to ensure the budget for State Convention allows
reasonable registration fees affordable to middle- and low-income delegates, and waivers to
delegates unable to pay the registration fee.

A request for waiver should be submitted in writing, by email, or on a form provided for this
purpose and conveyed to the State Convention Credentials Committee, as follows:

(1) The written request for waiver must be submitted within sixty (60) days following
the Precinct Meeting and explain the reason for the request.

(2) When reasonable circumstances justify a request for waiver submitted after the
sixty (60) day deadline, the Convention Credentials Committee shall consider
whether circumstances justify the late request. Such circumstances may include
alternates filling late-occurring delegate vacancies, or other reasonable cause for a
delayed submittal.

(3) A full or partial waiver shall be granted if the delegate is unable to pay the full
registration fee.

Section 6. Organization of the Convention.

6A. The Party Chairperson shall appoint all Convention Committee Chairpersons and members
not less than thirty (30) days prior to the opening of the State Convention. If committee
vacancies exist, additional members shall be appointed up to seven (7) days prior to the State
Convention.

6B. The Party Chairperson shall assure that all Convention Committees shall include members
from each County in proportion to the ratio of delegates allocated to each County to the total
number of delegates to the Convention. The Party Chairperson, with the concurrence of the
State Central Committee, shall establish a process to ensure that appointments to the Convention
Committees shall be fair, and that such committees shall in so far as practicable reflect the varied
constituencies and diverse views of the Convention delegates.

6C. The Chairperson(s) of each Convention Committee shall notify committee members at least
five (5) days in advance of any Convention meetings.

(1) On the opening day of the Convention, all Convention Committee members who
are Convention delegates shall constitute the membership of the Convention
Committee.

(2) Only registered Convention delegates shall actively participate and vote on the
issues before the committee.

(3) Authors of proposals before a committee may speak for the proposal in accord
with committee procedure.

(4) Convention Resolutions Committee(s) shall have the power to format, edit,
combine resolutions of similar substance, and make substantive amendments.
This committee will report to the assembled delegates only those resolutions it
recommends for adoption.

Section 7. Prohibition Against Unit Rule.

Unit Rule shall not be permitted in any vote at the State Convention. “Unit Rule,” as used in this
section, means any agreement entered into by any delegation that a majority of the votes from
the delegation on any issue or election will bind the total delegation vote on such issue or
election, unless the agreement is entered into by unanimous vote.

Section 8. Report to the Convention.
The Party Chairperson shall be called upon to present a full report of the State Central
Committee's activities. The Treasurer of the State Central Committee shall report and submit a
financial statement on the financial status of the Party. Both reports shall be included in the
convention packet for all delegates.

Section 9. Convention Reports to the Delegates.
The Secretary of the State Central Committee shall have available to all delegates to the State
Convention at least forty-eight (48) hours prior to the date of the Convention the proposed Party
Platform, proposed changes in the Constitution and/or Bylaws of the Democratic Party of
Hawai‘i, Affirmative Action Plan, proposed resolutions, a list of all candidates and the positions
they seek to be elected to at the State Convention, and the list of all proposed permanent
Convention Committee members. The above information shall be made available to all
delegates.

Section 10. Candidate Speeches.
No candidate may be charged a fee to speak at the State Convention.

ARTICLE VII - REVENUES

Section 1. Precinct Club and District Council Fund Raising.
Each Precinct Club and District Council shall be entitled to raise such funds as it deems
necessary for the conduct of its business and social affairs, and to meet assessments made by the
County Committee. Such funds shall be raised by assessments, dues or contributions, or by
some specific business or social projects. Where the funds are to be raised by some method
other than assessment, dues, or contributions, such method shall be coordinated by the County
Committee. It shall be the function of the County Committee to prevent conflicts between
various fund raising projects and similar projects on the County and State level.

Section 2. County Committee and State Central Committee Responsibility.
It shall be the duty of the County Committee in each County and the State Central Committee to
raise and maintain as large a fund as possible to help elect all Party candidates in the general
election and to promote understanding and acceptance of the Party program in both the primary
and general election.

ARTICLE VIII - DEMOCRATIC PARTY HEADQUARTERS

Section 1. Establishment, Maintenance and Operation.
The Democratic Party of Hawai‘i Headquarters shall be established, maintained and operated by
the State Central Committee.
Section 2. Executive Director and Staff.

An Executive Director and staff for the Democratic Party of Hawai‘i may be appointed by the Chairperson of the State Central Committee with the approval of the State Central Committee. The Executive Director shall report to the Party Chairperson and assist in implementing the policies and plans of the State Central Committee. The compensation of the Executive Director and the budget for the staff shall be determined by the State Central Committee. Paid staff members, including the Executive Director and those under contract with the Party, shall not be voting members of the State Central Committee.

Section 3. Duty to Support All Democratic Party Organizations.

The Democratic Party of Hawai‘i Headquarters shall serve all Democratic Party organizations in the active and effective performance of their respective duties and responsibilities.

Section 4. Services to be Made Available to All Democrats.

The use of the facilities of the Democratic Party of Hawai‘i Headquarters and its services shall be made available to all Democrats under such rules as may be prescribed by the State Central Committee.

ARTICLE IX - GENERAL PROVISIONS

Section 1. Candidate Support of Platform, Resolutions, Constitution and Bylaws.

The State Central Committee and each County Committee shall provide each Democratic candidate for elective office with a copy of the most recently approved State and County Party Platforms, Resolutions, Constitution, and the Bylaws of the Democratic Party of Hawai‘i and the respective County Rules within seven (7) days after the legally established filing deadline. Said candidates shall submit Candidate Statement Forms provided by the State Central Committee indicating their agreement, disagreement, and/or reservations with the Platform and Resolutions of the State and County Party organizations within seven (7) days after receipt of the blank forms to the State Central Committee. Should the candidate draw or pull nomination papers prior to the biennial State Convention, then two (2) sets of Candidate Statement Forms shall be sent, filled out, returned and kept on file, one (1) set of forms relevant to the preceding biennial State Convention’s Resolutions and Platform and one (1) set of forms relevant to the current biennial State Convention’s Resolutions and Platform. These Candidate Statement Forms, in turn, will be kept for review by Democratic Party members at State Party Headquarters. Further, relevant copies of the Candidate Statement Forms shall be made available to the four County Party Chairpersons so that each inhabited island with at least one (1) active Precinct Club, has one (1) copy of the Candidate Statement Forms for review by Democratic Party members, with the exception of Hawai‘i County, which shall have two (2), one (1) for East Hawai‘i and one (1) for West Hawai‘i. A candidate who fails to abide by these requirements shall not be eligible for Party endorsement by the respective County Committees or the State Central Committee and is subject to reprimand by the Democratic Party of Hawai‘i.

Section 2. Party Sponsored Legislation.

All resolutions adopted at the State Convention that request legislation shall be drafted and introduced in a timely manner by Party leaders in the appropriate legislative body upon request by the Party Chairperson.
Section 3. Availability of the Constitution and Bylaws.

It shall be the responsibility of the newly elected State Central Committee to certify as official a complete copy of the newly amended Constitution and/or bylaws of the Democratic Party of Hawai‘i. Each member of the State Central Committee and the respective County Committees shall be provided with an updated copy of this Constitution and Bylaws within sixty (60) days of the conclusion of the State Convention, or in the case of an amendment within sixty (60) days of the date such amendment was adopted by the State Central Committee. Any member may also receive a copy of this Constitution and Bylaws, upon requesting the same from the Secretary of the respective County Committee upon payment of a reasonable fee to cover the cost of copies and postage.


4A. The selection body, as defined in the Constitution, shall meet after proper notice to all members not later than 12:00 p.m. on the third (3rd) day after the vacancy occurs, but not later than 12:00 p.m. on the fiftieth (50th) day prior to the primary or special primary election or the fortieth (40th) day prior to a general, special or special general election. The selection body shall forward the name of the replacement candidate to the Party Chairperson who shall transmit the name to the Chief Election Officer or clerk.

The replacement candidate shall be a member in “good standing” which means the candidate shall have been a member of the Party for a minimum of six (6) months prior to the date the vacancy occurred provided that the candidate is not currently under reprimand pursuant to Article I of the Constitution of the Democratic Party of Hawai‘i. The replacement candidate shall meet all the qualifications for the office set by law for candidates who file to run in an election for that office.

4B. If for any reason, the selection body most immediately affected by the vacancy is unable for whatever reason to fill the vacancy in a timely manner, the Party Chairperson may fill the vacancy.

4C. If for any reason, the selection body most immediately affected by the vacancy is unable for whatever reason to fill the vacancy in a timely manner, the Party Chairperson may fill the vacancy.

4D. Any meeting notice requirements may be waived by the selection body in order to meet the time requirements of this section.

Section 5. Process to Identify Candidates to Fill Midterm Vacancies.

5A. For a State House or State Senate vacancy, the Party Chairperson shall notify the appropriate County Chair of the announced vacancy, who in turn shall notify the appropriate selection body as identified in Sections 9(1) and 9(2) of the Constitution of the Democratic Party of Hawai‘i. The selection body shall make a call for candidates who are members in “good standing.” A list of at least three (3) names shall be provided to the County Chair to transmit to the Party Chairperson within twenty-one (21) calendar days. The Party Chairperson shall transmit the list of names to the Governor’s Office within three (3) business days of receipt of names.

A member in “good standing” means that the candidate shall have been a member of the Party or
a minimum of six (6) months prior to either the date on which the event occurs that creates a
vacancy during the term of the office or the public announcement of the office holder of his/her
intent to vacate the office during the term, whichever is appropriate and that the candidate is not
currently under reprimand pursuant to Article I of the Constitution of the Democratic Party of
Hawai‘i. No candidate shall be recommended who does not meet all the qualifications for office
set by law for candidates who file to run in an election for the vacant office.

5B. The selection process for a State House or State Senate vacancy shall be conducted in a place
accessible to District party members.

Prospective candidates are to provide to the County Chair for dissemination to the appropriate
selection body (as defined in Sections 9(1) and 9(2) of the Constitution of the Democratic Party
of Hawai‘i) a written application including the following:

(1) Credentials and reasons for consideration for appointment to the position;
(2) Evidence of party participation;
(3) Verified signatures of at least five (5) party members within the District where the
vacancy has occurred.

5C. If for any reason, the body most immediately affected by the vacancy is unable to fill the
vacancy within the stated timeframe, the County Chairperson may recommend the names for an
office within the County or the Party Chairperson may recommend the names for a statewide
office.

Section 6. Smoking.
Smoking shall be prohibited at all Democratic Party events except in designated areas.

Section 7. Prior Consent.
Any person who will be absent from their election meeting and is willing to serve an elected
position shall submit their written consent for presentation at the meeting.

Section 8. Elections.
8A. If unstated, whenever a winner cannot be determined in an election due to a tie, there shall
be an action taken to break the tie with a coin toss or odd man out procedure.
8B. Whenever secret ballots are used in an election, after the actual ballot count and election
results have been publicly posted, said ballots shall be destroyed after thirty (30) days of that
posting. If a challenge arises, the appropriate governing body of that election may determine a
later date for the destroying of ballots.