

1 **BYLAWS OF THE DEMOCRATIC PARTY OF HAWAII**  
2 **AS AMENDED MAY 28, 2022**  
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1 **These Bylaws codify and ratify the rules of procedure and operation of the Democratic**  
2 **Party of Hawai‘i, consistent with the intent of the Constitution of the Democratic Party of**  
3 **Hawai‘i.**

4  
5 **ARTICLE I – MEMBERSHIP**  
6

7 **Section 1. Membership Eligibility.**

8 The following persons are eligible to become members of the Democratic Party of Hawai‘i:  
9

- 10 (1) Individuals who, at the time of application, are registered to vote in the State of  
11 Hawai‘i may become voting members of the Democratic Party of Hawai‘i; or  
12 (2) Individuals who, at the time of application, are eligible but not registered to vote  
13 in the State of Hawai‘i may become nonvoting associate members of the  
14 Democratic Party of Hawai‘i, and upon registration to vote in the State of  
15 Hawai‘i, may apply to become voting members of the Democratic Party of  
16 Hawai‘i; or  
17 (3) Individuals who, at the time of application, are not eligible to register to vote in  
18 the State of Hawai‘i may become nonvoting associate members of the Democratic  
19 Party of Hawai‘i. If eligibility to register to vote in the State of Hawai‘i is later  
20 attained and the individual duly registers to vote, then the individual may apply to  
21 become a voting member of the Democratic Party of Hawai‘i. Information  
22 provided by the applicant shall be recorded electronically and shall be available  
23 for appropriate Party uses.  
24

25 **Section 2. Enrollment.**

26 2A. The procedure for enrollment in the Democratic Party of Hawai‘i shall be as follows:  
27

- 28 (1) The applicant shall fill out and submit a Democratic Party of Hawai‘i State  
29 Enrollment Card either on paper or online. The applicant may pay the annual  
30 voluntary membership donation dues of twenty-five dollars (\$25) and may submit  
31 an additional voluntary contribution.  
32 (2) The enrollment card and any annual voluntary membership contribution of an  
33 applicant shall be hand-delivered, delivered by mail, transmitted by fax, or  
34 scanned and sent by electronic mail to Democratic Party of Hawai‘i (“Party”)   
35 Headquarters. It shall be the responsibility of the Treasurer of the State Central  
36 Committee to issue a receipt for cash contributions. Except as provided in this  
37 Article relating to candidates for public office and office-holders changing Party  
38 affiliation, the Secretary of the State Central Committee verifies eligibility for  
39 membership per this Article I and, if eligible, issues a membership card along  
40 with information about the member’s District Council and its officers, within  
41 thirty (30) calendar days of receipt of the enrollment card. The contribution shall  
42 remain with the Democratic Party of Hawai‘i to take care of the administrative  
43 expenses of maintaining a centralized membership records system. Information  
44 provided by the applicant shall be recorded electronically and shall be available  
45 for appropriate Party uses.  
46

1 (3) Except as provided in Article I of the Constitution of the Democratic Party of  
2 Hawai'i and these Bylaws, the effective date of membership shall be the date a  
3 valid enrollment card is received by the Party. The new member, as of the date of  
4 Party membership, becomes a member of the Democratic District in the precinct  
5 in which the member is registered to vote and resides except as provided for in  
6 Article II, Section 3 of the Hawai'i State Constitution. The District Council shall  
7 be notified at appropriate intervals of all new members enrolled by the Secretary  
8 of the State Central Committee. The new member shall be entitled to all the  
9 rights, privileges and obligations in the Party, except that they shall not be  
10 considered a member until they have been a member in good standing, as defined  
11 by Article IX, Section 4A of these Bylaws, for a period of at least six (6) months  
12 for the purposes of:

13  
14 (a) Appointment to fill a legislative vacancy pursuant to Article VIII of the  
15 Constitution of the Democratic Party of Hawai'i, or

16 (b) Receiving Party support, defined by Party policy, as a candidate in a non-  
17 partisan race, and special elections held to fill a Congressional or County  
18 vacancy.

19 (4) If a member has resigned from the Party in the two (2) years prior to re-enrollment  
20 in the Democratic Party of Hawai'i, the re-enrolled member must be a member in  
21 good standing for at least two (2) years prior to serving on a County Committee,  
22 State Central Committee, or as National Committeeman or National  
23 Committeewoman or as State Party Chairperson.

24 (5) An individual who has completed and submitted a Democratic Party of Hawai'i  
25 Enrollment Card at the biennial election meeting, but whose name does not  
26 appear on the voter registration list in the County in which that person resides,  
27 shall submit proof of their updated voter registration or shall sign a voter  
28 registration form and handover to the designated Party official. The Secretary of  
29 the State Central Committee or their designee shall have the responsibility to  
30 verify that the Party member was eligible to register to vote in that House District  
31 within 30 calendar days after the biennial election meeting. If the Party member  
32 was not eligible to become a voter in the State they will become an Associate  
33 Member and any office so obtained will be deemed vacant. If the individual  
34 seeking Party membership cannot submit proof of voter registration or refuses to  
35 submit a signed voter registration form then they will not be allowed to vote or  
36 run for Party office.

37  
38 2B. Current or Former Elected Officials' of Either a Partisan or Non-Partisan Office Request to  
39 Switch from Another Party to the Democratic Party.

40  
41 (1) If a current or former elected public office-holder of either a partisan or non-  
42 partisan office applies for new Party membership as a change of Party affiliation,  
43 then the following procedure shall determine applicant's eligibility for Party  
44 membership:

45 (a) Conveyance: The Secretary of the State Central Committee shall ensure  
46 the application is conveyed to the respective County Chair for public

1 offices within the County or State Party Chair for State offices spanning  
2 two or more Counties and the offices of the United States Congress and  
3 Senate.

- 4 (b) The applicant shall complete the Candidate Statement based on the  
5 Platform and Resolutions of the Party as provided in Article V of the  
6 Constitution of the Democratic Party of Hawai‘i, and submit it to the  
7 respective County or State Executive Committee.
- 8 (c) The Committee may invite the applicant and other persons to interview as  
9 it deems useful. Decisions regarding membership shall be communicated  
10 immediately to the Secretary of the State Central Committee, who shall  
11 immediately convey them to the full membership of the State Central  
12 Committee.

13  
14 (2) Deadlines:

- 15 (a) No deadline applies to applications to change Party affiliation by a current  
16 or former public office-holder of either a partisan or non-partisan office,  
17 except if application is submitted within six (6) months of candidate filing  
18 for an election, then deadlines described in this section shall apply.
- 19 (b) The date of Party membership shall be eleven (11) calendar days after the  
20 Executive Committee’s decision to accept the application, unless the  
21 decision is called for review by the State Central Committee. A review  
22 shall not be called except upon written request of at least ten (10) State  
23 Central Committee members. If reviewed, the decision of the State Central  
24 Committee shall be final. If the application is accepted, the new member  
25 shall enjoy all rights and responsibilities of Party membership. The new  
26 member is subject to Section 2B, which provides for eligibility after six  
27 months of continuous membership without censure to file as a candidate  
28 for elected public office as a Democrat.
- 29 (c) If the application for membership is rejected, the applicant is ineligible to  
30 appear as a candidate on any ballot as a Democrat, to claim in any  
31 campaign to be a Democratic Party candidate, to caucus as a Democrat, or  
32 hold any public office or position reserved for a member of the  
33 Democratic Party, until such time as membership in “good standing” is  
34 attained in accord with this Constitution.

35  
36 **Section 3. Official Enrollment Card.**

37 The form of the official enrollment card and membership card shall be as prescribed by the State  
38 Central Committee and shall include an option to join certified Party caucuses, provide voluntary  
39 demographic information, and the ability for a person to complete an electronic enrollment form  
40 on the official Democratic Party of Hawai‘i website.

41  
42 **Section 4. Membership.**

43 4A. Any member once enrolled in the Democratic Party of Hawai‘i shall, at the member’s  
44 option, continue to be a member except as provided by Article I of the Constitution of the  
45 Democratic Party of Hawai‘i. The Party shall request payment of the annual voluntary  
46 membership donation dues of twenty-five dollars (\$25.00) and conduct fundraising appeals

1 regularly.

2  
3 4B. Two dollars (\$2) of every ten dollars (\$10) collected in dues shall be remitted to the county  
4 from which the dues originated.

5  
6 4C. Annual voluntary membership donation dues shall be requested on or before February 28 of  
7 each year.

8  
9 4D. Where record of prior membership cannot be located and membership is claimed, the  
10 claimant shall obtain the signatures of five (5) members of the Party and proof of voter  
11 registration. Upon the filing and validation of the signatures on a form specified by the State  
12 Central Committee, the Secretary of the State Central Committee shall be authorized to issue a  
13 duplicate membership card. An enrollment card shall be filled pursuant to Section 2, above,  
14 except that the card will bear the word “duplicate.” The above form certified by the Secretary of  
15 the State Central Committee will serve as proof of membership.

16  
17 **Section 5. Official Records.**

18 5A. The State Central Committee shall establish the policy of who has access to the computer  
19 membership records and who may make changes thereto and the Secretary of the State Central  
20 Committee shall oversee the implementation of the State Central Committee policy regarding  
21 access to the membership database. It shall be the duty of the Democratic Party of Hawai‘i to  
22 maintain an electronic file as well as an archival plan of all membership data from the enrollment  
23 cards pursuant to Section 2, above, as well as record all changes and transfers of which notice is  
24 received. The Secretary of the State Central Committee shall notify the County Committee, and  
25 the District Council of such changes.

26  
27 5B. It is the duty of each member to inform the Secretary of the State Central Committee of any  
28 changes in his or her mailing address. When a member is no longer registered to vote at the  
29 address on the official mailing list, the Democratic Party of Hawai‘i Headquarters is authorized  
30 to remove that name from the list. The Democratic Party of Hawai‘i Headquarters shall at  
31 regular intervals send a copy of all changes made to the official membership list to each County  
32 Secretary.

33  
34 5C. Where a member is removed from a District Council official membership list, it shall be  
35 filed in a permanent alphabetical suspense file until such time as the status of the member can be  
36 determined and placed in the correct District Council or officially deleted from membership in  
37 the Democratic Party of Hawai‘i.

38  
39 **Section 6. Termination.**

40 It shall be the duty of the Secretary of the State Central Committee to remove enrollment cards  
41 from the active file and notify the respective Secretaries of the County Committee, and the  
42 District Council for any of the following reasons:

- 43  
44 (1) Death;  
45 (2) Assumption of a permanent residence outside of the State;  
46 (3) Disaffiliation from the Democratic Party of Hawai‘i; or

- 1 (4) Loss of civil rights or U.S. Citizenship.  
2

3 **Section 7. Expulsion, Suspension, Reprimand, or Censure.**

4 7A. Grounds for Expulsion, Suspension, or Reprimand:  
5

- 6 (1) Mandatory Expulsion. A member of the Democratic Party of Hawai'i shall be  
7 automatically expelled from the Party for the following reasons:  
8 (a) Membership with a political party other than the Democratic Party; or  
9 (b) Filing as a candidate of a political party other than the Democratic Party.  
10 (2) Permissive Expulsion, Suspension, or Reprimand. A member of the Democratic  
11 Party of Hawai'i may be expelled, suspended, or reprimanded for the following  
12 reasons:  
13 (a) Active support or promotion of a political party or any candidate(s) of a  
14 political party other than the Democratic Party, except in nonpartisan races  
15 in which there is no Democratic Party member as a candidate. Examples  
16 of active support include, but are not limited to, making monetary or in  
17 kind contributions, accepting a position in an opposition campaign, sign-  
18 waving, letter writing, appearance in campaign ads, resigning from the  
19 Democratic Party to support another political party and rejoining the  
20 Democratic Party.  
21 (b) Failure of a candidate for an elective office or an elected official to follow  
22 and abide by the Constitution and Bylaws of the Democratic Party of  
23 Hawai'i, and regulations of the Party campaign committees as approved  
24 by the State Central Committee or respective County Committee.  
25 (c) Violation of the Constitution or Bylaws of the Democratic Party of  
26 Hawai'i and/or platform of the Party.  
27 (d) Violation of governmental ethics codes as adjudicated or determined by  
28 the State Ethics Commission, the County Ethics Commission, the Office  
29 of Disciplinary Counsel, the State House, the State Senate, or the courts.  
30 (e) Conviction of criminal acts for which the member has been found  
31 guilty by a federal or state court of law.  
32 (f) Sexual Violation, Harassment, or Bullying  
33

34 7B. Procedure. The procedures for expulsion, suspension, or reprimand are outlined below.

- 35 (1) Limitations. Any complaint charging a member with cause for expulsion,  
36 suspension, or reprimand shall be made no later than one-hundred-eighty (180)  
37 calendar days after the discovery of the violation, except for complaints based  
38 upon sexual violence, sexual harassment, or sexual assault, which have no time  
39 limitation.  
40 (2) Complaint. Any member of the Party may file a complaint. The complaint shall  
41 be in writing. The complaint shall state the rule(s) which have been violated, the  
42 activities alleged to have been committed, the date(s) of these activities. Each  
43 allegation shall be numbered. Each allegation shall be accompanied by evidence  
44 of such activities. The complaint shall be signed by one (1) Party member and  
45 endorsed by at least four (4) other Party members. The complaint shall be  
46 submitted to the County Secretary if the issue falls within the jurisdiction of the

1 County and/or is made against an individual; otherwise, the complaint shall be  
2 filed with the Party Secretary. It is the responsibility of the complainant to  
3 provide evidence to support the expulsion, suspension, or reprimand. Attached to  
4 the complaint shall be a list of any witnesses and the evidence to which they can  
5 attest. Each witness will prepare an affidavit attesting to the evidence. The State  
6 Central Committee or the County Executive Committee, as applicable, may  
7 dismiss with prejudice any complaint submitted without the required evidence.

8 (3) Sexual Violation, Harassment, or Bullying Complaint. The procedures for filing a  
9 complaint based on Sexual Violation, Harassment, or Bullying, shall be specified  
10 in the Democratic Party of Hawai'i Policy Against Sexual Harassment & Bullying  
11 approved by the State Central Committee.

12 (4) Notice. Written notice must be sent to the accused member by the County  
13 Secretary or Party Secretary, as applicable, within ten (10) calendar days of the  
14 receipt of a complaint.

15 (5) Response. The accused member shall have thirty (30) calendar days from the date  
16 notice was sent electronically to prepare a response. The accused member must  
17 respond to each allegation: admitted, denied, or denied in part. If an allegation is  
18 denied in part or in whole, the accused member shall provide any evidence  
19 supporting the denial. Attached to the response shall be a list of any witnesses  
20 and the evidence to which they can attest. Each witness shall prepare an affidavit  
21 attesting to the evidence.

22 (6) Investigation. The County Chairperson shall refer each complaint to the County  
23 Rules Committee or a special committee to investigate the charges (the  
24 "Investigation Committee"). The State Party Secretary shall refer each complaint  
25 under the jurisdiction of the State Central Committee to the State Party Chair.  
26 Upon receipt of the complaint, the State Party Chair shall appoint an Investigation  
27 Committee. The referral of complaint shall be reported to the County Committee,  
28 or the State Central Committee, as applicable, at its next meeting and shall be  
29 recorded in the minutes. The Investigation Committee shall conduct a good faith  
30 investigation to determine if a violation of the rules has occurred. The  
31 Investigation Committee shall interview the accused member, the complainant,  
32 and any witnesses. The credibility of the complainant, the accused member or  
33 any witness may be challenged during the investigation. The Investigation  
34 Committee shall gather other facts as necessary for its finding, and shall, within  
35 thirty (30) calendar days, submit a report and recommendation(s) to the County  
36 Chairperson, or the State Central Committee, as applicable. The Report shall  
37 include the Investigation Committee's findings for each allegation; including any  
38 adverse findings regarding credibility; in addition the Investigation Committee  
39 may recommend specific sanctions.

40 (7) Investigation Committee's Report. A copy of the Committee Report shall be  
41 provided to the accused member and the complainant, and to the County  
42 Committee, or the State Central Committee, as applicable. The report shall  
43 include the grounds upon which the expulsion, suspension, reprimand, or censure  
44 is sought, and the committee's findings and recommendations, and a list of  
45 County Committee members who are eligible to vote to accept, amend, or reject  
46 the committee's findings and recommendations.



- 1 (8) Hearing. The County Committee, or the Executive Committee of the State  
2 Central Committee, shall place the complaint on the agenda at its next meeting  
3 following receipt of the Investigation Committee Report or by agreement with the  
4 accused member at some other time. Notice of the meeting shall be given to the  
5 member, the complainant, and the County Committee, or the Executive  
6 Committee of the State Central Committee, as applicable, at least seven (7)  
7 calendar days prior to the hearing. Members of the County Committee, or the  
8 Executive Committee of the State Central Committee, as applicable, shall be  
9 provided with a copy of the report at this time for their consideration prior to the  
10 meeting. The Investigation Committee shall present its report in a meeting open  
11 to any interested Party member. The complainant, the accused member, and any  
12 Party member shall be allowed to make a statement relating to the facts of the  
13 case or the committee's recommendation. The County Committee, or the  
14 Executive Committee of the State Central Committee, as applicable, shall decide  
15 by majority vote whether to accept, amend, or reject the Committee Report and  
16 any sanctions. The County Committee, or the Executive Committee of the State  
17 Central Committee, as applicable, shall give notice in writing of its decision to the  
18 Secretary of the State Central Committee, with a copy to the member and  
19 complainant within seven (7) calendar days. A copy of the committee's report  
20 and the County Committee's, or the Executive Committee of the State Central  
21 Committee's, decision shall be filed with the County Secretary and the Secretary  
22 of the State Central Committee and shall be available for inspection by Party  
23 members.
- 24 (9) Appeal of a County Committee Decision. A member expelled, suspended,  
25 reprimanded, or censured may appeal the decision of the County Committee to  
26 the State Central Committee by filing a written request with the Secretary of the  
27 State Central Committee within ten (10) calendar days of receiving the written  
28 decision of the County Committee. If no appeal is submitted within the ten (10)  
29 calendar days, the decision of the County Committee shall be final. If an appeal is  
30 submitted, a hearing shall be granted in open meeting of the entire State Central  
31 Committee within thirty (30) calendar days. The State Central Committee shall  
32 review the Committee Report and accept comments from the County Chair, the  
33 Investigation Committee, the accused member and members of the State Central  
34 Committee. The State Central Committee shall decide the appeal by majority  
35 vote and shall transmit to the member a written notice of its decision within ten  
36 (10) calendar days. The decision of the State Central Committee shall be final.
- 37 (10) Appeal of a State Central Committee Executive Committee Decision. A member  
38 expelled, suspended, reprimanded, or censured may appeal the decision of the  
39 Executive Committee of the State Central Committee to the full State Central  
40 Committee by filing a written request with the Secretary of the State Central  
41 Committee within ten (10) calendar days or receiving the written decision of the  
42 Executive Committee of the State Central Committee. If no appeal is submitted  
43 within the ten (10) calendar days, the decision of the Executive Committee of the  
44 State Central Committee shall be final. If an appeal is submitted, a hearing shall  
45 be granted in an open meeting of the entire State Central Committee within thirty  
46 (30) calendar days. The State Central Committee shall review the Investigation

1 Committee Report, the accused member's comments, and the decision of the  
2 Executive Committee of the State Central Committee. The State Central  
3 Committee shall decide the appeal by majority vote and shall transmit to the  
4 member a written notice of its decision within ten (10) calendar days. The  
5 decision of the State Central Committee shall be final.  
6

7 7C. Sanctions and Enforcement for Expulsion, Suspension, or Reprimand.  
8

- 9 (1) Mandatory Expulsion. Expulsion shall be automatic and implemented by the  
10 Secretary of the State Central Committee. After expulsion, the expelled member  
11 is barred from enrolling for membership for five (5) years. The Party shall take all  
12 reasonable action to prevent such person from running for office as a Democrat,  
13 serving in public office, or holding an office in the Party during the five-year  
14 period.
- 15 (2) Permissive Expulsion. Expulsion shall be implemented by the Secretary of the  
16 State Central Committee. The Party shall take all reasonable action to prevent  
17 such person from participating in Party activities, running for public office as a  
18 Democrat, or serving in public office for the period provided in the decision of the  
19 County Committee or State Central Committee for at least three (3) years but not  
20 more than five (5) years.
- 21 (3) Suspension. Suspension shall be implemented by the Secretary of the State  
22 Central Committee. The individual shall be barred from participating in Party  
23 events or from serving in their elected or appointed capacity with the Party for the  
24 duration of the suspension. Any member who violates the terms of their  
25 suspension may face removal from their position or expulsion from the  
26 Democratic Party of Hawai'i.
- 27 (4) Reprimand. The Party shall take all reasonable action to prevent such member  
28 from holding an office in the Party for up to three (3) years.
- 29 (5) Censure. In the case of censure by a County, an official letter of censure shall be  
30 written by the County Chair. In the case of censure by the State Central  
31 Committee, an official letter of censure shall be written by the Party Chair. The  
32 letter shall be addressed to the accused member with a copy to the complainant  
33 and shall be available for inspection by Party members. No additional sanctions  
34 shall apply. No further action shall be taken on the complaint.
- 35 (6) Voluntary Resignation. When a member has voluntarily resigned from the  
36 Democratic Party to engage in activities which are grounds for mandatory  
37 expulsion, the member shall be barred from re-enrolling for Party membership for  
38 at least three (3) years from the date of Resignation.  
39

40 7D. Censure and/or Removal from a Meeting.

- 41 (1) Censure. A motion to censure the behavior and or remarks of a member of the  
42 Party, which allows any of its County Committees, the State Central Committee,  
43 or Caucuses to express consternation and disapproval, may be adopted by two-  
44 thirds vote of the membership so long as the Party member to be censured has  
45 been notified of the substance of the alleged offense in writing thirty (30)  
46 calendar days in advance of the meeting, has at least seven (7) calendar days

1 notice of the date and time of the meeting, and shall have the opportunity at the  
2 meeting to submit a written response or speak in defense.

- 3 (2) Removal from a Meeting. Nothing in these Bylaws shall prevent or restrict a  
4 presiding officer of the State Central Committee, a County Committee, Caucus,  
5 District Council or Precinct Club from ejecting for the duration of that meeting or  
6 session anyone who has committed an egregious or repeated breach of decorum.

7  
8 **ARTICLE II – PRECINCT CLUB**  
9

10 Precinct Clubs are the purview of the County Committees per the Democratic Party of Hawai'i  
11 Constitution.  
12

13  
14 **ARTICLE III – DISTRICT COUNCIL**  
15

16 **Section 1. Officers.**

17 1A. Nominations and elections for District Officers are open to any member residing in the  
18 District and shall occur at the biennial election meetings. Election shall be by Party members  
19 within the district.  
20

21 1B. Order of the District Officer elections shall be: District Chairperson, First District Vice-  
22 chairperson, District Secretary, District Treasurer, and eleven (11) at-large Director positions.  
23

24 There needs to be a check after five (5) at-large Director positions are elected making sure every  
25 precinct has at least one (1) member elected. If that is not the case the remaining six (6) at-large  
26 Director positions nominations will be limited to members of the residents of the precincts that  
27 are not represented on the District Council, if there are members present and willing to run, until  
28 all precincts are represented, to the extent practicable.  
29

30 Only after the elections of the District Chairperson, First District Vice-chairperson, District  
31 Secretary, District Treasurer, and eleven (11) at-large Directors can nominations be taken for 2nd  
32 & 3rd Vice-chairpersons and 2nd Secretary.  
33

34 1C. The duties of the officers of the District Council shall be those usually pertaining to the  
35 office concerned and specifically include the following:  
36

- 37 (1) The District Chairperson shall have the power and duty to appoint chairpersons  
38 and members of all special and standing committees with the advice and consent  
39 of the majority of the members of the District Council. The Chairperson shall be  
40 responsible for the calling of all regular and special meetings of the District  
41 Council and the giving of proper notice and the arranging for meeting places for  
42 both special and regular meetings. The Chairperson shall also be responsible to  
43 arrange the meeting places for the biennial election meetings. The District  
44 Chairperson, with the assistance of the District Membership Director, shall be

1 responsible for welcoming new members to their District and recruiting new  
2 Democrats within their District to the Democratic Party, and assisting in  
3 recruiting volunteers from their District to help with campaign activities for the  
4 General Election as well as helping find poll watchers for the General Election.

5 (2) The various Vice-Chairpersons of the District Council in the order of their  
6 respective designation shall have the power to perform the duties and functions of  
7 the District Chairperson in the absence or sickness of the District Chairperson or  
8 in the event the District Chairperson fails or neglects to perform such duties. The  
9 First Vice-Chairperson shall be responsible for assisting the State Secretary in  
10 gathering and updating the contact information for their District members.

11 (a) In the event the District Chairperson permanently vacates or is unable to  
12 perform the duties and functions of the Chairperson, the First Vice-  
13 Chairperson shall become District Chairperson.

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

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

25 (4) The Treasurer shall be the District's representative on the State's Fundraising  
26 Committee. The Treasurer shall be primarily responsible for all fundraising  
27 activities within the District Council, shall collect funds, issue receipts, collect  
28 contributor information using a standard form provided by the County Committee  
29 Treasurer and promptly forward said funds and information to the County  
30 Committee Treasurer.

31  
32 The County Committee Treasurer will ensure compliance requirements are met  
33 and account for funds by designating line items for allocated funds set aside for  
34 the District Council(s).

35  
36 1D. Duties and Responsibilities of the Executive Committee: The Executive Committee is  
37 empowered to act for the District Council between its regular meetings; and shall have general  
38 supervision of the affairs of the District Council, fix the date, hours and place of meetings, make  
39 recommendations to the District Council, assure that all financial reports are submitted in a  
40 timely manner, and perform such other duties as may be necessary to support the Democratic  
41 Party of Hawai'i and/or County policies and activities. Meetings of the Executive Committee  
42 will be at the call of the District Chairperson or by the written request of any two members of the  
43 Executive Committee.

44  
45 **Section 2. Meeting Notices, Attendance at Meetings.**

46 District Council meetings may be held at any time by call of the Chairperson or upon a written

1 request submitted to the Secretary or Chairperson by not less than twenty-five (25%) percent of  
2 the total membership of the District Council. Notice of the District Council meetings shall be  
3 given in person, by telephone, by facsimile, by electronic mail or by mailing such notice to the  
4 last known address of each member not less than five (5) calendar days prior to the meeting.  
5

6 **Section 3. Quorum.**

7 Each District Council quorum shall not be less than thirty-four (34%) percent of the members of  
8 the District Council.  
9

10 **Section 4. Proxies.**

11 No proxies are allowed for District Council meetings including the biennial election meeting.  
12

13 **Section 5. Committees.**

14 The membership of the committees shall be restricted to members within the District. The  
15 Chairperson of the committees shall be appointed from the members of the District Council.  
16

17 **Section 6. Biennial Election of District Council, Delegates, and Alternates to the State  
18 Convention.**

19 6A. The official notice designating the time, place, and purpose of such meeting shall be given  
20 by the Secretary of the County Committee by publication at least once in one newspaper of  
21 general circulation in each of the Counties and by other appropriate written communication to  
22 each Democratic Party of Hawai'i member not less than twenty (20) calendar days prior to the  
23 biennial election meeting of such year, provided, however, that in the County of Hawai'i, notice  
24 shall be published in both East and West Hawai'i, as follows:  
25

- 26 (1) By the first week of December of odd numbered years in order to facilitate the  
27 compilation of said list of biennial election meeting places, each County Chairperson  
28 shall be responsible to contact each District Chair who shall be responsible to secure a  
29 meeting place in order of preference: (a) polling place, (b) community center, or (c)  
30 other.
- 31 (2) The District Chairperson is responsible to report to the County Chairperson with the  
32 meeting places by December 21. The County Chairperson must submit to the State  
33 Party Secretary a completed list of meeting places by January 5 of even-numbered  
34 years.
- 35 (3) Locations will not be necessary if the State Central Committee decides that the  
36 biennial election meetings are to be held entirely online.  
37

38 6B. The Democratic Party of Hawai'i Headquarters shall issue a copy of the membership list of  
39 each District broken down by precinct to the District Council Chairpersons not later than thirty  
40 (30) calendar days before the regular elections for District officers, delegates and/or alternates  
41 by precinct, as follows:  
42

- 43 (1) The official list shall include only the names of those persons eligible to participate in  
44 the biennial elections. A copy of this list will be available to any interested Democrat  
45 at the County Office and District Council.

1 (2) Members listed on the official membership list for that precinct and district shall be  
2 eligible to vote in that precinct for delegates and/or alternates and for the District  
3 officers. Others who do not appear on said list and who support the Democratic Party  
4 and wish to join it shall enroll in the Party as provided in the Bylaws of the  
5 Democratic Party of Hawai‘i, and they will be eligible to vote in the biennial election.  
6

7 6C. Where a name has been omitted from the certified list and the member whose name was  
8 omitted produces at the precinct election meeting a dated membership card signed by a Secretary  
9 of a County Committee, County Chairperson, Secretary of the State Central Committee, or Party  
10 Chairperson showing membership or the form provided in Article I of the Constitution of the  
11 Democratic Party of Hawai‘i, and proof of voter registration in that precinct, that name shall be  
12 added to the list noting the date of membership. The respective Secretaries of District Council,  
13 the County Committee and State Central Committee will be informed of the addition made to the  
14 certified list.  
15

16 6D. Within ten (10) calendar days after issuance of this certified list, any member may challenge  
17 any name appearing on the district list by submitting in writing reasons therefore to the Secretary  
18 of the District Council. These challenges shall be heard promptly by the Executive Committee  
19 of the District Council upon due notice to the parties of the time and place of the hearing and  
20 shall be disposed of prior to the election of precinct officers and delegates. The decision of the  
21 Executive Committee of the District Council shall be final and conclusive.  
22

23 6E. Where no officers have been elected in the current biennium, any member of the precinct  
24 may, by written petition to the respective District Council, request the initiation of precinct  
25 reorganization, as follows:  
26

27 (1) The Secretary of the District Council shall be notified of the time, place, and purpose  
28 of the prospective special meeting and notice will be given pursuant to Article II of  
29 the Constitution of the Democratic Party of Hawai‘i.  
30

31 (2) Where no successful meeting is held in forty-five 45 calendar days of the biennial  
32 election meeting, the District Chairperson shall consider the precinct unorganized and  
33 initiate reorganization as set forth in this Article. The District Council shall then have  
34 the authority to organize precincts and appoint delegates to the State Convention.  
35 Upon the conclusion of the State Convention, the responsibility for the organization  
36 of precincts in accordance with this Article shall revert to the precincts. Should a  
37 Precinct Club (if their formation is authorized by the County Committee), be  
38 reorganized at least fifteen (15) calendar days prior to a County or State Convention,  
39 the Precinct Club shall have all rights and privileges as a Precinct Club organized at  
40 the biennial election meeting.  
41

42 (3) The District Council shall appoint delegates to the State Convention, with priority for  
43 delegates going first to members of the original Precinct Club (if their formation is  
44 authorized by the County Committee), then to those elected as alternate delegates  
45 from other precincts in the District. When all alternates wishing to become delegates  
46 have been appointed, the District Council may appoint any member within the

1 District to any vacant delegate position. Delegates so appointed shall have the same  
2 rights and privileges at a State Convention as if they were elected at the biennial  
3 election meeting.  
4

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

11 6F. In the event that a Precinct Club (if their formation is authorized by the County Committee)  
12 holds a successful election at the biennial election meeting except that all positions are not filled,  
13 a Precinct Club has until forty-five (45) calendar days from the biennial election meeting to hold  
14 additional meetings to fill any vacancy subject to notifying members of the Precinct of the date,  
15 time, place and purpose of the meeting by minimally posting the meeting notification on the  
16 website of the Democratic Party of Hawai'i.  
17

18 After forty-five (45) calendar days from the biennial election meeting, the District Council may  
19 fill officer, delegate, and alternate vacancies, by not later than fifteen (15) calendar days prior to  
20 the state convention, as follows:  
21

- 22 (1) Fill delegate vacancies by alternates elected at the biennial election meeting, with  
23 priority to alternates within the precinct; and then from other precincts within the  
24 District;  
25
- 26 (2) Fill alternate delegate vacancies by appointment of members who reside in the  
27 precinct who express an interest after the biennial election meeting.  
28

29 The District Council shall report any changes to fill a delegate or alternate vacancy within a  
30 precinct as a result of additional meetings held until forty-five (45) calendar days from the  
31 biennial election meeting to the to the Democratic Party of Hawai'i office. A report will be made  
32 within five (5) calendar days of the meeting. The District Council shall report any changes to fill  
33 a delegate or alternate vacancy within the District filled during the period from forty-five (45)  
34 calendar days from the biennial election meetings until fifteen (15) calendar days prior to the  
35 State Convention to the Democratic Party of Hawai'i office.  
36

37 Officers and delegates or alternates so elected shall have the same rights and privileges at a  
38 County or State Convention as if they were elected at the biennial election meeting, so long as  
39 they are elected at least fifteen (15) calendar days prior to such Convention.  
40

41 After the fifteen (15) calendar days prior to the State Convention, delegate and alternate  
42 vacancies will be filled as provided by Article II, Section 3, Delegates and Alternates to the State  
43 Convention. In the event the precinct has no more alternates, the District Chair may appoint an  
44 alternate from another precinct in the District to fill the delegate position. Vacancies must be  
45 filled by the deadline set in the Standing Rules adopted by the State Central Committee. No  
46 vacancies may be filled after the deadline.

1  
2 6G. The results of the District Council election shall be signed and certified by the District  
3 Chairperson and the Secretary of the District Council. The results shall be recorded upon a State  
4 Party-generated election form. Results shall be copied or photographed and submitted  
5 expeditiously by electronic means upon completion of the election to the State Party Secretary,  
6 State Party Chair, respective County Secretary and County Chair. The results of the election may  
7 be reviewed, copied or photographed by any member present at the meeting. They shall be  
8 delivered or postmarked within forty-eight (48) hours of the election to the State Central  
9 Committee, and the County Committee. Official forms for such certification shall be provided  
10 by the County Committee and shall include the following:

- 11  
12 (1) Time, place, and date of the meeting;  
13 (2) Names and addresses of eligible District members present and voting;  
14 (3) Names and addresses of the District officers elected; and  
15 (4) Names and addresses of the elected delegates and alternates elected.  
16

17 6H. The certified District Council election report forms shall be maintained on file at the  
18 County, and State offices and shall be open to inspection by any registered member of the Party.  
19

20 6I. Challenges concerning the election of District Council officers shall be made to the District  
21 Council at its first meeting on the Tuesday of the fourth week since the biennial election  
22 meetings. The meeting place, time, and purpose shall be given by the Secretary of the District  
23 Council pursuant to Article III of the Constitution of the Democratic Party of Hawai‘i and shall  
24 be announced at the Precinct Club election. The District Council shall, not later than the  
25 Tuesday of the fifth week since the biennial election meeting, rule on every challenge concerning  
26 a Precinct officer or concerning the validity of a vote on or the eligibility of a person voting on  
27 any question other than the election of State Convention delegates. An appeal from the decision  
28 of the District Council must be made to the County Committee not later than forty-five (45)  
29 calendar days from the biennial election meeting and can be made only after compliance with the  
30 procedures and requirements of this paragraph. Further appeal may be taken to the County  
31 Convention.  
32

33 6J. Challenges concerning delegates to the State Convention shall be submitted to the District  
34 Council at its meeting on the Tuesday of the fourth week since the biennial election meeting for  
35 transmittal to the Convention Credentials Committee. In its transmittal to the Convention  
36 Credentials Committee, the District Council shall make recommendations after investigating the  
37 challenge and furnish all relevant information. The Convention Credentials Committee shall be  
38 appointed by the Party Chairperson and shall include four subcommittees, one for each County,  
39 to dispose of challenges within their respective Counties. The subcommittee for each County  
40 shall be composed of at least five (5) members from that County. The Convention Credentials  
41 Committee shall rule on each challenge at least two (2) calendar weeks before the State  
42 Convention. Further appeal may be taken to the State Convention.  
43

44 6K. Challenges concerning the election of District Council and delegates to the State  
45 Convention for precincts which held elections subsequent to the biennial election meetings shall



1 be made no later than fifteen (15) calendar days after the elections following the procedures in  
2 described in this Section.

3  
4 **Section 7. Delegates and Alternates to the State Convention.**

5 7A. To provide every precinct representation at the State Convention, a precinct will elect  
6 alternate delegates equal to the number of delegates allocated to the precinct, provided that the  
7 official membership roster for their precinct, at the time of the biennial election meeting certified  
8 adequate membership for the precinct to elect an equal number of alternates, as follows:  
9

- 10 (1) Any member of the precinct may be elected to represent that precinct as a delegate or  
11 alternate at the State Convention. Alternates shall be elected in an order of  
12 succession to delegate status beginning with the number one (1). If a delegate is  
13 unable to attend the State Convention, the delegate may choose any alternate of that  
14 delegate's same gender elected in the precinct to serve in that delegate's stead. If no  
15 elected alternate of the same gender is available, the delegate may designate an  
16 elected alternate of a different gender in the delegate's stead. However, no alternate  
17 shall act for more than one (1) delegate. In the event a delegate fails to choose an  
18 elected alternate the succession of alternates to a delegate status shall be in the order  
19 of succession as designated by the precinct at its biennial election meeting.  
20

21 For in-person conventions only, an alternate, in order of succession, may be seated as  
22 a delegate if a delegate has not registered no later than thirty (30) minutes prior to the  
23 published time of convening the Convention on the second day of the Convention.  
24

25 The provision for reseating a delegate to the Convention shall be by the attendance  
26 and in the following order of priority:  
27

- 28 (a) Elected Delegate.  
29 (b) Elected Alternate of the same gender of the absent Delegate chosen by the absent  
30 Delegate.  
31 (c) Elected Alternate of the same gender in the order of succession.  
32 (d) Elected Alternate of a different gender of the absent Delegate chosen by the  
33 Absent Delegate.  
34 (e) Elected Alternate of a different gender in the order of succession.  
35

36 7B. Precinct Presidential Poll During Presidential Election Years. The State Central Committee  
37 shall determine the date, time manner and place of the presidential preference poll in line with  
38 Democratic National Committee Regulations.  
39

40 **Section 8. Notice of Meetings.**

41 No biennial election meeting shall be duly called unless the Secretary of the County Committee  
42 provides notice to the entire membership by posting the meeting notification on the Democratic  
43 Party of Hawai'i website in accordance with the Affirmative Action Plan, at least five (5)  
44 calendar days prior to the date of the meeting. Notice may also be provided to the membership  
45 by telephone, electronic mail or personal or written notice mailed to the last known address.  
46 However, the notification requirements of this section shall be waived when a second attempt is

1 made to hold a Biennial Election meeting for the purpose of electing District officers, delegates  
2 and/or alternates to the State Convention, provided that each member who attended the earlier  
3 attempted meeting is notified by telephone, electronic mail, or personal notice at least five (5)  
4 calendar days in advance of any subsequent meeting.  
5

## 6 7 **ARTICLE IV – COUNTY ORGANIZATIONS**

### 8 9 **Section 1. Organization.**

10 Each County Committee shall make available to its respective delegates and alternates the final  
11 reports, including any and all recommendations and amendments proposed for adoption by the  
12 State Convention, submitted by all County appointed standing committees including those  
13 committees on Platform, Resolutions, Rules, Affirmative Action, at least twenty-four (24) hours  
14 prior to the convening of the County Convention.  
15

### 16 **Section 2. Rules for the adoption of Respective County Organization Bylaws and Rules.**

17 The County Committee of each County Organization shall submit proposed bylaws to the State  
18 Central Committee within ninety (90) calendar days of adoption. The State Central Committee  
19 shall, within one\_hundred\_twenty (120) calendar days of receipt of the Bylaws changes, notify  
20 the County and rule on their acceptability. Upon the determination by the State Central  
21 Committee that the proposed rules or rule changes are consistent with the Constitution and  
22 Bylaws of the Democratic Party of Hawai‘i such County Committee rules or rule changes shall  
23 become effective.  
24

### 25 **Section 3. Meetings, Notices, Attendance at Meetings.**

26 3A. Regular meetings of the County Committee shall be held at least once every three (3)  
27 months at such time and place as the members may decide in accordance with their own rules.  
28 Notice of the County Committee meetings shall be given in person, by telephone, by facsimile,  
29 by electronic mail, or by mailing such notice to the last known address of each member not less  
30 than five (5) calendar days prior to the meeting.  
31

32 3B. Special meetings may be held at any time by call of the Chairperson or upon written request  
33 submitted to the Secretary or Chairperson by not less than twenty-five percent (25%) of the total  
34 membership. Notice of special meetings shall be given in person, by telephone, by electronic  
35 mail, by facsimile or by mailing such notice to the last known address of each member not less  
36 than five (5) calendar days prior to the meetings.  
37

## 38 39 **ARTICLE V – STATE CENTRAL COMMITTEE**

### 40 41 **Section 1. Apportionment.**

42 The State Central Committee shall state the number of Committee persons for each Senatorial  
43 District in its proclamation calling for the State Convention, subject to Article VI of the  
44 Constitution of the Democratic Party of Hawai‘i.  
45

1 **Section 2. Nomination and Filing.**

2 2A. Any citizen resident in the State of Hawai‘i, who is or will be a member of the Democratic  
3 Party of Hawai‘i for one (1) year before the next election shall be eligible to be a candidate for  
4 election to Party Chairperson. Any citizen residing in the State of Hawai‘i who wishes to  
5 become a candidate for election to Party Chairperson or for election to the State Central  
6 Committee shall file a nomination paper with the Secretary of said County or the State Central  
7 Committee at least twenty (20) calendar days prior to the State Convention, except that papers  
8 for the County Representative seats shall be filed at least ten (10) calendar days prior to the  
9 County Convention, and except that papers for the Caucus Representative seats shall be filed  
10 after certification by the Caucus, but at least twenty (20) calendar days prior to the State  
11 Convention. In the event that no papers have been filed by the filing deadline, the filing deadline  
12 shall be extended until ten (10) calendar days prior to the State Convention, but only if the voting  
13 is to be held in person at the Convention. However, no additional nomination papers shall be  
14 allowed for those positions for which papers had been filed by the filing deadline. If a member  
15 has resigned from the Party in the two (2) years prior to re-enrollment in the Democratic Party of  
16 Hawai‘i, the re-enrolled member must be a member in good standing for at least one (1) year  
17 before the next election prior to being elected Party Chairperson or for election to the State  
18 Central Committee.

19  
20 2B. The nomination paper of a candidate for Party Chairperson, National Committeeman and  
21 National Committeewoman shall be signed by not less than ten (10) certified members of the  
22 Democratic Party of Hawai‘i from at least two (2) County Organizations. Signatures may be  
23 electronic.

24  
25 2C. The nomination paper of a candidate for Youth Representative shall be signed by not less  
26 than ten (10) certified members of the Democratic Party of Hawai‘i, all of whom are members of  
27 the Party who are thirty-five (35) years of age or younger.

28  
29 2D. The nomination paper of a candidate for a State Central Committee member shall be signed  
30 by not less than five (5) certified members of the Party from the nominee’s Senatorial District or  
31 Caucuses.

32  
33 2E. The nomination paper for a State Central Committee member filing as a County  
34 Representative shall be signed by not less than five (5) certified members of the Party from the  
35 nominee’s County.

36  
37 2F. A copy of the nomination papers of candidates for the Youth Representative, Caucus  
38 Representatives, and County Committee representatives and their application fee shall be  
39 provided to the State Central Committee Secretary by the deadline established by Article V,  
40 Section 2A of these Bylaws.

41  
42 **Section 3. Officers.**

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

- 45  
46 (1) The Party Chairperson shall serve as chairperson of the State Central Committee,

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

8  
9 The Chairperson shall serve faithfully on behalf of the Democratic Party of  
10 Hawai'i as an active member of the Democratic National Committee (DNC) and  
11 the DNC's Association of State Democratic Chairs (ASDC), and is encouraged to  
12 attend each regular DNC and ASDC meeting.

- 13  
14 (2) The elected Vice-Chairperson shall perform the duties and functions of the  
15 Chairperson in the absence of the Chairperson. The Vice-Chairperson shall also  
16 perform other duties and functions as assigned by the Chairperson. The elected  
17 Vice-Chairperson shall also be charged with the responsibility of monitoring the  
18 activities of the standing committees.

19  
20 The elected Vice-Chairperson shall serve faithfully on behalf of the Democratic  
21 Party of Hawai'i as an active member of the Democratic National Committee  
22 (DNC) and the DNC's Association of State Democratic Chairs (ASDC), and is  
23 encouraged to attend each regular DNC and ASDC meeting

- 24  
25 (3) The Secretary shall keep the minutes of all Executive and State Central  
26 Committee meetings in a permanent Minutes book. The Secretary shall also have  
27 primary responsibility for care and maintenance of the membership lists. The  
28 Secretary shall be responsible for seeing that such lists are available for inspection  
29 by interested Democrats at all reasonable times. The membership lists, certified  
30 as correct to the best of the Secretary's knowledge and belief, shall be turned over  
31 intact to the new Secretary at the end of the old Secretary's term of office. The  
32 Secretary shall also be responsible for issuing membership cards, in such form as  
33 may be prescribed by the State Central Committee, to all duly certified members  
34 of the Party with the County. The Secretary is responsible for providing annual  
35 notification to the Party members in writing, by electronic mail or by posting the  
36 notice on the Party's webpage that annual voluntary membership dues are  
37 requested.

- 38  
39 (4) The Assistant Secretary shall assist the Secretary in carrying on the various duties  
40 assigned to the Secretary and shall perform the duties, in the absence of the  
41 Secretary.

- 42  
43 (5) The Treasurer shall account for all moneys received by the Party and shall follow  
44 standard accounting procedures in recording receipt of moneys and the  
45 disbursement of funds. All disbursements shall be by check, bank draft, or debit  
46 card, and countersigned by either the Party Chairperson or the elected Vice-

1 Chairperson. All disbursements should be supported by a document or an invoice  
2 approved through a prescribed procedure. Other duties and responsibilities  
3 include:

- 4 (a) Provide a financial statement on its operations at each meeting of the  
5 Executive and State Central Committee.
- 6 (b) To comply with all tax laws as it applies to the Party as an employer.
- 7 (c) To determine and analyze the biennial budget at regular intervals and  
8 report its findings to the finance committee.
- 9 (d) To serve as an ex-officio member of all special projects where a subsidiary  
10 set of records is kept with an appointed Treasurer. These projects upon  
11 completion should be incorporated into the general books of the Party and  
12 filed as a part of the Treasurer's general record.
- 13 (e) To receive funds, receipts, and contributor information on an ongoing  
14 basis from County, and District Treasurers as necessary to comply with  
15 any Federal or State laws governing political campaign contributions and  
16 expenditures.
- 17 (f) To comply with, prepare reports or assist in the preparation of reports  
18 required by any Federal or State laws governing political campaign  
19 contributions and expenditures.

- 20
- 21 (6) The Assistant Treasurer shall assist the Treasurer in carrying on the various duties  
22 assigned to the Treasurer and shall perform the duties, in absence of the  
23 Treasurer.
- 24

#### 25 **Section 4. Term of Office.**

26 The term of office of persons elected to the State Central Committee shall begin immediately  
27 after the adjournment of the Democratic Party of Hawai'i State Convention and end at the  
28 conclusion of the following Convention, unless otherwise specified in the bylaws of the County,  
29 Caucus, or Young Democrats concerning their State Central Committee representatives.

#### 30 **Section 5. Filling of Vacancies.**

31 5A. Vacancy in the office of the Party Chairperson shall be filled by the State Central  
32 Committee by election of an interim Party Chairperson. The elected Vice-Chairperson shall  
33 assume the office of Acting Party Chairperson for a period not to exceed forty-five (45) calendar  
34 days during which time the State Central Committee shall elect an interim Party Chairperson.

35 5B. Vacancy in the office of the National Committeeman or National Committeewoman shall be  
36 filled by the Party Chairperson with the concurrence of the majority of the State Central  
37 Committee members present at the State Central Committee meeting where the position is filled,  
38 until the following Democratic State Convention. In a non-presidential year, the term of the new  
39 officer shall take effect upon conclusion of the State Convention. In a presidential year, the term  
40 of the committeemember shall begin at the conclusion of the national convention.

41 5C. Vacancy in the office of Youth Representative shall be filled by the Party Chairperson with  
42 the concurrence of the majority of the State Central Committee members present at the State  
43 Central Committee meeting where the position is filled and the Executive Board of the Young  
44  
45  
46

1 Democrats of Hawai'i.

2  
3 5D. Any vacancy in the office of the Committee Person from a Senatorial District or the County  
4 Representative shall be filled by the County Committee within which the past incumbent resided.  
5 The person filling the vacancy shall meet the requirements of the candidate for Committee  
6 Person.

7  
8 5E. Any vacancy in the office of Caucus Representative shall be filled by the Caucus as set forth  
9 in Caucus bylaws. A position is deemed vacant if a Caucus Representative no longer maintains  
10 Caucus membership or is otherwise ineligible according to approved Caucus bylaws. If the  
11 Caucus fails to fill the vacancy within forty-five (45) calendar days, it shall be filled by the Party  
12 Chairperson.

13  
14 5F. If vacancies are not filled within forty-five (45) calendar days, the State Central Committee  
15 shall fill the vacancies.

16  
17 **Section 6. Meetings.**

18 6A. To the extent possible, the place of the meeting of the State Central Committee or of the  
19 Executive Committee shall be rotated among the Counties; and, whenever possible, all or a  
20 portion of the cost of transportation of members from Counties other than the County in which  
21 the meeting is held shall be defrayed from the Party treasury.

22  
23 6B. Minutes of each meeting shall be kept and permanently filed by the Secretary in a book kept  
24 for such purposes, which book shall be turned over to the next succeeding Secretary of the State  
25 Central Committee. Copies of the minutes shall be made available to Party members upon  
26 request.

27  
28 6C. The State Central Committee is empowered to establish rules and procedures for  
29 participation in its meetings by telephonic or electronic means. Participation in meetings by such  
30 means shall be construed as attendance for purposes of quorum and voting.

31  
32 6D. Notice of regular meetings shall be given not less than ten (10) calendar days before the  
33 meeting and may be delivered by mail, fax or electronic mail.

34  
35 6E. Notice of special meetings shall be given not less than five (5) calendar days before the  
36 meeting and may be delivered by mail, fax, or electronic mail.

37  
38 6F. Meetings of the State Central Committee shall normally be open to all Party members.  
39 Under exceptional circumstances, the State Central Committee may decide to go into Executive  
40 Session to deal with a matter. Any decision to go into Executive Session shall require a two-  
41 thirds vote of State Central Committee members in attendance.

42  
43 **Section 7. Proxies.**

44 7A. State Central Committee members unable to attend a State Central Committee meeting may  
45 give their proxy to another member. In no event shall a State Central Committee member carry  
46 more than one proxy.

1  
2 7B. All proxies must be in writing in the form approved by the State Central Committee and  
3 shall be filed with the Secretary of the State Central Committee.  
4

5 **Section 8. Caucuses.**

6 8A. Minimal criteria for certification of a caucus shall include:  
7

- 8 (1) Sufficient statewide membership. The State Central Committee may establish a  
9 minimum membership of not less than twenty (20) Caucus members from at least  
10 two (2) Counties, to apply for and to maintain certification.  
11  
12 (2) Caucus Bylaws shall be consistent with the Constitution of the Democratic Party  
13 of Hawai‘i. The Bylaws shall provide for democratic selection of officers and  
14 representatives to the State Central Committee, defined terms of office,  
15 membership that is open to all Party members who belong to the defined  
16 constituency, public notice of meetings, and quorum. The Caucus bylaws shall be  
17 filed with the Standing Rules Committee of the State Central Committee for  
18 review and comment, and must be approved by the State Central Committee.  
19  
20 (3) Application for certification as a Democratic Party of Hawai‘i Caucus shall  
21 include a record of meetings and activity that establishes the viability of the  
22 Caucus.  
23  
24 (4) Certification shall be continuous until officially terminated by the State Central  
25 Committee due to:  
26 (a) Action of Caucus substantially not in compliance with Democratic Party  
27 of Hawai‘i Constitution and Bylaws or the Caucus Bylaws, or  
28 (b) At least twelve (12) consecutive months without meetings or required  
29 reports.  
30

31 8B. New Caucus Representatives to the State Central Committee. Within forty-five (45)  
32 calendar days of certification of a new Caucus, the new Caucus shall nominate two (2)  
33 representatives of different genders, taking office immediately upon the advice and consent of a  
34 majority of the State Central Committee members present at the meeting at the time the  
35 nomination is presented. Vacancies shall be filled according to this Article.  
36

37 8C. The following caucuses are recognized by the Democratic Party of Hawai‘i:  
38

- 39 (1) Hawaiian Affairs;  
40 (2) Education;  
41 (3) Environment;  
42 (4) Kupuna;  
43 (5) Stonewall;  
44 (6) Labor;  
45 (7) Veterans; and,  
46 (8) Women.

1  
2 8D. Any name change to a Caucus must be initiated by the respective Caucus.  
3

4 8E. Reports and Certification. Each Caucus, to maintain its certification, shall make a written  
5 report to the State Central Committee at least twice a year and at such other times as may be  
6 necessary. Each Caucus must maintain a certified copy of its bylaws with the Democratic Party  
7 of Hawai‘i which shall be posted on the Party’s website. Caucuses shall also provide a current  
8 list of their officers to the State Central Committee by not later than July 1 every year.  
9

10 8F. Any Caucus that fails to meet any of the required steps listed in Sections 8A and 8E to  
11 maintain its certification will lose all access to use any of the Party assets, including but not  
12 limited to Party Headquarters, Database, Email service, copying machine, etc. Access will be  
13 restored once all the required steps have been completed. Failure to address any missing required  
14 steps within thirty (30) calendar days of notification by the Secretary of the Party shall open the  
15 Caucus to have its certification pulled by the State Central Committee.  
16

17 **Section 9. Committees.**

18 9A. Every special committee shall make a report in writing to the State Central Committee or  
19 the Executive Committee if such committee was appointed by the Executive Committee upon the  
20 conclusion of its work and at such other times as may be required.  
21

22 At least one of the co-chairs of each of the standing committees shall be a member of the State  
23 Central Committee. Co-chairs shall be appointed by the Chair with advice and consent of the  
24 State Central Committee. Membership on the committees shall not be limited to State Central  
25 Committee members and shall include representation from all four counties.  
26

27 9B. Every such report shall be filed by the Secretary of the State Central Committee in the  
28 Minute book of the Committee.  
29

30 9C. The Finance Committee shall be chaired by the Treasurer and shall prepare the biennial  
31 budget in consultation with the Party Chairperson. Its membership shall include at least one (1)  
32 member from each County. This budget shall be presented to the members of the State Central  
33 Committee at the meeting following the initial organizational meeting of the State Central  
34 Committee. In addition, the Finance Committee shall:  
35

- 36 (1) Review and analyze the approved budget at regular intervals and if necessary  
37 submit the Committee’s recommendation in regards to changes to the budget.  
38
- 39 (2) Submit written policies and procedures relative to the various accounting  
40 functions required to maintain proper financial records of the Party to the State  
41 Central Committee for its approval.  
42
- 43 (3) Oversee special fund raising projects undertaken in the name of the Democratic  
44 Party to ensure that proper accounting procedures are followed in conforming  
45 with the policies and procedures established in Article V of the Constitution of the  
46 Democratic Party of Hawai‘i.



- 1  
2 (4) Review staff appointments made by the Party Chairperson and the amount of  
3 remuneration to be paid the staff member in conformance with the adopted  
4 budget. Review also the appointment of individual contractors and the  
5 requirement of a formal contract to be signed by the Party Chairperson and the  
6 independent contractor. Review all contracts with independent contractors and  
7 contractor’s remuneration levels for services to be rendered.  
8

9 9D. PLATFORM: The Platform Committee shall be responsible for reviewing and proposing  
10 updates to the Democratic Party of Hawai‘i’s Platform and work to encourage support of the  
11 Platform. The Platform Committee shall also be responsible for formulation, distribution and  
12 collecting results of the Democratic Party of Hawai‘i Platform Survey as required for all  
13 candidates running as a member of the Democratic Party of Hawai‘i. The Platform Committee  
14 shall be responsible for matters delegated or duties as from time-to-time may be assigned to it by  
15 the Chair and/or State Central Committee.  
16

17 9E. LEGISLATION: The Legislation Committee shall be responsible for preparing and  
18 promoting the passage of legislation consistent with the positions of the Democratic Party as  
19 expressed in the platform and resolutions adopted at the State Convention, or by a vote of the  
20 State Central Committee. The Legislation Committee shall prepare a plan for approval by the  
21 State Central Committee prior to each legislative session, shall provide timely reports to the State  
22 Central Committee during the session and shall be subject to oversight by the State Central  
23 Committee. The Legislation Committee shall be responsible for matters delegated or duties as  
24 from time-to-time may be assigned to it by the Chair and/or State Central Committee.  
25

26 9F. RULES: The Rules Committee shall be responsible for reviewing and proposing updates to  
27 the Democratic Party of Hawai‘i Constitution and Bylaws, assisting in the development of the  
28 Standing Rules for the Democratic Party of Hawai‘i, reviewing and determining the validity of  
29 changes submitted by the Counties and Caucuses Bylaws, reviewing requests for establishment  
30 of new caucuses to assure eligibility requirements are met, making recommendations for  
31 certification, reviewing any allegations of rules violations and reporting its findings and  
32 recommendations to the State Central Committee, and interpreting the Constitution and Bylaws  
33 when called upon by the Chair or members of the State Central Committee. The Rules  
34 Committee shall be responsible for matters delegated or duties as from time-to-time may be  
35 assigned to it by the Chair and/or State Central Committee.  
36

37 9G. AFFIRMATIVE ACTION: The Affirmative Action Committee shall be responsible for  
38 reviewing and proposing updates to the Democratic Party of Hawai‘i’s Affirmative Action plan,  
39 implementing the Affirmative Action Plan, assisting the Membership Committee in outreach to  
40 under-represented communities in the Democratic Party of Hawai‘i, and ensuring that concerted  
41 efforts are made to reach those communities. The Affirmative Action Committee shall be  
42 responsible for matters delegated or duties as from time-to-time may be assigned to it by the  
43 Chair and/or State Central Committee.  
44

45 9H. MEMBERSHIP: The Membership Committee shall be responsible for coordinating  
46 recruitment of new members and membership drives, developing and maintaining on boarding

1 procedures for new members, encouraging the registration of voters, as well as coordinating  
2 membership enhancements – i.e. talent management. The Membership Committee shall also be  
3 responsible for training materials. The Membership Committee shall be responsible for matters  
4 delegated or duties as from time-to-time may be assigned to it by the Chair and/or State Central  
5 Committee.

6  
7 9I. FUNDRAISING COMMITTEE. The Fundraising Committee shall be responsible for  
8 planning, organizing, and implementing statewide Democratic Party of Hawai‘i fundraising  
9 activities. The Fundraising Committee will also develop and offer training on fundraising  
10 requirements for the Democratic Party of Hawai‘i. The Fundraising Committee shall be  
11 responsible for matters delegated or duties as from time-to-time may be assigned to it by the  
12 Chair and/or State Central Committee.

13  
14 9J. COMMUNICATIONS: The Communications Committee shall be responsible for  
15 establishing and maintaining the Democratic Party of Hawai‘i’s social media platforms as well  
16 as establishing and maintaining a member newsletter. It will also maintain a media outreach  
17 center. The Communications Committee shall be responsible for matters delegated or duties as  
18 from time-to-time may be assigned to it by the Chair and/or State Central Committee.

19  
20 9K. COMMUNITY RELATIONS: The Community Relations Committee shall be responsible  
21 for social services projects on behalf of the Democratic Party of Hawai‘i, as well as developing a  
22 plan for building positive relationships with key community organizations that support the  
23 Democratic Party of Hawai‘i platform in the community. The Community Relations Committee  
24 shall be responsible for matters delegated or duties as from time-to-time may be assigned to it by  
25 the Chair and/or State Central Committee.

26  
27 9L. CONVENTION: The Convention Committee shall be responsible for planning, organizing,  
28 and implementing the biennial Democratic Party of Hawai‘i State Convention. By September in  
29 the year before the Convention, the Convention Committee shall provide to the entire State  
30 Central Committee a Convention plan that will include the suggested theme for the Convention,  
31 the recommended location of the Convention, a recommended Convention budget, and the  
32 recommended State Convention Standing Rules. This information will be provided to State  
33 Central Committee members at least ten (10) calendar days prior to the meeting. The Convention  
34 Committee shall be responsible for matters delegated or duties as from time-to-time may be  
35 assigned to it by the Chair and/or State Central Committee.

36  
37 9M. CAMPAIGN: The Campaign Committee shall be responsible for training of members to run  
38 campaigns – candidates, volunteer coordinators, campaign managers, and campaign treasurers.  
39 The Campaign Committee shall be responsible for matters delegated or duties as from time-to-  
40 time may be assigned to it by the Chair and/or State Central Committee.

41  
42 9N. COMPLIANCE REVIEW: The Compliance Review Committee shall be responsible for  
43 ensuring an annual review of the financial records of the Democratic Party of Hawai‘i for  
44 compliance with any federal, state, Democratic Party of Hawai‘i and Democratic National  
45 Committee requirements and proper authorized expenditures, and shall review the system it uses  
46 to account for revenue and expenses. The Compliance Review Committee shall be responsible

1 for matters delegated or duties as from time-to-time may be assigned to it by the Chair and/or  
2 State Central Committee.

## 3 4 5 **ARTICLE VI – STATE CONVENTION**

### 6 7 **Section 1. Time, Place, Notice.**

8 The State Convention will be called biennially in May of each even numbered year, or at such  
9 other times as may be determined by the State Central Committee. The date and place of the  
10 meeting shall be fixed by the State Central Committee. The place of the meeting may be rotated  
11 in non-Presidential Election years among the following three (3) counties in the state of Hawai‘i  
12 - Kaua‘i, Maui & Hawai‘i. In Presidential Election years, the Convention shall be held on O‘ahu,  
13 unless the State Central Committee decides to call an electronic Convention which may conduct  
14 business online as described in Standing Rules as it may adopt. Notice thereof shall be given by  
15 the methods as determined by the State Central Committee not less than ten (10) calendar days  
16 prior to the date of the biennial election meetings.

### 17 18 **Section 2. Composition.**

19 2A. Incumbent Party Chairperson, National Committeeman and National Committeewoman,  
20 State Central Committee Members, Incumbent and Immediate Past County at-Large  
21 Representatives to the State Central Committee, District Chairpersons, Incumbent and Immediate  
22 Past County Chairpersons, including *ex-officio* members of the State Central Committee, former  
23 Democratic Governors, former Democratic Lieutenant Governors, and former Democratic Party  
24 Chairpersons.

25  
26 2B. Elected Federal, State and County Officials, or officials who may have been appointed to  
27 fill a vacant position of an elected official, who meet the following requirements:

- 28  
29 (1) Be a member in good standing.  
30  
31 (2) Have attained their present office in an election as a Democrat or appointed to fill  
32 a vacant position of an elected official or have attained their present office in a  
33 nonpartisan election provided they are Democratic Party members in good  
34 standing.  
35  
36 (3) The rights and privileges granted in this paragraph are nontransferable.

37  
38 2C. The delegates in Section 2A and 2B above shall have all the rights and privileges of a  
39 delegate, but shall not be allowed to vote in the National Convention Delegate Selection Process  
40 unless elected as a State Convention delegate in their respective biennial election meeting. In  
41 non-presidential years, those qualified to serve as automatic delegates shall not be eligible to  
42 hold an elected delegate slot. A delegate elected at a biennial election meeting shall  
43 automatically vacate that position upon election to an office entitling them to an automatic  
44 delegate seat.

45  
46 2D. The number of State Convention delegates allotted to each [~~Precinct Club~~] precinct shall be

1 determined by the total number of votes cast for the Democratic candidate in the most recent  
2 gubernatorial or presidential election.

- 3
- 4 (1) The total number of elected delegates to the State Convention shall be 1000. The  
5 number of delegates allotted to each precinct shall be determined by the total  
6 votes cast in each Precinct plus the apportioned absentee ballots, divided by the  
7 total number of votes cast for the gubernatorial or presidential candidate, and the  
8 result multiplied by the total number of elected delegates to the State Convention.  
9
- 10 (2) Absentee ballots are prorated as a percentage of the total number of Precincts  
11 affected by the absentee ballots.
- 12
- 13 (3) If the result for any Precinct is less than or equal to two (2) delegates, that  
14 Precinct shall elect two (2) delegates.
- 15
- 16 (4) If the result for any Precinct is greater than two delegates and more than fifty  
17 percent (50%) of each additional delegate, that Precinct shall be entitled to one  
18 additional delegate.

19

20 2E. Precincts shall elect delegates and alternates reflecting gender diversity, making note of the  
21 history of under representation of women, other genders and those that do not adhere to the  
22 gender binary, except as provided below:

- 23
- 24 (1) If the number of delegates allotted to a Precinct is an odd number, then the  
25 composition of that delegation may deviate by one (1), or
- 26
- 27 (2) If the precinct lacks sufficient candidates of different gender to make a delegation  
28 of gender diversity, then the Precinct shall make reasonable attempts to comply  
29 with this subsection.

30

31 **Section 3. Purposes.**

32 3A. To elect a National Committeeman and a National Committeewoman in every Presidential  
33 election year by the delegates voting at-large and to fill any vacancy in these positions in the  
34 non-Presidential election year. In the event there is a vacancy in the office of National  
35 Committeeman or National Committeewoman due to death or to resignation, such vacancy shall  
36 be filled by the State Central Committee until the following Democratic State Convention.

37

38 3B. To elect delegates and alternates to the Democratic National Convention in every  
39 Presidential election year. The number of delegates and alternates allotted to each State is  
40 determined by the Democratic National Convention (based on the Hawai'i National Delegate  
41 Selection Plan and Affirmative Action Plan).

- 42
- 43 (1) The Delegate Selection Plan regarding the selection of delegates and alternates to  
44 the Democratic National Convention shall be approved by the State Central  
45 Committee and published on the website of the Democratic Party of Hawai'i  
46 within thirty (30) calendar days of the approval of the plan by the Democratic

1 National Committee.

2  
3 (2) Certification. The National Convention Delegates and Alternates shall be  
4 certified by the Party Chairperson and filed with the Secretary of the Democratic  
5 National Committee within ten (10) calendar days after selection.

6  
7 (3) Slate-Making. Any individual or group of Democrats may sponsor or endorse a  
8 slate of candidates for National Convention Delegates. But no slate may receive  
9 preferential treatment for a preferential place on a delegate selection ballot or be  
10 publicly identified on the ballot as the “official” slate. All slates must meet the  
11 same qualifying requirements set forth in this Article.

12  
13 3C. To elect Presidential Electors and Alternates, as prescribed by law, in every Presidential  
14 election year, by the delegates voting at-large. Candidates for Presidential Electors and  
15 Alternates shall be members of the Party in good standing for at least one (1) year.

16  
17 3D. To elect the Democratic Party Chairperson and members of the State Central Committee,  
18 except County Representatives elected at the County Convention, youth representatives elected  
19 by their members, and caucus representatives elected by their members as provided by their  
20 bylaws.

21 (1) The Chairperson of the Democratic Party of Hawai‘i, Caucus Representatives,  
22 and the Youth Representatives, shall be elected by the Convention delegates  
23 voting at-large.

24  
25 (2) The State Central Committee members, representing Senatorial Districts, shall be  
26 elected by the State Convention delegates from the respective Senatorial Districts;  
27 provided that two (2) representatives of different genders shall be elected from  
28 each County or a Senatorial District which covers more than one County. State  
29 Central Committee members, representing their Counties, shall be elected by their  
30 County Convention.

31  
32 (3) The elected or appointed Democratic officials or candidates running for elective  
33 public office, with the exception of those running for or elected as a delegate to  
34 the State Constitutional Convention, are not eligible to be Chairperson of the  
35 Democratic Party of Hawai‘i.

36  
37 (4) Election of the Party Chairperson shall include weighted votes, unless an in-  
38 person Convention cannot be held due to an emergency, and/or a mail or  
39 electronic ballot has been authorized by the State Central Committee.

40  
41 (a) Weighted votes are defined as those delegates not registered at the State  
42 Convention. Weighted votes shall be permitted for members in Counties  
43 who need to travel to another County to participate in the State  
44 Convention. The total votes, including weighted votes, for any County  
45 shall not exceed their allocated total.

- 1 (i) Weighted votes shall be applied automatically by the Elections  
2 Committee for a County, by County, in direct proportion to the  
3 votes cast for the various candidates by the registered delegates  
4 of that County.  
5
- 6 (ii) For mathematical computation, fractions shall be carried to two  
7 decimal places. Fractional votes of one-half or more shall  
8 increase to the next whole number, whereas, less than one-half  
9 shall have the fraction dropped. Where mathematical  
10 computations cause the total County vote to exceed or decrease  
11 its total allocated count, a coin toss by the Credentials  
12 Chairperson, who shall be present in the Elections counting  
13 room, shall be implemented to offset the discrepancy.  
14

15 (5) All elections shall be determined by plurality.  
16  
17

18 3E. To adopt the Platform of the Democratic Party of Hawai'i.  
19

20 3F. To adopt the revisions, amendments or alterations to the Constitution of the Democratic  
21 Party of Hawai'i.  
22

23 3G. To adopt Resolutions.  
24

25 3H. To consider such other business as may come before it.  
26

#### 27 **Section 4. Candidate's Filing Fee.**

28 Any member of the Party wishing to be a candidate described in Article V of the Constitution of  
29 the Democratic Party of Hawai'i shall file a nomination paper with the Secretary of the State  
30 Central Committee, signed by not less than ten (10) members of the Party for candidates for  
31 statewide office and by not less than five (5) members of the Party for all other offices, at least  
32 twenty (20) calendar days prior to the State Convention and pay to the Democratic Party of  
33 Hawai'i a fee of ten dollars (\$10), except that papers for the County Representative seats shall be  
34 filed at least ten (10) calendar days prior to the County Convention. In the event that no papers  
35 have been filed by the filing deadline, the filing deadline shall be extended until ten (10) calendar  
36 days prior to the State Convention. However, no additional nomination papers shall be allowed  
37 for those positions for which papers had been filed by the filing deadline.  
38

#### 39 **Section 5. Delegate Registration Fee.**

40 The State Central Committee is responsible to ensure the budget for State Convention allows  
41 reasonable registration fees affordable to middle-and low-income delegates, and waivers to  
42 delegates unable to pay the registration fee.  
43

44 A request for waiver should be submitted in writing, by email, or on a form provided for this  
45 purpose and conveyed to the State Convention Credentials Committee, as follows:  
46

- 1 (1) The written request for waiver must be submitted within sixty (60) calendar days  
2 following the biennial election meeting and explain the reason for the request.  
3
- 4 (2) When reasonable circumstances justify a request for waiver submitted after the  
5 sixty (60) calendar day deadline, the Convention Credentials Committee shall  
6 consider whether circumstances justify the late request. Such circumstances may  
7 include alternates filling late-occurring delegate vacancies, or other reasonable  
8 cause for a delayed submittal.  
9
- 10 (3) A full or partial waiver shall be granted if the delegate is unable to pay the full  
11 registration fee.  
12

### 13 **Section 6. Organization of the Convention.**

14 6A. The Party Chairperson shall appoint all Convention Committee Chairpersons not less than  
15 one-hundred-twenty (120) calendar days prior to the opening of the State Convention. The  
16 Party Chairperson shall appoint committee members to the Convention Committees not less than  
17 forty-five (45) calendar days prior to the opening of the State Convention. If committee  
18 vacancies exist, additional members shall be appointed up to seven (7) calendar days prior to the  
19 State Convention.  
20

21 The Convention Committee is a standing committee of the State Central Committee; other  
22 Convention committees appointed by the Party Chairperson include the following:  
23

- 24 (1) Convention Platform Committee: Responsible to receive proposals to amend or  
25 revise the Platform. Prepares a report of recommendations to the Convention.  
26
- 27 (2) Convention Rules Committee: Responsible to receive proposals to amend or  
28 revise the rules of the Party. Shall have the power to format, edit, combine  
29 proposed rules changes, and make substantive amendments that do not alter the  
30 intent of the proposed rule addition or change. Prepares a report of  
31 recommendations to the Convention.  
32
- 33 (3) Convention Resolutions Committee(s): Responsible to receive resolutions. Shall  
34 have the power to format, edit, combine resolutions of similar substance, and  
35 make substantive amendments that do not alter the intent of the resolving clauses.  
36 Prepares a report of recommendations to the Convention.  
37
- 38 (4) Convention Affirmative Action Committee: Responsible to receive  
39 recommendations concerning Affirmative Actions and to finalize  
40 recommendations to the Convention.  
41
- 42 (5) Convention Credentials Committee: Responsible to investigate and certify a  
43 temporary roll of delegates. The temporary roll as prepared by the Secretary of the  
44 State Central Committee will be accepted as prima-facie correct pending action  
45 by the duly appointed State Convention Credentials Committee.  
46

- 1 (a) The Convention Credentials Committee shall hold hearings to decide a  
2 contest with due notice to the parties.  
3  
4 (b) The Credentials Committee shall, throughout the delegate registration  
5 period assess a member or members to the Registration Committee to verify  
6 and certify a delegate's or an alternate's status for seating as a delegate.  
7

8 6B. The Party Chairperson shall assure that all Convention Committees shall include members  
9 from each County in proportion to the ratio of delegates allocated to each County to the total  
10 number of delegates to the Convention. The Party Chairperson, with the concurrence of the  
11 State Central Committee, shall establish a process to ensure that appointments to the Convention  
12 Committees shall be fair, and that such committees shall in so far as practicable reflect the varied  
13 constituencies and diverse views of the Convention delegates. Each recognized Caucus and the  
14 Young Democrats may have a member on the Rules, Platform and Resolutions committees and  
15 each of these committees shall have a minimum of 41 members. In a presidential election year,  
16 efforts shall be made to appoint committees whose membership reflects the proportion of votes  
17 cast for the presidential candidates.  
18

19 6C. The Chairperson(s) of each Convention Committee shall notify committee members at least  
20 five (5) calendar days in advance of any Convention meetings.  
21

- 22 (1) On the opening day of the Convention, all Convention Committee members who  
23 are Convention delegates shall constitute the membership of the Convention  
24 Committee.  
25  
26 (2) Only registered Convention delegates shall actively participate and vote on the  
27 issues before the committee.  
28  
29 (3) Authors of proposals before a committee may speak for the proposal in accord  
30 with committee procedure.  
31  
32 (4) Convention Resolutions Committee(s) shall have the power to format, edit,  
33 combine resolutions of similar substance, and make substantive amendments.  
34 This committee will report to the assembled delegates only those resolutions it  
35 recommends for adoption.  
36

37 6D. The Convention Standing Rules and the Convention Budget will be adopted by the State  
38 Central Committee not later than January of the year of the State Convention.  
39

#### 40 **Section 7. Prohibition Against Unit Rule.**

41 Unit Rule shall not be permitted in any vote at the State Convention. "Unit Rule," as used in this  
42 section, means any agreement entered into by any delegation that a majority of the votes from  
43 the delegation on any issue or election will bind the total delegation vote on such issue or  
44 election, unless the agreement is entered into by unanimous vote.  
45



1 **Section 8. Report to the Convention.**

2 The Party Chairperson shall be called upon to present a full report of the State Central  
3 Committee's activities. The Treasurer of the State Central Committee shall report and submit a  
4 financial statement on the financial status of the Party. Both reports shall be included in the  
5 Convention packet for all delegates.  
6

7 **Section 9. Convention Reports to the Delegates.**

8 The Secretary of the State Central Committee shall publish on the website of the Democratic  
9 Party of Hawai'i the following documents at least five (5) calendar days prior to the date of the  
10 Convention: the proposed changes to the Party Platform, the Constitution and/or Bylaws of the  
11 Democratic Party of Hawai'i, and the Affirmative Action Plan; proposed resolutions; a list of all  
12 candidates and the positions they seek to be elected to at the State Convention; and the list of all  
13 proposed permanent Convention Committee members. Permanent Convention Committee  
14 members shall be posted to the website as they are appointed/confirmed. The above information  
15 shall be made available to all delegates via the website of the Democratic Party of Hawai'i.  
16

17 **Section 10. Candidate Speeches.**

18 No candidate may be charged a fee to speak at the State Convention.  
19

20 **Section 11. Electronic Voting.**

21 Electronic voting or balloting may be used to adopt any convention business or elect nominees to  
22 any position following procedures provided in the Convention Standing Rules adopted by the  
23 State Central Committee.  
24  
25

26 **ARTICLE VII – REVENUES**  
27

28 **Section 1. District Council Fund Raising.**

29 Each District Council shall be entitled to raise such funds as it deems necessary for the conduct  
30 of its business and social affairs, and to meet assessments made by the County Committee. Such  
31 funds shall be raised by assessments, dues or contributions, or by some specific business or  
32 social projects. Where the funds are to be raised by some method other than assessment, dues, or  
33 contributions, such method shall be coordinated by the County Committee. It shall be the  
34 function of the County Committee to prevent conflicts between various fundraising projects and  
35 similar projects on the County and State level.  
36

37 **Section 2. County Committee and State Central Committee Responsibility.**

38 It shall be the duty of the County Committee in each County and the State Central Committee to  
39 raise and maintain as large a fund as possible to help elect all Party candidates in the general  
40 election and to promote understanding and acceptance of the Party program in both the primary  
41 and general election.  
42  
43  
44  
45  
46

1                                   **ARTICLE VIII – DEMOCRATIC PARTY HEADQUARTERS**

2  
3   **Section 1. Establishment, Maintenance and Operation.**

4   The Democratic Party of Hawai‘i Headquarters shall be established, maintained and operated by  
5   the State Central Committee.

6  
7   **Section 2. Executive Director and Staff.**

8   An Executive Director and staff for the Democratic Party of Hawai‘i may be appointed by the  
9   Chairperson of the State Central Committee with the approval of the State Central Committee.  
10   The Executive Director shall report to the Party Chairperson and assist in implementing the  
11   policies and plans of the State Central Committee. The compensation of the Executive Director  
12   and the budget for the staff shall be determined by the State Central Committee. Paid staff  
13   members, including the Executive Director and those under contract with the Party, shall not be  
14   voting members of the State Central Committee. Employees of the Party shall maintain  
15   neutrality towards political campaigns prior to the completion of the primary election as well as  
16   maintain neutrality in internal party elections above District Secretary.

17  
18   **Section 3. Duty to Support All Democratic Party Organizations.**

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

21  
22   **Section 4. Services to be Made Available to All Democrats.**

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

26  
27  
28                                   **ARTICLE IX – GENERAL PROVISIONS**

29  
30   **Section 1. Candidate Support of Platform, Resolutions, Constitution and Bylaws.**

31   The Secretary of the State Central Committee and the Secretary of each County Committee shall  
32   provide each Democratic candidate for elective office with a copy of the most recently approved  
33   State and County Party Platforms, Resolutions, Constitution, and the Bylaws within seven (7)  
34   calendar days after the legally established filing deadline. Said candidates shall submit  
35   Candidate Statement Forms provided by the State Central Committee indicating their agreement,  
36   disagreement, and/or reservations with the Platform of the State and County Party organizations  
37   within fourteen (14) calendar days after receipt of the blank forms to the State Central  
38   Committee. Should the candidate draw or pull nomination papers prior to the biennial State  
39   Convention, then two (2) sets of Candidate Statement Forms shall be sent, filled out, returned,  
40   and kept on file, one (1) set of forms relevant to the preceding biennial State Convention’s  
41   Resolutions and Platform and one (1) set of forms relevant to the current biennial State  
42   Convention’s Resolutions and Platform. These Candidate Statement Forms, in turn, will be kept  
43   for review by Democratic Party members at State Party Headquarters, and posted to the  
44   Democratic Party of Hawai‘i website until the end of the General Election. Further, relevant  
45   copies of the Candidate Statement Forms shall be made available to the four County Party  
46   Chairpersons so that each inhabited island has one (1) copy of the Candidate Statement Forms

1 for review by Democratic Party members, with the exception of Hawai'i County, which shall  
2 have two (2), one (1) for East Hawai'i and one (1) for West Hawai'i. A candidate who is in  
3 agreement with the Platform of the State and Party organizations shall be eligible for Party  
4 support upon request. A candidate who fails to abide by these requirements shall not be eligible  
5 for Party support by the respective County Committees or the State Central Committee.  
6

7 **Section 2. Party Sponsored Legislation.**

8 All resolutions adopted at the State Convention that request legislation shall be drafted and  
9 introduced in a timely manner by Party leaders in the appropriate legislative body upon request  
10 by the Party Chairperson.  
11

12 **Section 3. Availability of the Constitution and Bylaws.**

13 Each member of the State Central Committee and the respective County Committees shall be  
14 notified by the Secretary of the State Central Committee that they may access an updated copy of  
15 ~~this~~ the Constitution and or Bylaws on the Democratic Party of Hawai'i's website when it is  
16 posted. The updated Constitution and or Bylaws shall be posted on the Democratic Party of  
17 Hawai'i website within sixty (60) calendar days of the conclusion of the State Convention, or in  
18 the case of an amendment within sixty (60) calendar days of the date such amendment was  
19 adopted by the State Central Committee. Any member may also receive a hard copy of this  
20 Constitution and Bylaws, upon requesting the same from the Secretary of the respective County  
21 Committee and upon payment of a reasonable fee to cover the cost of copies and postage.  
22

23 **Section 4. Responsibility for Filling Vacancies in Election Process.**

24 4A. The selection body, as defined in the Constitution, shall meet after proper notice to all  
25 members not later than 12:00 p.m. on the third (3rd) day after the vacancy occurs, but not later  
26 than 12:00 p.m. on the fiftieth (50th) day prior to the primary or special primary election or the  
27 fortieth (40th) day prior to a general, special or special general election. The selection body shall  
28 forward the name of the replacement candidate to the Party Chairperson who shall transmit the  
29 name to the Chief Election Officer or clerk.  
30

31 The replacement candidate shall be a member in "good standing" which means the candidate  
32 shall have been a member of the Party for a minimum of six (6) months prior to the date the  
33 vacancy occurred provided that the candidate is not currently under reprimand pursuant to  
34 Article I of the Constitution of the Democratic Party of Hawai'i. The replacement candidate shall  
35 meet all the qualifications for the office set by law for candidates who file to run in an election  
36 for that office.  
37

38 4B. If for any reason, the selection body most immediately affected by the vacancy is unable for  
39 whatever reason to fill the vacancy in a timely manner, the Party Chairperson may fill the  
40 vacancy.  
41

42 4C. If for any reason, the selection body most immediately affected by the vacancy is unable for  
43 whatever reason to fill the vacancy in a timely manner, the Party Chairperson may fill the  
44 vacancy.  
45

46 4D. Any meeting notice requirements may be waived by the selection body in order to meet the

1 time requirements of this section.

2  
3 **Section 5. Process to Identify Candidates to Fill Midterm Vacancies.**

4 5A. For a State House or State Senate vacancy, the Party Chairperson shall notify the  
5 appropriate County Chair of the announced vacancy, who in turn shall notify the appropriate  
6 selection body as identified in Sections 9(1) and 9(2) of the Constitution of the Democratic Party  
7 of Hawai‘i . The selection body shall make a call for candidates who are members in “good  
8 standing.” A list of at least three (3) names shall be provided to the County Chair to transmit to  
9 the Party Chairperson within twenty-one (21) calendar days. The Party Chairperson shall  
10 transmit the list of names to the Governor’s Office within three (3) business days of receipt of  
11 names.

12  
13 A member in “good standing” means that the candidate shall have been a member of the Party or  
14 a minimum of six (6) months prior to either the date on which the event occurs that creates a  
15 vacancy during the term of the office or the public announcement of the office holder of their  
16 intent to vacate the office during the term, whichever is appropriate and that the candidate is not  
17 currently under reprimand pursuant to Article I of the Constitution of the Democratic Party of  
18 Hawai‘i. No candidate shall be recommended who does not meet all the qualifications for office  
19 set by law for candidates who file to run in an election for the vacant office.

20  
21 5B. The selection process for a State House or State Senate vacancy shall be conducted in a place  
22 accessible to District Party members.

23  
24 Prospective candidates are to provide to the County Chair for dissemination to the appropriate  
25 selection body (as defined in Sections 9(1) and 9(2) of the Constitution of the Democratic Party  
26 of Hawai‘i) a written application including the following:

- 27  
28 (1) Credentials and reasons for consideration for appointment to the position;  
29 (2) Evidence of party participation;  
30 (3) Verified signatures of at least five (5) Party members within the District where the  
31 vacancy has occurred.

32  
33 5C. If for any reason, the body most immediately affected by the vacancy is unable to fill the  
34 vacancy within the stated timeframe, the County Chairperson may recommend the names for an  
35 office within the County or the Party Chairperson may recommend the names for a statewide  
36 office.

37  
38 **Section 6. Smoking.**

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

40  
41 **Section 7. Prior Consent.**

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

44  
45 **Section 8. Elections.**

46 8A. If unstated, whenever a winner cannot be determined in an election due to a tie, there shall

1 be an action taken to break the tie with a coin toss or odd man out procedure.

2

3 8B. Whenever secret ballots are used in an election, after the actual ballot count and election  
4 results have been publicly posted, said ballots shall be destroyed after thirty (30) calendar days of  
5 that posting. If a challenge arises, the appropriate governing body of that election may determine  
6 a later date for the destroying of ballots.

7

8 **Section 9. Impossibility Provision.**

9 In the event of an emergency, such provisions of these bylaws as deemed necessary, may be  
10 suspended by the State Central Committee at a regular or special meeting. Any suspension under  
11 this provision must describe a compelling interest for the suspension and include specific dates  
12 when the suspense begins and ends.

13

14 **Section 10. Policies**

15 Written policies formally adopted by the State Central Committee shall remain in effect until  
16 amended or rescinded by the State Central Committee.