



HORRY COUNTY DEMOCRATIC PARTY

**HORRY COUNTY DEMOCRATIC PARTY  
RULES & BYLAWS**

Adopted on  
November 10, 2025

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# **Article I – Introduction and Governance**

## **I. INTRODUCTION**

The Horry County Democratic Party shall publish and make readily available and accessible County Party Rules & Bylaws which prescribe the delegate selection process and all other processes and procedures of the Horry County and South Carolina Democratic Party with sufficient detail and clarity to make known to all members of the Horry County Democratic Party the rules and procedures thereof.

## **II. GOVERNANCE**

The Horry County Democratic Party (HCDP) shall be governed by the South Carolina Democratic Party Rules ("State Party Rules"), as amended from time to time by the State Party. In addition, HCDP has established and shall abide by the following HCDP Rules. In all matters not specifically addressed in these Rules or the State Party Rules, the latest edition of Robert's Rules of Order shall govern.

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## **Article II – Definitions**

The words and phrases used in these rules shall, unless inconsistent with the context, be construed as follows:

- a.) "State Committee" means the State Executive Committee
- b.) "State Chair" means the Chair of the South Carolina Democratic Party
- c.) "County Committee" means the County Executive Committee
- d.) "County Chair" means the Chair of the County Executive Committee
- e.) "Dems" means Democrats
- f.) "Election cycle" means the period of time from the day following a regularly scheduled general election through the next regularly scheduled general election
- g.) "Executive" means Executive
- h.) "Ex Officio" for the purpose of these Bylaws means non-voting
- i.) "Member" means a member of the Democratic Party of South Carolina
- j.) "Precinct" or Precinct Organization means the Party's official organization in a voting precinct; also referred to in SC Law as a Precinct Club
- k.) "Primary" means the primary election
- l.) "SCDP" means South Carolina Democratic Party
- m.) "State Chair" means the Chair of the State Executive Committee
- n.) "State Committee" means the State Executive Committee
- o.) "Station" for the purpose of these Bylaws means position
- p.) "The Party" means the Democratic Party of South Carolina; "Rules" means the Rules of the Democratic Party of South Carolina
- q.) "Tech" means a person with skills or knowledge related to technology, especially computing

## **Article III – Name**

The name of the organization shall be the Horry County Democratic Party, herein also referred to as "HCDP" or "County Party". It shall be affiliated with the Democratic Party and the South Carolina Democratic Party ("State Party" or "SCDP"), Democratic National Committee (DNC), and shall work in harmony with other Democratic organizations across South Carolina, Horry County, and the United States, including groups and clubs organized by area or constituency.

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## **Article IV – Relationship with The State Democratic Party**

The County Party, including but not limited to the County Party organization and the County Convention, shall be governed by the South Carolina Democratic Party Rules ("State Party Rules"). State Party Rules, as amended from time to time by the State Party, are incorporated into these bylaws in their totality. The State Party Rules shall reconcile any conflicts between these County Party Bylaws and State Party Rules (or, latest edition of Robert's Rules of Order). No rules shall be adopted that are in conflict with the duly adopted Rules of the SC Democratic Party and the Democratic National Committee.

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## **Article V – Mission**

The mission of the Horry County Democratic Party is to elect Democratic candidates and to encourage participation through diversity and inclusion in the political process by people of all backgrounds, faiths, social and economic statuses, who support Democratic principles. Funds raised by the County Party will be used to support the Democratic party, events, programs and other things promoting HCDP.

To achieve this mission, the County Party will:

- a.) Register voters, recruit, and support candidates, and organize get-out-the-vote strategies
  - b.) Educate the community about Democratic ideals and the Democratic Party platform
  - c.) Inform voters about political events and issues such as education, environment, transportation, healthcare, economy, housing, justice, social activism, and more
  - d.) Support the organization and development of strong precinct teams, county clubs, and congressional organizations
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## **Article VI – Purpose**

- a.) This organization shall be open to and inclusive of all interested Democrats (as defined by State Party Rules) who reside in Horry County. Members are encouraged to register and make a personal commitment to vote in all elections.
- b.) These bylaws shall govern the organization, operation, and the function of the Horry County Party.
- c.) The County Party may not endorse candidates for partisan public office in any election unless that candidate also receives an official endorsement by the SCDP as provided under the SCDP Rules and/or Bylaws.
- d.) Unless a candidate has received an official endorsement from the SCDP Executive Committee, all motions of support, recommendations, or other expressions of approval, no

matter what form, shall be out of order at any meeting of this Horry County Party, but this County Party may take positions on ballot measures.

- e.) It is the purpose of the Horry County Party to accurately represent the needs and interests of the South Carolina Democrats.
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## **Article VII – Participation**

### **Section 1 – Membership**

- a.) Participants must be a registered voter in the State of South Carolina.
- b.) Any interested Democratic resident of Horry County may join by submitting their name, address, email and phone number.
- c.) Members are welcome to attend all quarterly meetings as scheduled.
- d.) Executive Committee members shall be provided with digital copies of these Bylaws and other Democratic Party rules under which the County Party operates.
- e.) Additional membership requirements include: Members must have an interest in identifying and promoting Democratic issues in South Carolina and, subscribe to the purposes of the Horry County Democratic Party.

### **Section 2 – Inclusion and Non-Discrimination**

The County Party does not discriminate on the basis of race, color, religion, sex, ethnic or national origin, age, disability as defined by the American with Disabilities Act of 1990, veteran status, social or economic status, marital status, sexual orientation, gender identity, or any other factor unrelated to membership and the mission of County Party.

### **Section 3 – Dues**

There shall be no fees or dues associated with membership or participation in the County Party or attending any business meeting of the County Party. Donations, Pass the Hats may be requested at any time in lieu of dues.

### **Section 4 – Voting**

No proxy voting and no secret ballots may be used in any meeting at any level of the Horry County Democratic Party. Voice, Standing and Hand Raised Voting are all permitted. If paper ballots are used for any voting, they MUST have the authorized voter's Full Name in print and signature, precinct name and dated.

### **Section 5 – Compensation**

No County Officer shall receive any compensation for any services rendered in support of HCDP; other than reimbursements for expenses approved by the County Chair, Executive Council and/or Committee. We strongly encourage each administration to include and work towards a line item in the budget for county party officers.

## **Article VIII – County Officers & County Executive Committee**

It is the long-standing practice of HCDP to include among its officers the Chair, three Vice Chairs, Secretary, Treasurer, State Executive Committee Members, the State Executive Committee Alternates, as well as the Platform and Resolutions Member and Credentials & Rules Member (who

are selected at County Convention to represent HCDP to their respective State committees). The County Party Officers shall meet at least four times per year, one week or more in advance of each scheduled Executive Committee meeting.

***Beginning in 2024, County Democratic Parties will organize as follows, County Conventions shall be called by every County Executive Committee in accordance with state law. The State Executive Committee retains authority to set these times to conform with state law and SC Democratic Party rules. Any registered voter in the county who considers himself or herself to be a Democrat may attend the county convention and, upon registering and providing whatever information is required by the state and county party, will be a voting delegate of the convention.***

## **Section 1 – Election**

- A. A County Chair and three Vice Chairs shall be elected at the County Convention held in the odd numbered years for a two-year period based on the same diversity indicated in *SCDP Rules Article IV. STATE PARTY ORGANIZATION Section IV.I. OFFICERS*
- B. The County Convention shall also elect two members, a man and a woman, to serve on the State Executive Committee, along with two Alternates, a man and a woman. These members shall be considered officers of the County Party.
  - 1. Should the State Executive Committee seat be vacated after its duties have been completed, the seat can remain vacant until such needs or requirements are deemed by the County Chair or the State Party.
- C. The officers shall be residents and voters in Horry County.
- D. A County Chair and three Vice Chairs shall be elected for two-year terms by the biennial Horry County Democratic Convention and shall serve ex officio on the County Executive Committee. These officers and those named shall be residents and voters in Horry County prior to their election.
- E. After consultation with the County Chair, the County Executive Committee shall elect a Secretary and Treasurer and may elect a Finance Director (not required), as set forth in the State Party Rules. Election of the Secretary, Treasurer, and Finance Director (if any) must take place at a meeting of the County Executive Committee within 30 days following the County Convention.
- F. The office of County Chair and the office of State Committee Member(s) shall be separate, and the same person shall not occupy both offices. Any officer of the County Party may not hold more than one County Party office.
- G. Each County Democratic **Chair shall designate** two of the delegates elected to the state Convention, in each year The Party is reorganized, as a member and an alternate of the Committee on **Platforms and Resolutions** to serve for a period of two years.
- H. Each County Democratic **Chair shall designate** two of the delegates elected to the state Convention, in each year The Party is reorganized, as a member and an alternate of the Committee on **Credentials and Rules Committee** to serve for a period of two years.
- I. The tenure of Precinct Officers shall be until the next county convention, or specific time.
- J. The above-referenced County Officers may vote at County Executive Committee meetings (with the exception of the County Chair, who may vote only in event of a tie). If County Officers: Vice Chairs, State ECs, Alt. State ECs, Secretary, Treasurer, Platform & Resolution, Credentials & Rules, are Precinct EC/Alt., they may be seated as either but entitled to ONE VOTE ONLY.

## **Article IX – County Officers & County Executive Duties**

Executive Committee officers shall not commit any act or do anything which might reasonably be considered: (I) to be immoral, deceptive, scandalous, or obscene; or (II) to injure, tarnish, damage or otherwise negatively affect the reputation and goodwill associated with the Horry County Democratic Party. **Any County Officer, Precinct Officer, and/or Executive Committee Member shall be considered to have vacated his/her position as a Party official if this violation occurs.**

### **Section 1 – County Chair**

#### **A. County Chair**

1. Shall preside over all meetings or delegate this function in the absence of the Chair or First Vice Chairs and serve as spokesperson for the party.
2. The Chair shall vote only in case of a tie and represent the County Party at the SCDP Executive Committee meetings, and other events and official invites of HCDP unless designated someone in his/her place.
3. Communicate Chair's information from the State Party to the County Party Officers and precincts.
4. Will develop and work with the Secretary to draft agendas at least three (3) days prior to meetings.
5. Work with the Secretary to develop the County Party newsletters/updates or delegate this function to any appointed member of the County Party.
6. Confer with the Executive Officers/Council and/or Executive Committee as applicable regarding the development, coordination, and implementation of activities and/or events.
7. The Chair has discretionary use of funds up to, but not more than \$500. These funds MUST be used for County Party business, operations, and events.
8. Register voters, recruit and support candidates, and organize get-out-the-vote strategies.
9. Educate the community about Democratic ideals and the Democratic Party platform.
10. Inform voters about political events and issues such as education, the environment, transportation, healthcare, and the economy.
11. Support the organization and development of Precinct teams and regional organizations.
12. Assist with fundraising and the acquisition of donations for the County Party.
13. Discuss resolutions, provide an opportunity for new resolutions and vote on resolutions to be forwarded to the state party.
14. Delegate duties as needed.

### **Section 2 – Vice Chairs**

#### **A. First Vice Chair**

1. Shall be of a different gender from the Chair.
2. Shall preside over meetings in the absence of the Chair and perform other functions as delegated by the Chair.
3. The First Vice Chair shall perform duties delegated by the Chair.



4. Register voters, recruit and support candidates, and organize get-out-the-vote strategies.
5. Educate the community about Democratic ideals and the Democratic Party platform.
6. Inform voters about political events and about issues such as education, the environment, transportation, healthcare, and the economy.
7. Support the organization and development of Precinct teams and regional organizations.
8. Assist with fundraising and the acquisition of donations for the County Party.

**B. Second Vice Chair**

1. Shall be of a different race from the Chair.
2. Shall perform duties delegated by the Chair.
3. The Second Vice Chair will be assigned a task based upon his/her strengths.
4. Register voters, recruit, and support candidates, and organize get-out-the-vote strategies.
5. Educate the community about Democratic ideals and the Democratic Party platform.
6. Inform voters about political events and about issues such as education, the environment, transportation, healthcare, and the economy.
7. Support the organization and development of Precinct teams and regional organizations.
8. Assist with fundraising and the acquisition of donations for the County Party.

**C. Third Vice Chair**

1. Shall be between at least 18 years of age and under the age of 36.
2. Shall perform duties delegated by the Chair.
3. Act as Executive Committee Officer Liaison between the Executive Committee Officers and the State and County Young Dems.
4. The Third Vice Chair shall render a status report and update at each Executive Committee Officer meeting.
5. Register voters, recruit and support candidates, and organize get-out-the-vote strategies.
6. Educate the community about Democratic ideals and the Democratic Party platform.
7. Inform voters about political events and about issues such as education, the environment, transportation, healthcare, and the economy.
8. Support the organization and development of Precinct teams and regional organizations.
9. Assist with fundraising and the acquisition of donations for the County Party.

## **Section 3 – Secretary, Treasurer, Finance Director, Executive Council and Office Manager**

### **A. Secretary**

The Secretary plays a critical role in fostering communication and ensuring proper management and utilization of important organizational records.

1. It shall be the duty of the secretary to attend meetings of the County Party, and to keep accurate minutes of the same.
2. Prepare meeting minutes for review by the Chair and distribution to Executive Officers.
3. The Secretary shall oversee all correspondence (letters, cards, emails, and other necessary communications) and County Party records assuring review for accuracy.
4. The Secretary shall also keep a record of all the members and their addresses and send all notices of the various meetings as required.
5. Track Important dates and filings. Distribute annually a County Party calendar of such dates approved by the Chair. Assuring that an adequate number of meetings are held scheduled and meeting annual filing deadlines.
6. Work with the Chair and Treasurer in preparing the annual budget.
7. Shall assist the Chair in preparing the meeting agenda assisting the Chair in determining any old or unfinished business. As well as keeping the Chair on track of any motions that were tabled for the next meeting.
8. The Secretary must file with the State Party an accurate list of the Executive committee and Precinct Officers to include the Point-of-Contact information and keep abreast of current party rules and procedures.

### **B. Treasurer**

1. Shall submit summary financial reports and update at each Executive Committee Officer meeting.
2. The Treasurer is charged with overseeing the management and reporting of an organization's finances.
3. Attend all Officer/Council and EC meetings.
4. Work with the Chair and Executive Committee to ensure that appropriate financial reports are made available in a timely manner.
5. Work with the Chair and Secretary in preparing or facilitating the preparation of an annual budget.
6. Regularly monitoring and comparing the actual revenues and expenses incurred against such budget. Conducting and internal audit at least once a year.
7. Present the annual budget for approval.
  1. The budget should be reviewed and approved by the board; however, the Treasurer should be prepared to explain and justify the document.
8. Receive and deposit in a bank all the Horry County Democratic Party's money.
9. Prepare and co-sign checks for expenditures.
10. Prepare a written monthly report of the financial transactions; including such basic tasks as selecting a bank, reconciling bank statements, and managing cash flow.
11. The Treasurer should keep the Executive Council and Committee apprised of key

financial events, trends, and concerns.

12. Learn the particulars of the County Party's finances and the applicable laws.
13. Have the organization's financials audited whenever required or advisable.
14. Assures the County Party financial documents are ready for a financial audit **NO LATER THAN** 45 days after the County Convention in preparation for leadership transition.
15. Assist with fundraising and the acquisition of donations for the County Party.

### **C. County Finance Director**

1. The County Finance Director assists the County Party Treasurer with fundraising and solicitation of contributions for the county and state parties. MUST direct all funds to the treasurer upon receipt and strongly encourage all donors and contributors to use the online giving portals for HCDP, its clubs, SCDP, or otherwise give check or money orders (NO CASH).
2. Shall render a status report and update at each Executive Committee meeting.
3. Educate the community about Democratic ideals and the Democratic Party platform.
4. Inform voters about political events and about issues such as education, the environment, transportation, healthcare, and the economy.

### **D. County Executive Council**

The officers: Chair, three Vice Chairs, State Executive Committee "State EC" Team (Male, Female, and Alternate Male and Female), Secretary, Treasurer and Finance Director (if any) shall be the County Executive Council. The County Platform and Resolutions, and Credentials and Rules chairpersons, shall serve as ex-officio members of the County Executive Council. This Council shall meet at the call of chair, prior to the County Executive "EC" Meetings, Emergency, and other call meetings at the chair's discretion to manage the budget of the party and conduct such business to run an effective party.

### **E. Office Volunteer Coordinator (Office Manager)**

Supports HCDP's vision and mission in operations by maintaining office systems and supervising volunteers and staff (should the local, state, national, or federal, have any working in HCDP office). Coordinate and oversee administrative duties in the office and ensure that the office operates efficiently and smoothly. Their responsibilities are to assist in greeting visitors, scheduling meetings and GO1V items, managing phones and office supplies, supporting Officers, precincts, committees, clubs, and events with administrative tasks; act as the Records Custodian of the County Party's property, maintaining accurate records of all equipment and its identifying numbers or codes. Designing filing systems, reviewing, and approving supply requisitions, and assigning and monitoring clerical functions, but not limited to. Doing all they can to help run an effective and efficient HCDP Office.

## **Section 4 – Financial Management**

### **4.1 – Budget**

Within 60 days after his or her election, the County Chair shall submit to the Executive Committee for ratification a budget covering the remainder of his/her term in office. Such budget should include detailed expenditures for operation of the County Party, as well as general projections for the campaign expenses of any forthcoming general election. The budget should be accompanied by information on projected revenues and sources of funds. The Chair shall, in the development of budget and revenue projections, consult

with others who have expertise or experience in these matters, including HCDP Officers and EC Members with such experience.

#### **4.2 – Spending Authority and Documentation**

The Chair, or the Treasurer at the request of the Chair, may sign checks or use the HCDP bank account debit/credit card for amounts up to \$500.00, provided these expenditures are legitimate budget expenses. Any expenditure greater than \$500.00 must be approved in advance by a majority of County Officers/Executive Council (written approval via e-mail is acceptable). Checks for expenditures for more than \$500 must be signed by both the Treasurer and the Chair. Receipts are required for all direct and reimbursable HCDP expenditures.

In no case may any person borrow money or in any other way create debt for the County Party. No person other than the County Chair or his/her designee may commit the County Party to pay for goods or services. The County party welcome in-kind donations of office equipment and supplies; snacks and drinks and all donations to limit the expenses of HCDP.

#### **4.3 – Compensation**

No County Officer shall receive any compensation for any services rendered in support of HCDP; other than reimbursements for expenses approved by the County Chair, Executive Council and/or Committee. We strongly encourage each administration to include and work towards a line item in the budget for county party officers.

#### **4.4 – Independent Audit**

The Chair may appoint a Democrat (s) in good standing to conduct a financial audit prior to a new administrative term at the least.

### **Section 5 – State Executive Committeeperson "State EC Team"**

#### **A. Executive Committeeman/woman and Alternates**

1. Serve as the County Party Liaison between and the State Executive Committee in addition to attending State Party meetings.
2. When both are present at a meeting of the committee, they may both participate to the extent pennitted by the committee chair, but only the member may vote. In no case may a county have more than one vote in a committee meeting; an alternate may vote only in the absence of the member from the same count.
3. Submit in writing, prior to the State mandated meetings, any recommended content to be considered by the State Executive Committee, on behalf of the County Party.
4. Shall render a status report and update at each County Party Executive Committee Officer meeting.
5. Should one of the Executive Committee persons be unable to fulfill office duties due to resignation, death, or disability, the alternate Executive Committee person of that gender assumes the office.
6. If the County Party shall be unrepresented by either a State Executive Committee Representative or an alternate at three consecutive meetings of the State or County Executive Committee, the Committee member(s) shall be deemed to have vacated his/her position.
7. Register voters, recruit and support candidates, and organize get-out-the-vote strategies.
8. Educate the community about Democratic ideals and the Democratic Party platform.

9. Inform voters about political events and about issues such as education, the environment, transportation, healthcare, and the economy.
  10. Support the organization and development of Precinct teams and regional organizations.
  11. Other duties as delegated by the Chair.
- B.** Shall submit reports to the Chair of the Horry County Democratic Party of activities of the State Party and render such reports at the scheduled County Party Executive Committee meetings.

## **Section 6 – HCDP Committees and Clubs**

### **6.1 – Standing Committees**

HCDP currently have these standing committees:

**Executive Committee:** The governing body made up of Precinct ECs.

**Fundraising Committee:** Shall produce the annual Appeal Letter, Gala Dinner and other special events subcommittees may be created as needed.

**Candidates, Communications, Gun Sense, Voter Protection, Volunteer and Voter Committees** (Please check the website and/or sheet in the office for more information).

The County Chair shall have the authority to appoint the chair or co-chairs of these standing committees and subcommittees. The chair or co-chairs and members of standing committees are not required to be members of the County Executive Committee. The HCDP Treasurer and Finance Director (if elected), shall be a member of each standing committee. Where feasible, an additional officer of the HCDP should be appointed to membership on each standing committee. Each committee shall have its own line item in the budget. Each committee shall deposit its funds with HCDP and withdraw (through requisition, electronically by email is sufficient) such funds at the discretion of the committee.

### **6.2 – Ad Hoc Committees, HCDP Clubs (clubs created and/or HCDP have rights over) and Auxiliary Organizations**

The County Chair may appoint ad hoc committees and recognize area Democratic clubs to assist in organizing and work of the county party. Members of ad hoc committees and clubs are not required to be members of the County Executive Committee. Where feasible, an officer of the HCDP should be appointed to membership on every ad hoc Committee, and HCDP Club.

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## **Article X – Delegates**

- A.** Delegates to the state convention shall be elected by the county convention or, its method to elect state delegates. Each county to be entitled to the number of delegates prescribed by state law or by an appropriate formula devised by the SCDP.
  - B.** If the Precinct shall be unrepresented by either Delegate or Alternate at three consecutive meetings, the member(s) shall be deemed to have vacated his/her position.
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## Article XI – Precincts

***The June 2022 SCDP Convention adopted an amendment that eliminates mandatory precinct reorganization and establishes a new method for electing the members of county Executive committees. This approved amendment reorganization of county parties will begin at county conventions and precinct organization will be encouraged but not required.***

*Beginning no later than 4 weeks before the county convention and continuing until the day of the county convention, the county Democratic Party must, using every means possible, publicize the convention and the opportunity it presents for every Democrat in the county to participate in the reorganization of the party. Such publicity should inform Democrats of the date, time, and location of the convention as well as the details of the convention's business and should encourage participation by longtime activists as well as newcomers to our process. The state Party must also publicize the county conventions.*

- A.** Each Precinct shall operate under the control of the County Executive Committee.
- B.** Each Precinct shall have a Precinct Executive Officer (preferably the President, Vice Presidents, Secretary, and Treasurer. If none are present any precinct member present may stand in to conduct precinct meeting or represent) that will represent the Precinct on the County Party Executive Committee.
- C.** County Party Precincts shall elect a President, one or more Vice-Presidents, a Treasurer, a Secretary, County Executive Committee Member and an Alternate.
- D.** The County Party Chair may recruit or nominate individuals (who have given written consent) for election by the County Party Executive Committee at a duly called meeting where no Precinct officer exists for a given Precinct.
- E.** Other than the Precinct President, a vacancy or inability to act, the Precinct President shall designate a member of that Precinct to fill the office until the next Precinct reorganization meeting.
- F.** The First Vice-President shall assume the duties of the President in their absence or inability to act.
- G.** Precinct members may elect a Precinct President where none exist.
- H.** Precincts must report precinct officer changes to the County and State Parties.
- I.** Participation in Precinct meetings, or election/online form/call-in as a Delegate to County convention is exclusive to Democratic Party members presiding in the respective Precinct as described on their voter registration certificate (card).
- J.** The Precincts shall work closely with the First Vice Chair:
  - 1. To develop and schedule "Get Out the Vote" voter registration drives for their Precinct areas.
  - 2. To develop diverse and inclusive action plans to increase community engagement, voter education, and involvement.
  - 3. Register voters, recruit and support candidates, and organize get-out-the-vote strategies.
  - 4. Educate the community about Democratic caucuses, ideals and the Democratic Party platform and rules.
  - 5. Inform voters about political events and about issues such as education, the environment, transportation, healthcare, and the economy.
  - 6. Support the organization and development of Precinct teams and regional

organizations.

7. Assist with fundraising and the acquisition of donations for the County Party.

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## **Article XII - Resignation And/ Or Vacancy of Position by County Party Officers**

- A.** The Horry Democratic County Convention shall elect two members, a man and a woman, to serve and vote on the State Executive Committee, along with two alternates. The County Chair and Vice Chairs may not hold the office of State Executive Committee Representative. If the County Party shall be unrepresented by either a State Executive Committee Representative or an alternate at three consecutive meetings of the State or County Executive Committee, the Committee member(s) shall be deemed to have vacated his/her position. The Secretary shall notify the State Party Chair of the attendance record, the County Chair, and the Alternate representing that county shall be notified in writing by the County Party Chair.
- B.** Any County or Precinct Official of the Party who publicly supports, endorses, or works for a candidate for public office who opposes a candidate nominated in the Primary of the Democratic Party shall be considered to have vacated his/her position as a Party official. The person being replaced may not be re-elected or appointed until the next regular election for such said office.
- C.** The respective County Executive Committee shall fill the vacancy at its next special or regular meeting, unless the office vacated is that of a County Executive Committee person, in which event the vacancy shall be filled by the person serving as the Alternate Committee Member.

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## **Article XIII - Removal of Officers**

- A.** Any County or Precinct Official of the Party who publicly supports, endorses, or works for a candidate for public office who opposes a candidate nominated in the primary of the Democratic Party shall be considered to have vacated his/her position as a Party official. The person being replaced may not be re-elected or appointed until the next regular election for such said office.
- B.** No County or Precinct Official shall maintain their position if they fail to participate equally as a County Party member and fulfill the role and responsibilities of the designated position.
- C.** The respective County Executive Committee shall fill the vacancy at its next special or regular meeting, unless the office vacated is that of a County Executive Committee person, in which event the vacancy shall be filled by the person serving as the Alternate Committee Member.
- D.** Any county, or precinct officer of the Party who is indicted for a crime involving moral turpitude shall be considered to have vacated his/her position as County Party Official. The respective County Executive Committee or the members of the Precinct shall appoint a temporary successor to the office at the next special or regular meeting. If the indicted Party Official is exonerated during the term of his/her office, he/she shall be immediately reinstated in his/her office without any further action by the appropriate Executive Committee or Precinct organization. If the indicted party official is convicted, a permanent

successor to the office shall be appointed by the appropriate Executive Committee or the Precinct organization.

- E. No person who has been convicted of a state or Federal crime related to voting or the conduct of an election shall hold office at any level of the party.

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## **Article XIV - Meetings**

- A. This County Party shall schedule at least four (4) Executive Committee meetings per year, and at least two (2) community events per year. A majority of EC Members present shall be at least 50% of the number of ECs and/or Alternates ECs who attended the previous EC meeting.
- B. The time and place for meetings will be determined by the Executive Committee and shall be publicized fully in such a manner as to assure timely notice to all interested persons.
- C. No voting by proxy shall be permitted in any level of organization, including Precinct meetings, County Conventions and Executive Committee meetings.
- D. Such meetings shall be held in places accessible to all Party members and large enough to accommodate all interested persons
- E. Meetings may be virtual, in-person, or hybrid depending on the necessity of the affairs. In the event of an emergency, including but not limited to pandemics, weather, or declaration by the governor or president, the Executive Committee of the SC Democratic Party may, by a 2/3 vote, temporarily suspend one or more of these Rules.
- F. Precinct reorganization meetings are held in even-numbered years under SC law and are scheduled for a common date and time throughout the state.
- G. In case any County Precinct shall fail to meet the online or call-in deadline, the State or county Party Chair may establish such procedure (s) to ensure the precinct is organized.
- H. The Horry County Democratic Party Executive Council and Committee officers shall not disclose the opinions expressed in meetings, nor shall they report independently on committee actions, or engage in any communication that has not been approved by the County Chair or that would not be supported by County Party policy, procedures, or decisions. This policy is not intended to prevent disclosure where disclosure is required by law.
- I. Executive Council and Committee officers are cautioned to demonstrate professionalism, good judgment, and care always in handling any information related to Horry County Democratic Party to avoid unauthorized or improper disclosures of information.
- J. Be sure to clear all meetings rooms and spaces of any HCDP and all Democratic meeting items: agendas, financial reports, minutes, other reports and all other documents belonging to the Democratic party or affiliated groups.

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## **Article XV – County Convention**

- A. Every general election, odd year, or time selected County Conventions shall be called by the County Executive Committee in accordance with state law. The State Executive Committee reserves the authority to establish these times to be consistent with state law and SCDP rules.
- B. The SCDP Chair may grant permission to individual county parties to schedule county



conventions on the same day at their Precinct reorganization (if they choose to continue with separate events).

- C. Should SCDP find that HCDP has not reorganized at either the precinct or county level by the prescribed time, the State Party Chair and/or State Executive Committee, must take such action in good faith as they deem necessary to bring HCDP into full compliance. Proper notices must be given before any steps in any process are executed.
- D. In advance of the convention, the County Chair shall appoint a committee on credentials, which shall consist of at least five delegates, and he/she shall in his/her appointment direct them to meet before the convention for the purpose of drafting convention rules, assembling the temporary roll and taking up challenges. The County Chair shall call the county convention to order and shall proceed to elect a temporary president and a temporary secretary. When so organized, it shall elect a permanent president, a secretary and a treasurer. It shall also elect the County Chair and three Vice-Chairs who shall satisfy the following criteria: the first Vice-Chair shall be a person of a gender not the same as the Chair; the second Vice-Chair shall be a person of a race not the same as the Chair; and the third Vice-Chair shall be a person between the ages of 18 and 36.
- E. The convention shall also elect the County's members of the State Executive Committee and Alternate, along with any other officers the convention may designate or may be directed to by state law. No county convention may elect delegates to the state convention in double the number to which it is entitled and grant them half-votes unless the State Executive Committee shall have already determined that all counties must use that system that year.
- F. The Secretary of the convention shall keep a record (written or digital) of the proceedings. When the business has been concluded it shall adjourn sine die. Provided, further, the County Chair shall have power to call the convention into special session at any time when he/she shall deem that the interest of the party demands it.

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## **Article XVI – State Convention Committee Members**

### **A. Platform and Resolutions Committee**

1. Serve as the County Party Liaison between and the State Resolutions Committee in addition to attending State Party meetings.
2. Shall transmit the Resolutions adopted by the County Convention to the State Resolutions Committee or Co-Chairs within seven (7) days after the close of the County convention but in no event later than twenty-four (24) hours prior to the next scheduled Committee on Resolutions meeting.
3. When both are present at a meeting of the committee, they may both participate to the extent permitted by the committee chair, but only the member may vote. In no case may a county have more than one vote in a committee meeting; an alternate may vote only in the absence of the member from the same count.
4. Submit in writing, prior to the State the mandated meetings, any recommended resolutions to be considered by the State Executive Committee, on behalf of the County Party.
5. Shall render a status report and update at each Executive Committee Officer meeting.
6. Should one of the Executive Committee persons be unable to fulfill office duties due to resignation, death, or disability, the alternate Executive Committee person of that gender assumes the office.

***7. If the County Party shall be unrepresented by either a State Executive Committee Representative or an alternate at three consecutive meetings of the State or County Executive Committee, the Committee member(s) shall be deemed to have vacated his/her position.***

**B. Credentials and Rules Committee**

1. Serve as the County Party Liaison between and the State Resolutions Committee in addition to attending State Party meetings.
2. Shall transmit the Credentials and Rules adopted by the County Convention to the State Credentials and Rules Committee or Co-Chairs within seven (7) days after the close of the County convention but in no event later than twenty-four (24) hours prior to the next scheduled Committee on Resolutions meeting.
3. When both are present at a meeting of the committee, they may both participate to the extent permitted by the committee chair, but only the member may vote. In no case may a county have more than one vote in a committee meeting; an alternate may vote only in the absence of the member from the same count.
4. Submit in writing, prior to the State the mandated meetings, any recommended resolutions to be considered by the State Executive Committee, on behalf of the County Party.
5. Should one of the Executive Committee persons be unable to fulfill office duties due to resignation, death, or disability, the alternate Executive Committee person of that gender assumes the office.
6. Shall render a status report and update at each Executive Committee Officer meeting.
- 7. If the County Party shall be unrepresented by either a State Executive Committee Representative or an alternate at three consecutive meetings of the State or County Executive Committee, the Committee member(s) shall be deemed to have vacated his/her position.***

- C.** Shall submit reports to the Chair of the Horry County Democratic Party of activities of the State Party and render such reports at the scheduled County Party Executive Committee meetings.

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## **Article XVII – Candidate Filing - Nominations - Primary Election**

Candidate filing, nominations, primary elections, and election protests are governed by the laws of the State of South Carolina. The South Carolina Democratic Party shall notify County Party Chairs of candidates filing for office in their respective counties.

On the day before candidates are to be certified, the Executive Council shall meet to advise the SCDP Chair on the certification of candidates. At this meeting the state chair must present any information in his/her possession regarding candidates who do not meet the requirements of state law or of these Rules. Any Democrat who is registered to vote in SC may, until 5 pm two days before the certification of candidates, challenge the qualifications for office of any candidate who has filed to run as a Democrat. Such a challenge must be filed with the state chair of the SCDP and must document the grounds for the challenge. The state chair must notify both the challenged candidate and the challenger of the time and place of the certification meeting of the Executive Council. The Executive Council will review the challenge and may decide to hear from the challenger and the challenged candidate and may call witnesses. The Council will advise the state chair as to whether or not candidates should be certified.

## **XVIII. Violation Of These Rules**

If a group of Democrats believe that their county party, or an officer or committee member at any level, has taken an action in violation of these Rules or of SC election or ethics law, that action may be appealed to the State Executive Committee, provided that:

- All remedies that can be sought within the county must have been exhausted.
- Such appeal must be filed in writing, enumerating the reasons and evidence for the appeal.

A majority vote of the State Executive Committee is required to hear such an appeal. The State Executive Committee must establish its own procedure for handling appeals, which will become an appendix to these rules and may be amended by the committee only when no appeal is pending. If an appeal is heard, its disposition must be decided by majority vote of the members present.

Penalties, if imposed, are at the discretion of the State Committee and may include, but are not limited to, removal from office, referral back to the appropriate county party body, state party takeover of the county party, mandatory training for officers, etc. A county party or its officers failing to abide by the decision of the State Committee may be further sanctioned.

## **Article XIX - Information Reported to County Clerk of Court**

- A. All County Party Officers shall be reported by the County Party Chair to the Clerk of Court of Horry County and to the Secretary of State prior to the State Convention. The reports shall be public record.

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## **Article XX Amendments and Ratifications**

### **XX.1 Bylaw Amendments**

Any recommended Amendments must be presented to the Executive Committee during meetings for discussion and movement and shall not conflict with State Party Rules. Amendments to these Rules may be made at any regular meeting of the HCDP Executive Committee, provided that all such amendments shall have been submitted in writing to the Credentials & Rules representative for presentation to the Executive Committee. The proposed amendment(s) will then be announced via email (if requested by USPS) to the complete list of HCDP Officers and County Ecs and Alternates at least ten (10) days prior to the EC meeting, and the document, a minimum of five (5) days. A day and time will be allowed for Questions, Answers, and Discussion prior to the ECs voting. The Q & A Day shall limit the time for discussion and adoption of any amendments to fifteen minutes, unless and a majority of the Executive Committee members present and voting (in-person, electronically, call-in, or however the procedure is established) during such meeting required for adoption of any amendments to these rules request additional time not to exceed fifteen (15) minutes.

### **XXI.2 Ratification**

The Rules and Bylaws of the Horry County Democratic Party will be immediately effective upon adoption by a majority vote of all Officers and Executive Committee members present at the meeting. The approved document will be dated accordingly. A copy of the Rules and Bylaws will be included in the annual "Bluebook" distributed to every Officer and Executive Committee member and posted on the HCDP website (Individuals contact info shall be for personnel only not for general view).

# **Rules of the Horry County Democratic Party Adopted October 19, 2015**

## **Article I – Governance**

The Horry County Democratic Party (HCDP) shall be governed by the South Carolina Democratic Party Rules ("State Party Rules"), as amended from time to time by the State Party. In addition, HCDP has established and shall abide by the following HCDP Rules. In all matters not specifically addressed in these Rules or the State Party Rules, the latest edition of Robert's Rules of Order shall govern.

## **Article II – Participation and Voting**

### **Section 1 – County Officers**

It is the long-standing practice of HCDP to include among its officers the Secretary, Treasurer, State Executive Committee Members, the State Executive Committee Alternates, as well as the Platform and; Resolutions Member and Credentials & Rules Member (who are selected at County Convention to represent HCDP to their respective State committees). The County Party Officers shall meet at least four times per year, one week or more in advance of each scheduled Executive Committee meeting.

### **Section 2 – Voting Privileges**

The above-referenced County Officers may vote at County Executive Committee meetings (with the exception of the County Chair, who may vote only in the event of a tie). If a County Officer is also his or her Precinct Executive Committee member, the Alternate EC from that Precinct may vote at County EC meetings.

### **Section 3 – Third Vice Chair Age Limit**

In accordance with the Young Democrats of America national guidelines, eligibility for individuals to serve as the HCDP Third Vice Chair shall be between the ages of 18 to 36 years.

## **Article III – Vacancies**

In the event that a County Party office, other than County Chair, becomes vacant, the County Chair shall have the authority to make an interim appointment until the organization of the next County Convention. The interim officer shall have the above-referenced voting privileges.

## **Article IV – Financial Management**

### **Section 1 – Budget**

Within 60 days after his or her election, the County Chair shall submit to the Executive Committee for ratification a budget covering the remainder of his/her term in office. Such a budget should include detailed expenditures for operation of the County Party, as well as general projections for the campaign expenses of any forthcoming general election. The budget should be accompanied by information on projected revenues and sources of funds. The Chair shall, in the development of budget and revenue projections, consult with others who have expertise or experience in these matters, including HCDP Officers and EC Members with such experience.

## **Section 2 – Spending Authority and Documentation**

The Chair, or the Treasurer at the request of the Chair, may sign checks or use the HCDP bank account debit/credit card for amounts up to \$500.00, provided these expenditures are legitimate budget expenses. Any expenditure greater than \$500.00 must be approved in advance by a majority of County Officers (written approval via e-mail is acceptable). Checks for expenditures for more than \$500 must be signed by both the Treasurer and the Chair. Receipts are required for all direct and reimbursable HCDP expenditures.

In no case may any person borrow money or in any other way create debt for the County Party.

No person other than the County Chair or his/her designee may commit the County Party to pay for goods or services.

## **Section 3 – Compensation**

No County Officer shall receive any compensation for any services rendered in support of HCDP; other than reimbursements for expenses approved by the County Chair, Executive Council and/or Committee. We strongly encourage each administration to include and work towards a line item in the budget for county party officers.

## **Section 4 – Independent Audit**

The Chair may appoint a Democrat (s) in good standing to conduct a financial audit prior to a new administrative term at the least.

# **Article V – HCDP Committees**

## **Section 1 – Standing Committees**

HCDP shall have two standing committees:

**Finance Committee** shall produce an annual budget.

**Fundraising Committee** shall produce the annual Appeal Letter, Gala Dinner and other special events subcommittees may be created as needed.

The County Chair shall have the authority to appoint the chair or co-chairs of these standing committees and subcommittees. The chair or co-chairs and members of standing committees are not required to be members of the County Executive Committee. The HCDP Treasurer and Finance Director (if elected), shall be a member of each standing committee. Where feasible, an additional officer of the HCDP should be appointed to membership on each standing committee.

## **Section 2 – Ad Hoc Committees and Democratic Clubs**

The County Chair may appoint ad hoc committees and recognize area Democratic clubs to assist in organizing and Executive the work of the County Party. Members of ad hoc committees are not required to be members of the County Executive Committee. Where feasible, an officer of the HCDP should be appointed to membership on every ad hoc Committee.

# **Article VI – Amendment of Rules**

Amendments to these Rules may be made at any regular meeting of the HCDP Executive Committee, provided that all such amendments shall have been submitted in writing to the Credentials & Rules representative for presentation to the Executive Committee. The proposed amendment(s) will then be announced via email ONLY, and if requested USPS to the complete list of

officers, precinct ECs and Alternate ECs ten days prior to the EC meeting. A majority of the Executive Committee members present and voting at a properly called meeting shall be required for adoption of any amendments to these Rules.

## **Article VII – Ratification**

The Rules of the Horry County Democratic Party will be in effect upon its adoption by a majority vote of all Executive Committee members present at a regular meeting of the County Executive Committee. The approved document will be dated accordingly. A copy of the Rules will be included in the annual "Bluebook" distributed to every Officer and Executive Committee member, and posted on the HCDP website.

## **South Carolina Democratic Party Rules**

<https://horrydemocrats.org/pdfs/scdp-rules.pdf>