

Constitution of the Iowa Democratic Party

As amended on June 18, 2022

Preamble

We, the people of the Iowa Democratic Party, in order to organize and perpetuate a representative, effective, and responsible party organization in the State of Iowa, advance the interests of the Democratic Party nationally, sustain and advance the principles of social justice and democracy, and uphold civil rights, civil liberties, and constitutional government, do establish this Constitution of the Iowa Democratic Party.

Article I - Name and Membership

Section 1 - Name

This organization shall be known as the Iowa Democratic Party.

Section 2 - Eligibility to Participate

All persons at least 18 years of age as of the date of the next General Election who are residents of Iowa, who support the purposes of the Iowa Democratic Party, and who are registered Democrats, or who register at the time of their request to participate in the process in question as Democrats, shall be eligible to participate as members of this organization.

Section 3 - Young Persons

All young persons who are not eligible to vote in the next General Election, who are residents of Iowa, and who

support the purposes of the Democratic Party of Iowa shall be eligible to participate as full party members except for voting and holding of elective positions within the party, or as restricted by Iowa law.

Section 4 – Non-Citizens

All non-citizens who will not be naturalized and therefore not eligible to vote in the next General Election, who reside in the state of Iowa, and who support the purposes of the Democratic Party of Iowa shall be eligible to participate as full party members except for voting and holding of elective positions within the party, or as restricted by Iowa law.

Section 5 - Members

Unless specifically denied such right by law, all members of the Iowa Democratic Party shall be eligible to participate in all activities of the Party; shall be eligible to be elected as delegates to conventions; shall be eligible to be elected to an office in the Iowa Democratic Party; and shall be eligible to vote on any motion, resolution, nomination, or election affecting the Iowa Democratic Party at any meeting, caucus, conference, or convention in the state, districts, counties, or precincts, provided, however, that such person shall have been elected to a position of such authority and that at the time of such service, holding office, and/or voting, such person shall be a resident within the geographic boundaries of the political subdivision they represent.

Article II - Precinct Caucuses

Section 1 - Party Foundation

Precinct caucuses are the first step of the organizational structure of the Iowa Democratic Party. Democrats who attend and participate in their precinct caucuses are the foundation upon which the Iowa Democratic Party is built, reorganized, and strengthened.

Section 2 – Even vs. Odd Year Restrictions

a. Caucuses in Even-Numbered Years

If no presidential nominating process defined by an applicable and approved Delegate Selection Plan specifically requires an in-person caucus to be held physically in each precinct, then in even-numbered years precinct caucuses shall be held upon a call issued by the State Chair of the Iowa Democratic Party subject to the approval of the State Central Committee of the Party.

The State Chair shall issue the call at least 90 days before the scheduled date of the precinct caucuses. The call shall be issued to all County Central Committee officers and all major news media in the state. The call shall specify the dates and times for the Caucuses, and the County, District, and State conventions.

A precinct caucus shall be convened for each precinct within the state. County Central Committees shall arrange for the caucus sites according to the following priority order:

- 1) Precinct caucuses shall be held at public meeting facilities or sites used for public meetings located within the precinct boundaries where possible; this includes virtual websites for public meeting in times of emergency or necessity upon approval of the State Central Committee. If virtual precinct caucuses are necessary, the State Central Committee with the assistance of Iowa Democratic Party staff will formulate a plan to conduct business in this fashion following the parameters of the Iowa Democratic Party Constitution and Bylaws.
- 2) If no public meeting facility is available within the precinct boundaries, a public meeting facility in an adjacent or nearby precinct may be used.
- 3) County Central Committees may arrange for several precinct caucuses to meet at a common site. Each precinct will conduct separate business at that site.
- 4) Notification of each precinct caucus shall be as prescribed by Iowa Code and/or an applicable and approved Delegate Selection Plan.
- 5) Responsibilities

Those members of the Iowa Democratic Party in attendance who are eligible to vote at a caucus, as provided by the Statutes of the State of Iowa shall:

- (a) Elect by majority vote precinct committeepersons who shall serve on the County Central Committee. The number of

precinct committeepersons shall normally be two for each precinct. County Central Committee Constitutions may provide for additional Central Committee Members based on the weighting required by Article VIII, Section 7. The initial elections to fill such additional positions shall occur at the precinct caucuses of an even-numbered year.

- (b) May elect by majority vote, alternate precinct committeepersons who shall serve, as specified herein, on the County Central Committee in place of elected precinct committeepersons unable to fulfill their responsibilities.
- (c) Elect delegates and alternate delegates to represent the precinct at their County Convention. The number of delegates to be elected shall be determined based upon the size of the County Convention and a formula of proportional representation. In presidential years, the election of delegates to County Convention may be by Preference Group as outlined in the Iowa Delegate Selection Plan.
- (d) Discuss and may indicate priorities regarding such issues of national, state, and local importance or interest as those in attendance may determine. Platform Resolutions or issue statements adopted by a precinct caucus shall be forwarded to the County Platform Committee in the manner and as directed in the information provided by the Party.

- (e) Elect by majority vote members and alternate members of the Platform Committee and the Committee on Committees for such County Convention to represent and cast the votes to which the precinct is entitled on those committees and their subcommittees. Alternate members of the convention Committees may only replace an elected member from the same precinct who is unable to fulfill their responsibilities.
- (f) Transact such other party business as may come before it.

b. Caucuses in Odd-Numbered Years

Caucus meetings in odd-numbered years shall be held upon the call of the State Chair of the Iowa Democratic Party with the approval of the State Central Committee in the first quarter of odd-numbered years. County Central Committees may determine where each precinct will meet, within individual precincts and/or jointly in centralized convenient locations within counties (including virtual websites for public meeting in time of emergency or necessity conducted within the parameters of the IDP Constitution), and by majority vote of those members of the Iowa Democratic Party in attendance, shall:

- 1) Discuss and may indicate priorities regarding platform resolutions on such issues of national, state, and local importance or interest as those in attendance may determine; and forward such resolutions to the County, District, and State

Platform Committees for such action as their members may wish to take.

- 2) Discuss organizing plans in accordance with the strategic plan of the County Central Committee.
- 3) Members of the Iowa Democratic Party who live within the geographical boundaries of a specific precinct may nominate by majority vote a committeeperson to fill a vacancy on the committee from that precinct. Committeepersons nominated at the off year meeting shall stand for election by the County Central Committee members already elected at their next meeting, and if elected, serve until the completion of the term of the predecessor, unless removed per Article III, Section 1. Notice of the election must be included in the proper notice of the meeting.
- 4) Members of the Iowa Democratic Party who live within the geographical boundaries of a specific precinct may nominate by majority vote alternate committeepersons to fill a vacancy on the committee from that precinct. Alternate committeepersons nominated at the off year meeting may stand for election by the County Central Committee members already elected at the meeting following an announced vacancy and if elected, will serve until the completion of the term of the predecessor unless removed per Article III, Section 1. Notice of the election must be included in the proper notice of the meeting.

Article III – County Central Committees and Conventions

Section 1 - County Central Committees - Structure

The County Central Committee shall be composed of committeepersons elected at the precinct caucuses. Members' term of office shall begin immediately following the Call to Order of the next County Central Committee meeting and shall continue for two years until the successor is elected and qualified; unless they are sooner removed by the County Central Committee for non-residency, inattention to duty, incompetence, or support of a candidate for public office who is running against a candidate nominated by the Iowa Democratic Party.

The biennial organizational County Central Committee meeting shall take place in the odd numbered years at a time set by the County Central Committee between March 1 and April 1. Members of the County Central Committee assembled shall elect a Chair, a Vice-Chair, a Secretary, a Treasurer, and such other officers as they may deem necessary. Such officers need not be selected from the County Central Committee membership; however, they must be qualified voting members of the Iowa Democratic Party. The term of office for each officer shall begin immediately upon election by the County Central Committee, and shall continue for two years, and until the successor is elected and qualified; unless they are sooner removed by the County Central Committee for non-residency, inattention to duty, incompetence, or support of a candidate for public office who is running against a candidate nominated by the Iowa Democratic Party.

Vacancies on the Committee shall be filled as soon as possible from alternate precinct committeepersons elected as per Article II following a majority vote of the County Central Committee attending any official committee meeting provided that due notice of such election was previously given. If allowed by the Bylaws of the County Central Committee in question, an alternate precinct committee person may also serve as a substitute at a regular meeting or portion of a central committee meeting if the elected committee member is unable to attend.

If no alternate precinct committeepersons are elected at the precinct caucuses, the vacancy shall be filled, as soon as possible from a pool of Democrats nominated by one or more members of the central committee, by majority vote of County Central Committee attending any official committee meeting provided that due notice of such election was previously given.

The term of office of alternate County Central Committee members elected to fill a vacancy pursuant to either of the two preceding paragraphs, shall begin immediately following their election and shall continue until the successor is elected and qualified; unless they are sooner removed by the County Central Committee for nonresidency, inattention to duty, incompetence, or support of a candidate for public office who is running against a candidate nominated by the Iowa Democratic Party.

Section 2 - County Central Committees - Meetings

County Central Committees shall meet at least once every quarter term of the calendar. The Committee may, by majority vote of those committee members attending

any official committee meeting, direct the Chair to call regular meetings at times and places selected by the Committee. The Chair shall cause notice of all meetings to be sent to each member and officer of the Committee at least seven (7) days prior to the meeting.

Upon receiving a petition signed by twenty-five (25) percent of the members of the County Central Committee, the Chair shall call a special meeting, which must be held within twelve (12) days of the receipt of such petition.

Section 3 - Conventions/Responsibilities

Each County Convention shall be led by County Committees on Arrangements, Credentials, Rules and Nominations, and Platform. Each County Convention Committee shall designate at their first meeting at least one member of their committee to serve on an ad hoc Technology Committee to advise and report back to their committees on issues relating to the specific technology that may be needed to carry out the plans of the leadership team preparing for the convention.

A quorum of at least 40 percent of the total number of accredited delegates elected by the precincts of the county shall be required to conduct binding business of the county convention.

County Conventions by majority vote of the accredited delegates shall:

- a. Elect delegates and alternate delegates to the Congressional District Convention. Such delegates and alternate delegates so elected shall also represent the county at the State Convention. No delegates to

District or State Conventions shall represent less than one vote.

- b. Approve, adopt, and may indicate priorities regarding county platform resolutions.
- c. Elect members and alternates to Congressional District Convention Committees. At least ten (10) days prior to the County Convention, each of the convention committees shall nominate individuals to serve on the corresponding committee of the District Convention. During the County Convention, further nominations may be accepted. Elected alternates to District Convention Committees may only replace an elected convention committee member from their own county.
- d. Transact such other party business as may come before the convention.

Article IV - Legislative District Organization

No provision in the Constitution shall prevent Legislative Districts from organizing for purposes consistent with the Constitution and regulations set down by the State Central Committee.

Article V - Congressional District Committees and Conventions

Section 1 - Congressional District Central Committees

- a. Congressional District Central Committees shall exist. The membership shall consist of the District Committeepersons on the State Central Committee,

and one person for each full 5,000 votes cast for the Democratic candidate for Congress in the last two General Elections. Each county shall have at least three members.

- b. One member shall be the County Chair or the Chair's designee. Others shall be elected by the County Central Committee at their first regular meeting following their biennial organizational meeting specified in Article III, Section 1.
- c. The Chair of the District Central Committee shall be elected by the District Central Committee Members and must reside in the District. The primary purpose of the District Central Committee shall be the election of a Democratic member of Congress. The District Central Committee shall also be responsible for assisting the election of legislators from districts that cross county lines.
- d. Each County may elect alternates to the district committee to serve as substitutes at District Central Committee meetings if the elected committee person is unable to attend. The number of alternates should not exceed twice the number of apportioned county representatives to the district committee. It is the responsibility of the county chair and the elected representative to notify an alternate if they are to be a substitute for them at a given meeting.
- e. The District Central Committee shall hold a minimum of one meeting every quarter of the calendar. A report of the financial status and programs of the State Central Committee as well as the financial status of the district shall be presented.

- f. The District Central Committee shall conduct a district workshop in odd- numbered years, which shall be open to all active Democrats. This workshop may be one of the required meetings.
- g. The Chair of the District Central Committee shall propose programs of activities for the Committee.

Section 2 - Conventions, Call and Apportionment

Congressional District Conventions, composed of delegates elected at County Conventions to represent their respective counties at such District Conventions, shall be held each even-numbered year within the Congressional Districts. The State Chair, subject to the approval of the State Central Committee, shall issue a call for such conventions in the same manner and at the same time that the call for precinct caucuses is issued. The number of votes to which each county shall be entitled in such conventions shall be the same as for the State Convention as based upon the weighting required by Article IX, Section 7.

A quorum of at least 40 percent of the total number of accredited delegates elected by the county conventions of the district shall be required to conduct binding business of the convention

Section 3 - Conventions, Responsibilities

District Conventions, by majority vote of their accredited delegates present, shall:

- a. Elect eight district committeepersons, by majority vote, no more than half of whom may be from one

gender identity, who shall represent such district on the State Central Committee of the Democratic Party of Iowa, and whose terms of office shall commence immediately following the next State Convention, and shall continue for two years, and until the committeeperson's successor is elected and qualified.

- b. Elect members and alternates of all committees for such Convention, to represent and cast the votes to which such District is entitled on such committees. At least fifteen (15) days prior to the District Convention each of the Convention Committees shall nominate individuals to serve on the corresponding committees of the State Convention. At the District Convention, further nominations may be accepted. Elected alternates to State Convention Committees may only replace an elected convention committee member from their own district. The number of members and alternates on all committees to the State Convention from each Congressional District shall be determined by the State Central Committee for the Iowa Democratic Party, in advance of the District Conventions, based upon the weighting requirements of Article IX, Section 7. The number of members, the number of alternates, and the formula used to calculate them, shall be provided to the District Central Committees and District Convention Committees at least 21 days prior to the District Conventions. The dates and the locations of the first State Convention Committee meetings, and the temporary chair contact information shall also be given to the District Central Committees and District Convention

Committees at least 21 days prior to the District Conventions.

- c. Transact such other party business that may come before them.

Section 4 - Convention Committees' Formation and Responsibilities

Each District Convention shall be led by District Committees on Arrangements, Credentials, Rules and Nominations, and Platform. Each District Convention Committee shall designate at their first meeting at least one member of their committee to serve on an ad hoc Technology Committee to advise and report back to their committees on issues relating to the specific technology that may be needed to carry out the plans of the leadership team preparing for the convention.

- a. The State Chair or their designee, in consultation with the State Central Committee, shall apportion membership on the above District Convention Committees to the counties within each district in keeping with the provisions of Article XI, Section 7.
- b. County convention delegates shall elect members of the above District Convention Committees, as outlined in Article III, Section 3.
- c. Each District Convention Committee shall nominate to the District Convention those members of the committee which it recommends be elected to serve on the corresponding permanent Committee of the State Convention; election shall be by majority vote of the district convention delegation.

- d. Each District Convention Committee shall make a report to the District Convention for the consideration and action of the District Convention.
- e. Members of State Convention Committees shall carry to their State Committee meetings reports of the priority concerns and formal actions of the District Convention and Committee for the consideration of the State Committees. Such reports shall include recommendations on how to improve the Iowa Democratic Party's Caucus/Convention Process in future years.

Section 5 - National Convention Delegates Election

In each Presidential election year as an approved Iowa Delegate Selection Plan directs, District Conventions shall elect their District's proportionate share of Iowa's delegates and alternate delegates to the National Democratic Presidential Convention. The apportionment of delegates to be elected from each District shall be determined according to the weighting requirements of Article IX, Section 7.

Article VI - State Central Committee and Convention

Section 1 - State Central Committee Authority and Responsibilities

The State Central Committee of the Iowa Democratic Party shall be the governing body of the Party when the State Convention is in adjournment; however, such actions by the State Central Committee shall be in accord with the expressed policies of the State Convention and the provisions of this Constitution, so long as this

Constitution is in compliance with an approved Iowa Delegate Selection Plan, Iowa Code, and the Charter and Bylaws of the Democratic National Committee.

The State Central Committee shall further be governed by the SCC Bylaws, which shall also outline the specific duties of the subcommittees of this committee.

Section 2 - State Central Committee Structure

- a. The membership of the State Central Committee shall include:
- The District Committeepersons,
 - the National Committeepersons,
 - the Chair of the State Diversity, Equity, and Inclusion Committee,
 - the President of the Iowa Young Democrats,
 - The Chair of the State Rules and Nominations Committee,
 - The Chair of the State Platform Committee, and
 - the chairs of the fourteen Constituency Caucuses.

These Committee members shall be entitled to vote on all policy matters not in conflict with the Code of the State of Iowa, the Charter and Bylaws of the Democratic National Committee, an approved Iowa Delegate Selection Plan, or this constitution.

In those cases where a Vice-Chair of a committee or caucus has been elected, they shall receive all notices of meetings and shall vote in place of absent members of the committee or caucus organization from which they were elected.

- b. The Constituency Caucuses include the Arab-American, Armed Forces Veterans, Asian & Pacific Islander, Black, Climate Change/Environmental, Disability, Labor, Latino, Native American, Progressive, Rural, Senior/Retirees, Stonewall, and Women caucuses.

- c. A person shall not hold more than one seat on the State Central Committee.
 - 1) If a person has been elected to the State Central Committee at the most recent district convention and is elected before the next district convention to a position that would give the person another seat on the State Central Committee, the body electing the person to that additional seat shall elect another person to represent that body on the State Central Committee.

 - 2) During the first quarter of each even-numbered year, each Constituency Caucus shall hold elections to fill their leadership roles as defined by each caucus. At a minimum, each caucus, by majority vote, shall elect a Chair, a Vice-Chair, and a provisional SCC Member. Should the Chair and the Vice-Chair hold other voting positions on the SCC, then or in the ensuing two years, the provisional SCC Member shall automatically become the voting member for that Constituency Caucus. The leadership of each caucus shall work in concert with other caucus leaders to ensure that the elections are not held at the same time to allow Democrats who may be members of more than one caucus the opportunity to participate in those

elections. The elections shall be widely published, meet all democratic principles of fair elections, be open to all members of the Democratic Party in Iowa, and shall meet the accessibility requirements of the Iowa Democratic Party. To promote accessibility and inclusion, hybrid and/or virtual methods of participation will be supported.

3) The Diversity, Equity, and Inclusion; Platform; and Rules and Nominations Committees shall elect a chair, a Vice-Chair, and a provisional SCC Member. Should the Chair and Vice-Chair hold other voting positions on the SCC, now or in the ensuing two years, the provisional SCC Member of that committee automatically becomes the voting member for that committee.

d. **Election of officers:** The State Central Committee shall meet and organize no later than thirty (30) days following the adjournment of the State Convention. Members of the State Central Committee shall elect a Chair, Vice-Chair, a Secretary, and a Treasurer and such other officers that they may deem necessary within ninety (90) days following the general election. Such officers need not be members of the State Central Committee; however, they must be eligible members of the Iowa Democratic Party. The term of office of each officer shall be for two years and until their successor is elected and qualified.

e. **Meetings of Committee:** The State Central Committee shall meet at least once every quarter term of the calendar. Meetings of the Committee may be called by the Chair as deemed necessary. Regular

meetings at stated times and places may be scheduled by a majority vote of the Committee in attendance at an official meeting. A special meeting of the Committee may be called by any ten (10) members of the Committee, provided they cause to be mailed (postal or electronic) to all other members and officers of the State Central Committee a signed petition designating the time and place proposed for such meeting, which shall be held no less than five (5) days after the mailing of the petition. The State Chair shall cause five (5) days' notice by mail or three (3) days' notice by electronic mail or telephone, to be given to each member and officer of the Committee for all other meetings, regular or special.

- f. **Quorum:** The State Central Committee shall conduct no business in the absence of a quorum, which shall consist of a simple majority of the voting members.
- g. **Elected and Party Leaders:** The Democratic floor leader in the House of Representatives and Senate of the Iowa General Assembly, and the Democrats holding offices of Governor, Lieutenant Governor, and Speaker of the House, the elected representative of the Democratic County Elected Officials Organization, and the elected representative of the Association of Democratic County Executives shall be extended an invitation and may attend all meetings regular or special of the State Central Committee in ex-officio, nonvoting status.

Section 3 - Members' Terms and Vacancies

- a. Each term of the State Central Committee shall start upon the adjournment of the State Convention and

shall continue for two years and until their successor is elected and until the new term begins upon completion of the next State Convention.

- b. The term of specific members is determined by the organization they represent on the committee, as noted below:
 - 1) DNC: The allotted number of National Committeepersons shall be elected by a majority vote of the delegates to the State Convention held during presidential years. The term of office shall be for a period of four years and until their successors are elected at the next State Convention held during a presidential election year. Until such time as the National Democratic Party recognizes nonbinary, agender and genderqueer persons in the gender balance requirement, nonbinary, agender and genderqueer National Committeepersons will be considered male for purposes of gender balance.
 - 2) District members are elected during their respective District Conventions to two-year terms that begin with the adjournment of each state convention.
 - 3) The Chairs of the State Platform and Rules & Nominations Committees are elected during the first meeting of their respective State Convention Committee and their term begins immediately upon election and until their successor is elected.

- 4) The CYD President is elected according to their organizational calendar and rules.
 - 5) The State Diversity, Equity, and Inclusion Chair is elected during each state convention and the term of office begins upon the adjournment of that convention.
 - 6) The Chairs of the Constituency Caucuses serve a two-year term of office that begins directly following their election and ends with the election of their successor.
- c. Vacancies on the State Central Committee shall be filled according to the method used to elect the member to the committee:
- 1) DNC Members: Vacancies in the office shall be filled by the State Central Committee upon a majority vote of the members present and voting at an official meeting for which prior notice of the election was properly made in the call for the meeting. The National Committeeperson so elected by the State Central Committee shall serve out the term of the vacancy except in the event the vacancy occurs prior to the State Convention in a non-presidential year. Then the term so filled shall expire at the close of the next State Convention following such vacancy and the delegates at that Convention shall elect the National Committeeperson to fill out the remaining term of vacancy.
 - 2) District Representative member vacancies shall be filled by the majority of votes cast by the County

Chairs and County Vice-Chairs of the Congressional District in which the vacancy occurs. These County Central Committee officers shall cast the number of votes allotted to their respective counties in the last previous State Convention. If a Chair and Vice-Chair from the same county cannot agree on a candidate, each shall be allowed to cast one-half of the number of votes to which their county is entitled for the candidate of their choice.

3) A Constituency Caucus Chair or Vice-Chair vacancy must be filled at a meeting of the Constituency Caucus scheduled with at least five days notice to its members clearly stating that an election will take place.

d. Members elected to the State Central Committee shall be limited to 2 consecutive terms or 3 total terms within a 10-year period beginning at the time they are officially seated. Upon this limit being reached the member shall not be eligible for election to the SCC again until the 10-year period has passed. If a person who has reached their SCC membership term limit pursuant to this section is elected as a Constituency Caucus Chair, the Vice-Chair of the Constituency Caucus shall serve as the voting SCC member and the provisional SCC member shall serve on the SCC with vote only in the absence of the Constituency Caucus Vice-Chair. If both Constituency Caucus Chair and Vice-Chair have reached their limited membership terms on the SCC, they shall defer their seat on the SCC to the Provisional SCC Caucus Member

- e. **Removal:** A member of the State Central Committee may be removed by majority vote of the State Central Committee for failure to attend three consecutive State Central Committee meetings without a valid excuse, non-residency, or for support of a candidate for public office who is running against a candidate nominated by the Iowa Democratic Party.

- f. **Officer Vacancies:** Vacancies in the Chair, Vice-Chair, Secretary, Treasurer, and other elective offices of the State Central Committee shall be filled by the State Central Committee upon a majority vote of the members present and voting at an official meeting for which prior notice of the election was properly made in the call for the meeting.

Section 4 - State Chair and Vice-Chair

The State Chair's duties shall be those of a chief executive officer. The Chair of the Iowa Democratic Party may be paid a salary or serve in a voluntary capacity. Candidates for the Office of Chair must report prior to the election, to the State Central Committee, whether they intend their service to be paid or to be voluntary. They may provide for the employment of any office personnel necessary. Employment of personnel by the State Chair shall be subject to the approval of the State Central Committee. The State Vice-Chair shall assume the duties of the State Chair during that officer's absence.

Section 5 - Secretary

The Secretary shall be in charge of all files and records of the Party, and it shall be their duty to prepare

necessary documents, and preserve such files and records as may be necessary.

Section 6 - Treasurer

- a. The Treasurer, in concert with the State Central Committee, shall determine who shall have custody of the funds for the Party, which shall be under the control of the State Central Committee. The Treasurer shall cause written accounts of receipts and disbursements to be prepared prior to each regular meeting of the State Central Committee. These written accounts shall be a record of all receipts and disbursements subsequent to the last previous report and shall be presented to the members of the State Central Committee at each regular meeting. They shall also make a report of total receipts and disbursements subsequent to the last previous State Convention, to each State Convention.

- b. **Bonds and Audit:** The Treasurer, and any other officer or employee who may be responsible for the handling of the State Central Committee funds shall be under bond, the amount to be determined by the State Central Committee. The State Central Committee shall cause an audit of all financial records and transactions of the State Central Committee accounts to be made by a certified public accountant at least once in each calendar year, and at such other times as may be directed by the State Central Committee. A copy of the findings of each audit shall be sent to each member and officer of the State Central Committee upon completion.

Section 7 - State Convention Powers

The State Convention is the supreme governing body of the Iowa Democratic Party.

Section 8 - State Convention Call

Each odd-numbered year the State Chair shall, subject to the approval of the State Central Committee of the Party, issue a call for the State Convention in the same manner and at the same time as the call for precinct caucuses, setting forth:

- a. The number of delegates to which each county shall be entitled in that Convention shall be based upon the weighting required by Article IX, Section 7.
- b. The dates and contact information for each of the county, district, and state conventions.
- c. All other available information and documents necessary for the conduct of such convention. The State Chair shall cause such call to be sent to all members of the State Central Committee, the Chair of each District Central Committee, and to the Chair and Vice-Chair of each County Central Committee.

Section 9 - State Convention Responsibilities

The State Convention, by vote of its accredited delegates present, shall:

- a. Approve, adopt, and may indicate priorities with respect to a party platform.

- b. Elect the Chair of the Diversity, Equity, and Inclusion Committee.
- c. Determine all other matters of party concern.
- d. In each year, when the election of the office of President of the United States is to be held, the State Convention may:
 - 1. Per the instruction of the applicable and approved Iowa Delegate Selection Plan, elect the remainder of the delegates and alternate delegates to the National Democratic Convention not elected at the District Conventions and,
 - 2. Elect the National Committeepersons by majority vote of the delegates present and voting at the state convention.
- e. In each year, when the election of the office of Governor of the State of Iowa is to be held, the State Convention delegates shall ratify the Democratic nominee for Lieutenant Governor who shall be nominated by the Democratic nominee for Governor.

Section 10 - Convention Committees

The State Convention shall be led by State Committees on Arrangements, Credentials, Rules and Nominations, and Platform. Each Committee shall consist of those members elected at the Congressional District Conventions and all members shall be entitled to cast one vote.

At the first meeting of each Convention Committee, the members shall designate one or more of their members to serve on an ad hoc Technology Committee. The Technology Committee shall serve to advise and report back to their committees on issues relating to the specific technology that may be needed to carry out the plans of the leadership team preparing for the convention.

All meetings shall be open to the public; shall be widely publicized by the State Chair, and shall be easily accessible to those wishing to attend meetings of the Committees. The Platform Committee membership shall also include the Democratic Governor or the Governor's representative, the Democratic leader of the Senate, the Democratic leader of the House, and such at-large members as may be selected by the State Chair with the approval of the State Central Committee of the Party. In no event, shall the at-large members of the committee constitute more than twenty percent (20%) of the elected members of the Committee.

The Committee shall consider but not necessarily include in its report, all platform planks and resolutions adopted at Congressional District Conventions held in that year. A copy of the party platform proposed by the Platform Committee shall be distributed to each delegate elected to the State Convention not less than seven (7) days prior to the date designated for the convening of the State Convention.

Section 11 - State Convention Committee Vacancies

The State Chair shall, in concert with and subject to the approval of the State Central Committee of the Iowa Democratic Party appoint such special convention committee members that have not been elected by the

District Conventions prior to the first meeting of each convention committee. The State Chair shall appoint members to such committees from a list of nominees for each Congressional District. Each Congressional District shall be represented on each committee and members of said committee shall be evenly distributed, as nearly as possible, among the Congressional District.

Article VII – Constituency Caucuses

Membership of the constituency caucuses shall elect by majority vote a Caucus Chair, a Caucus Vice-Chair, and other officers they deem appropriate.

An alternative method of electing and/or filling a Chair or Vice-Chair vacancy for a Constituency Caucus shall be during a meeting of the Constituency Caucus scheduled with adequate notice to its members that filling the vacancy will be included in the meeting agenda. Both the Caucus Chair and Vice-Chair shall be members of the State Central Committee. The Caucus Vice-Chair shall vote only in the absence of the Caucus Chair, or if the Caucus Chair is already voting in another capacity.

Article VIII - Restrictions on Delegates Prohibited

Section 1 - Instructions

No delegate to any County, District, State, or National Convention may be bound to the instructions of the precinct caucus, County, District, or State Convention by which such delegates were elected.

Section 2 - Unit Rule

No delegate may be required, by a majority of the members of their delegation, to vote as a majority determines, under the "Unit Rule."

Section 3 - Restrictions

No delegate certified by the Credentials Committee to any County, District, State, or National Convention shall be in any manner prohibited or restricted from voting on any matter before such convention.

Section 4 - Fees

No delegate's right to fully participate or vote in any convention shall be dependent on the payment of a delegate fee.

Article IX - Delegate and Committee Selection Procedure

Section 1 - Proportional Representation

All caucuses, conventions, committees, and Democratic Party Officials shall take such practical steps as may be within their legitimate power to assure that all caucuses, conventions, and committees shall include: men, women, various age groups, racial minority groups, economic groups, and representatives of identifiable geographically defined populations - all in reasonable relationship to the proportions in which the groups are found in the populations of the respective constituencies. In the spirit of the above, all caucuses, conventions, and committees will also endeavor to include citizens of all national origins, ethnic identities, religions, sexual orientations, gender identities, and disabilities.

Section 2 - Majority and Minority Viewpoints

Delegates to all conventions shall reflect, as accurately as possible, the varying majority and minority viewpoints of those engaged in the delegate selection process. A convention or precinct caucus shall, when at least 15% of the delegates present desire to form a single preference group, (except for the purpose of selecting national delegates in which case the proportion shall be set by the Democratic National Convention delegate selection rules); divide into groups in order to elect delegates, alternate delegates, and convention committee members and alternate members to the next level under the following provisions:

- a. The number of representatives to the succeeding convention to be apportioned to each group shall be determined by taking the ratio of each preference group's size, the size of the total precinct caucus or convention, and applying that ratio to the total number of representatives to be chosen.
- b. In presidential years, each precinct caucus and convention shall be apportioned by presidential candidate preference group if a vote of at least 15% of the Democrats present vote to do so.
- c. In other years, each precinct caucus and convention may be apportioned by candidate, issue, or other category.
- d. Nominations shall be made, as appropriate, by each preference group according to the prevailing situation at the time of each precinct caucus or convention.

- e. No more than a simple majority of the national convention delegates or alternate delegates shall be elected at one time.
- f. Convention rules shall contain clear provisions for achieving gender balance within preference groups in keeping with the National Democratic Party requiring that the Iowa delegation to the National Convention be gender balanced as a whole, and within each presidential preference group. The chair of the Committee on Rules and Nominations shall explain the provisions for achieving gender balance to the convention. Until such time as the National Democratic Party recognizes nonbinary, agender and genderqueer persons in the gender balance requirement, nonbinary, agender and genderqueer National Committeepersons will be considered male for purposes of gender balance.

Section 3 - Naming Own Replacement

In case a delegate may be temporarily or permanently absent from the proceedings of any convention, the delegate may choose a temporary or permanent replacement from among the alternates of the delegate's preference group. If the delegate refuses or is unable to select a replacement, the delegation shall choose one of the alternates from the same preference group to replace that delegate.

Section 4 - National Convention Delegates

Candidates for the position of delegate or alternate delegate to the Democratic National Convention shall be required to submit a petition that is to be filed with the

Chair of the Rules and Nominations Committee at the Convention by the time stated in the published rules. Each petition shall include a signed statement of support for a Democratic Candidate for President and be signed by one percent of the delegates to the convention. Each presidential candidate's state or district representative, as appropriate, shall have an opportunity to approve or disapprove the inclusion of each National Delegate candidate in a process outlined in the Delegate Selection Plan. A valid petition for the national delegate position shall be considered a valid petition for the national alternate delegate position.

Section 5 - Nominee of the Party

In all cases where a Convention or Committee must elect the nominee of the Party, the nominee shall be elected by a majority vote of those delegates or committee members present and voting. In the instance of a reconvened Convention, the delegates and alternates shall be those originally elected to the Convention, preference affiliations of alternates being of no consequence unless such affiliations pertain to candidates for the office in question.

Legislative District Nominations: In those instances where a nominating convention crosses county lines, the delegates shall be the precinct committee members from each precinct included in that legislative district. Each delegate present shall cast an equal share of the votes apportioned to the member's precinct based on the number of votes cast for the Democratic candidate for the same office in the most recent general election. The nominee shall be elected by attaining a majority of those votes cast under this procedure.

Section 6 - Temporary Chair

The Temporary Chair of each caucus or convention or other Party committee shall be designated by the County Chair, by agreement among the district committee persons, or by the State Chair, corresponding to the level of the caucus, convention, or committee. Said designees are automatically nominated for election to the position of permanent chair of the caucus, convention, or committee. Said designees shall work with the person(s) making the appointment and the staff of the Iowa Democratic Party (at the state convention level) well before the first meeting of the caucus, committee, or convention to expedite the work to be done by all. The State Chair shall designate the temporary chairs of the state convention committees at least 21 days before the scheduled date for the congressional district conventions.

Section 7 - Apportionment of Delegates

Apportionment of delegates to conventions and to district and state convention committees shall be according to a formula which gives equal weight to the Democratic votes cast in the most recent electoral contests for United States President and the Governor of Iowa.

Article X – Diversity, Equity, and Inclusion Committees

Section 1 - Structure

The State Diversity, Equity, and Inclusion Committee shall consist of one member from each Congressional District elected every two years at district conventions, three members appointed by the State Chair and approved by the State Central Committee, and the Chair of the State Diversity, Equity, and Inclusion Committee to

be elected every two years at the state convention. The District Diversity, Equity, and Inclusion Committees shall consist of the State Diversity, Equity, and Inclusion Committee members elected at the district conventions who shall serve as Chairs of their respective district committees, and one member from each county within the congressional district elected every two years at county conventions. The County Diversity, Equity, and Inclusion Committee shall consist of the District Diversity, Equity, and Inclusion Committee members elected at county conventions who shall serve as Chairs of their respective county committees and two or more additional members elected by County Central Committees at the first regular meeting following their biennial organizational meeting specified in Article III, Section 1. The Diversity, Equity, and Inclusion Committee shall elect a Vice-Chair within 90 days of adjourning the last State Convention or their next meeting whichever is earlier.

Section 2 - Responsibilities

The Diversity, Equity, and Inclusion Committees shall promote recruitment of new members into the Iowa Democratic Party and encourage their full participation in the caucus/convention, platform-development, and delegate-selection processes, and within central committees and other party organizations with particular concern toward those groups that have been historically under-represented within the Iowa Democratic Party.

Section 3 – Biennial Diversity, Equity, and Inclusion & Constituency Caucus Convention

A Diversity, Equity, and Inclusion & Constituency Caucus Convention shall take place each odd-numbered year to afford the Constituency Caucus groups an opportunity for

networking with the State, District, & County Diversity, Equity, and Inclusion Committees and amongst the Constituency Caucuses.

Article XI - Credentials Challenges

Section 1 - Initiation

Any Democrat may challenge any delegate or alternate certified to any convention by notifying the County, District, or State Chair in writing at least ten days before the date of the Convention. At the same time, a copy of the challenge shall be sent by the challenger to the delegate or alternate who is challenged.

Section 2 - Contents

A challenge shall include the basis for the challenge, the name and address of the challenged delegate or alternate, and the name and address of the challenger.

Section 3 - Notice

The Chair notified of the challenge shall send all challenges to the Credentials Committee Chair of the Convention in question and to the delegates or alternates who are challenged as soon as possible after they are received.

Section 4 - Call of Meeting

The Chair of the Committee on Credentials shall convene the committee at a publicized location at least one hour before the time when the Convention is to meet. Both the challenged delegate/alternate and the challenger shall be notified of the meeting time and place.

Section 5 - Committee Consideration

The Committee on Credentials shall consider any statements from the challenger, from the delegate or alternate being challenged and from any other person who wishes to testify on the challenge. In hearing a challenge, the Committee on Credentials may allot a period of time within which the challenger and challenged shall be granted equal time to make their statements.

Section 6 - Report to Convention

In case of an appeal of the Credentials Committee findings, the Credentials Committee shall report to the Convention the name of the delegate or alternate who it believes is entitled to participate in the Convention. A minority of the Committee on Credentials may present a minority report of the challenge to the Convention. When a number of challenges are to be resolved, the Committee on Credentials shall report on each in alphabetical/numerical order by County or by precinct in which the delegates or alternates being challenged reside.

Section 7 - Convention Action

The Convention shall vote on the report of the Committee on Credentials on each challenge being made. The report of the Committee on Credentials on each challenge must be approved by a majority vote of the Convention before a delegate or alternate being challenged may participate in the Convention. No challenged delegate or alternate may vote on the report of the Committee on Credentials that involves the delegate's challenge.

Article XII - Minority Reports

Upon a vote of 10% of the elected members of any Convention Committee, a minority report of the Committee shall be prepared and presented to the full convention.

Article XIII - General Provisions

Section 1 - Code of Iowa

The relevant sections of the Code of Iowa election laws are made a part of this Constitution. No provision of the Constitution is meant to supersede or abrogate any of the provisions of the Statutes of Iowa.

Section 2 - Absentee Ballots

No voting by absentee or proxy ballot shall be permitted at any meeting or convention of the state, district, county, or precinct organizations or at any meeting of any organization affiliated with and subordinate to the Iowa Democratic Party unless specifically authorized by a 2/3 majority vote of the State Central Committee of the Iowa Democratic Party.

Section 3 - Secret Ballot

No secret ballots shall be used by elected representatives at any convention or central committee meeting.

Section 4 - Quorum

A quorum of at least forty (40) percent of the accredited delegates shall be present before binding business may be voted upon. No convention shall elect delegates to the

next level convention in the absence of a quorum of at least forty (40) percent of the accredited delegates to the convention.

Section 5 - Open Meetings

All meetings of Democratic Central Committees and Conventions, and of their committees, shall be open in the same manner as an agency of the state government is required to hold open meetings.

Section 6 – Special notes for Platform & Rules Committees

a. Platform Committees:

The Platform Committees of the County, District, and State Convention may be continuing bodies that may act as organizing committees to advocate the enactment of their platforms. The State Central Committee shall be responsible for enactment of the provisions of the State Party Platform by:

1. Researching public statements, voting records, and performance of official duties of elected officials within their constituencies;
2. Developing proposals for legislative action in keeping with the Iowa Democratic Party Platform;
3. Giving guidance to the Democratic Party Leaders and to the Democratic Elected Officials regarding the Iowa Democratic Party's position on matters of legislative priority or public policy as set forth in the State Party Platform;

4. Making preliminary preparations for the next caucus/convention process of platform development. In these efforts, the State Central Committee shall work in close cooperation with Democratic elected officials. For purposes of Platform Committee reports, word limits shall not be changed between January 1 and June 30 in an election year (during the caucus to convention cycle). Any public hearing on the platform shall not be held on the same day as the convention.
 5. Additionally, the Committee will provide education on Platform resolution development and submission for the Caucus to Convention Cycle, engage proactively in outreach activities to ensure interested Democrats throughout the State are informed, and provide the SCC with needed updates as to the issues most concerning to constituents.
- b. Rules Committees:
- The Rules Committees of the County, District, and State Conventions shall work in consultation with the other Convention Committees to produce fair and efficient rules for their convention. Additionally, the Committees may be continuing bodies that:
1. Will provide education and consultation on rule making for the Caucus to Convention Cycle;
 2. May provide recommendations and resources to County Parties and District Committees to assist with their rules drafting;
 3. Will engage proactively in outreach activities to ensure interested Democrats throughout the State

are informed of their rights and responsibilities to participate in the Iowa Democratic Party; and,

4. Will provide the SCC with necessary updates as to the issues most concerning to constituents.

Section 7 - Chartered City

Any organization functioning as a Democratic City Central Committee in a special chartered city shall be governed by this Constitution and the rules and procedures of the Iowa Democratic Party. The rules and procedures of a City Central Committee cannot be in conflict with the rules and procedures of the Iowa Democratic Party with the exception of those specifically covered by the laws of the State of Iowa.

Section 8 - Accessibility

In accordance with the guiding principles of the Iowa Democratic Constitution, at no time shall it be acceptable to prevent the participation or abridge the rights of an otherwise qualified participant in Democratic Party activities. All Democratic polling places, Precinct Caucus locations, County, District, and State Convention sites (including Convention Committee and Constituency Caucus sites) and all Central Committee and their Constituency Caucus Meetings at all levels are to be totally accessible to People with Disabilities for the purposes of the type of activity to be conducted at each site.

Additionally, it shall be the responsibility of the Temporary/Permanent Chair of any event to ensure that there is a timely and appropriate opportunity for those who have a need for an accommodation to request such,

and barring an extraordinary burden on the Iowa Democratic Party, such accommodation be made. It will be acceptable and encouraged for coordinators of any activity to anticipate requests for accommodation, whether received or not, and to act proactively. At no time will the members of the majority require a minimum number of people to make the same request.

Section 9

All County, District, and State Convention organizing committees duly elected under the applicable provisions of the Code of Iowa and this Constitution shall publish a booklet containing the reports of the Arrangements, Rules and Nominations, Credentials, and Platform committees, and such other information as may be deemed necessary for the operation of the convention. The Arrangements committee shall cause this booklet to be distributed no later than seven (7) days prior to the start of the convention. A separate credential document, which shall include an alternate designation form and instructions for obtaining a paper version of the booklet, must be sent to each accredited delegate to the convention no later than seven (7) days prior to the scheduled date of the convention:

- a. An electronic booklet shall be published in a computing platform-neutral format and be easily available for public download. The credential document will include instructions for downloading the booklet
- b. The electronic booklet will under no circumstances include any credential or alternate designation documents. Possession of a convention booklet

without the appropriate credential documents shall not constitute evidence that the possessor has been elected as a delegate.

- c. All convention committees publishing electronic booklets must provide paper copies to any delegate upon written request. The request must be sent so that it is received no later than three (3) days prior to the scheduled date of the convention. The credential document shall include instructions informing delegates how to obtain a paper copy of the booklet.
- d. Delegates who request a paper copy shall not be charged any additional fees for a printed booklet.

Article XIV - Affiliated Organizations

Section 1 - Terms of Affiliations

Organizations subordinate to and affiliated with the State Central Committee or any County Central Committee may be recognized and encouraged provided written consent of the State Central Committee and the appropriate County Central Committee is obtained.

Section 2 - Youth Caucuses

Iowa Democratic Party Youth Caucuses may be created to promote and encourage the ideals of the Iowa Democratic Party. The Iowa Democratic Youth Caucuses may organize activities, formulate viewpoints, aid in campaigns, and aid in any other functions to the betterment of the Iowa Democratic Party.

Article XV – Amendments

This Constitution may be amended at any State Convention by a majority vote of the accredited delegates assembled in the Convention. All proposed amendments must be in writing and submitted by an elected delegate to the State Convention, and be delivered to the State Chair not less than thirty (30) days prior to the State Convention, and be included in the convention booklet distributed to all delegates to the State Convention.