

DEMOCRATIC PARTY OF LANE COUNTY

BY-LAWS

Approved December 15, 2012;

Amended January 18, 2018

ARTICLE I – Preamble

A. Name.

1. The name of this organization shall be the Democratic Party of Lane County (DPLC), hereafter referred to as the Party.
2. Membership shall consist of all registered Democrats in Lane County.

B. Purpose.

1. Elect Democratic candidates;
2. Adopt a Party Platform and work to ensure its enactment; and
3. Promote the interest, ideals, and principles of the DPLC.

C. Authority.

1. The Party shall have all power not inconsistent with Oregon Revised Statutes (*ORS*) and the Bylaws of the Democratic Party of Oregon (DPO) to manage its affairs and to transact its business.
2. The Central Committee shall be the governing body of the Party.

D. Affirmative Action and Non-discrimination.

1. The Party shall ensure the widest and fairest representation of members in its organization and its activities. All rules shall be adopted by procedures that assure the fair and open participation of all interested Democrats.
2. Discrimination in the conduct of Party affairs on the basis of gender, gender expression, gender identity, race, age, religion, economic status, ethnic origin, disability, marital status or sexual orientation shall be prohibited.

ARTICLE II – Central Committee

A. Composition.

The Central Committee shall be constituted of Democrats residing within Lane County who are:

1. Democratic Precinct Committee Persons (PCPs),
2. Officers of the Democratic Party,
3. Members of the Executive Committee of the county Central Committee, or
4. Elected officials.

B. Election and Appointment.

1. PCPs shall be elected and or appointed pursuant to Oregon law.
2. To fill vacant precinct positions, the Central Committee may accept nominations at any meeting of the Central Committee.
3. Applicants will complete application forms and submit them to the officers of the Central Committee. Self nominations at the meeting are acceptable. Nominations must be seconded. Nominations made and seconded will be acted on at the next regular scheduled meeting of the Central Committee following the nomination. Following nomination, any objection to the appointment of a nominee shall be made to the chair of the Organization Committee. Or in the absence of the chair to the vice-chair, no later than one week after the nomination. The Organization Committee shall consider the objection and recommend to the Executive Committee, that the Central Committee appoint the nominee, not appoint the nominee, or refer to the Organization Committee for further investigation and report. The Executive Committee shall consider the report of the Organization Committee and make its own recommendation to the Central Committee.
4. The preceding paragraph will be waived for members of the Central Committee who have been elected or appointed according to *ORS*, but need re-appointment because of address or name change.

C. Attendance.

1. The Secretary shall keep a list of those PCPs in attendance at Central Committee meetings. This list shall be shown to any registered Democrat upon request.

D. Duties.

1. Elect the Party's officers.
2. Fill vacant Precinct Committee Person positions.
3. Fill vacant Party officer position as directed under Article V(C)(1) of these Bylaws.
4. Recommend appointments as directed by *ORS* and Democratic Party of Oregon (DPO) Bylaws to vacant positions of elected public officials.
5. Approve the Party's annual budget.
6. Pass substantive resolutions.
7. Other duties as it deems necessary.
8. Authorize, deactivate and set rules for County caucuses.

E. Meetings.

1. The Central Committee shall meet at least once every two months.
2. Additional meetings may be called by the Chair, the Executive Committee or by petition of 10% of the PCPs. Petitions shall be submitted to the Secretary, specifying the date of the proposed meeting.
3. Central Committee meetings shall be held not sooner than ten days following the sending of notices for said meetings.
4. All action items before the Central Committee shall be first considered by the appropriate standing committee. This section may be suspended by approval of two-thirds of those PCPs present.
5. A quorum for all Central Committee meetings shall consist of twenty-four PCPs.
6. Each member present shall have one vote.

F. Standing Committees.

1. **The Budget Committee** shall work with the Treasurer and the Chair to develop the Party's annual budget to be submitted to the Executive Committee and the Central Committee for approval. The Budget Committee shall provide oversight on all aspects of the annual budget.
2. **The Campaign Services Committee** shall recruit candidates for local and statewide offices, and provide services to democratic candidates and endorsed non-partisan candidates, and recommend procedures for endorsing candidates as provided in Article VIII.

3. **The Community Action Committee** shall implement grassroots community action as approved by the Central Committee.
4. **The Fundraising Committee** shall be responsible for planning and coordinating fund raising events and activities within the Party. The Fundraising Chair shall coordinate fund raising activities with the elected officials of Lane County, as appropriate or required by law.
5. **The Organization Committee** shall be composed of the House District Chairs or Vice-chairs. The committee shall attempt to secure committee persons for all precincts, train PCPs in organizing, update precinct information packets, recruit volunteers for the Party's activities, register voters, and act as Credentials Committee as appropriate.
6. **The Platform and Resolutions Committee** shall be responsible for conducting the Party's biennial Platform Convention, reporting on issues of public policy and related legislation, proposing changes in public policy and legislation consistent with the DPLC Platform, reviewing and recommending endorsements of local ballot initiatives, and proposing endorsements of legislation and resolutions consistent with the DPLC Platform as provided in Article VIII.
7. **The Publicity Committee** shall prepare and disseminate the news and actions of the Party to PCPs and the public. This committee is responsible for the newsletter, website and new media.
8. **The Rules Committee** shall propose comprehensive rules of procedure for the Party organizational meeting, the County Platform Convention (in conjunction with the Platform Committee) and shall make recommendations on proposed amendments to the Bylaws. The committee shall propose rules for special circumstances as directed by the Executive Committee, and interpret DPLC bylaws to ensure the proper procedures for the DPLC Central Committee meetings and its standing committees.

G. House District Chairs and Vice chairs.

1. House District Chairs and Vice-chairs shall facilitate the work of PCPs within their House Districts.
2. District Chairs and Vice-chairs shall be selected as outlined in Article V.
3. District Chairs and Vice-chairs may be recalled for cause as outlined in Article III, Section C.

H. State Central Committee Delegates and alternates.

1. Delegates to the State Central Committee shall perform the duties prescribed by *ORS* and the Bylaws of the DPO.
2. Delegates to the State Central Committee shall be selected as outlined in Article V.
3. Delegates to the State Central Committee may be recalled for cause as outlined in Article III, Section C.
4. The Delegation Chair shall regularly report on the activities of the State Central Committee to the County Central Committee and will make reasonable efforts to ensure full delegations to the State Central Committee meetings.
5. In the event that an insufficient number of SCC Delegates and Alternates are present at an SCC meeting to fill all voting seats, a PCP registered to vote in Lane County may be appointed by the Party Chair as a temporary replacement for the duration of the SCC meeting. In the event that the Chair is

not present an appointment may be made by the Party Vice-chair, or if they are not present the SCC Delegation Chair or Vice-chair, in that order.

I. Congressional District Committee Delegates and Alternates.

1. Congressional Committee Delegates shall perform the duties prescribed by *ORS* and the Bylaws of the 4th Congressional District (CD) Committee.
2. Congressional Committee Delegates shall be selected as outlined in Article V.
3. Congressional Committee Delegates may be recalled for cause as outlined in Article III, Section C.
4. The Delegation Chair shall regularly report on the activities of the Congressional Committee to the County Central Committee and will make reasonable efforts to ensure full delegations to the Congressional Committee meetings.
5. In the event that an insufficient number of 4th CD Delegates and Alternates are present at an 4th CD meeting to fill all voting seats, a PCP registered to vote in Lane County may be appointed by the Party Chair as a temporary replacement for the duration of the 4th CD meeting. In the event that the Chair is not present an appointment may be made by the Party Vice-chair, or if they are not present the 4th CD Delegation Chair or Vice-chair, in that order.

J. State Platform Convention Delegates.

1. The Central Committee will elect State Platform Convention Delegates at the first Central Committee meeting of the year when the State Platform Convention is held.
2. If there are more delegate positions available than Democrats who have signed up to participate, a motion is in order to elect all delegates as a slate.
3. If more Democrats sign up to participate than there are available positions, the Central Committee will vote by secret ballot. Delegates who attended the most recent Lane County Platform Convention will be given preference – that is, no others will be selected unless all DPLC platform attendees are given the opportunity. Unless more DPLC platform attendees wish to go than there are positions available, the secret ballot will involve only others.
4. Any Democrat who is registered in Lane County is qualified to serve as a Platform Convention delegate.
5. After the Central Committee elects State Platform Convention Delegates, the DPLC Chair may appoint additional Democrats who sign up to fill remaining positions.

ARTICLE III – Party Officers

A. Titles and Duties.

1. Chair:
 - a. The Chair shall preside at all Central and Executive Committee meetings.
 - b. The Chair shall appoint the office manager and all committee chairs and members and may remove the office manager and any committee chairs and members, except those elected as specified in these Bylaws.
 - c. The Chair shall be an ex-officio member of all committees.
 - d. The Chair shall be a Delegate to the State Central Committee and 4th Congressional District Central Committee.
 - e. The Chair shall have all the privileges of debate and voting accorded PCPs.
 - f. The Chair should not engage in debate without temporarily relinquishing the Chair.
 - g. The Chair shall prepare an annual report to be presented to the Central Committee in January.
2. Vice-Chair:
 - a. The Vice-chair shall preside in the absence of the Chair and shall act as Chair when the office is vacated, until a successor is elected.
 - b. The Vice-chair shall be first, or second alternate to State Central Committee the 4th CD Committee to provide gender balance, unless an elected Delegate.
3. Secretary:
 - a. The Secretary shall send meeting notices and shall keep minutes of the biennial Organization Meeting, County Platform Convention, Central Committee meetings and the Executive Committee meetings.
 - b. Copies of the minutes shall be provided for the Chair and shall be kept on file at the headquarters of the Central Committee.
 - c. The Secretary shall also maintain a correct copy of the Bylaws, with changes, and shall conduct appropriate correspondence as directed by the Chair.
 - d. The Secretary shall maintain other non-financial records (archives) of the Central Committee.
4. Treasurer:
 - a. The Treasurer shall have custody of the Central Committee money and shall keep an account of all receipts and expenditures.
 - b. The Treasurer shall issue checks only upon the authorization of the Executive Committee Central Committee or the adopted budget, and with the approval of the Chair.

- c. The Treasurer shall submit a reasonable number of copies of a written financial report at each Central Committee and Executive Committee meeting.
- d. The Treasurer's books shall be open to inspection on the written request of any member of the Central Committee.
- e. The inspection shall occur no later than one week after the receipt of request.
- f. The Treasurer shall have the books ready for audit at the end of the term of office or at any time upon demand by the Executive Committee.
- g. The Treasurer shall be a member of the Budget Committee.
- h. The Treasurer may maintain a petty cash fund, upon authorization by the Executive Committee for incidental expenses.

B. Resignation.

An officer of the Central Committee may resign by submitting written notice to the Chair. In case of the Chair, the resignation shall be effective immediately upon receipt thereof by the Vice-chair.

C. Recall.

1. By vote of two-thirds of the PCPs at any meeting of the Central Committee any elected Executive Committee member, SCC Delegate, or 4th CD Delegate may be recalled for cause, including but not limited to:
 - a. Declaration of candidacy for any non-Democratic partisan office;
 - b. Endorsement of any non-Democratic candidate for partisan elective office;
 - c. Gross misconduct; or
 - d. Nonfulfillment of duties.
2. Written notice of reasons for recall shall be mailed to PCPs at least thirty (30) days prior to the meeting at which recall is voted upon.
3. At the next Central Committee meeting following the death, resignation or recall of any Party Officer, House District Chair or Vice-chair, or any State or 4th Congressional District Delegate, candidates to fill such vacancy shall be nominated. At the next meeting, the Central Committee shall fill the vacancy from the list of candidates nominated.
4. The Executive Committee may make temporary appointments to fill vacancies in the positions of Vice-chair, Secretary and Treasurer from the time such vacancies occur until the unexpired terms can be filled by special election as provided in this article. Any person so appointed shall enjoy full powers of the office until such time as the vacancy is filled.

D. Conduct.

Elected Party representatives shall not use their official titles and offices to endorse or otherwise promote the election of one Democratic candidate over another in any election, other than an internal party election, unless the Party has made an endorsement as provided in Article VIII.

E. Liability of Directors.

The personal liability of each director and each officers of the committee, for monetary or other damages, for conduct as a director or officer shall be eliminated to the fullest extent permitted by current or future law.

F. Term of Office

The term of office of all elected officers shall run from January 1st of the odd numbered year through December 31st of the following even numbered year.

ARTICLE IV – Executive Committee

A. Composition.

1. The Executive Committee shall consist of:
 - a. Party Officers;
 - b. House District Chairs, or if the chair is not present, the House District Vice-chair, or appropriate State Rep. or Senator, or PCP of that House District designated by the House District Chair;
 - c. Chairs of the standing committees, or if the standing committee chair is not present; the standing committee vice-chair;
 - d. One Democratic representative of the Lane County Labor Council, to be elected or appointed by the Lane County Labor Council and approved by the Executive Committee;
 - e. The Office Manager;
 - f. Delegation Chairs from the Democratic 4th Congressional District Committee and State Central Committee Delegations; and
 - g. Two At-Large Representatives, nominated by the Executive Committee and elected by Central Committee.
2. No member of the Executive Committee may cast more than one vote on any motion.

B. Attendance.

1. Members of the Executive Committee will automatically forfeit their position if they miss three consecutive meetings of the Executive Committee without:
 - a. Giving prior notice to the Chair or Secretary; and
 - b. Making every reasonable effort to provide a substitute.

C. Duties.

1. Conduct only necessary business which arises between meetings of the Central Committee.
2. Review activities of standing committees.
3. Executive Committee meetings shall be open to all PCPs. The Executive Committee may go into Executive session pursuant to *ORS*.
4. Detailed minutes of each meeting shall be taken. Such minutes shall be readily available at the next Central Committee meeting, not occurring on the same date.
5. Actions of the Executive Committee may be overruled by majority of the Central Committee present and voting.
6. Within the budget limitations and pursuant to majority vote of its members present and voting, hire such staff, as it considers necessary and desirable.

D. Meetings.

Meetings of the Executive Committee shall be held at least once a month, except when the Committee may vote to waive a meeting.

E. Quorum.

A quorum shall be one-half ($\frac{1}{2}$) of the members of the Executive Committee, excluding excused absences.

ARTICLE V – Party Organizational Meeting

A. The Organizational Meeting

1. The Organizational Meeting and County Central Committee requirements will be pursuant to the provisions in *ORS 248.033*.

B. Rules.

1. The Rules Committee shall propose comprehensive rules of procedure for the Party organizational meeting incorporating the provisions of this article, DPO Bylaws and *ORS*.
2. Rules shall be adopted by the Central Committee at the meeting prior to the Party organizational meeting.
3. The Rules Committee shall mail proposed Party organizational rules to PCPs at least ten (10) days prior to the Central Committee meeting where the rules will be considered.
4. Party Officers, State Central Committee Delegates and Alternates, 4th Congressional District Delegates and Alternates, and House District Chairs and Vice-chairs shall serve for two-year terms.
5. Candidates for all Party offices other than Chair, Vice-chair, Secretary, and Treasurer shall be PCPs when nominated and elected, duly certified as such by the Lane County Election Division. All newly appointed PCP's have the same voting privileges' as appointed PCP's on the Lane County Election Division list.
6. Selection of Delegation Chairs from the Democratic 4th Congressional District Committee and State Central Committee shall be done by caucus of the newly elected delegations at the organizational meeting.
7. All elections shall be conducted by secret ballot.

C. Election of Party Officers.

Party Officers shall be elected pursuant to *ORS 248.035*.

D. Election of House District Chairs and Vice-chairs.

House District chairs and vice-chairs shall be elected at caucuses of PCPs from each House District. The House Districts (HD) may hold an election for officers or set a meeting for this function to be held within 45 calendar days of this Organization meeting. If no meeting occurs, the Executive Committee may appoint temporary officers until an election meeting is convened. Any democrat may run for HD office but **MUST** become a PCP before assuming the duties of the position.

E. Election of State Central Committee and 4th Congressional District Delegates and Alternates.

1. Separate balloting shall be held for State Central Committee Delegates and 4th Congressional District Delegates.
2. The Chair shall be a Delegate to the State Central Committee and the 4th Congressional District Committee.
3. The Vice-chair shall be first or second alternate (to provide gender balance) to the State Central Committee and the 4th Congressional District Committee unless s/he is an elected Delegate.

4. Each PCP shall cast one less vote than the number of delegates available to Lane County, with no more than one vote to be cast for one candidate.
5. The delegation will be gender balanced by filling the first delegate position with the candidate, with the largest number of votes, of the opposite gender as the Chair. Then proceeding in alternating genders until all delegate and alternate positions are filled.
6. Whenever a vacancy appears on the roster, whether by resignation or otherwise, the Secretary shall advance all names of the appropriate gender below the vacancy.
7. The subsequent vacancy in the alternate roster will be filled by an election by secret ballot at the next Central Committee meeting by a candidate of the appropriate gender.

ARTICLE VI – Budget

A. Annual Budget.

1. The Budget Committee shall submit a proposed annual budget for the following fiscal year prior to the meeting, of the Central Committee after review by the Executive Committee.
2. The fiscal year shall be January 1 through December 31.

B. Revisions to Annual Budget.

1. Revisions to the adopted annual budget that do not increase the total amount of expenditures shall be approved by majority vote of the Executive Committee.
1. Revisions to the adopted annual budget that increase the total amount of expenditures shall be approved by majority vote of the Central Committee.
2. Proposed revisions shall be sent to each PCP at least ten (10) days prior to consideration.
3. If an emergency arises and unanticipated income is received by the Party which could address the emergency, the appropriate standing committee should consider the income and recommend action to the Executive Committee. The Executive Committee can then allocate the funds upon a two-thirds vote of the members present. The Chair shall report such action to the next Central Committee meeting.
4. If recommended by the Budget Committee and approved by two-thirds of the Executive Committee members present, up to ten percent (10%) of any line item may be transferred immediately to any other line item. The Chair shall report such action to the next Central Committee meeting.

C. Audits.

A Select Audit Committee shall be formed to review and audit the books of the DPLC any time upon the request of the Executive Committee. An audit shall include a report to the Executive Committee

concerning the accuracy of the accounts, the recommendations of the Audit Committee concerning financial procedures and policies, and other matters as determined by the Audit Committee, the Executive Committee or the Central Committee.

ARTICLE VII – County Platform Convention

A. Schedule.

1. A Lane County Platform Convention shall be called prior to the State Platform Convention which occurs in even numbered years.
2. The Rules Committee in conjunction with the Community Action and Platform Committee shall develop and recommend rules of procedure for adoption by the Platform Convention delegates.
3. The Organization Committee shall act as a Credentials Committee at the County Platform Convention.

B. Purpose.

The purpose of this convention shall be to adopt a Party platform and to nominate delegates to the State Platform Convention.

C. Participants.

All Democrats registered to vote in Lane County shall be eligible to participate in accordance with the rules of the convention.

ARTICLE VIII – Party Endorsements

A. Principles of Endorsement.

1. The Endorsement of candidates in contested elections is an expression of confidence that a candidate is serious and will mount a viable campaign that adheres to the interests, ideals and principles of the Democratic Party of Lane County.
2. To ensure the widest, fairest and most open participation of Democrats in public elections, the Central Committee may endorse any number of candidates in a non-partisan election under this article whom it deems representative of Democratic values and worthy of Party support. The Central Committee shall

not endorse candidates in a partisan election or for any statewide elected office. Only registered Democrats are eligible to be endorsed under this Article.

3. The Central Committee also may support, oppose or decline to take a position on local ballot measures.

B. Endorsement Procedures.

1. Only the Central Committee may endorse a candidate or take a position on a local ballot measure on behalf of the Democratic Party of Lane County. A motion to endorse a candidate requires majority support of PCPs voting. A motion to support or oppose a local ballot measure requires two-thirds support of PCPs voting.
2. To be considered, a candidate first must request endorsement by notifying the Chair, who shall inform the Campaign Services Committee prior to any vote by the Central Committee on such request for endorsement. The Campaign Services Committee may comment to the Central Committee on a requested endorsement of a candidate prior to the time for voting. For local ballot measures, the Chair shall inform the Platform Committee of any request for DPLC support of or opposition to proposed measures. The Platform Committee may comment to the Central Committee on such a request prior to the time for voting.
3. The Executive Committee shall resolve any dispute over compliance with these bylaws or the rules and procedures adopted in connection with these bylaws.

C. Time for Endorsements.

The Central Committee may consider requests to endorse a candidate only after the time to be included on a ballot has commenced and a reasonable time has elapsed for candidates to organize their campaigns and seek endorsement by the party. Notice of proposed action on endorsements of candidates and measures shall be given to the Central Committee with the notice of meeting.

D. Standing Rules for Conduct of Endorsement

1. The Campaign Services Committee and the Platform Committee respectively shall recommend to the Central Committee adoption of rules of order necessary to a fair endorsement process for candidates or measures under this Article, including but not limited to balloting, speaking, and questioning.
2. The Central Committee shall consider adoption or amendment of rules not less than 45 days prior to the filing deadline for candidates for non-partisan office.
3. Once adopted, rules for endorsement shall stand until repealed or amended by the Central Committee.

ARTICLE IX – Chartered Organizations

A. Authority.

1. Any organization, which uses, or seeks to use, the name of or affiliation with the Democratic Party within the County, must be chartered by the Central Committee.
2. This article does not apply to groups authorized to use the name of the Democratic Party pursuant to ORS.

B. Recognition and Revocation.

1. The Community Action and Campaign Services Committee shall establish criteria and a process for reviewing all applications for charters, and for informing all organizations eligible to obtain charters, incorporating provisions of this article.
2. Chartered Democratic organizations shall not be politically affiliated with any other political party, or endorse or otherwise publicly support any other political party or its candidate(s).
3. An organization's charter shall be issued, revoked, or suspended by a majority vote of the PCPs present and voting at any meeting of the Central Committee.
4. Chartered organizations may submit a budget request to the Party or seek use of other Party resources.

ARTICLE X – Referral of Substantive Resolutions

A. Any member of the Central Committee may submit a substantive policy resolution to the Chair for consideration at the first meeting of the Central Committee to take place more than twenty-five (25) days after the submission of the resolution. All such resolutions shall be included in the notice of the next meeting and shall be submitted by the Chair to the appropriate committee.

B. The Committee receiving the resolution may recommend adoption, rejection, offer a substitute, or make no recommendation.

C. The resolution shall be voted on at the first meeting of the Central Committee after the notice of the resolution has been sent to its members.

D. If the committee, to which the Chair submitted the resolution, fails to report back thereon before the time for consideration thereof by the Central Committee it shall be deemed to have made no recommendation thereon.

E. A substantive resolution which has not been submitted to the Chair at least twenty-five (25) days before meeting of the Central shall require a two-thirds vote for passage.

F. "Issue Opinions" dealing with substantive issues which reasonably relate to agenda items at any meeting of the Central Committee may be voted upon at that meeting without reference to this article.

ARTICLE XI – Procedures

A. Rules of Order.

1. Robert's Rules of Order, current edition, shall be the authority on all considerations not covered by Oregon law or these Bylaws.
2. Unless otherwise specified, decisions of all committees shall be made by simple majority vote of those members present.

B. Committee procedures

The by-laws are rules and regulations governing our organization. Committee procedures outline how we implement the rules. Procedures and or changes are recommended by the standing committees and approved by the Central Committee.

ARTICLE XII – Amendments to Bylaws

A. Process.

1. These Bylaws may be amended by a vote of two thirds of the Central Committee present, or by a majority of the total membership, at any meeting of the Central Committee.
2. Proposed amendments to the Bylaws must be sent to each PCP at least ten (10) days before the meeting at which they are to be considered.

The Remainder of this Document consists of Standing Rules approved by the Central Committee.

APPENDIX I – Endorsement of Candidates

A. Eligibility

To be eligible for endorsement, a candidate must be a registered Democrat for at least 180 days prior to the deadline for filing for office.

B. Timing of Endorsements

1. The first meeting which DPLC endorsements will be granted will be held before the deadline for candidates to submit their statements to the Voters' Pamphlet. Endorsements may also be granted at regular Central Committee meetings subsequent to this deadline (with appropriate notice), but the intent is that the majority of endorsement votes will be held before the deadline.
2. Based on the timing of the filing deadline and the Voters' Pamphlet Deadline, the Executive Committee may choose to:
 - a. Have the first endorsement meeting as part of the regular Central Committee meeting in the month of the Voters' Pamphlet Deadline, held on its regular day;
 - b. Move the regular Central Committee meeting in the month of the Voters' Pamphlet Deadline up to an earlier day in the month, if the Deadline is before that month's regular meeting day;
 - c. Hold a special endorsements-only Central Committee meeting in the month of the Voters' Pamphlet Deadline; or
 - d. Have the first endorsement meeting as part of the regular Central Committee meeting in the month prior to the Voters' Pamphlet Deadline.
3. The date of the first endorsement meeting must be set at least 30 days in advance of the meeting.

C. Information about Candidates

1. Each candidate may submit to the DPLC a statement (500 words or less) to be distributed by the DPLC at the appropriate Central Committee meeting.
2. The Campaign Services Committee may also collect and distribute other information, as desired, from each nominee for endorsement.
3. Candidates are allowed to distribute informational literature to Precinct Committeepersons at the Central Committee meeting.
4. Each candidate requesting endorsement will be allotted 2 minutes to speak, and 3 minutes for Q&A. The Central Committee will hear from each candidate requesting endorsement in a particular race before voting occurs.

D. Discussion

After each candidate in a particular race has spoken and taken questions, the floor will be open for discussion by PCPs. PCPs may speak in favor of endorsing one candidate or multiple candidates, or in favor of no endorsement in the race. Remarks are limited to one minute per PCP.

E. Voting

1. Voting will be done by secret ballot, unless a motion is made to hold voting by voice vote, with a simple majority of Precinct Committeepersons required to pass the motion.
2. For votes held by secret ballot, each candidate requesting endorsement in a race will be listed on a ballot, along with an option for "No Endorsement" (e.g., Candidate A, Candidate B, No Endorsement). Precinct Committeepersons may vote for one candidate, multiple candidates, or for the option of "No Endorsement" (e.g., may vote to endorse Candidate A only, to endorse Candidate B only, to endorse both candidates, or to endorse neither candidate).
3. Any candidate meeting the simple majority threshold (as specified in the ByLaws) will be granted endorsement. Multiple endorsements in a single race are allowed. If no candidate receives a simple majority, no endorsement is granted in that race.

APPENDIX II – Endorsement of Ballot Measures

A. Role of Platform & Resolutions Committee

1. The Platform Committee shall receive requests for endorsement of or opposition to ballot measures, and may vote to make a recommendation to the Central Committee either for or against the measure.
2. If the Platform & Resolutions Committee recommends endorsement of or opposition to a ballot measure, the Committee may report such a motion for consideration by the Central Committee—otherwise, motions to support or oppose may be taken from the floor.

B. Information about Measures

Any representatives of a campaign for or against a ballot measure shall have two minutes to speak to the Central Committee and three minutes to answer questions from PCP's.

C. Discussion

After speeches and questions for both sides of a measure are heard, an equal number of PCP's may speak for and against said measure by forming two lines on opposite sides of the room. Each PCP will have one minute to speak.

D. Endorsement

As per the bylaws, a two-thirds majority is needed to endorse or oppose a ballot measure. If a two-thirds majority is not reached either in support of or in opposition to a ballot measure, the Party will not take a position on the measure.