

DEMOCRATIC PARTY OF LANE COUNTY

By-Laws

Approved December 15, 2012;

Amended September 16, 2021

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. Regular meetings of the Central Committee shall occur at a time, place, and manner as determined by the Executive Committee, provided that all members have simultaneous aural communication, and provided that there is no more than a quarterly time interval between regular meetings.

2. Special meetings of the Central Committee may be called by the Chair and shall be called upon the written request of a quorum, which may include the time, place, or manner; provided that all members have simultaneous aural communication.
3. Notice for all meetings may be given via email unless the member specifically requests notice via first class mail each term. Notice of all items of business which: are required to be included in the call of the meeting; were introduced but not yet disposed of; were referred to a committee with instructions to report at that meeting; or which previous notice was provided, may be published conspicuously on the official website. In all cases, notice must be sent or published at least 10 days prior to the meeting.
4. Twenty-four (24) members shall constitute a quorum.
5. (A) Any member may introduce a substantive resolution in full text, or provide previous notice of an action item, at any meeting or in writing at least 25 days prior. Such items shall be referred to a committee with instructions to report at the next meeting at which in order. Such items may be adopted by:

(1) A two-thirds vote if in order at that meeting, or a majority of the entire voting membership at any meeting, in lieu of a committee referral;

(2) A majority vote regardless of the committee's recommendation;

(3) A majority vote if discharged from committee consideration; or

(4) A majority vote if the committee recommendation is included in the notice if not submitted 25 days prior to the meeting.

(B) A committee may introduce a substantive resolution in full text or provide previous notice of an action item within the notice which may be adopted by a majority vote. Such items not included in the notice may be adopted by a two-thirds vote or a majority of the entire voting membership.

(C) This section applies to new substantive resolutions or questions and does not apply to: questions which generally are considered routine, administrative, incidental, subsidiary, or privileged; questions that would bring back a question for consideration; questions that arise out of another item of business or committee report.

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, provide services to Democratic 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 after the call for convention but at least 30 days before 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 delegates without a ballot.
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 eligible 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. 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. The action is initiated by a petition specifying the cause that is the basis of the recall and bears the signatures of one-third the total number of PCPs.
3. 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.
4. The motion to recall an elected Executive Committee member, SCC Delegate, or 4th CD Delegate must be carried by a two-thirds majority of PCPs present and voting.

D. Vacancies

1. 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.
2. 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.

E. 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.

F. 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.

G. 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. The Office Manager;
 - e. Delegation Chairs from the Democratic 4th Congressional District Committee and State Central Committee Delegations; and
 - f. Two At-Large Representatives, nominated and elected by Central Committee.
2. No member of the Executive Committee may cast more than one vote on any motion.

B. 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.

C. Meetings.

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

D. 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. Principles and Requirements of the DPLC Organization Meeting.

1. The DPLC Organization Meeting for the purpose of electing officers and delegations to the State Central Committee and Congressional District Committees will take place within 90 days after each General election. The meeting will occur within 25 months of the previous Organization Meeting (*ORS* 248.233.1).
2. Written notification of the time, date, and location of the DPLC Organization Meeting will be sent to:

a. Lane County Elections, no later than the 40 days before the meeting (ORS 248.033.2);

b. DPO State Central Committee (ORS 248.033.2);

c. All PCPs: more than 21 days prior to the meeting and then again no later than 10 days prior to the meeting (ORS 248.033.4).

d. Notice to PCPs can be sent by email unless there is no email address on record, in which case postal mail must be used.

3. Quorum for the DPLC Organization Meeting shall consist of the number of PCPs in attendance.

4. All contested elections will be conducted by secret ballot. A motion to elect by acclamation or voice vote will be in order if the number of candidates running is lesser than or equal to the number of positions available.

5. The term of office for Party Officers, House District Chairs and Vice-chairs, and Delegates and Alternates to the State Central Committee and 4th Congressional District Committee is two years, from January 1 of the odd-numbered year through December 31 of the following even-numbered year.

B. Election of Party Officers (per ORS 248.035).

1. Party Officers—Chair, Vice-chair, Secretary and Treasurer—will be elected at the DPLC Organization Meeting.

2. All Democrats registered in Lane County are eligible to serve as DPLC Party Officers.

3. Eligibility to vote for Party Officers is restricted to elected PCPs only.

4. Challenges and appeals regarding eligibility will be referred to the DPLC Rules Committee.

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

1. House District chairs and vice-chairs shall be elected at caucuses of PCPs from each House District.
2. The House Districts may hold an election for officers House District Chair and Vice- chair during the DPLC Organization Meeting or set a special meeting for this function to be held within 45 calendar days. If no meeting occurs, the DPLC Chair may appoint a temporary House District Chair and Vice-chair until an election meeting is convened.
3. Any democrat registered in the House District in Lane County may run for House District Chair or Vice-chair but MUST be appointed as a PCP before assuming the duties of the position.

D. Election of Delegates and Alternates to the State Central Committee and 4th Congressional District Committee.

1. Delegates and Alternates to the State Central Committee and 4th Congressional District Committee shall be elected during the DPLC Organization Meeting.
2. All Democrats registered in Lane County are eligible to serve as Delegates and Alternates to the State Central Committee and 4th Congressional District Committee.
3. Eligibility to vote for Delegates and Alternates to the State Central Committee and 4th Congressional District Committee shall be granted to both elected and appointed PCPs.
4. Separate balloting shall be held for State Central Committee Delegates and 4th Congressional District Committee Delegates.
5. The DPLC Chair shall be a Delegate to the State Central Committee and the 4th Congressional District Committee.
6. The DPLC Vice-chair shall be first or second alternate (to provide gender balance) to the State Central Committee and the 4th Congressional District Committee unless they are an elected Delegate.
7. Delegation chairs for the State Central Committee and 4th Congressional District Committee shall be elected by caucus of the newly elected delegates and alternates

during the DPLC Organization Meeting or at a special meeting held for this purpose before the next State Central Committee meeting.

8. Whenever a vacancy appears on the roster, whether by resignation or otherwise, the Secretary shall advance all names below the vacancy, as appropriate to maintain gender balance.
9. The subsequent vacancy in the alternate position will be filled by an election conducted as per Article III, Section D of the DPLC By-Laws.

E. Standing Rules for Organization Meeting.

1. The Rules Committee shall recommend to the Central Committee adoption of rules of order necessary to conduct the DPLC Organization Meeting, incorporating the provisions of this Article, DPO Bylaws and ORS.
2. The Central Committee shall consider adoption or amendment of standing rules before the meeting prior to the DPLC Organization Meeting.
3. Once adopted, the DPLC Organization Meeting Rules shall stand until repealed or amended by the Central Committee.

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 within 26 months of the previous county platform convention and, if possible, prior to the State Platform Convention.
2. The Rules Committee in conjunction with the 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.

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.
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 – 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 XI – 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 endorsement meeting.

2. Prospective endorsees may be required to complete a written application for endorsement and questionnaire in order to be considered for endorsement by the DPLC. The Campaign Services Committee will draft any endorsement materials (i.e. application, questionnaire, etc.) and determine which materials are required. Any materials will be approved by the Executive Committee and made available to prospective candidates before January 1 of the election year. Candidates who do not submit required materials may be determined to be ineligible to receive the DPLC 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. PCPs will submit written questions which will be read to the candidate by the moderator.
5. The Campaign Services Committee will provide the names and available contact information of all PCPs eligible to vote at the endorsement meeting to candidates in good standing who request the endorsement of the DPLC so they can effectively campaign for the endorsement.

E. Voting

1. Votes to endorse candidates will be cast by secret ballot unless there is only one Democratic candidate in the race, in which case voting will be held by voice vote unless a motion is made to hold voting by secret ballot with a simple majority required to pass.
2. After the first candidate speaks and answers questions, ballots will be distributed to credentialed PCPs with the options YES and NO. PCPs will use these ballots to vote on whether to endorse this candidate.
3. This procedure will be repeated for each candidate until all candidates have spoken, answered questions and been voted upon. Ballots for different candidates in the same race will be clearly delineated with the names of any candidate who has requested endorsement at least 48 hours in advance being printed on the ballot.

4. In order to receive the DPLC endorsement a candidate must receive a two-thirds supermajority of YES votes of ballots cast. Each candidate that receives a two-thirds supermajority of YES votes will be endorsed by the DPLC. If no candidate receives a two-thirds supermajority of YES votes, the DPLC will not endorse in that race.
5. Results of the balloting for a race will not be announced until all candidates have spoken, answered questions and been voted upon and all votes for candidates in the race tabulated.

F. Terms of Endorsement

1. Candidates who receive the endorsement of the DPLC will agree to non-binding mediation regarding issues of conflict in their races when requested to do so by the Chair and approved by the Executive Committee, subject to override by the Central Committee by majority vote at the next regularly scheduled meeting.
2. Candidates who receive the endorsement of the DPLC acknowledge that the DPLC may promote its endorsed candidates by name, photograph, and other identifying information in DPLC campaign materials and/or during campaign events.

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, or in lieu of a formal campaign, a PCP representing an informal support or opposition group shall have two minutes to speak to the Central Committee and three minutes to answer questions from PCP's. PCPs will submit written questions which will be read to the ballot measure committee by the moderator.

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