

**Madison County Democratic Executive Committee
Proposed Bylaws
(Last Revised 2013)**

Article I. Name, Powers, and Definitions	3
Section 1. Name	3
Section 2. Powers.....	3
Section 3. Definitions	3
Article II. The Executive Committee	7
Section 1. Composition	7
Section 2. Qualifications	7
Section 3. Duties of Members.....	8
Section 4. Election of Members.....	8
Section 5. Duties and Responsibilities of the Committee.....	9
Section 6: Attendance	9
Section 7. Diversity Caucuses.....	9
Article III. The Executive Board.....	14
Section 1. Officers and Terms.....	14
Section 2. Duties of Officers	14
Article IV. Committees and Special Group Caucuses	18
Section 1. Standing Committees	18
Section 2. Special Committees	20
Article V. Procedure.....	22
Section 1. Meetings.....	22
Section 2. Rules of Procedure	23
Section 3. Order of Business	23
Section 4. Vacancies	24
Article VI. Party Finances	24
Section 1. Authority	24
Section 2. Expenses	24
Section 3. Accounts	24

Article VII. Selection of Nominees25
 Section 1. Regular Election 25
 Section 2. Special Elections, Vacancies, etc. 25
 Section 3. Certification of Candidates and Results..... 25
Article VIII. Implementation and Special Organizational Meeting25
Article IX. Status, Effect and Amendment of Bylaws26
 Section 1. Status and Effect..... 26
 Section 2. Amendments 26
 Section 3. Effective Date 26

Article I. Name, Powers, and Definitions

Section 1. Name

The name of the governing body for Madison County Democrats shall be “The Madison County Democratic Executive Committee.”

Section 2. Powers

The Executive Committee, except when otherwise provided by law, has sovereign, original, appellate and supervisory power and jurisdiction of all Democratic Party matters throughout Madison County and each ward, precinct and subdivision. It is empowered and authorized to prescribe and enforce rules and regulations governing all party affairs and to prescribe and enforce penalties against the violation of Party fealty to the National, State and County Democratic Parties, including removing and disbaring from Party office, Party nomination, Party privilege or Committee membership, anyone within its jurisdiction who violates such fealty or its rules or other lawful mandate.

Section 3. Definitions

AA: Affirmative Action.

Affirmative Action Committee: A standing committee of no less than seven (7) members of MCDEC elected by the Committee. The Affirmative Action Committee shall proactively look for and implement ways to expand the Democratic Party throughout the county and make recommendations to the Chair on the continual updating and refinement of the Affirmative Action Plan and Affirmative Action Outreach.

Affirmative Action Goals or AA Goals: Numerical goals determined from time to time for Diversity Constituencies by the Affirmative Action Committee.

Affirmative Action Outreach: Implementation of the AA outreach program in the applicable County AA Plan to inform Democrats, and those who wish to participate with Democrats, with particular focus on Diversity Constituencies. Outreach is a proactive effort to disseminate information on how to participate in the processes, activities and programs and activities of the Party, including dates, agendas, and timelines. Affirmative Action Outreach shall be a duty of every Party Committees and the officers or leaders thereof. Sometimes referred to as “**Diversity Outreach.**”

All Party Affairs: Sometimes “**Party Affairs.**” Activities of MCDEC. Such activities include, but are not limited to, (A) the processes by which delegates are nominated to a Democratic National Convention or other Party conventions, (B) the process by which Party officials are nominated, designated, appointed, or elected, or by which candidates for public office are nominated or to be officially supported by the Party, (C) the process by which Party policy, positions, platforms, or rules are formulated or adopted, and (D) where programs such as voter registration, public education and public relations are to be discussed or adopted.

Base At-Large Member(s): ~~Twenty-four (24)~~ Individuals from County Commission districts in which forty percent (40%) or more votes were cast for the Democratic nominee for president during the immediate past general election. Also referred to as “**At-Large District Member(s)**”

Core Members: The ninety-six (96) Popularly Elected Members and the ~~twenty-four (24)~~ Base At-Large members. Referred to collectively as “**Core Membership**”

County AA Plan: The Affirmative Action Plan and outreach program of MCDEC.

County Chair: The person elected by the County Committee to Chair the County Party.

Declaration of Candidacy (sometimes “**Qualifying Form**”): To be filed by individuals who wish to be nominated and/or elected as (A) an officer of the County Committee, (B) Base At-Large Members (C) Diversity Constituency Diversity At-Large Member to the County Committee or Executive Board (D) to fill any vacancy on MCDEC. The form will be on the website of MCDEC and can be downloaded to be filed with MCDEC in a manner and at a time disclosed on such form.

Democratic Electorate: Composed of those in any applicable geographic or political jurisdiction who voted for the Democratic nominee for president in the immediately preceding General Election.

Disability: See 42 U.S.C. § 12102.

District Vice Chairs: Six (6) individuals elected by the popularly elected members from each of the respective Commission Districts.

Diversity At-Large Member(s): Individuals nominated by a Diversity Caucus to stand for election by MCDEC to the Executive Committee.

Diversity Caucus(es): The seven (7) caucuses organized and operated to address the Full Participation goals of the DNC, the State AA Plan, and the County AA Plan. Specifically, these are the (A) **Black Caucus**, (B) **Youth Caucus**, (C) **Hispanic Caucus**, (D) **LGBTQ+ Caucus**, (E) **Asian/ Pacific Islander Caucus**, (F) **Native American Caucus**, and (G) **Disabled Persons Caucus**

Diversity Constituencies: The seven (7) groups outlined in the State AA Plan. Specifically, these are (A) Blacks/African Americans, (B) Asian Americans and Pacific Islanders, (C) Hispanics, (E) LGBTQ + individuals, (F) Native Americans, (G) Youth, and (H) Disable Persons, collectively “**Targeted Constituencies**” or “**Diversity Groups**.” Any single group may be referred to as a “**Diversity Constituency**.”

Diversity Goals: For MCDEC, the percentage, set forth in the County AA Plan of each Diversity Constituency which is not less than the higher of (A) the percentage the specific Diversity Constituency was of the vote for the Democratic presidential nominee in the most recent general election or (B) the percentage that such specific Diversity Constituency is of the County’s population as reflected in the most recent data (e.g., American Community Survey) published by the U.S. Census Bureau (said percentages sometimes referred to herein as “the two percentages.”). The higher of the two (2) percentages for a particular Diversity Constituency is to be applied to the one hundred twenty (120) Core Membership of the County Committee to determine the number of members of that Diversity Group that should be included in MCDEC. If the number produced by the percentage applied to the one hundred twenty (120) is greater than the number of Diversity Constituency among the members elected from the legislative districts,

then the difference between the two (2) numbers is the target number of Diversity At-Large to be nominated and elected to the County Committee for that Diversity Constituency

Equal Division: The membership of every Party committee and Diversity Caucuses' nominees for membership on MCDEC shall be equally divided between men and women (determined by gender self-identification), meaning that the variance between men and women in a Party committee cannot exceed one (1). Gender non-binary individuals shall not be counted as either male or female, but the remaining membership of each Party committee shall be equally divided.

Gender Non-binary Candidates Elected to County Committee: As with female and male candidates who are listed separately on primary ballots for election to the County Committee, self-identified non-binary candidates also are to be listed together on the primary ballot. The 16 candidates with the highest vote totals will be selected with no more than eight (8) being male, eight (8) female, and eight (8) gender non-binary. If nine (9) or more of the candidates with the 16 highest vote totals fit into the same gender category, the eight (8) highest from among them will be selected and the additional slots will go to the candidates with the next highest vote totals who are not in a gender category which contains eight (8) or more of the candidates with the 16 highest vote totals until all slots have been filled.

Madison County Democratic Executive Committee: The governing body of the Democratic Party in Madison County, Alabama. Synonymous with "MCDEC", "County Committee" or "County Party"

Organizational Meeting of the County Committee. The every four (4) year meeting of the County Committee held between August 15 and August 31 following the gubernatorial primary.

Party Committee: This term includes, without limitation, committees, standing committees, groups, subcommittees, standing caucuses, conventions, boards, commissions, and any other body of MCDEC, the Alabama Democratic Party, or the DNC.

Popularly Elected Members: Sometimes "District-Elected Members". The ninety-six (96) members of the County Committee elected from the six (6) County Commission districts in the Democratic Primary of each gubernatorial election year.

Representation Goals: See "Diversity Goals" herein.

Residence or Domicile: the single location at which a person resides and maintains his or her permanent and primary (if more than one) dwelling place with the intent of remaining in that location indefinitely as evidenced by more substantial connections with that place than with any other place, and as specified in Section 17-9-10, *Alabama Code 1975, as amended*.

Special Groups: Any racial, ethnic, cultural, religious, and/or other groups not addressed in the State AA plan which are identified by the County AA Committee as important groups within the Democratic Electorate.

Special Group Caucuses: Caucuses organized to supplement diversity caucuses for any racial, ethnic, cultural, religious, or other group not addressed in the State AA Plan. Special group/identity caucuses are not provided at-large positions as allocated under the Affirmative Action, Outreach, and Inclusion Plans. Synonymous with "Identity Caucus"

State AA Plan: The Affirmative Action Plan and outreach program of the SDEC.

State Democratic Executive Committee: The governing body of the Democratic Party in the State of Alabama. Synonymous with “SDEC”, “State Committee”, “State Party”, or “ADP”

Two percentages: Refers to the percentages that a specific Diversity Constituency is of the Democratic Electorate and also of Alabama’s population.

Youth: 18-35 years of age unless otherwise specifically defined.

Article II. The Executive Committee

Section 1. Composition

The Executive Committee shall be composed of sixteen (16) popularly elected members from each of the six (6) districts of the Madison County Commission. In addition, the presidents of all state chartered Democratic organizations within Madison County shall be ex officio members with full voting powers. Residents of Madison County who are members of the State or National Executive Committees are members of the Executive Committee with full voting privileges during their term in office on the State or National Executive Committees. All Democratic office holders in Madison County are ex officio members of the Executive Committee without voting privileges. Democratic office holders will be notified of all meetings and will have full floor privileges.

The County Democratic Party shall be open to all who desire to support the Party and who wish to be known as Democrats. Discrimination in the conduct of County Democratic Party affairs on the basis of sex, race, ethnicity, age (if of voting age), color, creed, national origin, religion, economic status, sexual orientation, gender identity, ethnic identity or disability is prohibited, to the end that the County Democratic Party at all levels be an open party.

The Executive Committee shall also be composed of Base At-Large members, the number of which shall be determined by the Affirmative Action Committee and shall be apportioned to any of the Diversity Constituencies which do not have full participation on the Executive Committee. The at-large members provided for herein shall be allocated to the districts on a pro rata basis, based on the districts which received at least forty percent (40%) of the Democratic vote in the last gubernatorial general election preceding the election to which they qualify. Prior to the organizational meeting, the State Chair shall calculate and notify the Chair of the Executive Committee of the number of Base At-Large seats assigned to each district in which forty percent (40%) or more votes were cast for the Democratic nominee for governor during the immediate past general election. The popularly elected members from each of the respective Diversity Caucuses which constitute a plurality of the Democratic electorate in such district will nominate the person(s) for each At-Large District seat to be filled. All nominees for the At-Large District seats shall be voted on by the membership of the entire Executive Committee.

MCDEC shall also contain Diversity At-Large seats, the number of which shall be determined by the Affirmative Action Committee. Diversity At-Large seats shall be allocated to each of the diversity constituencies which are under-represented on the committee. The popularly elected members from each of the respective Diversity Caucuses shall nominate person(s) for each Diversity At-Large seat to be filled.

Section 2. Qualifications

(a) **Qualifications:** All members of the Executive Committee, at all times he or she occupies such office, shall be registered to vote as Democratic voters shall be a citizen of the United States and the State of Alabama, and shall reside in the district he or she represents. All persons seeking membership on the Executive Committee, at the time of filing his or her qualification papers and fee(s), shall submit such forms and pay such qualifying fee(s) as the Committee shall prescribe. Those members who represent districts shall reside in their respective districts at the time of qualifying and at all times thereafter during his or her term of office, and if such member ceases

to reside in such district, he or she shall be deemed to have resigned from the Committee effective as of the date he or she no longer resides in such district. No member shall be discriminated against on the basis of sex, race, ethnicity, age (if of voting age), color, creed, national origin, religion, economic status, sexual orientation, gender identity, ethnic identity or disability.

(b) **Qualification Date:** The Committee has the responsibility of publicizing in the news media the Democratic offices for election and the qualifying dates for same.

(c) **Limitations on Fees:** No qualifying fee in excess of the amount provided by State Law may be charged for any office of the Democratic Party.

Section 3. Duties of Members

Each member of the executive committee is expected to regularly promote the democratic party in Madison County in one or more of the following ways: a) Recruit fellow neighborhood Democrats (identified in VoteBuilder, NGP/VAN, or other similar database) to a MCDEC or other Democratic event. b) Participate in one or more MCDEC subcommittees and participate in the planning of or volunteer at a MCDEC event. c) Host a MCDEC booth or event in your district. While participating in community events are important, if you do not have a table/booth and are not there specifically as a representative of MCDEC, the event will not meet this standard. d) All MCDEC members are expected to attend all Executive Committee regular or special sessions or meetings, MCDEC sponsored meetings and events, or give notification that you cannot attend.

These standards shall apply to all MCDEC members. Any individuals who come before MCDEC for nomination and participation as an Executive Committee member will be given these standards.

Section 4. Election of Members

Popularly Elected Members shall be elected from each of the six (6) Madison County Commission districts. The term of all popularly elected members of the Executive Committee shall be four years and shall continue until their successors are elected and certified. All members of the Executive Committee shall be elected in primary elections held in years when the governor of the state is to be elected. All male, female, and gender non-binary candidates shall be listed on the ballot together by County Commission district. The ballot shall state the maximum number of persons for which votes are to be cast. Each district shall elect 16 candidates, with no more than 8 male, 8 female, and 8 gender non-binary. The male, female, and gender non-binary candidates receiving the largest number of votes in the district shall be ranked and elected by plurality up to the maximum authorized number of popularly elected members. All persons seeking membership on the Executive Committee, at the time of filing his or her qualification papers and fee(s), shall submit such forms and pay such qualifying fee(s) as the Committee shall prescribe.

Committee members shall at all times during their term of office reside within the District they represent and shall be chosen by voters in that district. If any member changes his or her residence after being elected to the Committee, such member shall, within seven (7) days after such change of residence, notify the Chair and the Secretary in writing of such change of residence and the Secretary shall announce such change of residence at the next regularly scheduled meeting of the Committee. If after such change of residence the member no longer resides in the district in which he or she was elected, he or she shall forfeit his or her membership

on the Committee, but may apply for election by the Committee to any available seat in the district in which he or she now resides.

Section 5. Duties and Responsibilities of the Committee

(a) **Office:** The Committee shall establish, maintain, and staff a party headquarters at least ninety (90) days prior to each general election [ADP Bylaws, Article III, section 4, subsection(c)(2).]

(b) **Campaigns:** The Executive Committee has the duty of providing a basic level of campaign support for its nominees. The nominees have a corresponding duty to support the party. The Executive Committee has the responsibility and authority for management, allocation and expenditure of Committee funds.

(c) **Primary Elections:** The Executive Committee shall hold all Democratic primary elections and shall be responsible for the canvass of such.

Section 6: Attendance

A member shall lose his or her membership on the Committee if such member is absent without excuse, as determined by the Committee, from three (3) consecutive meetings. The burden of proof of adequate excuse from attendance at meetings shall be on the member, and the member shall bring this to the attention of the Committee prior to his or her absence from four consecutive meetings or the member shall automatically forfeit his or her membership on the Committee.

Section 7. Diversity Caucuses

(a) There shall be a Black Caucus, a Youth Caucus, a Hispanic Caucus, an LGBTQ+ Caucus, an Asian/Pacific Islander Caucus, a Native American Caucus and a Disabled Persons Caucus. Collectively these Caucuses shall be referred to as the Diversity Caucuses unless otherwise specified. The Executive Board and the Affirmative Action Committee may from time to time establish additional Caucuses in order to give underrepresented constituencies appropriate representation on MCDEC and/or Executive Board.

(b) The purpose of the Diversity Caucuses shall be to ensure full participation of historically underrepresented constituencies. Each of the Diversity Caucuses Shall be empowered to conduct outreach within their respective constituencies in order to grow the Madison County Democratic Party.

(c) The membership of a Diversity Caucus shall be those individuals from, or who in good faith self-identify as belonging to, the Diversity Constituency represented by the Caucus (hereinafter the “diversity criteria.”) Each Diversity Caucus shall be composed of the Core Members who satisfy the diversity criteria for the Caucus and Caucus nominated Diversity At-Large members elected to the County Committee. If there are no Core Members from the Diversity Constituency represented by a Caucus and the Diversity Constituency is entitled to representation on MCDEC pursuant to Diversity Goals identified in the Affirmative Action Plan, the County Chair and the Affirmative Action Committee shall elect at least (1) person who satisfies the diversity criteria for the Caucus to act as the interim Chair of the Caucus. The

person(s) elected to act as interim Chair will act in such capacity until MCDEC elects Diversity At-Large members who satisfy the diversity criteria for the Caucus.

(d) In order to ensure maximum participation from those MCDEC members serving in multiple caucuses, the Affirmative Action Committee shall be responsible for establish a schedule for Diversity Caucus meetings including the locations and times for each Diversity Caucus Meeting. This shall be done in coordination with Diversity Caucus Chairs and the County Chair, to ensure that no Diversity Caucus meeting does not coincide with other Diversity Caucus meetings. The last Diversity Caucus Meeting shall be called to order no less than one (1) hour before the Organizational meeting of the County Committee. All Diversity Caucus meetings shall take place at a location at or near the location of the Organizational Meeting.

(e) **Black Caucus:** At each Organizational meeting after the adoption of these bylaws, the Black Caucus shall begin its meeting to nominate the Base At-Large and Diversity At-Large members for the positions allocated to the Black Caucus pursuant to the Affirmative Action Plan at a time and location determined by the Affirmative Action Committee. As the first order of business, the Popularly Elected Members of the Black Caucus shall elect a temporary chair of the meeting. The next order of business is for the Popularly Elected Members of the Black Caucus to take up the business of nominating qualified candidates for the Base At-Large positions, if applicable, followed by nominating qualified candidates for the Diversity At-Large positions on MCDEC allocated to the Black Caucus by the Affirmative Action Plan, followed by nominations of candidates to fill vacancies, all nominees subject to election by the County Committee. The Black Caucus may then conduct such other business it deems appropriate. After the Black Caucus has completed nominations, the temporary Coordinating Vice Chair for Minority Affairs shall certify to the Chair of the County Committee those persons nominated for the Diversity At-Large positions on the County Committee and to fill vacancies, if any. After the Diversity At-Large members have been elected (as provided under subsection (m) of this section) and seated by MCDEC, the Black Caucus may then elect a Coordinating Vice Chair for Minority Affairs, who will preside over the caucus meetings and serve on the Executive Board.

(f) **Youth Caucus:** At each Organizational meeting after the adoption of these bylaws, the Youth Caucus shall begin its meeting to nominate the Base At-Large and Diversity At-Large members for the positions allocated to the Youth Caucus pursuant to the Affirmative Action Plan at a time and location determined by the Affirmative Action Committee. As the first order of business, the Popularly Elected Members of the Youth Caucus shall elect a temporary chair of the meeting who shall not include any candidates for the office of Vice-Chair for Youth Affairs. The next order of business is for the Popularly Elected Members of the Youth Caucus to take up the business of nominating qualified candidates for the Base At-Large positions, if applicable, followed by nominating qualified candidates for the Diversity At-Large positions on MCDEC allocated to the Youth Caucus by the Affirmative Action Plan, followed by nominations of candidates to fill vacancies, all nominees subject to election by the County Committee. The Youth Caucus may then conduct such other business it deems appropriate. After the Youth Caucus has completed nominations, the temporary Coordinating Vice Chair for Youth Affairs shall certify to the Chair of the County Committee those persons nominated for the Diversity At-Large positions on the County Committee and to fill vacancies, if any. After the Diversity At-Large members have been elected (as provided under subsection (m) of this section) and seated by MCDEC, the Youth Caucus may then elect a Coordinating Vice Chair for Youth Affairs, who will preside over the caucus meetings and serve on the Executive Board.

(h) **Hispanic Caucus:** At each Organizational meeting after the adoption of these bylaws, the Hispanic Caucus shall begin its meeting to nominate the Diversity At-Large members for the positions allocated to the Hispanic Caucus pursuant to the Affirmative Action Plan at a time and location determined by the Affirmative Action Committee. As the first order of business, the Popularly Elected Members of the Hispanic Caucus shall elect a temporary chair of the meeting. The next order of business is for the Popularly Elected Members of the Hispanic Caucus to take up the business of nominating qualified candidates for the Base At-Large positions, if applicable, followed by nominating qualified candidates for the Diversity At-Large positions on MCDEC allocated to the Hispanic Caucus by the Affirmative Action Plan, followed by nominations of candidates to fill vacancies, all nominees subject to election by the County Committee. The Hispanic Caucus may then conduct such other business it deems appropriate. After the Hispanic Caucus has completed nominations, the temporary Chair of the Hispanic Caucus shall certify to the Chair of the County Committee those persons nominated for the Diversity At-Large positions on the County Committee and to fill vacancies, if any. Subsequent to the election (as provided under subsection (m) of this section) and seating of the Diversity At-Large Members by MCDEC, the District Level, Base At-Large, and Diversity At-Large Members of the Hispanic Caucus shall reconvene to elect a Caucus Chair, who will preside over the caucus meetings and serve on the Executive Board.

(i) **LGBTQ+ Caucus:** At each Organizational meeting after the adoption of these bylaws, the LGBTQ+ Caucus shall begin its meeting to nominate the Diversity At-Large members for the positions allocated to the LGBTQ+ Caucus pursuant to the Affirmative Action Plan at a time and location determined by the Affirmative Action Committee. As the first order of business, the Popularly Elected Members of the LGBTQ+ Caucus shall elect a temporary chair of the meeting. The next order of business is for the Popularly Elected Members of the LGBTQ+ Caucus to take up the business of nominating qualified candidates for the Base At-Large positions, if applicable, followed by nominating qualified candidates for the Diversity At-Large positions on MCDEC allocated to the LGBTQ+ Caucus by the Affirmative Action Plan, followed by nominations of candidates to fill vacancies, all nominees subject to election by the County Committee. The LGBTQ+ Caucus may then conduct such other business it deems appropriate. After the LGBTQ+ Caucus has completed nominations, the temporary Chair of the LGBTQ+ Caucus shall certify to the Chair of the County Committee those persons nominated for the Diversity At-Large positions on the County Committee and to fill vacancies, if any. Subsequent to the election (as provided under subsection (m) of this section) and seating of the Diversity At-Large Members by MCDEC, the District Level, Base At-Large, and At-Large Members of the LGBTQ+ Caucus shall reconvene to elect a Caucus Chair, who will preside over the caucus meetings and serve on the Executive Board.

(j) **Asian/Pacific Islander Caucus:** At each Organizational meeting after the adoption of these bylaws, the Asian/Pacific Islander Caucus shall begin its meeting to nominate the At-Large members for the positions allocated to the Asian/Pacific Islander Caucus pursuant to the Affirmative Action Plan at a time and location determined by the Affirmative Action Committee. As the first order of business, the Popularly Elected Members of the Asian/Pacific Islander Caucus shall elect a temporary chair of the meeting. The next order of business is for the Popularly Elected Members of the Asian/Pacific Islander Caucus to take up the business of nominating qualified candidates for the Base At-Large positions, if applicable, followed by nominating qualified candidates for the Diversity At-Large positions on MCDEC allocated to the Asian/Pacific Islander Caucus by the Affirmative Action Plan, followed by nominations of

candidates to fill vacancies, all nominees subject to election by the County Committee. The Asian/Pacific Islander Caucus may then conduct such other business it deems appropriate. After the Asian/Pacific Islander Caucus has completed nominations, the temporary Chair of the Asian/Pacific Islander Caucus shall certify to the Chair of the County Committee those persons nominated for the Diversity At-Large positions on the County Committee and to fill vacancies, if any. Subsequent to the election (as provided under subsection (m) of this section) and seating of the Diversity At-Large Members by MCDEC, the District Level, Base At-Large, and Diversity At-Large Members of the Asian/Pacific Islander Caucus shall reconvene to elect a Caucus Chair, who will preside over the caucus meetings and serve on the Executive Board.

(k) **Native American Caucus:** At each Organizational meeting after the adoption of these bylaws, the Native American Caucus shall begin its meeting to nominate the Diversity At-Large members for the positions allocated to the Native American Caucus pursuant to the Affirmative Action Plan at a time and location determined by the Affirmative Action Committee. As the first order of business, the Popularly Elected Members of the Native American Caucus shall elect a temporary chair of the meeting. The next order of business is for the Popularly Elected Members of the Native American Caucus to take up the business of nominating qualified candidates for the Base At-Large positions, if applicable, followed by nominating qualified candidates for the Diversity At-Large positions on MCDEC allocated to the Native American Caucus by the Affirmative Action Plan, followed by nominations of candidates to fill vacancies, all nominees subject to election by the County Committee. The Native American Caucus may then conduct such other business it deems appropriate. After the Native American Caucus has completed nominations, the temporary Chair of the Native American Caucus shall certify to the Chair of the County Committee those persons nominated for the Diversity At-Large positions on the County Committee and to fill vacancies, if any. Subsequent to the election (as provided under subsection (m) of this section) and seating of the Diversity At-Large Members by MCDEC, the District Level, Base At-Large, and Diversity At-Large Members of the Native American Caucus shall reconvene to elect a Caucus Chair, who will preside over the caucus meetings and serve on the Executive Board.

(l) **Disabled Persons Caucus:** At each Organizational meeting after the adoption of these bylaws, the Disabled Persons Caucus (as known as the Disabilities Caucus) shall begin its meeting to nominate the Base and Diversity At-Large members for the positions allocated to the Disabilities Caucus pursuant to the Affirmative Action Plan at a time and location determined by the Affirmative Action Committee. As the first order of business, the Popularly Elected Members of the Disabled Persons Caucus shall elect a temporary chair of the meeting. The next order of business is for the Popularly Elected Members of the Disabled Persons Caucus to take up the business of nominating qualified candidates for the Base At-Large positions, if applicable, followed by nominating qualified candidates for the Diversity At-Large positions on MCDEC allocated to the Disabled Persons Caucus by the Affirmative Action Plan, followed by nominations of candidates to fill vacancies, all nominees subject to election by the County Committee. The Disabled Persons Caucus may then conduct such other business it deems appropriate. After the Disabled Persons Caucus has completed nominations, the temporary Chair of the Disabled Persons Caucus shall certify to the County Chair of the County Committee those persons nominated for the Diversity At-Large positions on the County Committee and to fill vacancies, in any. Subsequent to the election (as provided under subsection (m) of this section) and seating of the Diversity At-Large Members by MCDEC, the District Level, Base At-Large,

and Diversity At-Large Members of the Disabled Persons Caucus shall reconvene to elect a Caucus Chair who will preside over the caucus meetings and serve on the Executive Board.

Article III. The Executive Board

Section 1. Officers and Terms

The Executive Board shall be composed of the officers of the Executive Committee, who shall each be popularly elected by a quorum of the members of the Committee for a term of four (4) years and until their successors in office are elected and certified, are: the Chair, the Vice Chair, the Secretary, the Treasurer, two (2) Coordinating Vice Chairs (one for Minority Affairs and one for Youth eighteen (18) to thirty-five (35) years of age) and the chairs of the LGBTQ+, Hispanic, Asian/Pacific Islander, Native American, and Disabled Persons Caucuses. The Chair and Vice Chair of the Committee shall not be of the same gender [ADP Bylaws, Article III, section 4, subsection(d)(1).]

The Executive Board shall meet at the call of the Chair of the Executive Committee. The Vice Chair of the Executive Committee shall preside at any meeting in the absence of the Chair of the Executive Committee. In the absence of both of the above, the Secretary, or in the Secretary's absence, then the Treasurer, shall preside.

Section 2. Duties of Officers

(a) **Chair:** The Chair shall be the chief executive officer of the Executive Committee and shall have general supervision of all the business and affairs of the Executive Committee; shall see that all orders and resolutions of the State Committee and the Executive Committee are carried out; shall sign all instruments which may be authorized by the Executive Committee; shall appoint such committees, committee chairs, and/or liaisons as may be necessary; shall attend all regular or special sessions and meetings of the Executive Committee; shall retain and preserve all documents pertaining to candidates qualifying for county public office as Democrats; shall certify to the appropriate authorities the members of the Committee and the winning candidates of all Democratic primary elections for county office and for other elections as provided by law; shall faithfully carry out all duties and obligations required under the *Code of Alabama*; and shall perform all other duties as are incident to the office of Chair or as may be assigned to the Chair by the Executive Committee.

(b) **Vice Chair:** The Vice Chair shall attend all regular or special sessions and meetings of the Executive Committee, shall be the chair of the Organization Committee, and, in the absence of the Chair of the Executive Committee, shall preside at all meetings of the Executive Committee. The Vice Chair shall assist the Chair of the Executive Committee and shall have the duties and authority implied by such title, as assigned by the Chair or the Executive Committee, and as specified by these Bylaws.

(c) **Secretary:** The Secretary shall assist the Chair of the Executive Committee and shall have the duties and authority implied by such title, as assigned by the Chair or the Executive Committee, and as specified by these Bylaws. The Secretary shall attend all regular or special sessions and meetings of the Executive Committee and record the minutes of all proceedings, and if unable to attend such meetings, to arrange for a competent person to discharge such duties at such sessions and meetings; shall provide no less than forty-eight (48) hours written notice to each member of the date, time and place of the next regular or special session or meeting, and shall provide each member with a copy of the minutes of the last regular and any special session or meeting, the agenda for the upcoming session or meeting, and the report of the treasurer since the last regular

or special session or meeting of the Executive Committee; shall keep a current and accurate roster of the members of the Executive Committee including, but not limited to, name, current address, phone numbers, email addresses, district number and place to which the member has been elected, date of such election, race or ethnicity, gender, age, date of birth, the type of membership in any and all minority groups, and committees to which the member has been appointed or is serving; shall provide a copy of such roster to any Committee member so requesting it, to be kept forever confidential by such Committee member, upon such member certifying in writing to such obligation, which such certification shall be retained by the Secretary with his or her other records as Secretary; shall also produce a public roster of Executive Committee members to include name, position, district, and membership in any diversity caucuses; shall notify in writing, prior to the next regular or special session or meeting, any member who has missed two consecutive meetings of the Executive Committee and notifying such member that upon missing two more consecutive regular meetings that such member shall forfeit his or her seat on the Executive Committee; shall see that all notices are given in accordance with the provisions of the Bylaws of the Executive Committee or as required by law; shall retain and preserve all original applications for MCDEC membership; shall serve on the Policies and Procedures Committee; and shall perform such other duties as may be assigned by the Committee or the Chair. In the event of the resignation, removal, or death of any officer, the Secretary shall promptly schedule and provide notice to all members of the date, time and place of the election to fill the unexpired term of such Officer, which such election shall take place at the earliest possible regular or special meeting.

(d) **Treasurer:** The Treasurer shall assist the Chair of the Executive Committee, shall serve as chair of the Finance Committee, and shall have the duties and authority implied by such title, as assigned by the Chair, or as specified by these Bylaws. The Treasurer shall attend all regular or special sessions and meetings of the Executive Committee; shall be the chief financial officer of the Executive Committee; shall have custody of all funds of the Committee; shall keep an itemized record in a permanent file of all receipts and expenditures; shall deposit all monies and valuables in the name of the Committee in such depositories as may be designated by the Committee or the Chair; shall disburse the funds as may be ordered by the Committee, taking proper vouchers for such disbursements; shall render to the Chair or to the Committee monthly and whenever they may require it an account of transactions and of the financial condition of the Committee and, at least annually, participate in and provide all records necessary or as requested in an audit by the Committee; shall propose an annual budget to the Committee no later than January 31 of each year; and shall perform such duties as may be assigned by the Committee or the Chair.

(e) **Coordinating Vice Chair for Minority Affairs:** In Accordance with Article III Section 4 of the SDEC Bylaws, there shall be a Coordinating Vice Chair for Minority Affairs. The Coordinating Vice Chair for Minority Affairs shall preside over all Black Caucus meetings; shall attend all regular or special sessions and meetings of the Executive Committee; shall assist the Chair of the Executive Committee; shall have the duties and authority implied by such title, as assigned by the Chair, or as specified by these Bylaws; and shall formulate plans to increase the representation of black individuals as members of the Executive Committee and to advocate for their interests and issues on the Committee and in the community

(f) **Coordinating Vice Chair for Youth Affairs:** In Accordance with Article III Section 4 of the SDEC Bylaws, there shall be a Coordinating Vice Chair for Youth Affairs. The Coordinating Vice Chair for Youth Affairs shall preside over all Youth Caucus meetings; shall attend all regular or special sessions and meetings of the Executive Committee; shall assist the Chair of the

Executive Committee; shall have the duties and authority implied by such title, as assigned by the Chair, or as specified by these Bylaws; and shall formulate plans to increase the representation of young adults as members of the Executive Committee and to advocate for their interests and issues on the Committee and in the community.

(g) **Chair of the LGBTQ+ Caucus:** The Chair of the LGBTQ+ Caucus shall preside over all LGBTQ+ Caucus meetings; shall attend all regular or special sessions and meetings of the Executive Committee; shall assist the Chair of the Executive Committee; shall have the duties and authority implied by such title, as assigned by the Chair, or as specified by these Bylaws; and shall formulate plans to increase the representation of LGBTQ+ individuals as members of the Executive Committee and to advocate for their interests and issues on the Committee and in the community.

(h) **Chair of the Hispanic Caucus:** The Chair of the Hispanic Caucus shall preside over all Hispanic Caucus meetings; shall attend all regular or special sessions and meetings of the Executive Committee; shall assist the Chair of the Executive Committee; shall have the duties and authority implied by such title, as assigned by the Chair, or as specified by these Bylaws; and shall formulate plans to increase the representation of Hispanic individuals as members of the Executive Committee and to advocate for their interests and issues on the Committee and in the community.

(i) **Chair of the Asian/Pacific Islander Caucus:** The Chair of the Asian American/Pacific Islander Caucus shall preside over all Asian/Pacific Islander Caucus meetings; shall attend all regular or special sessions and meetings of the Executive Committee; shall assist the Chair of the Executive Committee; shall have the duties and authority implied by such title, as assigned by the Chair, or as specified by these Bylaws; and shall formulate plans to increase the representation of Asian Americans and Pacific Islanders as members of the Executive Committee and to advocate for their interests and issues on the Committee and in the community.

(j) **Chair of the Native American Caucus:** The Chair of the Native American Caucus shall preside over all Native American Caucus meetings; shall attend all regular or special sessions and meetings of the Executive Committee; shall assist the Chair of the Executive Committee; shall have the duties and authority implied by such title, as assigned by the Chair, or as specified by these Bylaws; and shall formulate plans to increase the representation of native Americans as members of the Executive Committee and to advocate for their interests and issues on the Committee and in the community.

(k) **Chair of the Disabled Persons Caucus:** The Chair of the Disabled Persons Caucus shall preside over all Disabled Persons Caucus meetings; shall attend all regular or special sessions and meetings of the Executive Committee; shall assist the Chair of the Executive Committee; shall have the duties and authority implied by such title, as assigned by the Chair, or as specified by these Bylaws; and shall formulate plans to increase the representation of persons with disabilities individuals as members of the Executive Committee and to advocate for their interests and issues on the Committee and in the community.

(l) All Officers of the Committee, upon ceasing to be such Officer, shall immediately turn over and deliver to such newly elected Officer all books, records, information, login information, usernames, passwords, databases, monies, and papers of every nature whatsoever pertaining to such office.

Article IV. Committees and Special Group Caucuses

Section 1. Standing Committees

(a) Unless otherwise provided by these bylaws, Chairs of standing committees shall be appointed by the County Chair from among the members of the Executive Committee. Other Democrats may serve on these committees.

(b) **Policies and Procedures Committee:** The Policies and Procedures committee shall consist of a chair and up to four members. The chair of the Policies and Procedures Committee shall be the Vice Chair of the Executive Committee, and the Secretary shall serve as one of the members of the Policies and Procedures Committee. The committee's duties shall include formulating policies and procedures by which the work or business of the Executive Committee may be furthered or enhanced. The committee shall assist the County Chair in all matters delegated to it for the timely and efficient administration of the work and business of the Executive Committee.

(c) **Affirmative Action Committee:** Directly following the adoption of these bylaws, the Executive Committee shall establish an Affirmative Action Committee ("AA Committee"), the composition of which shall reflect the diversity goals of the County Committee; the terms of the members of which shall be four (4) years, to terminate upon the appointment of their successors at the every four (4) year organizational meeting of MCDEC, and the membership of which shall be equally divided. The AA Committee shall have two (2) Co-Chairs who shall not be from the same Diversity Constituency, and, beginning in August 2022, one (1) of the Co-Chairs shall be a Vice-Chair of MCDEC for Affirmative Action on an annual rotation basis.

The AA Committee shall be responsible for determining the composition of Diversity Constituencies on MCDEC and drafting an Affirmative Action Plan.

1. The procedures for the AA Committee shall be as follows. For any county commission districts in which the preceding Democratic candidate for President received at least forty (40) percent of the vote, the AA Committee shall ~~allocate~~ establish a goal for base At-Large positions equal to twenty-five percent (25%) of the popularly elected CDEC members, pursuant to Article III §4.(d).4 of the Alabama Democratic Party Bylaws. ~~to among the districts to receive members proportional to the percentage of democratic voters in each of the districts receiving members.~~ The AA Committee shall then determine which diversity constituency constitutes a plurality of the Democratic electorate in each of the commission districts receiving Base At-Large members.
2. For any Diversity Constituency, if the target Diversity Goal is not met by the number of Popularly Elected Members from and Base At-Large Positions allocated to such Diversity Constituency, then the AA Committee shall determine the minimum number of Diversity At-Large members to be added to the County Committee to reach such Diversity Goal for each constituency.
3. The methodology utilized in computing the target Diversity Goals shall be the same as the methodology used by the SDEC in computing statewide Diversity Goals [ADP Bylaws, Article III, section 4, subsection(c)(4).] The Diversity Goals shall ensure that Diversity Constituencies are represented on MCDEC at least in proportion to their

presence into the Democratic Electorate of the county or in proportion to their presence in the population of the county, whichever is greater.

4. In each case (for each Diversity Constituency) where the number of members of a specific Diversity Constituency among the Popularly Elected Membership of MCDEC and the number of Base At-Large seats allocated to such group is less than the target Diversity Goals, the relevant Diversity Caucus (composed only of the Popularly Elected Members meeting the definition of or identifying with such Diversity Group) shall nominate a number of candidates for Diversity At-Large positions on the County Committee not less than the difference between the number of such Diversity Group who are Core Members of MCDEC (including the Base At-Large seats allocated to such Diversity Group) and the target goal for such group. The County Committee shall then elect from the candidates nominated by a Diversity Caucus to fill a Diversity At-Large position allocated to such diversity constituency, the Diversity At-Large members of MCDEC.
5. Although MCDEC may elect more Diversity At-Large members from a particular group than the target Diversity goal identified in the County AA plan for such group, each Diversity Caucus should strive to keep the number of its nominees within a very close range of the target Diversity goal for the group so as to not create an imbalance in the representation of the various constituencies making up the County Committee.
6. After those Diversity At-Large members are nominated and elected (as provided under these Bylaws) by the County Committee, each Diversity Caucus of the County Committee shall be composed of the Diversity Constituency members elected from the commission districts, the Caucus's Diversity At-Large members and those among the Diversity At-Large members and officers of the County Committee meeting the definition of or self-identifying with such Diversity Constituency.
7. Any person wishing to qualify to run for MCDEC in the Democratic Primary, be considered for nomination by one or more Diversity Caucus(es) for a Base or Diversity At-Large position, serve as an officer on MCDEC, or fill a vacancy in a District level position must file with MCDEC at a time established and publicized a Declaration of Candidacy as defined herein.

(d) **Communications Committee:** The Communications Committee shall consist of a chair and at least ten members. The committee shall contain at least one member representing each of the seven (7) diversity groups. The committee shall be responsible for publicizing meetings of the Executive Committee, shall be responsible for maintaining and updating the Executive Committee's website and social media sites so that they each provide timely and accurate information and publicize Executive Committee meetings and events, other Democratic and related groups meetings and events, Democratic nominees running for elected office, and provide information about current and historical Democratic policy issues, how those policies have benefited America, contrast the policy agendas of the Democratic and Republican parties, and provide accurate information and analysis of the Democratic policy agenda and its contributions to America. The Communications Committee shall assist the Chair in all matters delegated to it regarding communication or publicity of the work or business of the Executive Committee.

(e) **Nominating Committee:** The Nominating Committee shall consist of a chair and up to four members. The Nominating Committee's duties shall include nominating a slate of at least two persons for each Officer to be elected by the Executive Committee and to report same to the members of the Executive Committee no later than the July meeting of the Executive Committee immediately preceding the quadrennial Organization meeting. The Nominating Committee shall assist the Chair in all matters delegated to it by the Chair or the Executive Committee.

(g) **Audit Committee:** The Chair of the Executive Committee shall appoint a chair and at least two members of the Executive Committee to audit the Financial Records by March of each year.

(h) **Legislative Committee:** The Legislative Committee shall consist of a chair and at least four members. All Democratic elected officials (state, local, and national) residing in Madison County shall serve as members of the committee. The Legislative Committee's duties shall include researching and reporting on legislation and pending actions by the state and county government. The committee shall assist the Chair in all matters delegated to it by the Chair or the Executive Committee.

(i) **Finance Committee:** The Finance Committee shall consist of a chair and up to four members. The Treasurer shall serve as chair of the Finance Committee. The Finance Committee's shall be responsible for assisting the treasurer in all matters related to finance. Additionally, the committee shall assist the Chair in all matters delegated to it by the Chair or the Executive Committee.

(j) **Ethics Committee:** The Ethics Committee shall be elected as necessary by the Executive Committee. Members must be members of the Executive Committee.

(k) **Data/Technical Committee:** The Data Committee shall contain a chair and four members to address data and technical matters and such other related issues as determined by the Chair of the Executive Committee.

(l) **Fundraising Committee:** The Fundraising Committee shall consist of a chair and at least four members. The Fundraising Committee shall assist the Chair of the Executive Committee in all matters related to fundraising, including working with other appropriate committees to conduct fundraising by scheduling events, conducting digital fundraising, as well as any other duties deemed appropriate by the County Chair or by the Executive Committee.

(m) **Events and Volunteers Committee:** The Events and Volunteers Committee shall consist of a chair and at least four members. The Events and Volunteers Committee shall assist the Chair of the Executive Committee in all matters related to planning and hosting events and maintaining and recruiting an active volunteer base, as well as any other duties deemed appropriate by the County Chair or by the Executive Committee.

Section 2. Special Committees

(a) The County Chair is authorized and empowered to create and appoint special committees and commissions and members thereof to perform specific functions. Additionally, The Executive Committee may appoint special committees and members thereof. Chairs of special committees shall be members of the Executive Committee. Persons not on the Executive Committee may serve on these committees.

(b) **Election Committee:** The Chair of the Executive Committee shall appoint a chair and four members to supervise the holding of the primary election not later than one hundred twenty (120) days before any primary, special, or general election. The committee shall canvass and declare and certify the results of those nominated and/or elected. This committee shall perform all of the duties required by law in Primary Elections. This committee shall also recruit and create a list of Poll Workers for appointment as such, and the Chair shall select, approve, certify and deliver to the Probate Judge such list of Poll Workers in a timely manner. This committee shall also recruit and create, and the Chair shall approve, a list of Poll Watchers to police each polling location in the county during each general and special election.

(c) **Bylaws Committee:** The Bylaws Committee shall consist of a chair and at least four members of the Executive Committee. The duties of the Bylaws Committee shall include, but shall not be limited to, periodically reviewing the existing Bylaws, to report and recommend to the Executive Committee any amendments to the Bylaws, to recompile the Bylaws as they are from time to time amended by the Executive Committee, and to publish to the members of the Executive Committee such amendments to the Bylaws that are adopted by the members of the Executive Committee.

Section 3: Special Group Caucuses

(a) The AA Committee is empowered to create special group caucuses for any ethnic, cultural, religious or other groups which are not recognized as diversity constituencies. These special group caucuses shall be county-wide organizations which are a part of MCDEC, governed by its decisions, and may call on MCDEC to take action. Special group caucuses may not take official positions on legislation, resolutions, or other matters, which are contrary to positions taken by MCDEC.

(b) In addition to any special group(s) identified by the AA Committee, there shall be an Identity Caucus for Senior Citizens, defined as individuals over the age of sixty-five (65).

(c) **Structure:** Special Group Caucuses shall be composed of all members of the county committee belonging to such a special group as well as any additional individuals elected by the members of such caucus to serve on the caucus. Any members of any Special Group Caucus who are not elected or at-large members of the county committee shall not be added to the county committee.

(d) **Meetings:** Special Group Caucuses shall meet upon the call of the chair of such a caucus or the AA Committee. Additionally, each Identity Caucus shall meet no less than thirty (30) days following the County Organizational meeting to elect a Caucus Chair. Furthermore, Special Group Caucuses shall follow the same procedures as special committees except where otherwise stated.

Article V. Procedure

Section 1. Meetings

- (a) The Chair of the Executive Committee shall call an organizational meeting between August 15 and August 31 in years in which the governor of the state is to be elected to fill Base At-Large and Diversity At-Large Vacancies, to elect Executive Committee officers, and for other appropriate business.
- (b) All Executive Committee meetings shall be open to the public and announced in the news media. For all regular meetings with the exception of the organizational meeting, the Executive Committee shall meet at 6 P.M. on the second Thursday of each month.
- (d) Special meetings may be called by the Chair of the Executive Committee, by any elected officer, or by any five Executive Committee members by written notice sent to all the members of the Executive Committee (certified as such by the Secretary) no later than seven (7) days before the called meeting. The written notice shall contain an agenda specifically identifying the matters to be discussed at the meeting. Any actions taken on matters not specifically identified on the agenda shall be void and of no effect.
- (e) **Notice:** Notice of any regular or special meeting, or such other notice required to be sent to the members of the Executive Committee, shall be sent to the members of the Executive Committee by the Secretary using any method or combination of methods calculated to give actual notice of the meeting to the members. If written notice is required, such notice may be sent to the member addressed to the member at the member's last known address or other point of contact, postage or other sending or delivery costs, if any, prepaid. Methods of written notice shall also include, but shall not be limited to: email; text message; regular first class U. S. mail; certified mail or restricted delivery mail, return receipt requested; FedEx, UPS, DHL, Mailpro, or other commercial or private mail handler, or other written communication by any method or combination of methods calculated to give actual notice of the meeting to the member.
- (f) **Parliamentarian:** The Chair of the Executive Committee is authorized to and may appoint a Parliamentarian who shall attend all regular and special meetings of the Executive Committee and who will be knowledgeable, through training and/or experience, of parliamentary procedure as set out in the most recent version of Robert's Rules of Order.
- (g) **Quorum:** Twenty-five (25) percent of the members of the Executive Committee present at any regular or special meeting of the Executive Committee shall constitute a quorum.
- (h) **Cancellation/Re-Scheduling:** The Chair is authorized to re-schedule any regularly scheduled meeting for extenuating circumstances. Canceling any meeting shall require a vote of the Executive Committee.

Section 2. Rules of Procedure

- (a) **Robert's Rules; majority of those present and voting:** Unless otherwise provided by these Bylaws, Robert's Rules of Order, Newly Revised, most recent edition, shall be of force and govern in all meetings of the SDEC or any standing committee, standing caucus, committees, subcommittee, special committee, or commission thereof. At all meetings, a majority of those present and voting shall prevail, except as otherwise specifically provided in these Bylaws.
- (b) **Order of motions:** The order of precedence of motions shall be as follows: (A) adjournment, (B) adjourn to fixed time, (C) referring to committees, (D) postpone indefinitely, (E) previous question, (F) lay on the table, (G) postpone to fixed time, and (H) amend.
- (c) **Previous question:** An affirmative two thirds (2/3) of those present and voting is needed to adopt a motion to call the previous question (to cut off debate).
- (d) **Suspension of rules:** Suspension of rules may be had by an affirmative two-thirds (2/3) of those present and voting, provided a quorum is present.
- (e) **Roll call vote to settle disagreement:** A disagreement about the number of supporters for a roll call vote or for a paper ballot vote, shall be settled by roll call vote by a majority of those present and voting.
- (f) **Motion for roll call or paper ballot:** Adoption of a motion to require a roll call vote requires support of twenty five percent (25%) of those present and voting; and forty (40%) percent of those present and voting to require a paper ballot. [DNC Bylaws, article 2, section 8, subsection(d)(ii).]
- (g) **Tie vote:** If a tie occurs, the proposition is lost and/or, the candidate does not win.
- (h) **Appeal of ruling of presiding officer:** An appeal of the ruling of the presiding officer to the full body shall be had upon motion of one member, seconded by another member, and, if supported by twenty-five percent (25%) of those present and voting, shall be conducted by roll call. (DNC Bylaws, article VI, section 6(h).)

Section 3. Order of Business

The order of business shall be as follows: a) call to order, welcome to members and guests and elected officials, pledge of allegiance, and pass the basket for donations; b) assembly and roll call; c) reading of minutes (unless dispensed with); d) treasurer's report; e) officers' reports; f) the filling of vacancies in membership of the Executive Committee; g) old business; h) committee (standing and special) reports; i) special orders (important business previously designated for consideration at the current meeting); j) new business; k) announcements; and l) adjournment. The order of business may be changed at any time by the Chair in the absence of objection.

Section 4. Vacancies

Upon notification of a vacancy, the secretary shall notify the committee forthwith. All vacancies on the Executive Committee will be filled by majority vote of a quorum of the Executive Committee members present from applicants who have been nominated by either the committee or a diversity caucus. All applicants shall file with the Treasurer an Alabama Democratic Party Qualification Form as from time to time amended (attached hereto as Exhibit A is a sample form) and/or such other and/or additional form(s) as required, paid all qualifying fees, have expressed to the Committee their identification as a loyal Democrat and intention to remain so, and who currently reside in the district in which the vacancy exists.

A vacancy in any Base or Diversity At-Large position shall be filled by a majority vote of MCDEC from a list of qualified candidates nominated by the Diversity Caucus which originally filled the Diversity At-Large seat; the nominees for a vacancy put forth by a Diversity Caucus must be the same race or ethnicity and gender (including gender non-binary) as the person vacating the Diversity At-Large position. A vacancy in any geographical position of any individual who served on any diversity caucus shall be filled by a majority vote of MCDEC from a list of qualified candidates nominated by any of the Diversity Caucuses in which the vacating individual served; the nominees for a vacancy put forth by a Diversity Caucus must be the same gender (including gender non-binary) as the person vacating the Diversity At-Large position. The filling of a vacancy in a popularly elected position may not reduce the representation of a Diversity group on MCDEC and the Executive Board or the equal division of positions on MCDEC or Executive Board.

Article VI. Party Finances

Section 1. Authority

The Executive Committee shall have the authority to raise, receive, solicit, maintain and expend funds from any source not prohibited by law. Qualifying fees are fixed by and payable to the Executive Committee for all remunerative county offices and for membership on the Executive Committee.

Section 2. Expenses

Expenses of the Executive Committee for campaigns or other party activities as authorized by the Committee shall be paid or reimbursed from the Committee's general funds. All receipts, disbursements and expenses shall be reported.

Section 3. Accounts

Funds of the Executive Committee shall be kept on deposit in the Committee's name. Checks must be signed by two of the following: Chair, Treasurer, or Secretary.

Article VII. Selection of Nominees

Section 1. Regular Election

Nominees of the Democratic Party for all public offices to be filled in regular general elections shall be nominated in a primary held in accordance with the provisions of the *Alabama Code*, or in such other manner as the law or the State Committee may require or direct.

Section 2. Special Elections, Vacancies, etc.

To fill vacancies in non-judicial county offices, the Chair shall call a special Committee meeting to make a recommendation to the governor or the appropriate officer.

Section 3. Certification of Candidates and Results

Certification of names of candidates and certification of results shall be made by the Chair of the Executive Committee in accordance with provisions of the law and these Bylaws.

Article VIII. Implementation and Special Organizational Meeting

Directly following the adoption of these bylaws, the Executive Committee shall elect members to the Affirmative Action Committee. The Affirmative Action Committee shall follow the procedures outlined in Article IV Section 3 to draft an affirmative action plan, which shall be presented to the Executive Committee at the first regular meeting following the adoption of these bylaws. The Affirmative Action Committee shall conduct thorough outreach to recruit individuals to fill Diversity At-Large vacancies on the Executive Committee. The Chair shall then call a Special Organizational Meeting to allow diversity Caucuses to fill Diversity At-Large Vacancies thirty (30) to sixty (60) days following the completion of the County AA Plan. The Special Organizational meeting shall not coincide with any regularly scheduled meeting of MCDEC.

Article IX. Status, Effect and Amendment of Bylaws

Section 1. Status and Effect

The foregoing Bylaws are ordained and established by the Madison County Democratic Executive Committee of the State Democratic Executive Committee of Alabama as its permanent and continuing Constitution and Bylaws, wholly superseding and amending all previously adopted Constitution, Bylaws, Rules, Resolutions, and Regulations of whatever type and kind. The foregoing Bylaws shall continue in force until amended or revoked.

Section 2. Amendments

The Bylaws may be amended or rescinded by vote of two-thirds (2/3) of the members of the Executive Committee present at any regular or special meeting of the Executive Committee at which a quorum is present. At least ten days before any regular or special meeting of the Executive Committee, the Secretary shall send written notice to all members of the Executive Committee of any proposed amendments to the Bylaws.

Section 3. Effective Date

These Bylaws shall be effective upon their adoption by the Executive Committee.

REVISION NOTES:

- 1) Article II, Section 2 of these Bylaws was amended on January 10, 2002 to change the number of members on the Executive Committee to 16 (instead of 12) popularly elected members from each of the Alabama State House Districts.
- 2) Article III, Section 4(c) of the Bylaws was amended on Sept 12, 2013 to change the frequency of audits to each year instead of odd-numbered years.
- 3) Revisions to these Bylaws were recommended to and adopted by the Executive Committee at a regular meeting after due and proper notice to the members of the Committee on the _____ day of _____, 2020.