**Calhoun County Democratic Executive Committee**

**Proposed ByLaws**

**(Passed )**

Table of Contents

**Article I. Name, Powers, Full and Equal Opportunities, and Definitions2**

Section 1. Name2

Section 2. Powers 2

Section 3. Full and Equal Opportunities........................................................................... 2

Section 4. Definitions……………………….…………………………………………….……...2

**Article II. The Executive Committee5**

Section 1. Composition5

Section 2. Qualifications6

Section 3. Duties of Members6

Section 4. Election of Members6

Section 5. Duties and Responsibilities of the Committee7

Section 6: Attendance7

Section 7. Diversity Caucuses7

Section 8. Grounds for Removal11

**Article III. The Executive Board12**

Section 1. Composition of Executive Board12

Section 2. Officer Elections and Terms12

Section 3. Duties of Officers13

Section 4. Removal of Officers16

**Article IV. Committees and Special Group Caucuses16**

Section 1. Standing Committees16

Section 2. Special Committees18

Section 3. Special Group Caucuses19

**Article V. Procedure19**

Section 1. Meetings19

Section 2. Rules of Procedure20

Section 3. Order of Business20

Section 4. Vacancies20

Section 5. Organization Meeting21

**Article VI. Party Finances21**

Section 1. Authority21

Section 2. Expenses21

Section 3. Accounts21

**Article I. Name, Powers, Full and Equal Opportunities, and Definitions**

**Section 1. Name**

The Calhoun County Democratic Executive Committee, hereafter referred to as the Committee, shall be the governing body of the Democratic Party of Calhoun County.

**Section 2. Powers**

It shall certify Democratic candidates for local offices and shall certify the results of Democratic primary elections. It shall work for the election of Democratic candidates in local, state and national general elections. The Committee shall have those functions and powers named in the by-laws of the State Democratic Executive Committee and in these by-laws. It shall meet at least quarterly and at other times it selects, or at the call of the chair, or on the written request of any five members of the Committee.

1. CCDEC members and officers shall be subject to the rules, regulations and jurisdiction of The Democratic Party of Alabama.
2. If a conflict occurs between the CCDEC Bylaws and The Alabama Democratic Executive Committee, the language of the state Democratic Executive Committee Bylaws shall prevail.
3. Requisite provisions not covered by these Bylaws shall follow those of the Alabama Democratic Executive Committee Constitution and Bylaws where applicable.

**Section 3. Full and Equal Opportunities**

With these Amended and Restated Bylaws, the Democratic Party of Alabama establishes standards and rules of procedure to afford all members of the Democratic Party, and individuals who wish to join Democrats, full, timely and equal opportunities to participate in decisions concerning the nomination of candidates, the formulation of policy, and the conduct of all other Party affairs, without prejudice on the basis of sex, race, age (if of voting age), color, creed, national origin, religion, economic status, sexual orientation, gender identity, ethnic identity or disability, and further to promote fair campaign practices and the fair adjudication of disputes.

**Section 4. Definitions**

**AA**: Affirmative Action.

**Affirmative Action Committee**: A standing committee of no less than seven (7) members of

CCDEC 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 CCDEC. 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.

**At-Large Member(s):** Individuals nominated by a Diversity Caucus to stand for election by

the CCDEC to the CCDEC and the Executive Board.

**Core Members**: The forty (40) Popularly Elected Members and the At-Large members. Referred to collectively as “Core Membership”

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

**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) Diversity Constituency At-Large Member to the County Committee or Executive Board (C) to fill any vacancy on CCDEC. The form will be on the website of CCDEC and can be downloaded to be filed with CCDEC 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**: Five (5) individuals elected by the popularly elected members from each of the respective Commission Districts.

**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) Disabled

Persons, collectively “**Targeted Constituencies**” or “**Diversity Groups.**” Any single group may

be referred to as a “**Diversity Constituency**.”

**Diversity Goals**: For CCDEC, 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,

5 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 CCDEC 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.This was more geared towards the larger counties with much higher membership. I think we should rewrite specific to our county.

**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 8

candidates with the highest vote totals will be selected with no more than four (4) being male,

four (4) female, and four (4) gender non-binary. If five (5) or more of the candidates with the

8 highest vote totals fit into the same gender category, the four (4) 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 four (4) or more of the candidates with the 8

highest vote totals until all slots have been filled.

**Calhoun County Democratic Executive Committee**: The governing body of the Democratic

Party in Calhoun County, Alabama. Synonymous with “**CCDEC**”, “**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 CCDEC, the Alabama Democratic Party, or the DNC.

**Popularly Elected Members**: Sometimes “**District-Elected Members**”. The forty (40)

members of the County Committee elected from the five (5) 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 forty (40) popularly elected members from each of the five (5) districts of the Calhoun County Commission. In addition, the presidents of all state chartered Democratic organizations within Calhoun County shall be ex officio members with full voting powers. Residents of Calhoun 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 Calhoun 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 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 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.

**Section 2. 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.

**Section 3. Duties of Members**

Each member of the executive committee is expected to regularly promote the democratic party in Calhoun 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 CCDEC or other

Democratic event. (B) Participate in one or more CCDEC subcommittees and participate in the

planning of or volunteer at a CCDEC event. (C) Host a CCDEC 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 CCDEC, the event will not meet this standard. (C)All

CCDEC members are expected to attend all Executive Committee regular or special sessions or meetings, CCDEC sponsored meetings and events, or give notification that you cannot attend. The CCDEC Board will make all efforts to offer methods to attend these meetings (e.g. Zoom, Teams, some other electronic form where a person can partake), and members will give notice of such needs no less than 3 days prior to any given meeting.

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 five (5) Calhoun 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 8 candidates, with no more than 4 male, 4 female, and 4 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/her/their 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/she/they were elected, he/she/they shall forfeit his/her/their membership.

**Section 5. Duties and Responsibilities of the Committee**

1. **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).]
2. **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.
3. **Primary Elections:** The Executive Committee shall hold all Democratic primary elections and shall be responsible for the canvas 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. The Secretary shall give a written notice to the member after absence from two (2) consecutive meetings.

**Section 7. Diversity Caucuses**

1. There shall be a Minority 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 CCDEC and/or Executive Board.
2. 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 Calhoun County Democratic Party, with full support and resources as allocated by the CCDEC.
3. 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 District-Elected Members who satisfy the diversity criteria for the Caucus and Caucus nominated AtLarge members elected to the County Committee.
4. In order to ensure maximum participation from those CCDEC members serving in multiple caucuses, the Affirmative Action Committee shall be responsible for establishing 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 any Diversity Caucus meeting does not coincide with other Diversity Caucus meetings.
5. The CCDEC Chair shall appoint temporary Vice Chairs to each of the seven (7) Diversity Caucuses, to be announced at the beginning of the Organization Meeting. These Vice Chairs shall preside over each Diversity Caucus meeting until all positions are filled and a new Vice Chair can be elected by members of that Caucus. Because CCDEC members may be a part of more than one (1) Diversity Caucus, the Diversity Caucus meetings will be set by the Affirmative Action Committee in coordination with the CCDEC Chair at different times to allow members to attend each meeting. The last Diversity Caucus Meeting shall be called to order no less than one (1) hour before the Organizational Meeting of the County Committee is set to begin. All Diversity Caucus meetings shall take place at a location at or near the location of the Organizational Meeting.
6. **Minority Caucus**: At each Organizational meeting after the adoption of these bylaws, the District-Elected Members of the Minority Caucus shall begin its meeting to nominate the At-Large members for the positions allocated to the Minority 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 Minority Caucus will take up the business of nominating qualified candidates for any vacant At-Large positions, if applicable, on the CCDEC allocated to the Minority Caucus by the Affirmative Action Plan, followed by nominations of candidates to fill vacancies, all nominees subject to election by the County Committee. The Minority Caucus may then conduct such other business it deems appropriate. After the Minority Caucus has completed nominations, the temporary Vice Chair for Minority Affairs shall certify to the Chair of the County Committee those persons nominated for the AtLarge positions on the County Committee and to fill vacancies, if any. After the AtLarge members have been elected (as provided under subsection (m) of this section) and seated by CCDEC, the Minority Caucus may then elect a Coordinating Vice Chair for Minority Affairs, who will preside over the caucus meetings and serve on the Executive Board.
7. **Youth Caucus**: At each Organizational meeting after the adoption of these bylaws, the District-Elected Members of the Youth Caucus shall begin its meeting to nominate the 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 will take up the business of nominating qualified candidates for any vacant At-Large positions, if applicable, on the CCDEC 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 Vice Chair for Youth Affairs shall certify to the Chair of the County Committee those persons nominated for the AtLarge positions on the County Committee and to fill vacancies, if any. After the AtLarge members have been elected (as provided under subsection (m) of this section) and seated by CCDEC, the Youth Caucus may then elect a Coordinating Vice Chair for Youth, who will preside over the caucus meetings and serve on the Executive Board.
8. **Hispanic Caucus**: At each Organizational meeting after the adoption of these bylaws, the District-Elected Members of the Hispanic Caucus shall begin its meeting to nominate the 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 will take up the business of nominating qualified candidates for any vacant At-Large positions, if applicable, on the CCDEC 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 Vice Chair of the Hispanic Caucus shall certify to the Chair of the County Committee those persons nominated for the AtLarge positions on the County Committee and to fill vacancies, if any. After the AtLarge members have been elected (as provided under subsection (m) of this section) and seated by CCDEC, the Hispanic Caucus may then elect a Coordinating Vice Chair for the Hispanic Caucus, who will preside over the caucus meetings and serve on the Executive Board.
9. **LGBTQ+ Caucus:** At each Organizational meeting after the adoption of these bylaws, the District-Elected Members of the LGBTQ+ Caucus shall begin its meeting to nominate the 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 will take up the business of nominating qualified candidates for any vacant At-Large positions, if applicable, on the CCDEC 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 Vice Chair for the LGBTQ+ Caucus shall certify to the Chair of the County Committee those persons nominated for the AtLarge positions on the County Committee and to fill vacancies, if any. After the AtLarge members have been elected (as provided under subsection (m) of this section) and seated by CCDEC, the LGBTQ+ Caucus may then elect a Coordinating Vice Chair for the LGBTQ+ Caucus, who will preside over the caucus meetings and serve on the Executive Board.
10. **Asian/Pacific Islander Caucus**: At each Organizational meeting after the adoption of these bylaws, the District-Elected Members of 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 will take up the business of nominating qualified candidates for any vacant At-Large positions, if applicable, on the CCDEC 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 Vice Chair for Asian/Pacific Islander Caucus shall certify to the Chair of the County Committee those persons nominated for the AtLarge positions on the County Committee and to fill vacancies, if any. After the AtLarge members have been elected (as provided under subsection (m) of this section) and seated by CCDEC, the Asian/Pacific Islander Caucus may then elect a Coordinating Vice Chair for the Asian/Pacific Islander Caucus, who will preside over the caucus meetings and serve on the Executive Board.
11. **Native American Caucus:** At each Organizational meeting after the adoption of these bylaws, the District-Elected Members of the Native American Caucus shall begin its meeting to nominate the 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 will take up the business of nominating qualified candidates for any vacant At-Large positions, if applicable, on the CCDEC 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 Vice Chair for the Native American Caucus shall certify to the Chair of the County Committee those persons nominated for the AtLarge positions on the County Committee and to fill vacancies, if any. After the AtLarge members have been elected (as provided under subsection (m) of this section) and seated by CCDEC, the Native American Caucus may then elect a Coordinating Vice Chair for the Native American Caucus, who will preside over the caucus meetings and serve on the Executive Board.
12. **Disabled Persons Caucus**: At each Organizational meeting after the adoption of these bylaws, the District-Elected Members of the Disabled Caucus shall begin its meeting to nominate the At-Large members for the positions allocated to the Disabled 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 Caucus will take up the business of nominating qualified candidates for any vacant At-Large positions, if applicable, on the CCDEC allocated to the Disabled 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 Caucus may then conduct such other business it deems appropriate. After the Disabled Caucus has completed nominations, the temporary Vice Chair for the Disabled Caucus shall certify to the Chair of the County Committee those persons nominated for the AtLarge positions on the County Committee and to fill vacancies, if any. After the AtLarge members have been elected (as provided under subsection (m) of this section) and seated by CCDEC, the Disabled Caucus may then elect a Coordinating Vice Chair for the Disabled Caucus, who will preside over the caucus meetings and serve on the Executive Board.
13. A nominee or slate of nominees of each Diversity Caucus shall be elected to the CCDEC and the Executive Board, as the case may be, unless a motion to reject an individual nominee and/or a slate of nominees is adopted by two-thirds (2/3) of the CCDEC members voting. Recognizing the importance of balance with respect to membership of each Diversity Group on the CCDEC and Executive Board, the number of nominees made by a Diversity Caucus should not unreasonably exceed the target number allocated to it by the Affirmative Action Plan to meet the target goal for that Diversity constituency for the State Committee and the Executive Board, as the case may be, and if the number of nominees by a Diversity Caucus is unreasonable, the CCDEC may reject, by a majority present and voting, the number in excess of what is reasonable in alphabetical order beginning with “A.”
14. Each Diversity Caucus shall have the exclusive right to nominate candidates and/or a slate of candidates for the At-Large positions on the County Committee and the Executive Board allocated under the Affirmative Action Plan to such Caucus (e.g., only the Minority Caucus may nominate candidates for the Minority Caucus At-Large positions, etc.) and to nominate candidates to fill vacancies caused by persons identifying with a particular Diversity Caucus.
15. If the AA Plan does not allocate At-Large Members to a Diversity Caucus because popularly elected members of a Diversity Constituency are sufficient to satisfy the Diversity Goals, then the Diversity Caucus should meet prior to the Organizational meeting to elect a Vice Chair (if applicable) and a Chair of the Caucus.
16. In the instance that a Diversity Caucus does not have any District-Elected Members going into the Organization Meeting, the CCDEC will elect any qualified AtLarge members to that Caucus, who will then reconvene to elect their Chair of that Caucus. I think this was an important add considering the position we are in with so many open caucuses. But we can rewrite if needed.

**Section 8. Grounds for Removal**

1. **Party Disloyalty**: A member may be removed by a two-thirds majority vote of the members present and voting for the following causes:
2. Affiliating with or registering as a member of another Party.
3. Publicly advocating that the electorate should not vote for the nominee of the Democratic Party for any partisan office.
4. Publicly giving support or publicly avowing a preference for a candidate of another party or a candidate who is opposed to a candidate nominated by this Party/Committee.
5. **Fraud and Malfeasance**: Any member of the Committee may be removed from membership for improper activity involving administrative practices, such as mismanagement or improper distribution of funds and any other such activity, as determined by the membership.
6. **Procedure:**
7. Any member of the CCDEC, at any meeting of the committee, may make a motion that any other member of the committee may be removed from the membership for reason or reasons set forth in this article. The motion shall state in detail the act(s) or omission(s) which the person making the motion considers to warrant the removal of the member who is the subject of the motion.
8. The motion to remove a member shall automatically be deemed postponed until the next meeting of the membership and shall automatically be taken up for action as an item of old or unfinished business at that meeting.
9. Within seven days after the making of such a motion for removal, the Secretary of the CCDEC shall send a certified letter to the member who is the subject of the motion for removal, (hereinafter the “Cited Member”), notifying the Cited Member that at the next meeting of the CCDEC a motion will be taken up concerning the Cited Member’s removal. The mail piece shall be accompanied by an enclosed proof of service, executed pursuant to the Proof of Service provisions of the Alabama Code of Civil Procedure.
10. The letter shall advise the cited member of the names of those persons that made and seconded the motion. The cited member will be informed of the date, time, and location of the meeting. He or she will also be advised that an opportunity to challenge the allegation will be afforded at the meeting.
11. At the next regular meeting, the Cited Member, if present, shall be given the opportunity to admit, deny and/or explain the charges lodged against her/him. An equivalent amount of time shall be made available to the maker of the motion and his/her spokesperson(s) to substantiate the charge(s). Immediately hereafter, a vote shall be taken on the motion to remove the Cited Member from CCDEC membership. A two-thirds (2/3) majority vote of members present and voting, representing a majority of the total official membership of the committee, shall be required for the motion to pass.
12. In all motions for removal, the burden of introducing evidence justifying removal shall be upon the person or persons urging the removal. They shall be required to prove the case for removal by clear and convincing evidence.

**Article III. The Executive Board**

**Section 1. Composition of Executive Board**

A Chair, Vice Chair, Secretary, Treasurer, and the Coordinating Vice Chairs of the Diversity Caucuses. The Chair and Vice Chair of the CCDEC shall be of opposite gender.

**Section 2. Officer Elections and Terms**

1. The Executive Committee shall elect all officers (except for the Vice Chairs of the Diversity Caucuses, which are elected by their individual Caucuses).
2. The term of office of said officers shall be four years and until their successors are elected, but all elected officers of a County Committee shall always serve at the pleasure of the County Committee.
3. The election of all officers of The CCDEC shall be in accordance with the policies and regulations set forth in the Bylaws of The State of Alabama Democratic Executive Committee.

**Section 3. Duties of Officers**

1. **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.
2. **Authority and Power of the Chair** The Chair shall have the authority and power to create any special or sub-committees (unless otherwise noted in Article IV) as may be desired and to appoint the chair thereof. The Chair shall be ex-officio member of all and special and sub-committees.
3. **Electing New Officers** In the event of the death, resignation, or disqualification of the Vice-Chair, Secretary, or Treasurer, the Chair will seek volunteers and appoint an officer to serve on a temporary basis until an election can be held at the next meeting of the Committee.
4. **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.
5. **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 15 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 CCDEC 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.
6. **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 and 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 and/or Certified Public Accountant.
7. **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 Minority 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
8. **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.
9. **Vice 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.
10. **Vice 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.
11. **Vice 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.
12. **Vice 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.
13. **Vice 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.
14. 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.

**Section 4. Removal of Officers**

1. Any officer of the Calhoun County Democratic Executive Committee; its Chair, Vice-Chair, Secretary, Treasurer, Vice Chair of Minority Affairs, Vice Chair of Young Adults, or Vice Chair of Senior Citizens, who neglects, ignores or refuses to perform the duties of his/her office as outlined in the rules of this Committee, shall forfeit his/her position as an officer. However, he/she shall remain as a member of the committee.
2. If he should refuse to vacate his position as officer after specific charges against him have been proven before the Committee, he may be removed by a majority vote of the entire Committee at any regular or special meeting of the Committee at which there is a quorum, if he has been given fifteen (15) days written notice of the specification of charges and a reasonable opportunity to answer such charges.

**Article IV. Committees and Special Group Caucuses**

**Section 1. Standing Committees**

1. 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 members of the CCDEC may serve on these committees.
2. **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.
3. **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 CCDEC, 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 CCDEC for Affirmative Action on an annual rotation basis.

The AA Committee shall be responsible for determining the composition of Diversity

Constituencies on CCDEC and drafting an Affirmative Action Plan.

1. 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 CCDEC 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.
2. In each case (for each Diversity Constituency) where the number of members of a specific Diversity Constituency among the Popularly Elected Membership of CCDEC and the number of 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 CCDEC 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 At-Large members of CCDEC.
3. Although CCDEC may elect more 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.
4. After those 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 At-Large members and those among the At-Large members and officers of the County Committee meeting the definition of or self-identifying with such Diversity Constituency.
5. Any person wishing to qualify to run for CCDEC in the Democratic Primary, be considered for nomination by one or more Diversity Caucus(es) for a At-Large position(s), serve as an officer on CCDEC, or fill a vacancy in a District level position must file with CCDEC at a time established and publicize a Declaration of Candidacy as defined herein.
6. **Nominating Committee**: The Nominating Committee shall consist of two members of the differing gender from each district, and a member from each of the diversity caucuses. The districts and caucuses will elect their own representatives, and the committee will then choose their chair from the members of the committee. 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 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.
7. **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 Calhoun 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.
8. **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 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. The Finance Committee shall propose an annual budget to the CCDEC no later than January 31 of each year; and shall perform such duties as may be assigned by the Committee or the Chair.
9. **Ethics Committee**: The Ethics Committee shall be elected as necessary by the CCDEC. Members must be members of the Executive Committee.
10. **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.
11. **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**

1. 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.
2. **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.
3. **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**

1. 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 CCDEC, governed by its decisions, and may call on CCDEC to take action. Special group caucuses may not take official positions on legislation, resolutions, or other matters, which are contrary to positions taken by CCDEC.
2. 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).
3. **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.
4. **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**

1. After the Organizational Meeting of the Calhoun County Democratic Executive Committee and the election of officers, regular meetings of the Calhoun County Democratic Executive Committee must be held a minimum of quarterly during non-election years, and monthly during election years.
2. Regular meetings of the Committee shall be held on the last Thursday of each month, unless a meeting is omitted, or an alternate day is established by previous vote of members.
3. Twenty-five (25)% of the voting members of the CCDEC shall constitute a quorum for transacting business, provided however, that at least two elected officers of the club must be present, one of whom must be either the Chair or Vice-Chair. As a group, I want to determine together what we think a good quorum would be.
4. **10-day meeting notice**: A notice in writing of a meeting of the CCDEC shall be given to the members at least ten (10) days in advance. Organizational meetings shall continue in session until (1) vacancies of popularly elected members of the CCDEC have been filled, (2) At-Large members have been elected and seated as provided under these Bylaws, (3) the elective officers of this Committee are chosen, and (4) members to the Executive Board have been elected. Thereafter, the County Committee shall meet at such time and place as the Committee may determine or upon the call of the Chair or upon call of a majority of the whole membership of State Committee, including at-large members and officers as evidenced by petition signed by the members calling for the meeting.
5. Additional or special meetings shall be scheduled by the Chair or Vice-Chair when necessary, or upon written request of one-third (1/3) of the total membership of the Committee. Written notice or telephone notification of any additional or special meetings shall be provided to each member at least seven (7) days before such meeting, and the notice shall state the nature of the business for which the meeting is called.
6. Financial contributions to candidates and expenditures over $300.00 shall be presented to and voted on by the members at a regular or special meeting.
7. Minutes shall be kept of all meetings and shall be presented at the next subsequent meeting for approval and forwarded to the SDEC within 15 calendar days.
8. CCDEC members who have missed more than three consecutive regular meetings shall be formally removed from the CCDEC, unless they provide proof of a serious illness.

**Section 2. Rules of Procedure**

Except as otherwise provided herein, Roberts Rules of Order shall govern as to parliamentary procedure in all meetings of the Mobile County Democratic Executive Committee.

**Section 3. Order of Business**

The “order of business” is as follows:

1. Invocation

2. Assembly and roll call

3. Vacancies filled (if any)

4. Minutes (unless dispensed with)

5. Financial Report (unless dispensed with)

6. Unfinished business (old or new)

7. New business (in call or otherwise)

8. Adjournment

**Section 4. Vacancies**

1. The first order of business at each CCDEC meeting shall be given to the filling of all At-Large positions and other vacancies prior to the transaction of any other business.
2. 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 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.
3. A vacancy in any At-Large position shall be filled by a majority vote of CCDEC from a list of qualified candidates nominated by the Diversity Caucus which originally filled the 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 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 CCDEC 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 At-Large position. The filling of a vacancy in a popularly elected position may not reduce the representation of a Diversity group on CCDEC and the Executive Board or the equal division of positions on CCDEC or Executive Board.

**Section 5. Organization Meeting**

During the period of August 15-31 following the Democratic Party Runoff for Governor, a meeting of the County Committee shall be called by the Chair of the preceding Committee for the purposes of organization and to consider any business which may properly come before said County Committee.

1. At such organizational meeting, the outgoing Chair of the outgoing committee shall act as temporary Chair until the new committee elects its own Chair.
2. **Turn Over of Records**: The outgoing Chair, Vice Chair, Secretary, Treasurer, and other officers of the outgoing committee shall immediately turn over and deliver to the newly elected officers all books, records, monies, and paper of every nature whatsoever pertaining to the said committee at the organizational meeting.

**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.

Financial contributions to candidates and expenditures over $300.00 shall be presented to and voted on by the CCDEC at a regular or special meeting.

**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.