



THE CHESAPEAKE DEMOCRATIC COMMITTEE BYLAWS

ARTICLE I. NAME

The name of this organization shall be the Chesapeake Democratic Committee, hereafter referred to as "the CDC."

ARTICLE II. ORGANIZATIONAL AUTHORITY AND PURPOSE

Section 1.

The CDC is organized under the authority of and in accordance with the Democratic Party of Virginia (DPVA) currently in effect. Nothing contained in these bylaws is intended to conflict with either the Code of Virginia or the DPVA. If any such conflict should occur between these bylaws and the Code of Virginia and/or the DPVA, then the Code of Virginia or the DPVA, as the case may be, shall have precedence.

Section 2.

The purpose of the CDC shall be to conduct the affairs of the DPVA in the City of Chesapeake by actively registering citizens to vote and encouraging voting participation. The CDC may interview qualified citizens who seek its endorsement in local elections, partisan and nonpartisan, and who are willing to adhere to the principals of the National and Virginia Democratic Party Platforms.

ARTICLE III. REORGANIZATION AND MEMBERSHIP OF THE DEMOCRATIC COMMITTEE

Section 1.

The DPVA party plan requires that an election be held by caucus to reorganize the CDC be accomplished between the following year. The date of the reorganization meeting must be communicated to the state party by November 15th of each odd-numbered year. All CDC members must reapply for membership. There shall be seven (7) days of public advertisement for the caucus. All processes shall be in accordance with the DPVA. The current Chair of the CDC shall set up a reorganization committee and shall not be a member of

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the committee.

Section 2.

Members are those who support the Democratic Party and are registered voters of Chesapeake. Members are elected to the CDC and have voting privileges.

- a. Members shall have completed a signed CDC application, either in writing or electronically; agreed to abide by the principles and bylaws of the Democratic Party; the bylaws and rules of the CDC; had their voter registration and precinct verified, paid their dues and been elected at a regular or special meeting. Once elected by the membership, the Member may vote at that meeting.
- b. b. Members shall have completed a signed CDC application, either in writing or electronically; agreed to abide by the principles and bylaws of the Democratic Party; the bylaws and rules of the CDC; had their voter registration and precinct verified; paid their dues; and been elected at a regular or special meeting. Once elected by the membership, the Member may vote at the next meeting.
- c. Associate Members are those who support the Democratic Party, have an interest in Chesapeake politics, and may be ineligible to vote or are registered voters in another city, county or state. e.g. business owners, employees, college students, military family members, etc. Associates do not have voting privileges.
- d. Associate Members shall have completed a signed CDC application, either in writing or electronically; agree to abide by the principles and bylaws of the Democratic Party; the bylaws and rules of the CDC and paid their dues.

Section 3.

Annual dues assessments for membership may be levied at the recommendation of the Executive Board of the CDC and confirmation by the Membership and paid at the time the membership application is submitted.

Section 4.

Any person representing the City of Chesapeake by holding any national, state, or local elective office, who at the time of his or her most recent election to the office shall have been elected as an officially designated candidate of the Democratic Party, shall be an ex-officio member of the CDC. Any resident of the City of Chesapeake who serves as a member of the Democratic State Central Committee shall also be an ex-officio member of the CDC during the term of that person's membership on the State Central Committee. Ex-officio members shall

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not be subject to removal from the CDC by reason of their absences from CDC meetings.

Section 5.

A membership roster shall be available for all members of the CDC which will state the name, precinct, phone number and email address of each member. Any member can request to keep their phone number and/or email addresses private, i.e. not published in this roster. This roster is for internal use by CDC members only, NOT to be distributed to outside parties.

ARTICLE IV. ELECTED OFFICERS

At each re-organizational meeting, officers of the CDC will be elected. The temporary Chair of the CDC, elected by the membership for the purposes of conducting the elections, will take nominations from the floor and all persons present who are members of the Committee will vote for the following: Chair, First Vice-Chair, Second Vice-Chair, Third Vice-Chair, Secretary, Treasurer, Financial Director and Sergeant-at-Arms.

ARTICLE V. MEMBERSHIP OF THE EXECUTIVE BOARD

Section 1.

The Executive Board of the CDC shall consist of the elected Officers, and, on a non-voting basis, a Parliamentarian appointed by the Chair.

Section 2.

Persons elected to the Executive Board shall serve a term of two years from the date of the organizational meeting or until a proper subsequent election is conducted.

ARTICLE VI. DUTIES OF THE OFFICERS

Section 1.

The duties of the Chair shall include presiding at all meetings of the CDC, administering and executing all rules adopted by the Committee and appointing a CDC member in good standing to serve as Parliamentarian, as well as any other position deemed appropriate, and appointing or chairing all standing and special committees including chairs thereof, except those chaired by another officer as provided elsewhere in this Article VI. The Chair shall be an ex-officio member of all such committees. The Chair shall attend Central Committee meetings and the meetings of any Board or Committee to which they are elected or appointed by the DPVA. The Chair shall serve as the Official spokesperson of the CDC. The

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Chair shall sign contracts on behalf of the Chesapeake Democratic Committee.

Section 2.

The First Vice-Chair shall preside at meetings in the absence of the Chair, perform all duties delegated by the Chair, and have all the authority of the Chair when the latter, for any cause, is unable to act. The First Vice-Chair shall assume the position of the Chair should the position become vacant. The First Vice Chair shall serve as Chair of the Outreach Committee.

Section 3.

The Second Vice-Chair shall preside in the absence of the Chair and the First Vice-Chair and shall have all the authority of the Chair when both the Chair and First Vice-Chair are, for any reason, unable to act. The Second Vice-Chair shall perform all duties delegated by the Chair. The Second Vice-Chair shall assume the position of First Vice-Chair should the position become vacant. The Second Vice-Chair shall serve as Chair of the Fundraising Committee.

Section 4.

The Third Vice Chair shall preside in the absence of the Chair, First Vice-Chair and Second Vice Chair and shall have all the authority of the Chair when both the Chair, First Vice-Chair and Second Vice Chair are, for any reason, unable to act. The Third Vice-Chair shall perform all duties delegated by the Chair. The Third Vice-Chair shall assume the position of Second Vice-Chair should the position become vacant. The Third Vice Chair shall serve as Chair of the Communications Committee.

Section 5.

The Secretary shall keep an accurate and permanent record of all the proceedings of the CDC and of the Executive Board; serve as custodian of the records of the CDC, except those financial records retained by the Treasurer, keep a roster of paid members, give proper notice of meetings, maintain all official correspondence and maintain/file the attendance of all meetings with the formal minutes.

Section 6.

The Treasurer shall administer the funds of the CDC, exercise general supervision over the income and expenditures of the CDC, keep accurate account of all monetary business and transactions of the CDC, make regular reports to the Membership at meetings, keep a roster of paid members cooperate fully in all audits, file the CDC financial disclosure reports with the State Board of Elections quarterly, and serve as Chair of the Finance Committee. **Section 7.**

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The Financial Secretary shall receive all dues and other funds payable to the CDC and turn such funds over to the Treasurer for deposit to the account of the CDC and maintain attendance at all meetings and serve as Chair of the Membership Committee.

Section 8.

The Sergeant-at-Arms shall supervise the setting up of all CDC meetings and caucuses and maintain order at all meetings and functions of the CDC.

Section 9.

The Chair and the Executive Board are to appoint Ad Hoc Committee Chairs.

Section 10.

The Chair and the Executive Board are authorized to make executive decisions on behalf of the body in cases of emergencies that cannot wait until the body convenes to vote, acting in the best interest of the body. Financial maximum amount of \$500.00.

ARTICLE VII. MEETINGS

Section 1.

The full CDC shall meet on a monthly basis, except in the month of December.

Section 2.

Meetings of the CDC shall be held: (a) on the second Thursday of the month or upon the call of the Chair whenever it is in the interest of the CDC, or within fifteen (15) days following receipt by the Chair of a written request, signed by at least five (5) members of the membership, stating the purpose for which a meeting is requested. The Chair, when notified by written request by at least five (5) members, shall give at least ten (10) days notice by mail/email to the entire membership stating the purpose for which the special meeting is called, and at such meeting no other business shall be transacted except upon a majority vote of the members in good standing who are present and voting.

Section 3.

The Executive Board shall meet monthly and whenever it is considered necessary to execute CDC business.

Section 4.

A quorum of thirty percent (30%) of CDC members in good standing shall constitute a quorum at CDC meetings per the DPVA.

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Section 5.

Proxy voting shall not be permitted per the DPVA.

Section 6.

The CDC shall be governed by the current approved CDC bylaws, DPVA and Robert's Rules of Order newly revised at all CDC, Executive Board or Special Committee meetings.

Section 7.

Anyone who misses three (3) consecutive meetings without notifying a member of the board shall become an inactive member. Only those members that have been absent for three (3) or more meetings, after notification to the Chair or an Executive Board Member, shall be allowed to vote upon returning to a meeting. Inactive members must attend a meeting and shall receive active member status at the second subsequent meeting. Membership attendance and status shall be under the purview of the membership committee.

Section 8.

Active members in good standings with the CDC will be able to vote at meetings. At the beginning of the meeting a voter card will be given to each active member in good standing by the Financial Secretary, Sergeant at Arms, the Parliamentarian or designee. These voter cards will be returned at the conclusion of the meeting.

Article VIII Nominations of Candidates and Endorsements

Section 1.

All persons seeking the nomination by caucus of the CDC for any elected office in the City of Chesapeake shall be required to sign an affidavit stating that they are a Democrat and that they support the principles and purposes of the DPVA.

Section 2.

Democratic candidates for all constitutional offices, the House of Delegates and State Senate and all other local offices for which candidates may be identified on general election ballots by party designation shall be nominated, as the CDC may determine from time to time in accordance with the DPVA, by primary, convention or caucus; provided, however, that in the event a primary is to be held, the provisions of Virginia law and the DPVA will govern the conduct of the primary.

Section 3.

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At a meeting of the CDC prior to any general or special election the CDC may consider for endorsement any non partisan candidate who is seeking public office in such election. The Secretary shall invite every non partisan candidate for such office, by written notice ten (10) days prior to such meeting, to appear at such meeting for the purpose of seeking the endorsement of the CDC. The members of the CDC shall have the opportunity to question candidates regarding their adherence to the principles of the Democratic Party, the CDC shall require any non partisan candidate seeking endorsement to sign a written statement that they believe in the principals of the Democratic Party, and that they will not publicly support any candidate opposed to a Democratic Party nominee in the upcoming general or special election. Any non partisan candidates for such office shall receive the endorsement of the CDC if they receive the affirmative approval of the majority of CDC active members voting, provided a quorum has been reached. Any CDC active member can request a secret ballot. No non partisan candidate shall receive any campaign contribution from the CDC, nor shall the CDC procure any political advertising on a candidate's behalf, unless the candidate has received the endorsement of the CDC. Non partisan candidates who receive CDC endorsement shall be eligible to place their campaign signs and literature at all CDC events or functions, subject to campaign laws. Non-endorsed non partisan candidates' campaign materials will not be permitted.

Section 4.

The CDC shall have the power to endorse, with respect to any non-partisan election in which more than one elective position is to be filled, a number of candidates equal to the number of elective positions to be filled in such election. The Chair and the Executive Board will establish a timeline for such a process. The CDC membership shall vote to approve the timeline and if all positions are not filled, second round of endorsements shall be conducted.

Section 5.

Any CDC endorsed candidates shall pledge to exclusively support all the CDC endorsed Candidates on the CDC Sample Ballot. Individual sample ballots, and communications to ask voters to vote only for one candidate and not to vote for the other endorsed candidates are prohibited. Violation of this pledge will result in the loss of the CDC endorsement and will be grounds for removal from the CDC membership.

ARTICLE IX. STANDING COMMITTEES

Section 1. Membership Committee

When members become inactive, the Membership Committee shall contact said

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member(s) to encourage them to return to active status. The Membership Committee shall distribute, receive and process the CDC Membership application forms accompanied with the payment of dues; develop and expand membership; maintain a database of Membership; and vet CDC members who vote at meetings and verify all prospective members for eligibility for either membership or associate membership and present to the general membership for acceptance by voting once verification is completed.

Section 2. Fundraising Committee

The Fundraising Committee shall identify, organize, publicize and implement all fundraising activities and give a report of such activities to the Membership.

Section 3. Communications Committee

The Communications Committee shall notify CDC members of CDC meetings, CDC or Party events and elections; and verify the accuracy and relevance of information posted on the CDC website and social/virtual media and serve as or appoint a moderator for virtual media.

Section 4. Outreach Committee

The Outreach Committee shall develop and implement strategies for fostering working relationships with local, state and national organizations aligned with the DPVA and CDC's principles, maintaining regular contact with said organizations and coordinating mutually beneficial events and programming.

Section 5. Elections Committee

The Elections Committee shall coordinate the precinct organization of the CDC, oversee all Election Day activities of the CDC, be responsible for voter participation activities such as registration of voters, absentee balloting and any other activities which will support the success of Democratic candidates in each election cycle.

Section 6. Finance Committee

The Finance Committee shall create and propose a budget annually for the upcoming membership year to be presented in September and voted on in November by the general membership.

ARTICLE X. REMOVAL

No member of the CDC shall publicly support, endorse or assist a candidate who is opposing a nominated/endorsed Democratic candidate and/or any person found to

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be willfully violating any DPVA, CDC bylaws and rules respectively. The CDC may remove from both office and membership, by a majority of those members in good standing who are present and voting, in accordance with any DPVA, CDC bylaws, and rules. Pursuant to the above, members subject to removal under the CDC's process shall be notified in writing by the chair of the reason for their violation and subsequent vote on their removal ten (10) calendar days prior to the next meeting.

ARTICLE XI. VACANCIES

Vacancies on the CDC Executive Board shall be filled at any regular meeting of the CDC. Nominations will be accepted from the floor and voted on by a majority of those members in good standing who are present. A majority vote by those eligible to vote will constitute election to the office.

ARTICLE XII. AMENDING BYLAWS

These Bylaws may be amended by a majority vote of the CDC members in good standing who are present after presentation at a meeting, of which members were given thirty (30) days notice and said notification to be accompanied by the proposed amendments.

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CDC Standing Rules

1. Meeting Voting and Decorum

- a. All Chesapeake Democratic Committee (CDC) Members in good standing will check in at the desk prior to the start of the meeting. Participants on any social media will be verified for membership.
- b. Only CDC Members in good standing will be allowed to make motions from the floor or from social media.
- c. All motions from the floor or social media shall be presented to the chair in writing when requested by the chair.
- d. All members shall rise or raise their hand on virtual media and wait to be recognized by the chair before speaking.
- e. All members being recognized will state their name.
- f. No one shall speak on a question more than twice; the second time being granted only after each person desiring to speak for the first time has been granted that right.
- g. Discussion shall be limited to two (2) minutes per person. Extension time may be permitted by the chair, by general consent of a two-thirds ($\frac{2}{3}$) vote of those present and voting.
- h. Any member who wishes to force an end to debate must first obtain the floor by being duly recognized to speak by the chair, and must then move the *Previous Question*. Such a motion must be seconded, and then adopted by a two-thirds vote, or by unanimous consent.

(adopted Oct 2022)

2. Zoom Policy

- i.

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Approval to attend offsite by virtual media will be on a case-by-case basis and limited to those individuals who cannot attend due to a disability or caring for a disabled spouse or partner, parents with children 12 and under, members with extenuating circumstances will be considered for a limited timeframe and elected officials including the CD2 and CD3 Chairs. The Chair of the Communication Committee will serve as the moderator or the CDC Chair with the approval of the Executive Board will appoint someone to oversee the offsite participation. Anyone wishing to use this platform must be a member in good standing. Cameras must be on and the first and last name displayed. All active members attending offsite virtually will have the right to vote. The moderator will send those items to be voted on to offsite virtual participants with a time limit on voting by a polling feature on the virtual media.. Those attending by offsite virtual media will have chat turned off (no discussion, motions made or seconds can be made by those participating in offsite virtual media.) A central email account will be set up whereby concerns can be submitted and addressed. The moderator will point the camera at individuals in order that those attending offsite virtual media can see who is speaking. No one will be allowed to hold up signs, make gestures or otherwise distract from the proceedings of the meeting. The moderator has the authority to block any individual disrupting the meeting. Applications to request offsite virtual media must be submitted and approved in order to attend. The applications must be submitted to the CDC Chair who will review them and then forward to the Executive Committee for approval.

(adopted March 2023)

3. CDC Social Media Rules & Guidelines

- a. These guidelines apply primarily to the Chesapeake Democratic Committee (CDC) Virtual/Social Media and public posts on personal pages, when discussing matters germane to CDC business. CDC Virtual/Social media is intended as a social space for Chesapeake Democrats to gather and discuss topics important to us. We all value freedom of speech and expression, but part of that freedom relies on people feeling welcome to contribute to the community. To that end, we have the following moderation rules and guidelines.

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- b. Content (including comments) that may be removed:
- c. Anything that violates virtual/social media's community standards.
- d. The sharing of personally identifiable information with the intent to encourage harassment (aka "Doxxing").
 - i. Attacks on a CDC member's character unless moderators judge them to be politically relevant.
 - ii. Posts in support of a Democratic nominee's political opposition.
 - iii. Posts soliciting money for any purpose other than raising funds for Democratic candidates and committees endorsed by CDC.
 - iv. Posts that blame the victim of a crime or any wrongful act, in which the victim is held entirely or partially at fault for the harm that befell them (aka "Victim Blaming")
 - v. Posts demanding that posts or members be removed from a group. Please use the /9"Report to Admin" menu option on the post to file complaints so any available admin can see the report.
 - 1. A post may be removed at the discretion of the CDC Chair.
 - 2. People may be banned if they:
 - a. Re-post material that has been removed by CDC moderators.
 - b. Campaign for a Democratic nominee's political opposition
 - c. Engage in self-promotion or marketing, except for Democratic candidates and committees endorsed by CDC.
 - d. Post in a manner that suggests they are trying to dominate discussion on the site.

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- e. Block a moderator.
 - f. Are discovered to be using a pseudonym (according to virtual/social media's standards)
 - g. Otherwise violate Social Media community standards about Censorship:
 - h. Occasionally, banning users or removing posts raises questions about censorship.
- vi. We believe strongly in freedom of speech, but anyone can create a group on /virtual/social media (or several other places online) and encourage people to join. Freedom of speech is not at stake.
 - vii. Moderators: Moderators are drawn from both the CDC Executive Committee and invited members of CDC. Within limits, moderators have the ability to remove posts and ban users.

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