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**BYLAWS OF THE
FIRST CONGRESSIONAL DISTRICT DEMOCRATIC
CENTRAL COMMITTEE**

Adopted December 8, 2018

ARTICLE I NAME

The name of this organization shall be the First Congressional District Democratic Central Committee (CD1CC). The names “Democratic Party of the First Congressional District” or any variation of the above names shall also be considered to reference this organization.

ARTICLE II PURPOSE

The purpose of CD1CC shall be to:

- A. Elect candidates who will best work to advocate for the Platforms and LAIs of CD1’s constituent counties and the DPO;
- B. Coordinate efforts of Democrats and Allies in CD1;
- C. Work with Oregon’s United States Representative for CD1 and Oregon’s United States Senators;
- D. Serve as the appointing authority for a vacancy relating to the office of United States Representative for CD1;
- E. Conduct a District Convention in presidential election years for selecting delegates for the state and national conventions;
- F. Advocate for the Platforms and LAIs of CD1’s constituent counties and the DPO;
- G. Elect delegates and alternates to DPO Standing Committees; and
- H. Identify issues of high importance to CD1 counties and advocate for those issues with our elected representatives.

ARTICLE III AUTHORITY

CD1CC is empowered by the DPO Bylaws, and the Bylaws of its constituent county Central Committees. The Central Committee of CD1CC is its governing body and its highest authority, and may delegate its authority. CD1CC shall have all powers to manage its affairs and transact its business that are consistent with the Constitution and laws of the United States, the Constitution and laws of Oregon, the National Charter of the Democratic Party, the Bylaws of the Democratic Party of Oregon and these Bylaws.

ARTICLE IV PARTICIPATION

CD1CC shall:

- A. Ensure the widest and fairest representation of party members in the party organization and activities (ORS 248.005);
- B. Adopt rules by procedures that assure the fair and open participation of all interested party members (ORS 248.005);
- C. Ensure all Central Committee meetings are open to the public;
- D. Recognize people by the gender identity or lack thereof and the pronouns they identify by;
- E. Ensure fair participation regardless of sex, race, age, religious affiliation or lack thereof, economic status, disability, ethnicity, nationality, sexual orientation, gender identity or lack thereof, color, parental status or marital status.

- F. Reasonable accommodation shall be provided to those unable to comply with any part of the bylaws and rules of CD1CC.

ARTICLE V CENTRAL COMMITTEE MEMBERSHIP

Section 1: Members

- A. **Full Members** - Full members are Delegates elected by the Democratic county central committees of the counties which are at least partly within the boundaries of Oregon’s First Congressional District. Each county shall be entitled to two (2) delegates and one additional delegate for each 15,000 registered Democrats or major fraction thereof within the county and the Congressional District as of the primary election of the year prior to the CD1CC Organizational meeting. Only Full Members are entitled to vote in the Central Committee.
- B. **Alternates** - When a delegate of a county central committee is suspended or unable to attend a meeting of the Central Committee, an alternate delegate, elected by the county central committee, may attend the meeting in their place as a Full Member. Alternates shall replace delegates of the same gender identity, or lack thereof, as possible.
- C. **Temporary Replacement** - When a county is unable to fill its delegation at any Central Committee meeting, a temporary replacement, at the meeting, of any Democrat who is registered within the county in which the vacancy occurs, is in order, if permitted by that county’s bylaws and if that county has provided a copy of the relevant bylaws to the Credentials Committee. Replacements shall be submitted to Credentials Committee per the county’s bylaws.
- D. **Election of Delegates and Alternates** - County central committees will elect delegates and alternate delegates to the Central Committee. Vacancies may be filled by county central committee elections at subsequent meetings. The delegates and alternates shall each, as much as possible, reflect proportionally the gender identities, or lack thereof, of the registered Democrats within their county.
- E. **Certification** - The Chair of each county central committee certifies the contact information of its delegates and alternates to the CD1CC. Notification of any changes to a county’s delegates or alternates is required at least 7 days prior to a meeting of CD1CC. Delegates are seated by the Central Committee if the electing county central committee has elected their delegates and provided notice of their election according to these bylaws.
- F. **Terms** - Delegate and alternate terms begin on the date of their election. Terms for replacements begin when they are elected. Terms for all delegates and alternates end on the date their replacement is elected.
- G. **Associate Members** - Members of the Executive Board, Alternate Delegates not acting as Delegates, members of CD1CC and DPO Standing Committees, and Democratic members of the US Congress are Associate Members. Unless they are otherwise entitled to vote, they are not counted in a quorum for a Central Committee meeting, and are neither eligible to make motions nor to vote on business brought before the Central Committee. Associate Members are otherwise entitled to speak at the Central Committee in the same manner as Full Members.
- H. **Contact Information** - All members shall provide contact information to the Secretary, including phone and email address.

Section 2: Duties

The legislative power of CD1CC is vested in the Central Committee, which:

- A. Elects the officers of CD1CC;
- B. Elects delegates and alternates to the standing committees of the DPO;
- C. Fills vacancies in the above positions;
- D. Conducts the nominating meeting to fill a vacancy in the office of US Representative for CD1;
- E. Adopts Public Policy Resolutions;
- F. Approves the budget of CD1CC;

- 100 G. Approves actions of the Executive Board when required; and
- 101 H. Transacts other business, consistent with these Bylaws.

102
103 Section 3: Resignation and Removal of Members

- 104 A. A member of the Central Committee may resign by written notice to the Chair of CD1CC or their
- 105 County Chair. The County Chair shall notify the CD1CC Chair .
- 106 B. The Central Committee may by a two-thirds vote, suspend a delegate or alternate until their
- 107 county central committee has submitted the delegate or alternate to a recall vote.
- 108 C. Delegates or alternates who have three consecutive absences from Central Committee meetings
- 109 are considered to have effectively resigned and their vacancy may be filled according to their
- 110 county central committee’s bylaws regarding vacancies. The Chair notifies the county central
- 111 committee and the individual of the resignation.
- 112 D. Any delegate or alternate to the Central Committee may be removed by their county central
- 113 committee in accordance with their bylaws.

114
115 **ARTICLE VI OFFICERS OF CD1CC**

116
117 Section 1: Officers

118 Officers of CD1CC shall be a Chair, Vice-Chair, Secretary and Treasurer. This is also the order of
119 ranking for the officers.

120
121 Section 2: Eligibility:

- 122 A. Any person legally registered as a Democrat in the First Congressional District of Oregon shall be
- 123 eligible to be an officer of CD1CC.
- 124 B. First, the Vice-Chair must be of a different gender identity and of a different race/ethnicity than
- 125 the Chair, as possible.
- 126 C. Second, the Vice-Chair must be registered in a different county than the Chair, as possible.

127
128 Section 3: Nomination and Election

- 129 A. In 3rd Quarter of even-numbered years the Central Committee shall appoint a three-person
- 130 Nominating Committee, which shall not include the current Chair.
- 131 B. The nominating committee shall seek as many good candidates as possible for each position.
- 132 They will strive for a diverse slate which represents each constituent county, as well as other
- 133 diversity factors.
- 134 C. The Nominating Committee shall announce its slate of candidates at least 2 weeks prior to the
- 135 Organizational meeting and will present its slate at the Organizational meeting.
- 136 D. Nominations will be accepted from the floor.

137
138 Section 4: Term of Office

139 Officers shall be elected for a term of approximately two years. The term shall begin at the close of the
140 Organizational meeting at which they are elected and end at the close of the following Organizational
141 meeting.

142
143 Section 5: Resignations

144 An officer of CD1CC may resign by written notice to the Executive Board.

145
146 Section 6: Recall

- 147 A. An officer of CD1CC may be recalled. A petition signed by 5 or more Full Members of the
- 148 Central Committee, representing at least three counties, must specify the violation(s) which is the
- 149 grounds for the recall.

- 150 B. The highest ranking officer not being sought for recall will call and chair the special meeting.
- 151 Petitioners shall be empowered to call a special meeting of the Central Committee if that officer
- 152 will not accept the petition and call a special meeting. The special meeting will be limited to the
- 153 recall of the officer(s) specified by petition and an election to fill any vacancies created.
- 154 C. A copy of the petition shall be included in the notice of the meeting, which shall be sent by email
- 155 and/or postal mail at least 14 days prior to the special meeting to each delegate and alternate of
- 156 the Central Committee. The Secretary shall make available the Central Committee's membership
- 157 list with email and postal addresses to allow the sending of the special meeting notices.
- 158 D. Officers may be recalled by majority vote.

159
160 Section 7: Vacancies

- 161 A. Vacancies shall be filled in an election by majority vote at the next meeting or special meeting of
- 162 the Central Committee, provided that notice of the election was provided at least 14 days prior to
- 163 the meeting. The new officer will serve for the unexpired portion of the term of office.
- 164 B. If the office of Chair should become vacant for any reason, including recall, the Vice-Chair shall
- 165 become Chair for the unexpired portion of the term and their newly vacant office shall be filled as
- 166 any other vacancy.
- 167 C. Nominations will be accepted from the floor.

168
169 Section 8: Duties of Officers

- 170 A. The Chair shall:
 - 171 1. Work to inspire the membership to enthusiastically advance the principles and interests
 - 172 espoused in the Platforms and LAIs of CD1's constituent counties and the DPO;
 - 173 2. Call and chair all meetings of the Central Committee and Executive Board;
 - 174 3. Be responsible for the overall day-to-day operation of CD1CC;
 - 175 4. Appoint an Interim Delegate or Alternate to fill a vacancy on a DPO Standing
 - 176 Committee, and notify the DPO of the interim appointment;
 - 177 5. Appoint Interim Chairs for Standing or Ad-hoc Committees as needed;
 - 178 6. Serve as a member of the DPO Executive Board, unless already a member by virtue of
 - 179 another office;
 - 180 7. Be a non-voting ex-officio member of all CD1CC standing committees;
 - 181 8. Be an alternate signer of checks with the Treasurer;
 - 182 9. Execute, with the Secretary, all contracts on behalf of CD1CC; and
 - 183 10. Appoint a Parliamentarian, as needed.
- 184 B. The Vice-chair shall:
 - 185 1. Perform all of the duties of the Chair in the absence or disability of the Chair;
 - 186 2. Serve as a member of the DPO Executive Board if the Chair is already a member by
 - 187 virtue of another office;
 - 188 3. Be an alternate signer of checks with the Treasurer;
 - 189 4. Help facilitate cross-collaboration between CD1CC's constituent counties;
 - 190 5. Encourage collaboration between county standing committees; and
 - 191 6. Serve as Chair of the Credentials Committee.
- 192 C. The Secretary shall:
 - 193 1. Keep a book of minutes of the Central Committee and Executive Board, showing the
 - 194 time and place of the meeting, the names of those present, and the proceedings and
 - 195 motions made;
 - 196 2. Ensure copies of the Central Committee minutes are made available to all Central
 - 197 Committee members and posted on the website;
 - 198 3. Maintain all the membership records for CD1CC;
 - 199 4. Carry out CD1CC correspondence and all legal notifications at the request of the Chair;
 - 200 and

- 201 5. Maintain the CD1CC website in conjunction with the Communications and Outreach
202 Committee.
203 D. The Treasurer shall:
204 1. Prepare adequate records and reports on all CD1CC operational and fundraising financial
205 transactions;
206 2. Meet all campaign finance reporting requirements;
207 3. Maintain filings required for PAC status as needed;
208 4. Provide for the custody and safekeeping of all CD1CC funds;
209 5. Maintain open financial books ready for inspection and review;
210 6. Issue checks in accordance with the Central Committee-approved budget, with the Chair
211 or Vice-Chair as alternate signer; and
212 7. Serves as Chair of the Finance Committee.
213

214 **ARTICLE VII DPO STANDING COMMITTEES**

215

216 Section 1: Delegates and Alternates

217 A number of delegates and alternates, as prescribed in the DPO Bylaws, shall be elected to each standing
218 committee of the DPO. No person shall be a member of more than one DPO Standing Committee. Full
219 Members will each get one vote for each DPO Standing Committee position available. SCC Delegates
220 and alternates acting as delegates living in CD1 shall collectively cast one vote for each DPO Standing
221 Committee position available.

- 222 A. DPO Budget Committee: 2 delegates, 1 alternate
223 B. DPO Credentials Committee: 2 delegates, 1 alternate
224 C. DPO Platform and Resolutions Committee: 5 delegates, 2 alternates
225 D. DPO Rules Committee: 3 delegates, 2 alternates
226 E. DPO Local Events and State Fair Committee: 5 delegates, 2 alternates
227

228 Section 2: Duties

229 DPO Standing Committee delegates and alternates shall:

- 230 A. Attend all meetings of the committees to which they have been elected, except in the rare case in
231 which they have been excused by that committee from attendance for a specific meeting.
232 B. Ensure notification reaches alternates if you are aware you will be absent from an upcoming
233 meeting.
234 C. Promptly report to the Central Committee and its Executive Board any information or actions in
235 their DPO Standing Committee that affects the Party in this Congressional District, and any other
236 information worthy of report.
237

238 Section 3: Resignations and Removal

- 239 A. Delegates and alternates shall be removed from office automatically and without a vote upon
240 reports of the Chair or the Secretary that the member has two consecutive unexcused absences
241 from a meeting of a state standing committee.
242 B. Absences are excused by the chair of the DPO Standing Committee.
243 C. Someone removed for such a reason shall be ineligible to be elected to a DPO Standing
244 Committee until the next Organizational Meeting for CD1CC.
245 D. Delegates and alternates may also resign by written notice, which will be effective upon receipt of
246 the CD1CC Chair.
247

248 Section 4: Vacancies

- 249 A. Vacancies shall be filled at the next meeting for which proper notice can be given using the same
250 process listed in Section 1.

- B. The CD1CC Chair may appoint an Interim Delegate or Alternate to fill a vacancy until the Central Committee elects a replacement, and notify the DPO of the interim appointment.

ARTICLE VIII CENTRAL COMMITTEE MEETINGS

Section 1: Organizational Meeting:

- A. The Organizational Meeting shall be held the first quarter of the year following a General Election and a minimum of one week prior to the SCC Organizational Meeting. Those voting delegates present shall constitute a quorum.
- B. The Chair shall call the Organizational meeting by the end of even-numbered years. If the Chair fails to do so, the Organizational meeting shall be called by the SCC Chair. Notice of time, date, place, and agenda shall be given to each delegate who will be voting at the Organizational meeting.
- C. At the Organizational meeting, and prior to the election of officers, the current officers shall make available to CD1CC all property, records and funds owned or controlled by the CD1CC.
- D. Only Full Members may vote for Officers. Full Members will each get one vote for each DPO Standing Committee position available. SCC Delegates and alternates acting as delegates living in CD1 shall collectively cast one vote for each DPO Standing Committee position available.

Section 2: Regular Meetings

- A. Regular meetings will be held at least once every two months and are called by the Chair, or by an officer assuming the duties of the Chair in their absence or incapacity.
- B. Ten full members representing at least three counties in CD1 shall constitute a quorum.
- C. Regular meetings may be conducted by teleconference or have some members who are connected via teleconference.
- D. Notice shall be sent by email to all members of CD1CC at least ten days before the meeting. Notice includes time, date, place, and agenda for the meeting.

Section 3: Special Meetings

- A. Special meetings will be called by the Chair, or by an officer assuming the duties of the Chair in their absence or incapacity; or by five full members representing at least 2 counties.
- B. The meeting shall be solely for the transaction of business stated in the call for the meeting.
- C. Special meetings may be conducted by teleconference or have some members who are connected via teleconference. Only members physically present may vote in ballot votes.
- D. Notice shall be sent by email to all members of CD1CC at least ten days before the meeting. Notice includes time, date, place, and agenda for the meeting.

Section 4: Prohibition of Proxies

- A. Proxies in no instance shall be permitted.

Section 5: General Procedures

- A. Members may raise their hand instead of standing to be recognized.
- B. Speeches in debate shall be limited to 3 minutes each. This may be limited or extended by the Central Committee.
- C. Speakers and the Chair may remain sitting as they speak as long as they are visible to all in attendance.
- D. The motion for the Previous Question shall not be in order until at least 2 members have spoken for and 2 members have spoken against, or until either side has no more speakers.
- E. Roll call votes may be called for by a group of no less than 4 full members. Each member and how they voted shall then be recorded in the minutes.

302 **ARTICLE IX EXECUTIVE BOARD**

303

304 Section 1: Authority

305 The Executive Board shall hire any paid staff and conduct all necessary business required between regular
306 meetings of CD1CC.

307

308 Section 2: Membership

309 The membership of the Executive Board shall be all Officers and Standing Committee Chairs of CD1CC.
310 Each member shall only be entitled to one vote regardless of the number of offices held.

311

312 Section 3: Meetings

- 313 A. Regular meetings will be held at least once every two months and are called by the Chair, or by
314 an officer assuming the duties of the Chair in their absence or incapacity.
- 315 B. Special meetings may be called by the Chair, or by an officer assuming the duties of the Chair in
316 their absence or incapacity; or by three members.
- 317 C. Three members shall constitute a quorum.
- 318 D. Meetings shall be run by Small Board Rules.
- 319 E. Executive Board regular or special meetings may be conducted by teleconference or have some
320 members who are connected via teleconference.
- 321 F. Notice shall be sent to all members of the Executive Board at least six days before the meeting.
322 Notice includes time, date, place, and agenda for the meeting.
- 323 G. An emergency meeting may be held on shorter notice only if all members agree to hold such an
324 emergency meeting.

325

326 **ARTICLE X CD1CC STANDING COMMITTEES**

327

328 Section 1: Membership on Committees

- 329 A. Membership is open to residents who are registered Democrats or Non-Affiliated Voters living
330 within the First Congressional District.
- 331 B. Membership in standing committees is either Fully Open or Open with Approval.
 - 332 i. Fully Open: A prospective member becomes a member of the committee upon the
333 adjournment of the first meeting they attend, with the exception that all prospective
334 members attending the first meeting of the committee after the Organizational Meeting
335 become members immediately upon the meeting being called to order.
 - 336 ii. Open with Approval: Any member may seek to join the committee, but they require the
337 approval of a majority vote by the Central Committee at its next meeting.
- 338 C. Members may resign from a committee via written or email notification to the chair of the
339 committee.

340

341 Section 2: Chairpersonship of Committees

- 342 A. Standing committees will elect a chair at their first meeting following the Organizational
343 Meeting, with the exceptions of Credentials and Finance.
- 344 B. The Chair must be a resident in the First Congressional District. No person shall chair more than
345 one standing committee and no officer shall be chair of a standing committee (with the exception
346 of Credentials and Finance).
- 347 C. The first meeting of the new standing committee will be called and chaired by the prior chair of
348 that standing committee. If that is not possible, or if a vacancy occurs, the CD1 Chair will appoint
349 an interim chair to serve until the committee elects its own chair.
- 350 D. The newly elected standing committee chair will notify the CD1 Chair of the result of the
351 election.

- 352 E. Standing committee chairs may be replaced by a majority vote by the standing committee with
353 proper notice of the election given, with the exception of Credentials and Finance.
354 F. Ad-hoc committee chairs will be chosen in a manner as determined by the Central Committee
355 when the committee is created.
356

357
358 Section 3: Standing Committees and Duties
359

360 A. **Communications and Outreach**

361 *Fully Open, Elected Chair*

362 The Communications and Outreach Committee shall be responsible for the CDICC website,
363 social media presence, press releases, other useful external communication.
364

365 B. **Credentials**

366 *Open with Approval, Chair is CDICC Vice Chair*

367 The Credentials Committee shall credential members at each Central Committee meeting; present
368 a credentials report; collect, tabulate, record, and certify all elections; and count any other votes
369 as directed by the Chair or Central Committee.
370

371 C. **Events**

372 *Fully Open, Elected Chair*

373 The Events Committee is responsible for organizing gatherings, including summits and virtual
374 town halls. The committee is responsible for documenting CD1 events. The committee maintains
375 an Events Calendar that lists CD1 events and meetings, and other events which are of interest to
376 CDICC.
377

378 D. **Finance**

379 *Fully Open, Chair is CDICC Treasurer*

380 The Finance Committee shall generate contributions, emphasizing many small contributions;
381 maintain online and physical contribution processes; coordinate all CDICC fundraisers; and
382 prepare an annual budget.
383

384 E. **Justice and Direct Action**

385 *Fully Open, Elected Chair*

386 The Justice and Direct Action Committee is responsible for focusing on four justice areas and for
387 organizing direct actions as well as publicizing other direct actions and working with other groups
388 which organize direct actions. The four justice areas of economic justice, environmental justice,
389 racial justice, and social justice shall be central to any direct actions this committee works on.
390 This committee shall also make recommendations to other committees and officers to help ensure
391 they maintain a focus on justice issues.
392

393 F. **Platform and Public Policy**

394 *Fully Open, Elected Chair*

395 The Platform and Public Policy Committee shall receive, and review and make recommendations
396 on proposed public policy resolutions. The committee shall also help work with elected officials
397 regarding the platform, LAIs, and adopted public policy resolutions.
398

399 G. **Rules**

400 *Open with Approval, Elected Chair*

401 The Rules Committee is responsible for recommending rules and changes to the Bylaws, and
402 providing education and training on the rules. The committee shall also be responsible for other
403 matters regarding rules which are not already assigned within these bylaws.
404

405 Section 4: Ad-hoc Committees

406 A. **Campaign Committees**

- 407 i. Campaign committees may be created by the Chair appointing a Campaign Committee
408 Chair for a specific election or set of elections and notifying the Central Committee.
- 409 ii. Elections to be focused on include US House Representative for CD1, Oregon's US
410 Senators, and State House and Senate seats which cross county lines.
- 411 iii. Membership of any Campaign Committee shall be Fully Open.

412 B. **Other Ad-hoc Committees**

- 413 i. Other ad-hoc committees may be added here by a motion adopted with majority vote by
414 the Central Committee.
- 415 ii. Membership and chairpersonship shall be determined by the Central Committee within
416 its motion to Commit.
- 417 iii. Those added ad-hoc committees shall be removed upon the completion of their task.
418

419 Section 5: Notice

- 420 A. Committees must provide notice via email to their committee members of meetings no later than
421 the sixth (6th) day in advance of each meeting.
- 422 B. Notice requires time and location of meeting, agenda, and previous unapproved minutes.
- 423 C. Notice must also include whether the meeting will be conducted via teleconference, and any
424 applicable call-in number or registration link.
- 425 D. All committee meetings must be placed on a public electronic calendar accessible from the
426 CDICC website, no later than the sixth (6th) day in advance of each meeting. Time and location
427 must be included on the calendar.
- 428 E. Exceptions to A-D above may be approved by the Executive Board as needed for specific
429 Standing or Ad-hoc Committees.
430

431 Section 6: General Procedures

- 432 A. All standing and ad-hoc committee chairs shall familiarize themselves with Robert's Rules of
433 Order, Newly Revised (RONR), regarding the procedure for business in their committee.
- 434 B. New committee chairs must receive introductory training from the Rules Committee on RONR
435 within 2 months of becoming committee chair.
- 436 C. When a standing or ad-hoc committee has more than 5 members:
 - 437 1. A motion for the Previous Question shall only be in order after four people have spoken
438 in debate on the question.
 - 439 2. Quorum is 3 members.
 - 440 3. Speeches shall be limited to 3 minutes. This may be changed for the duration of a topic or
441 the meeting by a two-thirds vote.
- 442 D. Each committee chair is responsible for ensuring minutes of their meetings are taken and given to
443 the CDICC Secretary.
444

445 **ARTICLE XI GENERAL PROVISIONS**

446 Section 1: Budget

- 447 A. Creation of a Budget shall be the duty of the Finance Committee.
- 448 B. The proposed budget for the next year must be presented to the Central Committee no later than
449 October and must be approved by the Central Committee no later than December.
450

451 C. If all regular meetings of the Central Committee for the year have concluded without adopting a
452 budget for the following year, a special meeting shall be called prior to the end of December with
453 a quorum made up of those present and adjournment shall not be in order until a budget has been
454 adopted.

455
456 Section 2: Financial Accountability
457 No single member or group of members of CD1CC or its standing committees can expend, or make any
458 promises or commitments regarding a future expenditure of, CD1CC funds without a vote of the
459 Executive Board, subject to the following exceptions:
460 A. Expenditures approved by CD1CC in the annual budget.
461 B. An expenditure, outside of the approved budget, of less than \$100 with approval of two officers.
462

463 Section 3: Publication of Resources
464 The current bylaws, standing rules, special rules of order, budget, and past central committee minutes
465 shall all be publicly available on the CD1CC website and shall be made available to any person upon
466 request. These resources must be kept up to date within 30 days of any changes.
467

468 Section 4: Teleconference Procedures
469 A. In-person meetings shall be strived for as much as possible.
470 B. Hybrid in-person/teleconference meetings may occur at the discretion of the appropriate chair,
471 and make appropriate accommodations for those who are unable to attend.
472 C. Teleconference meetings require the same notice as other meetings.
473 D. Teleconference meetings must be run as follows:
474 1. Identities of members will be verified after calling in. Verification may be done visually
475 or aurally by the chair or another person designated by the chair.
476 2. A roll call of the verified members will take place before the agenda is adopted.
477 3. The chair will explain the teleconference process to all members.
478 4. The conference call will allow for bidirectional aural communication while the meeting is
479 in session.
480 5. All members must have the ability to unmute themselves at their own discretion.
481 Members will self-mute, except when speaking or raising a privileged motion, or raising
482 a point of order.
483 6. Other than privileged motions or incidental motions, the chair will recognize, to the best
484 of their ability, members by digitally “raised hands” in the order raised, when possible.
485 7. Digitally “raising hands” within the teleconference software shall be used to ascertain
486 vote totals. If this is not possible, roll call votes shall be used instead. A vote by
487 unanimous consent is also acceptable.
488 8. The votes cast by members will be recorded in the minutes.
489 9. The language of all motions will be displayed for all members who are visually
490 connected.
491 E. Any body may approve a vote to be conducted by SurveyMonkey, or a similar service. Such
492 votes will include all appropriate members, will have a set deadline, and be announced to all
493 appropriate members via email. No votes shall be conducted by email.
494

495 **ARTICLE XII PARLIAMENTARY AUTHORITY**

496
497 The rules contained in the current edition of Robert’s Rules of Order (Newly Revised) shall govern
498 CD1CC in all cases to which they are applicable and in which they are not inconsistent with these bylaws
499 and any special rules of order CD1CC may adopt.
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501 **ARTICLE XIII PUBLIC POLICY, AND RULES AMENDMENTS**

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Section 1: Public Policy Resolutions

The Central Committee may adopt a public policy resolution provided that:

- A. The PPP Committee has recommended that the resolution be adopted;
 - i. If A is not satisfied, 5 full members may recommend that the resolution be adopted.
- B. Notice, including the full text of the resolution, has been provided along with the meeting notice prior to the meeting that the resolution shall be considered.
- C. With both A and B satisfied, it is adopted by a majority vote; with one of A or B satisfied, it is adopted by a two-thirds vote; or without both A and B satisfied, it is adopted by a unanimous vote.

Section 2: Standing Rules

The Central Committee may adopt a new standing rule or amend a standing rule provided that:

- A. Notice, including the full text of the amendment, has been provided along with the meeting notice prior to the meeting that the amendment shall be considered.
- B. With proper notice, it is adopted by a majority vote; or without proper notice, a two-thirds vote shall be required.

Section 3: Special Rules of Order

The Central Committee may adopt or amend a special rule of order provided that:

- A. Notice, including the full text of the amendment, has been provided along with the meeting notice prior to the meeting that the amendment shall be considered.
- B. With proper notice, it is adopted by a two-thirds vote; or without proper notice, a unanimous vote shall be required.

Section 4: Bylaws Amendments

The Central Committee may adopt a bylaws amendment by two-thirds vote provided that:

- A. The Rules Committee has recommended that the amendment be adopted;
- B. Notice has been provided at the meeting prior to the meeting that the amendment shall be considered.
- C. The full text of the amendment shall be emailed to all members within 30 days after notice has been given.