



2021-05-19 Election To Fill Vacancy in  
Second Vice-Chair,  
**21st Legislative District Democrats**  
**Meeting via Zoom**

**Proposed Rules**

1. **Electronic** Sign-in is required at check-in. *Zoom Login & Registration are required to authenticate identity and track attendance. After the meeting, a Zoom report will include a Registered Attendee list. The Membership Chair will also keep a manual list as physical backup.*
2. Eligible voters shall be limited to PCOs (elected during the August 4, 2020 Primary process plus those duly appointed since.)
  - A. Eligible voters will **not** be issued ballots. See Balloting procedures below
  - B. A simple majority, i.e. more than 50%, vote of eligible voters present and voting is necessary to approve any vote unless otherwise noted.
3. The meeting shall be called to order by the Chair.
4. The Chair shall review the Proposed Rules with the Body.
5. The Body shall vote to approve the meeting Rules.
6. Election of the new 21<sup>st</sup> LD Second-Vice-Chair (2VC) to fill the identified vacancy.
7. Continuation: The meeting may then continue with the rest of the Regular Agenda
8. Process for nominating and electing each position shall include the following:
  - A. Call for nominations.
  - B. Close nominations.
  - C. One-minute nomination speech for each candidate
    - i. Order of speeches is determined by order of nominations.
  - D. One-minute seconding speech for each candidate.
  - E. Speakers for any race may be members who are PCOs, candidates, or Democrats who are resident in the Legislative District.
9. Balloting Procedures:
  - A. When precinct committee officers vote for organizational officers (e.g., chair, vice chair, secretary, treasurer, state committee persons), they do not have to vote by



signed ballot provided that there is a mechanism to ensure the eligibility of those who cast ballots (e.g., a check-off list, sign-in-sheet, ballot receipts, *Zoom Poll report*). (WSD Charter, Article VII.G.2)

- B.** *Eligible Voters remain in the main meeting room and vote electronically, casting their ballot using Zoom Polls. (Non-eligible voters (guest or non-PCO members) are removed to the waiting room during voting. During the meeting, the tally result of the Poll is immediately shared to all everyone. After the meeting, a Zoom report will include a detail Ballot Poll showing count and individual person's vote. The Poll Reports serve as the audit trail. A count for each Poll will also be manually recorded by the Chair and by the Secretary.*
- C.** *Eligible Voters in attendance that for some reason (connectivity issues, for example) and therefore cannot access the Zoom Poll for electronic voting will be able to text their votes during the meeting to the Assistants. Two assistants phone numbers will be posted in the Chat window, or texted on request. In no case will a person that is not present on Zoom be allowed to vote by text or any other means. The final count will include the texted votes, if any. A record of all texted votes will be manually recorded on paper and screen shots. Any close votes, (off by one) a roll call will be recorded.*
- D.** *In a Zoom Meeting, due to a Zoom restriction, the HOST and CO-HOSTs are unable to cast their vote on the POLLS, so in order to capture their votes, they must text one of the Assistants in the same method already described in C, above.*
- E.** *The final vote count will include the POLL Vote + Texted Votes.*
- F.** *To audit the 21<sup>st</sup> LD vote tallies will include 4 resources:*

  - i.** *Zoom Reports – Available to the chair via the Zoom account owner*
  - ii.** *Texts messages on the Vice Chair mobile phones*
  - iii.** *Manual Report created during the meeting by the Assistants*
  - iv.** *Secretary minutes of the Meeting.*