



Broward County
Democratic Executive Committee
Bylaws

Adopted June 16, 2026

BYLAWS OF THE
BROWARD COUNTY DEMOCRATIC EXECUTIVE COMMITTEE

ARTICLE I
NAME AND TERRITORIAL LIMITS

1.1 This organization shall be known as the BROWARD COUNTY DEMOCRATIC EXECUTIVE COMMITTEE, hereinafter referred to as the "COUNTY COMMITTEE." The organization shall be governed by the laws of the State of Florida, and the Charter and Bylaws of the Florida Democratic Party as amended from time to time.

1.2 The COUNTY COMMITTEE shall encompass all voting precincts of Broward County.

1.3 These Bylaws, and any amendments thereto, shall contain no provisions in conflict with the Charter and Bylaws of the Florida Democratic Party or the Florida Statutes. The Charter and Bylaws of the Florida Democratic Party and the Florida Statutes shall prevail in the case of a conflict with these Bylaws and shall govern in all cases to which these Bylaws do not speak. All amendments thereto shall be filed with the State Chair and the Rules Committee Chair of the Florida Democratic Party within thirty (30) days following adoption.

1.4 Every officer of the DEC and leadership of the clubs will abide by IRS requirements for 527 organizations, as well as follow all applicable laws related to political entities including but not limited to financial reporting and disclosures.

ARTICLE II
PURPOSE

2.1 The purpose of the COUNTY COMMITTEE shall be to supplement the state and national organizations of the Democratic Party and to secure efficient, able, and honest national, state, county, and local government in

accordance with the principles of the Democratic Party. Further, the COUNTY COMMITTEE shall endeavor to maintain and foster the high ideals of the Democratic Party in a manner that promotes Democratic Party unity and countywide community interaction. Additionally, the COUNTY COMMITTEE shall work to:

2.1.1 Elect Democrats

2.1.2 Coordinate Florida Democratic Party affairs in Broward County

2.1.3 Recruit, coach, and mentor Democratic candidates to run for public office, and provide them with assistance

2.1.4 Encourage the organization of Democratic Clubs composed of Democrats registered to vote

2.1.5 Foster and cultivate the next generation of Democratic voters while increasing participation in the Democratic Party of registered Democrats, inclusive of all underrepresented communities

2.1.6 Promote the countywide election of COUNTY COMMITTEE members regardless of race, creed, color, gender, sexual orientation, age, national origin, religion, disability, or economic status, appointing additional members to achieve equitable representation of all persons, groups, and areas

2.1.7 Develop and promote Democratic positions regarding local, state, and national issues that affect the quality of life in Broward County.

ARTICLE III MEMBERSHIP

3.1 Membership in the COUNTY COMMITTEE shall include:

3.1.1 Elected members shall be those persons elected in accordance with state laws and the Charter and Bylaws of the Florida Democratic Party. The elected membership of the COUNTY COMMITTEE shall consist of registered Democrats from each precinct who reside in, are registered to vote in, and are elected from the precinct they are to represent. Elections shall be conducted using

the “Precinct System” established by the Bylaws of the Florida Democratic Party. Should the Democratic registration of any precinct total more than one thousand (1,000) as of January 1st of a year in which qualifying for election occurs, an additional one (1) man and one (1) woman are entitled to be elected to represent all such precincts. They shall be elected by a plurality vote on the First Primary Ballot of each presidential election year. Elected members shall take office on the first day of the month following each presidential general election and shall serve for a term of four (4) years. Once a person is elected in a precinct, even if that person should move out of that precinct and be appointed at-large or to fill a vacancy in the precinct into which he or she moved, for purposes of eligibility to seek office, such person shall be classified as an elected member for the duration of that term. If a vacancy does not exist in the precinct where the member moves, a special at-large status shall be created for that member not to be counted against the total number of appointed members available to the county. The State Chair, First Vice Chair, Vice Chairs, Secretary, and Treasurer of the Florida Democratic Party shall be exempt from the attendance requirements of the COUNTY COMMITTEE.

3.1.2 Members appointed by the Chair of the COUNTY COMMITTEE and approved by a majority vote of the membership of the COUNTY COMMITTEE present and voting. The number of appointed members may not exceed a number equal to ten percent (10%) of the total elected membership to which the COUNTY COMMITTEE is entitled. Such appointed members shall enjoy voting and other privileges of membership except the ability to hold office. Selection of appointed members shall be made in order to achieve political, economic or minority balance within the COUNTY COMMITTEE. Appointed members shall be registered Democrats residing in Broward County. Appointed members shall serve a one-year term commencing with the date of appointment, expiring immediately prior to the

commencement of the organizational meeting of the next committee.

3.1.3 In accordance with Sec. 103.091(6)(a), Fla. Statutes, The following persons shall be *Automatic Members* of the COUNTY COMMITTEE:

3.1.3.1 Democratic members of the Legislature who are residents of Broward County

3.1.3.2 County Democratic elected officials named by bylaw Provision

3.1.3.3 Presidents of duly chartered Democratic Clubs who reside in the county

3.1.3.4 Presidents of chartered local Democratic caucus chapters who reside in the county.

Automatic Members shall not be counted toward or included in the appointed membership quota. Automatic Members shall have full voting privileges but shall not serve as officers of the COUNTY COMMITTEE. Automatic Members are not required to meet attendance requirements and shall not be computed when determining a quorum.

3.1.4 *Special At-Large members* may be allowed during their terms of office by the COUNTY COMMITTEE for Broward elected officials from the municipal, county, or national Democratic Party level. Such position shall not be included in the COUNTY COMMITTEE's appointed membership quota. If the elected official is an elected member of the COUNTY COMMITTEE, a vacancy would be created in the district or precinct that he or she represents. Said vacancy shall be filled in accordance with these Bylaws. Special At-Large members shall be entitled to all of the privileges of an elected member; however, they shall not vote in the organizational meeting nor shall they serve as officers of the COUNTY COMMITTEE.

3.1.5 Those persons who were appointed to fill precinct vacancies

pursuant to ARTICLE IX set forth herein. Persons appointed to fill precinct vacancies must be registered Democrats residing within the precinct to which they are appointed.

3.2 A member's office shall be deemed vacant by such member's failure to attend, upon accumulating three (3) cumulative unexcused absences from regular or special meetings of the COUNTY COMMITTEE in any one (1) calendar year. An absence shall be deemed excused for the reason of illness, business, out-of-town travel, or other reasonable excuse, with prior notification to an officer of the COUNTY COMMITTEE.

3.3 In the event a member shall be removed from office, that member shall have the right to file a written appeal with the Florida Democratic Party (FDP) Judicial Council within thirty (30) days. The removal remains in effect during the appeal unless the Judicial Council orders otherwise.

ARTICLE IV

OFFICERS AND STATE COMMITTEE MEMBERS

4.1 The elected officers of the COUNTY COMMITTEE shall consist of:

4.1.1 Chair

4.1.2 First Vice Chair

4.1.3 Second Vice Chair

4.1.4 Recording Secretary

4.1.5 Corresponding Secretary

4.1.6 Treasurer

4.1.7 Such other officers as the Bylaws may provide

4.1.8 Lead State Committee Members

4.2 Only elected members of the COUNTY COMMITTEE shall be eligible to hold office. Excepting the term commencing in 1990, the election and the term of officers shall be four years, with the term expiring on December 1st or the succeeding organizational or regular meeting in each even-numbered year. Elected members of the COUNTY COMMITTEE shall take office on

the first day of the month following each presidential general election and shall serve for a term of four (4) years.

4.2.1 Organizational Meeting: An organizational meeting shall be called by the outgoing Chair within thirty (30) days after committee members take office. The order of business at the organizational meeting shall be:

- (1) Invocation
- (2) Pledge of Allegiance
- (3) Roll Call
- (4) Credentials Report
- (5) Election of Chair
- (6) Election of First Vice Chair
- (7) Election of Second Vice Chair
- (8) Election of Recording Secretary
- (9) Election of Corresponding Secretary
- (10) Election of Treasurer
- (11) Election of any Other Officers
- (12) Election of State Committee Members.

4.3 The Chair shall be the Chief Executive Officer of the COUNTY COMMITTEE and an ex-officio member of all standing committees and subcommittees. The Chair shall have the authority and duties implied by such title and express or implied by these Bylaws and the Charter and Bylaws of the Florida Democratic Party. No Party funds may be spent or obligated without written authorization from the Chair. The Chair and the Treasurer shall be jointly responsible for the proper expenditure of all COUNTY COMMITTEE funds for authorized purposes only.

4.3.1 No later than one month after taking office, the Chair shall obtain a bond in the amount of ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) payable to the COUNTY COMMITTEE, the cost of which shall be borne by the COUNTY COMMITTEE.

4.3.2 The Chair may deposit funds to the credit of the COUNTY COMMITTEE as may be necessary. Funds may be disbursed by bank draft or check drawn by the Chair. For purposes of these Bylaws, electronic transactions shall be treated the same as checks. The Chair shall appoint a certified public accountant, with the approval of the Steering Committee, to conduct said audit. Audit reports shall be maintained for a period of five (5) years. Copies of the same shall be distributed to members of the Steering Committee and the Florida Democratic Party within the time provided for filing the same with the Florida Department of State.

4.3.3 All records of the COUNTY COMMITTEE in the Chair's possession shall be delivered to his or her successor before the bond may be released.

4.3.4 The Chair shall appoint, with the approval of the Steering Committee:

4.3.4.1 Standing committees and subcommittees, their Chairs and Vice Chairs, except the Steering Committee, whose membership is set forth below.

4.3.4.2 One or more Parliamentarians from the membership, who shall be seated next to the Chair and shall advise the Chairs and other officers and members, upon their request.

4.3.4.3 One or more Sergeant(s)-at-Arms.

4.3.4.4 One or more Technical Support Advisor/s.

4.4 The First Vice Chair, who must be of the opposite sex as that of the Chair, shall perform the duties of the Chair in his or her absence or vacancy in the office, and shall perform all other duties assigned by the Chair. The First Vice Chair, however, when acting in the absence of the elected Chair, shall not change Standing Committee or subcommittee assignments, nor

make any At-Large appointments or Special At-Large appointments. Further, within one month after taking office, the First Vice Chair shall obtain a bond in the amount of TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00), the cost of which shall be borne by the COUNTY COMMITTEE, payable to the COUNTY COMMITTEE. All records of the COUNTY COMMITTEE in the First Vice Chair's possession shall be delivered to his or her successor before the bond may be released. In the event the Chair is absent, temporarily unable to perform duties, or the office becomes vacant, the powers and duties of the Chair shall be exercised on an acting basis in the following order of succession: (1) First Vice Chair; (2) Second Vice Chair; (3) Recording Secretary; (4) Corresponding Secretary; (5) Treasurer. An Acting Chair shall have all powers except for appointments.

4.5 The Second Vice Chair shall perform the duties of the Chair in the absence of the Chair and First Vice Chair, or in the case of the vacancies in both offices, and the Second Vice Chair shall perform all other duties assigned by the Chair. The Second Vice Chair, however, when acting in the absence of the elected Chair and/or the elected First Vice Chair, shall not change Standing Committee or subcommittee assignments, nor make any At-Large appointments or Special At-Large appointments. The Second Vice Chair shall be responsible for coordinating all Area Leaders and shall meet periodically with all Area Leaders and shall report to the Chair and the Steering Committee on such meetings.

4.6 The Recording Secretary shall keep accurate, complete, and permanent records and minutes of all of the proceedings of the COUNTY COMMITTEE and Steering Committee, receive and file all subcommittee reports and proxies, and shall perform such other duties as may be incidental to the office or as directed by the Chair, from time to time. The Recording Secretary shall deliver all records of the COUNTY COMMITTEE to his or her successor upon the end of the Recording Secretary's term. The permanent records, minutes, and policies of the COUNTY COMMITTEE shall be kept at the official headquarters of the COUNTY COMMITTEE.

The names and addresses of the members of the COUNTY COMMITTEE, as well as its officers, shall be furnished to the State Chair immediately after the organizational meeting. Changes in membership shall be furnished in writing to the State Chair within ten (10) days. A complete and updated membership list shall be sent to the State Chair by January 31 of each year. Minutes shall be kept of all meetings and shall be presented at the next meeting for approval. Copies of approved minutes shall be sent to the State Chair within twenty (20) days following the meeting at which they were approved.

4.7 The Corresponding Secretary shall have full responsibility for the preparation of outgoing correspondence and the receipt of incoming correspondence under the direction and authorization of the Chair. The Corresponding Secretary shall prepare all notices of meetings of the COUNTY COMMITTEE and such Standing Committees and subcommittees as the Chair or Steering Committee may direct. The Corresponding Secretary shall prepare and send copies of all meeting agendas to the members not less than ten (10) days prior to any scheduled general meeting. All notices of meetings to be sent to the members shall be approved by the Chair prior to their distribution.

4.8 The Treasurer shall have the responsibility of the collection and payment of all funds for the COUNTY COMMITTEE and shall report, at each regular meeting, the receipts, disbursements, and financial status of the COUNTY COMMITTEE. The responsibilities of the Treasurer include, but are not limited to, the signing of checks in conjunction with the Chair, for all expenditures approved by the membership, the maintenance of all disbursements, receipts, and general journals, payment of all salaries, including the withholding of all taxes required by law, and the reconciliation of all bank accounts on a monthly basis. The Treasurer shall provide an up-to-date financial report at each meeting of the COUNTY COMMITTEE.

4.8.1 The Treasurer shall prepare, file, and pay on a timely basis all federal, state, and local taxes that may be due, including but not

limited to, any payroll, unemployment, social security, or sales taxes. The Chair shall have the authority to assign any of the Treasurer's record keeping duties to a bookkeeper, accountant, Assistant Treasurer, or other competent individual. Within one (1) month after taking office, the Treasurer and Assistant Treasurer shall obtain a bond of TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) payable to the COUNTY COMMITTEE, the cost of which shall be borne by the COUNTY COMMITTEE. The Treasurer shall deliver to any successor, before release of the bond, all financial records of the COUNTY COMMITTEE.

4.9 The general membership shall elect two (2) Lead State Committee Members, of different genders, to serve as officers. The general membership shall elect State Committee Members in an amount set forth by the Florida Democratic Party according to its Charter and Bylaws, and whose responsibility shall be to represent the COUNTY COMMITTEE at all State Executive Committee meetings. Each State Committeeman and State Committeewoman shall serve a term of four (4) years. State Committee Members shall be equally divided between men and women (determined by gender self-identification), but where this is not practical, the variance shall not be greater than one (1). In the case of gender non-binary committee members, they shall not be counted as either male or female, and the remainder of the members shall be equally divided. All registered Democrats residing in Broward County shall be eligible to run for state committee member. The State Committee Members shall be elected no later than one week after the Organizational meeting in December.

4.10 It shall be the policy of the COUNTY COMMITTEE that its elected representatives on the State Executive Committee reflect the diversity among registered Democrats within Broward County, with minimum goals for racial and ethnic group representation approximately equal to each group's percentage of total registered Democrats in the county.

4.11 Vacancies in State Executive Committee membership shall be filled by election of the COUNTY COMMITTEE within thirty (30) days of creation. If

the COUNTY COMMITTEE fails to fill a vacancy within thirty (30) days, the State Chair may fill the vacancy by appointing a registered Democrat residing in Broward County.

4.12 All officers shall perform such other duties as may be assigned by the Chair and as provided by Florida Statutes, national and state Democratic Party rules, or as otherwise provided in these Bylaws.

4.13 The Chair shall be authorized to sign checks in conjunction with the Treasurer or the First Vice Chair. In the absence of either the Chair or the Treasurer, the First Vice Chair shall be authorized to co-sign checks for the COUNTY COMMITTEE. No Party funds may be spent or obligated without written authorization from the Chair of the COUNTY COMMITTEE. The Chair and Treasurer are jointly responsible for ensuring that funds are used only for proper Party purposes and that complete and accurate financial records and required reports are maintained.

4.14 Any officer of the COUNTY COMMITTEE seeking public office may take a leave of absence from such office commencing at the time of opening a campaign account for said public office and extending for the duration of the campaign. The vacancy created by such leave of absence shall be filled by the COUNTY COMMITTEE for the interim period in accordance with these Bylaws.

4.15 In the event of a vacancy in the office of Chair, a meeting shall be held within forty-five (45) days to elect a new Chair. Written notice of the meeting shall be provided to all members at least fifteen (15) days in advance. Notice of the vacancy shall be sent in writing, by certified mail or email, to the State Chair within ten (10) days of the vacancy. During the period from the time the Chair position is declared vacant until a new Chair is elected, no membership vacancies on the COUNTY COMMITTEE shall be filled. If a vacancy in the office of Chair is filled by a person of the same gender as the First Vice Chair, or vice versa, the requirement that they be of opposite genders shall be waived for the unexpired term.

4.16 In the event of a vacancy in any elected officer position other than Chair, a meeting to fill the vacancy shall be held within forty-five (45) days. Written notice of the meeting shall be provided to all members at least fifteen (15) days in advance. Notice of the vacancy shall be sent in writing, by certified mail or email, to the State Chair within ten (10) days of the vacancy.

4.17 All officers of the COUNTY COMMITTEE shall be required to deliver to their successors all records of the COUNTY COMMITTEE within their possession.

ARTICLE V FISCAL YEAR-AUDIT-BUDGET

5.1 The fiscal year of the COUNTY COMMITTEE shall be from January 1 through December 31.

5.2 In accordance with the requirements of the Florida Democratic Party, the books and records of the COUNTY COMMITTEE shall be subject to an annual audit at the close of the fiscal year. The audit shall be conducted by qualified examiners who shall not be members of the COUNTY COMMITTEE. Audits shall be conducted in substantial compliance with standard accounting procedures. A copy of the audit shall be submitted to the State Chair and to the Supervisor of Elections of Broward County prior to April 1 of the ensuing year.

5.3 The Chair shall prepare and submit to the Steering Committee and to the COUNTY COMMITTEE an annual budget estimate of expenditures and revenues. The budget may be reviewed and amended by the Steering Committee and then presented to the COUNTY COMMITTEE for approval. The annual budget shall be adopted by majority vote of the COUNTY COMMITTEE at a noticed meeting within the first sixty (60) days of each calendar year. The adopted budget shall be the only authorization to spend party funds. Budget amendments shall require a majority vote at a noticed meeting. No officer, committee, or agent may incur obligations not covered

by the adopted budget.

5.4 Party assessment fees to which the COUNTY COMMITTEE is entitled shall be administered in accordance with FDP Bylaws. If the DEC endorses, or intends to endorse, certify, screen, or otherwise recommend one or more candidates for nomination in a contested primary election they shall forfeit all party assessments and filing fees which would otherwise be returned to the COUNTY COMMITTEE.

ARTICLE VI

REMOVAL, REPRIMAND, GRIEVANCES, AND OTHER SANCTIONS OF MEMBERS AND OFFICERS

6.1 Any member or officer of the COUNTY COMMITTEE may be removed from office upon a two-thirds (2/3) vote of the entire membership at a regular or special meeting called for that purpose. For purposes of this section, "entire membership" means all members eligible to vote in that body as of the date the notice is issued. At least ten (10) days written notice must be provided before such a vote. The notice must state that a removal vote will be taken, identify the person and the office or position at issue, and briefly describe the reason(s) for removal. Such removal may be for cause, including but not limited to malfeasance, misfeasance, neglect of duty, incompetence, permanent inability to perform official duties, and/or conviction of a felony involving moral turpitude. The person subject to removal must be given a reasonable opportunity to respond before the vote. A person removed under this section may file a written appeal with the FDP Judicial Council within thirty (30) days. The removal remains in effect during the appeal unless the Judicial Council orders otherwise.

6.2 All members and officers of the COUNTY COMMITTEE shall be subject to the Code of Conduct and Grievance Policy of the Florida Democratic Party, as set forth in Articles IX and X of the Bylaws of the Florida Democratic Party and as amended from time to time. Disputes and grievances arising within the COUNTY COMMITTEE shall be resolved in accordance with those provisions. The COUNTY COMMITTEE shall

maintain primary jurisdiction over grievances arising within its membership and Democratic Clubs within the county, as outlined in Article X, Section 3 of the Bylaws of the Florida Democratic Party.

ARTICLE VII AREA LEADERS

7.1 The Chair, with the advice and consent of the majority of the elected officers, shall divide the County into not less than ten (10) Areas of contiguous precincts as compact as is practicable.

7.2 Area Leaders shall be elected for a term of two (2) years, by and from the COUNTY COMMITTEE members registered to vote in the respective Area. Election of the Area Leader shall be held at a COUNTY COMMITTEE meeting called by the Chair no later than February of each odd numbered year.

7.3 The Area Leader shall be responsible for calling meetings of the District Leaders, making reports to the Chair, and keeping minutes of all meetings. The Area Leader shall be accountable for such other duties and responsibilities as the Chair may direct from time to time, and shall carry out his/her duties in accordance with the Area Leader guidelines established by the Steering Committee. The Area Leader shall have primary responsibility for voter registration, education, and Get-Out-The-Vote (GOTV) programs in his or her Area.

7.4 Area Leaders shall divide their Area into Districts with the advice and consent of the Second Vice Chair of the COUNTY COMMITTEE. Area Leaders shall designate a District Leader who is a member of the COUNTY COMMITTEE no later than April of each odd numbered year. The District Leader shall be responsible for calling all meetings of the District, for the making of reports and minutes, and shall be accountable for such duties and responsibilities to the Area Leader. The District Leader shall also be responsible for such other duties and responsibilities as the Chair may

assign from time to time. The District Leaders serve at the discretion of the Area Leader.

7.5 A Petition bearing the signatures of ten (10%) percent COUNTY COMMITTEE members of their Area may request the removal, for cause, of an Area Leader. The Petition shall be submitted to the Steering Committee. The Area Leader may be removed by majority vote of the members of the COUNTY COMMITTEE from that Area present and voting at a meeting called for that purpose by the County Chair.

ARTICLE VIII

STANDING COMMITTEES AND SUBCOMMITTEES

8.1 Steering Committee: The Steering Committee shall be comprised of the Chair, First Vice Chair, Second Vice Chair, Corresponding Secretary, Recording Secretary, Treasurer, Chair of the C.O.L.A. Committee, Chair of the Diversity and Inclusion Committee, Chair of the Communications Committee, a representative appointed by the County chair from the Democratic Women's Clubs in Broward County, the President of the Council of Presidents of Democratic Clubs and Caucuses of Broward County, and the Lead State Committee Members. Each Broward County resident who serves on the Democratic National Committee shall serve on the Steering Committee, except that this provision shall not apply to a person who already holds a position on the Steering Committee. Additionally, the Area Leaders shall serve on the Steering Committee. Each member shall have one vote on the Steering Committee.

8.1.1 A quorum shall consist of at least 25% of the members.

8.1.2 The Steering Committee is empowered to transact the business of the COUNTY COMMITTEE between its regular and special meetings. The Steering Committee may take actions on behalf of the Party only to the extent those actions are not inconsistent with applicable law, the Charter and Bylaws of the Florida Democratic

Party, and these Bylaws and adopted policies.

8.1.3 Minutes of the Steering Committee meetings or a summary thereof shall be read at the next regular meeting of the COUNTY COMMITTEE.

8.1.4 Meetings of the Steering Committee shall be called by the Recording Secretary or the Corresponding Secretary upon request of the Chair or a majority of its members. Meetings may be held at any place in the County including virtually. The Corresponding Secretary shall notify the members of the Steering Committee of the time and place of the meetings.

8.2 Standing Committees shall be the Steering Committee, Certification Committee, Finance Committee, Education Committee, Campaign Committee, Screening Committee, Platform Committee, Legislative Committee, Labor (COLA) Committee, Legal Committee, Bylaws Review Committee, Diversity and Inclusion Committee, and the Communications Committee.

8.3 The Chair, Vice Chair and members of the Standing Committees (except the Steering Committee) shall be appointed by the COUNTY COMMITTEE Chair, with the consent of a majority of the Steering Committee.

8.4 A quorum at a Standing Committee shall consist of at least thirty (25%) percent of the members of such Standing Committee.

8.5 The Standing Committees shall have the following duties and responsibilities:

8.5.1 The Certification Committee shall be composed of the County Chair and the Lead State Committee Members. If one person holds two of those positions, the Vice Chair shall substitute. With at least two (2) members signing, a recommendation to approve or reject a

club charter application shall be submitted to the full COUNTY COMMITTEE for ratification. In July of every odd-numbered year, Democratic clubs shall submit an application for a Certificate of Compliance. If a club is determined to be in violation, it shall be notified and shall have sixty (60) days to correct the violation(s). Upon dissolution of a club for any reason, the club's assets and funds, after all debts have been satisfied, shall become the property of the COUNTY COMMITTEE.

8.5.2 The Finance Committee shall plan and coordinate all fundraising and report regularly to the Steering Committee. Within forty-five (45) days after the completion of each fundraising operation, the Chair of the Finance Committee shall submit to the Steering Committee an accounting of the fundraising operation, summarizing all receipts and disbursements, actual and accrued, and shall set forth a net figure of profit or loss.

8.5.3 The Education Committee shall devise and conduct educational programs concerning the duties of the members of the COUNTY COMMITTEE.

8.5.4 The Campaign Committee shall establish and staff the campaign headquarters of the COUNTY COMMITTEE and assist Democratic candidates for public office. This committee shall include all Area Leaders and the Second Vice Chair.

8.5.5 The Screening Committee shall investigate each applicant for election to fill a vacancy of the COUNTY COMMITTEE, except At-Large and Special At-Large appointees, and report thereon to the COUNTY COMMITTEE, and recommend election or rejection of an applicant. This committee shall inquire into absences of COUNTY COMMITTEE members and make recommendations to the COUNTY COMMITTEE as to whether those absences shall be excused.

8.5.6 The Platform Committee shall prepare recommendations on

issues which, upon adoption, will be incorporated into the COUNTY COMMITTEE's platform.

8.5.7 The Legislative Committee, which shall consist of no less than ten (10) persons and at least three (3) members of the State House of Representatives or the State Senate, shall keep the COUNTY COMMITTEE advised of pending legislation, as well as proposed and recommended legislation vital to the interests of the citizens of Broward County.

8.5.8 The Labor Committee (C.O.L.A.) shall consist of lay persons and representatives of various labor unions. The duties of the committee shall be to propose and advise the COUNTY COMMITTEE on all matters pertinent to labor unions and the working people.

8.5.9 The Legal Committee shall consist of three (3) or more members of the Florida Bar and non-legal professionals whose function it will be to advise and make recommendations to the Steering Committee and the membership of the COUNTY COMMITTEE on all legal matters.

8.5.10 The Bylaws Review Committee shall consist of members of the COUNTY COMMITTEE whose function it shall be to review all proposals for By-Law changes and to make recommendations, in writing, to the Steering Committee and to the COUNTY COMMITTEE.

8.5.11 The Diversity and Inclusion Committee (formerly Affirmative Action Committee) shall be responsible for implementing the diversity and inclusion policies of the Democratic National Committee and the Florida Democratic Party. The Committee shall submit an updated report by April 1 of the year after each gubernatorial election delineating the current demographic composition of the COUNTY COMMITTEE and state committee members. The Committee shall adopt and implement by June 1 a

diversity outreach and inclusion program with specific goals and timetables.

8.5.12 The Communications Committee shall devise and publish content for social media, the COUNTY COMMITTEE website, and other communications outlets in conjunction with the Corresponding Secretary and with the advice and consent of the Chair.

8.6 The Chair shall have the right to establish such other temporary or special committees or subcommittees as are deemed necessary, from time to time.

8.7 Unless otherwise specified, each Standing Committee or subcommittee shall be composed of a Chair and not less than six (6) members.

8.8 Membership on the COUNTY COMMITTEE shall not be a prerequisite to serving on any committee except the Steering Committee and Screening Committee.

8.9 All appointed members of any committee shall serve at the pleasure of the Chair of the COUNTY COMMITTEE, with the consent of a majority of the Steering Committee.

8.10 The procedure for processing resolutions originating in the Standing Committees shall be as follows: Standing Committees shall submit proposed resolutions to the Steering Committee. The Steering Committee shall present each such resolution to the COUNTY COMMITTEE accompanied by its recommendation.

ARTICLE IX VACANCIES

9.1 Vacancies on the COUNTY COMMITTEE shall be filled within sixty (60) days in accordance with Florida Statutes by an action of the COUNTY COMMITTEE at a regular or special meeting. After a vacancy has existed

for sixty (60) days, it may be filled by the State Chair. Those persons appointed or elected to fill precinct vacancies must be registered Democrats residing within the precinct that they are appointed to represent.

9.2 In the event of a vacancy in an elected office of the COUNTY COMMITTEE, the Chair, with the consent of the majority of the Steering Committee, may appoint acting officers until a successor is elected by the COUNTY COMMITTEE. A successor shall be elected by the COUNTY COMMITTEE at a regular or special meeting to be held within forty-five (45) days of the occurrence of the vacancy, and upon not less than fifteen (15) days written notice of such vacancy and proposed election being furnished to all members. Notice of any vacancy in an elected officer position shall be sent in writing (by certified mail or email) to the State Chair within ten (10) days of said vacancy.

9.3 No membership vacancies on the COUNTY COMMITTEE shall be filled during the period from the time the Chair position is declared vacant until the election of a new Chair.

9.4 In the case of a vacancy in the Office of Chair, the First Vice Chair, or the Second Vice Chair, or the Recording Secretary, or the Corresponding Secretary, or the Treasurer, in that order, acting as Chair shall call a meeting within forty-five (45) days to elect a new Chair, upon written notice to members of at least fifteen (15) days. During the period from the time the Chair position is declared vacant until a new Chair is elected, no membership vacancies on the COUNTY COMMITTEE shall be filled.

ARTICLE X VOTING

10.1 The Chair or presiding officer must declare the results of all votes before proceeding with any other order of business, except that routine business may be conducted when written ballots are being tallied. Voting shall be one (1) vote for each member. No vote shall be taken by secret

ballot on any matter before the COUNTY COMMITTEE. Voting may take place in person, virtually, or by proxy.

10.2 Any member who, for any reason, is unable to attend any meeting of the COUNTY COMMITTEE may execute a written or electronic proxy in a form prescribed by the Florida Democratic Party. An elected member shall designate another Committee member or a registered Democrat residing in the same precinct. An automatic or appointed member shall designate a registered Democrat residing in Broward County. For a proxy to be honored, the holder shall submit a written notice to the Chair prior to the meeting. No person shall hold more than one (1) proxy. Any proxy that is incomplete shall be returned to the member who issued it. The member shall be notified immediately by phone or electronically. Proxies shall not be considered in the fulfillment of any attendance requirement. Proxies shall be in substantially the same form as prescribed by the Florida Democratic Party.

ARTICLE XI FUNDRAISING FUNCTIONS

11.1 The Chair, with the assistance of the Steering Committee, must conduct fundraising programs, including, but not limited to, the annual Obama Roosevelt Legacy Dinner.

11.2 In order to avoid a conflict between any fundraising events, the dates and times of all fundraising events, including events scheduled by chartered Clubs and Activity Groups, must be approved by the Steering Committee.

ARTICLE XII CHARTERED DEMOCRATIC CLUB REQUIREMENTS

12.1 Annual Party Contribution. In January of each year, every Democratic club chartered, under the rules of the COUNTY COMMITTEE, shall pay an annual contribution based on membership as of December 31st of the previous year in accordance with the schedule outlined in Article VI,

Section 2.5 of the Bylaws of the Florida Democratic Party, at the following rate:

O to 50 Members:	\$ 25.00
51 to 100 Members:	\$ 50.00
101 to 300 Members:	\$ 75.00
301 to 500 Members:	\$100.00
501 to 750 Members:	\$150.00
751 to 1,000 Members:	\$250.00
Over 1,000 Members:	\$500.00

Eighty (80%) percent of the contribution shall remain with the COUNTY COMMITTEE, and twenty (20%) percent of the contribution shall be remitted to the Florida Democratic Party no later than April 1st of each year.

12.2 All Democratic clubs chartered through the COUNTY COMMITTEE must remit 20% of their bank accounts as of April 1 of each year to the COUNTY COMMITTEE by no later than April 15th of the same year. A bank statement showing the balance on April 1 of that year must accompany the remittance.

12.3 All Democratic clubs chartered through the COUNTY COMMITTEE must, at a minimum, follow the standard Bylaws approved by the Florida Democratic Party and meet the requirements of Article VI of the Bylaws of the Florida Democratic Party.

12.4 All application forms shall be completed as required by State and local Bylaws.

12.5 Membership shall be twenty-five (25) or more. A minimum of seventy-five (75%) percent of said membership shall not be affiliated with or have been affiliated with any other Broward County Democratic Club at least one (1) year prior to the date application is submitted.

12.6 Upon recertification of charter, all Democratic clubs shall show evidence of good faith and efforts to recruit new members. Recertification will not occur if the membership does not meet the twenty-five (25) member requirement. Democratic clubs shall submit an application for a Certificate of Compliance in July of every odd-numbered year. If a club is found in violation of charter requirements, it shall have sixty (60) days from receipt of notification to correct the violations.

12.7 There shall be no geographic limits imposed on the membership or on the number of chartered clubs in any geographic area. However, clubs that are in the same COUNTY COMMITTEE Area shall not have identical meeting dates.

12.8 Officers and board members of a Democratic club applying for a charter shall not be officers or board members of any other Broward County Democratic Club at the time the charter application is submitted or for a period of six months after charter ratification.

ARTICLE XIII AMENDMENT TO BYLAWS

13.1 The Bylaws may be amended by a two-thirds (2/3) vote of the members of the COUNTY COMMITTEE present and voting at any meeting, provided that the recommendation for a change, deletion or addition has been submitted in writing to the Chair of the Bylaws Committee or Steering Committee, who shall, within sixty (60) days after receipts, present same to the general membership with the Steering Committee's recommendation.

13.2 At least fourteen (14) days written notice shall be given to the membership prior to a meeting in which a proposed change will be voted upon. Such notice shall set forth the specific change(s) to be voted upon.

ARTICLE XIV RULES OF PROCEDURE

14.1 Robert's Rules of Order are hereby adopted for the conduct of business at meetings of the COUNTY COMMITTEE, except when they are in conflict with Florida Statutes, the Rules and Bylaws of the State Executive Committee, or the Bylaws of the COUNTY COMMITTEE.

14.2 All in-person meetings of the COUNTY COMMITTEE shall be held in facilities that are accessible to the physically disabled.

ARTICLE XV MEETINGS AND NOTICES

15.1 Regular meetings of the COUNTY COMMITTEE shall be noticed by at least ten (10) days prior written notification to the members.

15.2 The COUNTY COMMITTEE shall meet at least once every calendar quarter, with each quarter beginning in January.

15.3 Special meetings shall be held at the call of the Chair, with at least five (5) days written notice, or by at least thirty (30%) percent of the total voting membership, exclusive of Automatic members, of the COUNTY COMMITTEE declaring a clear purpose in writing. Any petition for a special meeting shall be submitted to the Chair, after which a meeting shall be called within twenty (20) days, upon at least fourteen (14) days prior written notice to the members. A petition shall be considered valid if submitted in writing, whether by wet signature, email, or digital signature. Business at such a meeting shall be limited to the purpose(s) stated in the petition.

15.4 Regular meetings are the primary forum in which the COUNTY COMMITTEE conducts its ongoing work; any business within the authority of the COUNTY COMMITTEE may be transacted at a General meeting.

15.5 A quorum for regular and special meetings of the COUNTY COMMITTEE shall be twenty-five percent (25%) of the total membership, excluding Automatic Members.

15.6 Meetings may be conducted in-person, virtually, or in a hybrid format, provided that any virtual or hybrid meeting is conducted in accordance with policies adopted by the COUNTY COMMITTEE that ensure reasonable notice, member access, the ability to be heard and participate, and reliable vote counting.

15.7 The order of business at any regular meeting of the COUNTY COMMITTEE shall be as follows:

- Invocation (non-religious)
- Pledge of Allegiance
- Officer Reports
- Reading of Minutes of previous Membership Meeting
- Steering Committee meeting report
- Committee Reports
- Unfinished Business
- New Business
- For the Good of the Party
- Adjournment

15.8 Where possible, items to be brought before the membership shall be sent to the COUNTY COMMITTEE Headquarters at least fourteen (14) days prior to the meeting at which it is to be considered.

15.9 The agenda, as set forth in Paragraph 15.7 above, may be modified by the Chair or by a motion carried by a majority of the members present and voting.

15.10 A special program may be held at any time at the Chair's discretion. The Chair may waive the above agenda format for special programs.

15.11 If the COUNTY COMMITTEE fails to hold a General or Special meeting with quorum for six (6) consecutive calendar months, the State Chair may direct the Congressional District Chair(s) and/or Vice Chair(s) to convene a reorganization meeting, with at least fourteen (14) days written notice to all members.

ARTICLE XVI LOYALTY OATH

All members of the COUNTY COMMITTEE shall execute by written oath or affirmation the loyalty oath in the form included in the Bylaws of the Florida Democratic Party before taking office.

ARTICLE XVII ENDORSEMENT

No endorsement shall be made prior to the close of the period of candidate qualifying. The COUNTY COMMITTEE shall meet the following requirements prior to being eligible to endorse in partisan primary races where candidates are seeking the party's nomination: (a) Eighty percent (80%) of all precinct committee positions shall be filled; (b) The COUNTY COMMITTEE shall have held at least four (4) meetings at which a quorum was present during the previous twelve (12) month period; and (c) Two-thirds (2/3) of the total membership of the COUNTY COMMITTEE, exclusive of its automatic members, shall vote in favor of endorsement. Two-thirds (2/3) of the total membership of the COUNTY COMMITTEE, exclusive of its automatic members, shall vote in favor of endorsing a candidate in a given race. Endorsements by the COUNTY COMMITTEE shall be limited to those races in which the COUNTY COMMITTEE'S assessment fees apply (i.e., county and municipal races) or to non-partisan races in which registered Democrats are running in accordance with Article I, Section 3 of the Florida Democratic Party Bylaws.