

SPECIAL RULES

ANNUAL CONVENTION OF THE Catawba County DEMOCRATIC PARTY

APRIL 10, 2021

RULE 1. Chair. The Catawba County Democratic Party (CCDP) Chair (Chair) shall have general direction of the meeting and shall be authorized to take such action as necessary to maintain order. The Chair, with the guidance of the appointed Parliamentarian, shall decide all questions of order, subject to an appeal by any delegate. Order of priority of Rules shall be (1) the North Carolina Democratic Party Plan of Organization, (2) the Rules of the Day adopted by the delegates of the Convention, and (3) Robert's Rules of Order (11th Edition). Courteous respect for one another will be the standing order of the day.

RULE 2. Special rules for Zoom meeting. Attendees are asked to set their Zoom name to their full name so that all attendees can see others' full names. Attendees should try to remember to mute themselves at all times unless they are speaking or participating in a voice vote. Two delegates can share a device; please indicate both names in the Zoom setting and/or mention it in Chat. CCDP officers will monitor the Chat. Questions or comments can be entered into the chat for either the entire group or specific people. The CCDP telephone number 828-322-5100 will be staffed.

RULE 2A. Special balloting method for votes during Zoom meeting – applies to election of CCDP Officers, State Executive Committee members, and Congressional District Executive Committee members. If a ballot vote is necessary for a contested election, a Google Form will be set up with all nominees/options. A link to the Google Form will be placed into Zoom Chat. Delegates may click the link and enter their votes. Delegates who cannot access the Google Form may call 828-322-5100 to vote by phone. Votes will be entered into a spreadsheet, by precinct, which will weigh the votes in accordance with Section 5.02 of the Plan of Organization. If one person is to be elected, the election shall be conducted by Majority Vote in accordance with the weighted vote requirements in Section 5.02 of the Plan of Organization, and Majority Vote Section 10.04 of the Plan of Organization. With a Majority Vote, if no one receives 50% of the vote, the nominee with the fewest votes is removed from the ballot and a new Google Form will be set up for another round of voting. This process will be repeated until someone does receive 50% of the vote. If more than one person is to be elected, the election shall be conducted by Plurality Vote in accordance with the weighted vote requirements in Section 5.02 of the Plan of Organization, and option for a plurality vote for state executive committee members as allowed in section 12.04 of the Plan of Organization.

RULE 3. Obtaining Recognition. When any delegate wants to speak, the delegate shall indicate so to the Chair electronically by using the "Raise Hand" feature on Zoom. The Chair shall inquire of the delegate the purpose for which the delegate seeks recognition. If the delegate's purpose in seeking recognition is in order, the Chair will recognize the delegate, and the delegate shall state their name and precinct name or number.

RULE 4. Limitations on Speaking and Debate. All members will be muted until recognized by the Chair. No member shall speak in debate more than once on the same motion. Debate on a motion is limited to two (2) minutes per person. The Chair will attempt to alternate between members in favor or opposed to a motion. A "Point of Order" should be made only if the Rules of the Day, Party Plan of Organization, or Robert's Rules of Order are being violated by the Chair or another member. A "Question or Point of Personal Privilege" should be made only if it concerns the rights of the assembly or the individual's ability to hear, participate, etc. and is urgent in nature. Neither "Point of Order" or "Question or Point of Personal Privilege" shall be used to debate a matter that is before the body.

RULE 5. Credentialed Voting. Credentialed delegates are those whose names appear on the official delegates' list submitted by the precincts. The 2021 Catawba County Convention is a Zoom meeting. Delegates in attendance will be noted by the CCDP officers and their designated assistants who will monitor the attendees and chat sections of Zoom. Delegates may participate in the Zoom meeting via computer, tablet, smartphone app, or phone-in. The Chair may take voice votes, votes by Zoom hand raise, votes by Zoom polls, or give instructions for voting via a Google Form.

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RULE 6. *Quorum.* A quorum shall exist any time there is at least one credentialed delegate present from fifty (50) percent plus one of the organized precincts in the County, per section 5.03 of the Plan of Organization. As of March 27, 2021, Catawba County has twenty-five (25) organized precincts or precinct clusters, each of which has elected at least one delegate to the 2021 Catawba County Convention. Therefore, a quorum exists if there are delegates present from at least thirteen (13) of the organized precincts. If the presence of a quorum is questioned, the Party Secretary, and/or assistants shall call the roll of precincts to determine if a quorum exists. Once a quorum has been established, no further quorum call needs be recognized for one (1) hour. If a quorum exists when the body begins debate on a subject, it is presumed to exist until that item is completed.

RULE 7 *Nominations for CCDP Officers.* Nominations for office shall be conducted by a nomination committee or taken from the body with nominating speeches limited to one (1) minute. Nominations do not require a second. In response to the nomination, each candidate may have up to two (2) minutes to respond to the nomination. Only nominations for Chair, Vice Chairs, Secretary, and Treasurer made in accordance with section 2.03 of the Plan of Organization shall be in order.

RULE 7a. *Election of CCDP Officers.* If only one nomination has been made for an office, a motion to elect by acclamation is allowed. If two or more nominations have been made for an office, the election shall be conducted by Majority Vote in accordance with the weighted vote requirements in Section 5.02 of the Plan of Organization, and Majority Vote Section 10.04 of the Plan of Organization.

RULE 8. *Nominations for State Executive Committee Members.* Only nominations for State Executive Committee members made in accordance with section 4.01 of the Plan of Organization shall be in order. Catawba County has been advised by North Carolina Democratic Party that our county is entitled to **five (5) members including the Chair**. The four members other than the Chair to be elected at this convention, and they are to be two men and two women. Nominating speeches are limited to one (1) minute and do not require a second. In response to the nomination, each candidate may have up to two (2) minutes to respond to the nomination.

RULE 8a. *Elections for State Executive Committee Members.* If only two men or two women have been nominated, a motion to elect by acclamation will be allowed. If three or more men, or three or more women, have been nominated, the election shall be conducted by Plurality Vote in accordance with the weighted vote requirements in Section 5.02 of the Plan of Organization, and option for a plurality vote for state executive committee members as allowed in section 12.04 of the Plan of Organization. Google Form(s) will be set up with all nominees listed. Ballots with more than 2 choices checked will not be counted.

RULE 9. *Nominations for Congressional District Executive Committee Members - Split Counties Only.* (Catawba County is a split county, in two congressional districts.) Only nominations for Congressional District Executive Committee members made in accordance with section 3.07 of the Plan of Organization shall be in order. Nominating speeches shall be limited to one (1) minute and do not require a second. In response to the nomination, each candidate may have up to two (2) minutes to respond to the nomination. Per Section 3.07 of the Plan of Organization, the County Chair and First Vice Chair shall represent the county on the district executive committee in the district in which they reside. Catawba County is entitled to two (2) representatives on each congressional district committee. In Catawba County, the current Chair resides in the 5th Congressional District and the proposed First Vice Chair resides in the 10th Congressional District. Therefore, on April 10, we may be electing one representative for the 5th congressional district, to represent CCDP along with the CCDP Chair; and one representative for the 10th congressional district, to represent CCDP along with its First Vice Chair.

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RULE 9a. *Elections for Congressional District Executive Committee Members.* For each congressional district, if only one nomination has been made, a motion to elect by acclamation will be allowed. If two or more nominations have been made for an office, the election shall be conducted by Majority Vote in accordance with the weighted vote requirements in Section 5.02 of the Plan of Organization, and Majority Vote Section 12.04 of the Plan of Organization. A Google Form will be set up with all nominees listed. Each county convention delegates may vote for the representative in the congressional district in which they reside.

RULE 10. *Nominations and Election of Congressional District Convention Delegates.* Catawba County is entitled to elect **eighty-one (81)** delegates to the **10th** Congressional District Convention, and **thirteen (13)** delegates to the **5th** Congressional District Convention. All delegates attending the April 10 convention will automatically be forwarded as delegates to their appropriate district convention (5th or 10th). If, for either district, more nominations are made than the entitled number, the Chair will ask if anyone would like to withdraw their name.

RULE 11. *Tellers.* The Chair has appointed a team of Tellers to collect and count the votes. Delegates will vote via Google Form or Telephone, per Rule 2A. The tellers will enter the votes will be entered into a spreadsheet by precinct, which will weigh the votes per Section 5.02 of the Plan of Organization. Because we are having a virtual convention via Zoom, observers will not be possible. Votes will be entered into a spreadsheet, by Precinct, and weighted to the precinct's allotted strength. Upon request, a copy of the spreadsheet will be sent via email to anyone who appeared on a ballot.