

BYLAWS

Seminole County Democratic Executive Committee

We, the Democrats of Seminole County, Florida, united in common purpose; hereby dedicate ourselves to the principles which have historically sustained our nation's Democratic Party. We recognize that a political party that wishes to lead must listen to those it would lead, that a party which asks for the people's trust must prove that it trusts the people, and that a party which hopes to call forth the best the state and nation can achieve must embody the best of the state's and nation's heritage and traditions.

The Florida Democratic Party, at all levels, shall encourage voter registration without discrimination on grounds of race, color, creed, sex, age, national origin, disability, sexual orientation, military status, gender identity or expression, marital status, or any other characteristic covered by law.

What we seek for our state and nation we hope for all people: individual freedom in the framework of a just society; political freedom in the framework of meaningful participation by all citizens.

ARTICLE ONE: NAME, POLICY AND POWERS

Section 1. Name: The name of this organization shall be the Seminole County Democratic Executive Committee (SCDEC). The organization may also be referred to as the Seminole County Democratic Party, the Democratic Party of Seminole County, the Democratic Executive Committee (DEC), the County Committee, and SemDems.

Section 2. Policy: The purpose of this organization shall be to further the interests of the Democratic Party as a political body and to perform such other functions and duties as may be prescribed by the FDP charter and bylaws.

Section 3. Powers: The SCDEC, except as otherwise provided by law or Florida Democratic Party rules, has supervisory power and jurisdiction over Democratic Party affairs in Seminole County, Florida, including DEC officers, committees, and chartered clubs. The SCDEC shall comply with all applicable Florida Statutes governing political party executive committees, including, without limitation, Fla. Stat. §103.091 and Fla. Stat. §103.141.

Section 4. Diversity Outreach and Inclusion: To encourage full participation by all Democrats, with particular concern for groups historically under-represented in

the Democratic Party's affairs, the County Committee shall develop and implement diversity outreach and inclusion programs based on the registered Democrats in the county, including recruitment, education, and training, to achieve full participation and diversity by such groups in its Committee and among its state committee members. Such programs shall include specific goals for groups not limited to Blacks, Hispanics, Native Americans, Asian Americans, and Pacific Islanders, as well as members of the LGBTQ+ community, people with disabilities, youth, and veterans. While goals should be used to achieve diversity outreach and inclusion, in no event may such participation be accomplished directly or indirectly by the use or imposition of quotas.

Section 5. Candidate Endorsements:

1.1 Timing Restriction: No endorsement shall be made prior to the close of the period of candidate qualifying.

1.2 Eligibility Requirements: The SCDEC shall meet the following requirements prior to being eligible to endorse in partisan races: (a) eighty percent (80%) of all precinct committee positions, shall be filled; (b) the 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 SCDEC, exclusive of its automatic members, shall vote in favor of endorsement.

1.3 Scope of Endorsement: Endorsements by the County Committee shall be limited to those races in which the Committee's assessment applies or to non-partisan races in which registered Democrats are running.

Section 6. Code of Conduct & Grievance Policy: 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.

ARTICLE TWO: MEMBERSHIP

Section 1. Elected Members:

1.1 Eligibility: The SCDEC shall be composed of Members who shall be elected from each precinct within Seminole County. Each precinct shall be represented on the SCDEC by two Elected Members, one man and one woman, except as provided by Article V of the "Charter of the Florida Democratic Party". Each elected Member shall reside in the precinct from which they were elected, and if, during their term of office, they move from the precinct, a vacancy shall be declared to exist in such precinct.

Once a person is elected in a precinct, even if that person should move out

of that precinct and be appointed an At-Large Member, or to fill a vacancy in the precinct into which they moved, for the purposes of eligibility to seek office, such person shall be classified as an Elected Member for the duration of their term. A Member may be referred to as an Elected Member, Precinct Captain, Precinct Committeeman, or Precinct Committeewoman.

1.2 Responsibilities: It shall be the duty of each Elected Member of the SCDEC to keep oneself advised of the needs of the precinct that they represent and to do everything possible to further the policies and influence of the Democratic Party.

Each Elected Member is expected to make contact with all registered Democrats in their precinct at least once every calendar year. Contact may be made by mail, phone, canvassing, and social media.

Each Elected Member shall be obligated to serve on at least one SCDEC committee, club, or local campaign each calendar year. Failure to fulfill these responsibilities may result in removal from office as outlined in Section 9.1.

1.3 Terms of Office: Elected Members of the SCDEC 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.

1.4 Elected Office: If an Elected Member of the SCDEC commences to hold elective office in the Federal, State, County, or Municipal government in Seminole County, a vacancy shall be declared in that precinct, and such Member shall continue to hold membership in the SCDEC as an Automatic Member.

1.5 Optional Precinct System: In a county consisting of fewer than two hundred (200) precincts, the elected membership of the county Democratic Executive Committee shall consist of a man and a woman from each precinct who are registered Democrats, and who reside in, are registered to vote in, and are elected from the precinct they are to represent. Should the voter registration of any precinct total more than one thousand (1,000) as of January 1 of a year in which qualifying for election to county Democratic Executive Committee occurs, the county Democratic Executive Committee may, upon immediate notification to the Supervisor of Elections of that county by certified mail, and upon immediate notification to the State Chair by certified mail, elect an additional one (1) man and one (1) woman to represent all such precincts. They shall be elected by a plurality vote on the first primary ballot of each Presidential election year. At any time a precinct totals one thousand (1,000) or more registered voters or when new precincts are created, additional county Democratic Executive Committee

positions may be created. Such positions shall be filled by the county Democratic Executive Committee according to its procedures for filling vacancies.

Section 2. Appointed (“At-Large”) Members:

2.1 Eligibility: The SCDEC, in addition to the Elected Membership herein provided, may include ten percent (10%) of the total elected Members as At-Large Members. These At-Large Members will be appointed by the Chair of the SCDEC and approved by a majority vote of the Membership of the SCDEC present and voting. Such At-Large Members shall be registered Democrats residing in the county and shall serve At-Large, enjoying the voting responsibilities and other privileges of Membership with the exceptions that they shall not serve as Officers. The selection of the At-Large Members shall be made in such a manner to reflect political, minority, economic, or other necessary representation within the SCDEC.

2.2 Terms of Office: The term of office for appointed members shall be one (1) year commencing with the date of appointment; however, such term shall expire immediately before the commencement of the organizational meeting of the next County Committee. Appointed members may be reappointed.

2.3 Special At-Large Status: At any time after the election of officers, the County Committee may allow, at the request of a Democratic Party elected official from the county, state, or national Democratic Party level, a special at-large status for that person. Such positions shall not be included in the 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.

Section 3. Associate Members:

3.1 Eligibility: If no vacancies exist in a precinct already represented by an elected man and/or woman, other interested Democrats from that precinct may be eligible for Associate Membership. Additionally, if an Elected Member **and/or any registered Seminole County Democrat** is unable to actively and regularly participate in all SCDEC activities due to reasons of poor health or extensive family, school, or career responsibilities, they may also be considered for Associate Membership. Associate Members are appointed by the Chair of the SCDEC and approved by a majority vote of the Membership of the SCDEC present and voting. Such Associate Members shall be registered Democrats residing in the county and precinct from which they were appointed. They neither vote nor serve as Officers of the SCDEC and shall be exempt from the attendance requirements set forth in these By-Laws.

3.2 Terms of Office: Terms of Office for Associate Members shall expire on December 31st of each calendar year; except, however, it shall expire immediately prior to the commencement of the organizational meeting

following each presidential general election, whichever is sooner.

Section 4. Automatic Members:

4.1 Eligibility: Automatic Members shall be defined as those who are Members by virtue of Florida Statutes, Democrats who hold elective office in the Federal, State, County or Municipal government in Seminole County, and those who are Members by virtue of county Democratic Executive Committee Bylaws provision, naming presidents of duly chartered Democratic Clubs or presidents of chartered local Democratic caucuses whose chapters reside in Seminole County. Automatic Members of the SCDEC shall have full rights, privileges, and responsibilities of Membership with the exceptions that such Members shall not serve as Officers of the SCDEC, shall not be counted as Members for determining a quorum, and shall be exempt from attendance requirements set forth in these Bylaws.

4.2 Terms of Office: Terms of Office for Automatic Members shall expire at the end of their term of office. If a duly-Chartered Democratic Club or Caucus should lose its charter for any reason, the president of that club or caucus would no longer have voting privileges in the SCDEC.

4.3 Chartered Club Voting Rules: For a president of a duly Chartered Democratic Club to vote at the SCDEC Organizational Meeting, the club must have been recertified or chartered by the FDP Committee on Clubs, Organizations, and Caucuses by certification period in July of the odd year.

Section 5. Honorary Members:

5.1 Eligibility: Honorary Members shall be defined as those registered Democrats who provide no less than \$3,000 a year in financial support to the SCDEC and/or who are not otherwise qualified for Membership. Honorary Members of the SCDEC shall have full rights, privileges, and responsibilities of Membership with the exceptions that such Members shall not serve as Officers of the SCDEC, shall not be counted as Members for determining a quorum, shall not have voting rights, and shall be exempt from attendance requirements set forth in these Bylaws. Honorary members are appointed by the Chair of the SCDEC.

5.2 Terms of Office: Terms of Office for Honorary Members shall expire on December 31st of each calendar year; except, however, it shall expire immediately prior to the commencement of the organizational meeting following each presidential general election, whichever is sooner.

Section 6. Student Members:

6.1 Eligibility: Any minor under the age of 18 who shares the ideals and principles of the Democratic Party shall be considered for appointment as a Student Member of the SCDEC. Student Members are appointed by the Chair of the SCDEC and approved by a majority of the Membership of the SCDEC present and voting. Student Members shall be residents of Seminole County. They neither vote nor serve as Officers of the SCDEC and shall be exempt from the attendance requirements set forth in these Bylaws.

6.2 Terms of Office: Terms of Office for Student Members shall expire on December 31st of each calendar year or on the Student Member's 18th birthday, whichever comes first.

Section 7. Emeritus Members:

7.1 Eligibility: Any elected Precinct Captain in good standing for any reason who can no longer perform their duties may be appointed by the Chair of the Party to serve as an Emeritus Member. Such members neither vote nor serve as officers of the SCDEC and shall be exempt from the attendance requirements set forth by these Bylaws.

7.2 Terms of Office: Terms of Office for Emeritus Members shall be in perpetuity.

Section 8. Membership List: The names and addresses of the members of the SCDEC, 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.

Section 9. Removal, Termination and Vacancies:

9.1 Removal from Office: Any member may be removed from office upon a two-thirds (2/3) vote of the entire Membership at any regular or special meeting after ten (10) days' notice to the Membership by electronic mail or by U.S. mail that a motion for the purpose of removal of said Member will be considered at the regular or special meeting. The removal may be caused by, but not limited to, the following: malfeasance, misfeasance, neglect of duty, incompetence, permanent inability to perform official duties, and/or conviction of a felony involving moral turpitude. If removal is successful, its effect shall be immediate, and the position shall be vacant and be filled pursuant to the applicable vacancy provisions of these Bylaws. A person removed under this section may file a written appeal with the FDP Judicial Council within thirty (30) days. The appeal shall be limited to whether proper notice was given, the correct voting threshold was applied, and a reasonable opportunity to respond was provided. The removal

remains in effect during the appeal unless the Judicial Council orders otherwise.

9.2 Vacancies: When an elected or appointed member accumulates three (3) cumulative unexcused absences in any one (1) calendar year, their office shall be automatically vacant. SCDEC Membership is automatically vacated if an Elected Member, SCDEC Committee chair, or SCDEC Officer moves outside the county.

9.2.1 Excused Absences: An absence is excused for reason of illness, business, out-of-town or other reasonable excuse, with prior notification to the Credentials Committee Chair or SCDEC officer.

9.3 Filing Vacancies: Vacancies on a county Democratic Executive Committee shall be filled by action of the county Democratic Executive Committee within sixty (60) Days in accordance with Florida Statutes. Those persons appointed or elected to fill precinct vacancies must be registered Democrats residing within the precinct that they are appointed or elected to represent.

Section 9. Loyalty Oath: All elected and appointed members shall execute a written Loyalty Oath in the form prescribed by the FDP Bylaws (Attachment 2) before taking office or exercising voting privileges. The SCDEC shall maintain executed Loyalty Oath forms for all members.

ARTICLE THREE: OFFICERS AND THE STEERING COMMITTEE

Section 1. Elected Officers: The administration of this organization shall rest with its Officers duly elected from its Membership or appointed by the Chair.

1.1 Chair: It shall be the duty of the Chair to preside at every meeting of the SCDEC. The Chair shall preserve order and decorum, sign all acts, resolutions, memorials, writs, authorizations for payment, or other papers issued by the SCDEC, and decide all questions of order, subject to appeal by any Member. No Party funds may be spent or obligated without written authorization from the Chair of the SCDEC. The Chair and Treasurer shall jointly be responsible for ensuring that funds are used only for proper Party purposes and that complete and accurate financial records and required reports are maintained.

1.2 Vice Chair: In the absence or inability of the Chair to serve, the Vice Chair shall act as Chair. In the absence of the Chair, the Vice Chair shall also have such other duties and responsibilities as may be conferred upon the Office by the Chair, with exception to appointments. The Vice Chair shall be of the opposite gender from the chair.

1.3 Secretary: The Secretary shall keep a careful and authentic record of the proceedings of the SCDEC and carry on all official correspondence for

the SCDEC.

1.4 Treasurer: The Treasurer shall have custody of the SCDEC's funds, including the collection and disbursement of all monies approved for expenditure by the Chair and the SCDEC Committee. The Treasurer shall maintain accurate and up-to-date records reflecting all financial transactions of the SCDEC and shall make such records and receipts available for inspection by any Member of the SCDEC upon request. The Treasurer shall give bond for the performance of their duties; the cost of such bond shall be paid out of the funds of the SCDEC. The Treasurer shall render a financial statement or Treasurer's report at each regular or specially called meeting of the SCDEC. The Treasurer shall initiate proceedings for an annual audit as provided in Article IV, Section 6 of the Charter of the Florida Democratic Party.

1.5 Deputy Treasurer: The Deputy Treasurer shall be appointed by the Chair of the SCDEC. The Deputy Treasurer shall work with the Treasurer in maintaining accurate and up-to-date records reflecting all financial transactions of the SCDEC. The Deputy Treasurer shall give bond for the performance of their duties; the cost of such bond shall be paid out of the funds of the SCDEC. If the office of Treasurer is vacant, the Deputy Treasurer shall act as Treasurer until an election can be held. The deputy treasurer shall have a vote on the steering committee only in the absence of the party treasurer.

1.6 State Committee Members: The State Committee Members serve (4) four year terms and shall be equally divided between men and women (determined by gender self determination), and as provided by Section 2 of the FDP Charter, and may be updated each term as specified in the Charter. For historical reference, this total is 8 as of 2024 when the roles were created. State Committee Members are to serve as members of and attend meetings of the Florida Democratic State Executive Committee and any other state party committees on which they serve and to represent the county's Democratic voters on matters before the state party. Two Members, divided equally by gender, shall act as liaison between the Florida Democratic Party and the SCDEC. Four Members, equally divided by gender, shall act as liaison between the SCDEC and the Democratic Clubs in Seminole County. Two Members, divided equally by gender, shall serve as members of the SCDEC Executive Board.

They shall also serve on the SCDEC Campaign Committee, and serve as members of the other SCDEC committees as designated by these Bylaws. Committee Members can serve multiple roles as described in this paragraph concurrently with their respective roles in the previous paragraph.

1.7 Parliamentarian: The parliamentarian shall be the SCDEC's official

arbiter regarding questions and/or disputes relating to motions, charter, Bylaws, all procedural matters, and/or Robert's Rules of Order.

1.7.1 Deputy Parliamentarian: The Deputy Parliamentarian shall support the Parliamentarian in research of complex questions relating to the DEC and FDP charter, Bylaws, and/or Robert's Rules of Order. Will serve as the Parliamentarian in the absence of the Parliamentarian. shall be appointed by the chair. The deputy parliamentarian shall have a vote on the steering committee only in the absence of the party Parliamentarian.

1.8 Ombudsman: The ombudsman shall be appointed by the Chair of the SCDEC. The Ombudsman shall serve at the request of the SCDEC Chair as the primary investigator for violations of the code of conduct and member grievances. Upon completion of the investigation process a report will be provided to the chair. The Ombudsman will be a non voting member of the steering committee an automatic member of the rules committee"

Section 2. The Steering Committee: The Steering Committee shall be composed of the Elected Officers and Standing Committee Chairs. It shall meet at least monthly and manage. and the heads of duly chartered Democratic clubs and caucuses that serve Seminole county.

Section 2.1 Special requirements for voting members of the Steering Committee. Caucus and club Presidents shall have a vote on the Steering Committee provided they are duly chartered and or certified by The Florida State Democratic party. These organizations must provide the SCDEC with accurate membership numbers and show they are continuously active in order to vote in Steering Committee sessions. These members having been given a vote are also subject to all applicable party rules and bylaws. Voting members shall only be allowed one vote in any capacity on the executive board as designated in article 4 section 2 of these bylaws, in the event that a person is the head of multiple clubs or caucuses this person shall appoint another member from each club or caucus to insure equal representation for each club or caucus and to prevent any person from having more than one vote. All appointed officers shall not be voting members on the Steering Committee unless the primary elected officer they serve as a deputy for is absent and the deputy is acting as the primary officer.

Section 2.2 Appointment of optional Steering Committee advisors. The Chair shall have the option to appoint up to two Steering Committee advisors who shall have a vote on the executive board. These advisors must be either a precinct captain, an at large member, or an automatic member.

Section 3. Terms of Office: The term of office for elected officers shall be four years with the possibility of reelection.

Section 4: Chair Vacancies: In the event of a vacancy in the office of DEC Chair, a meeting shall be held within forty-five (45) days, notification to the membership

shall be by electronic mail or U.S. mail, at least fifteen (15) days, to elect a new chair. Notice of vacancy shall be sent by certified mail or email to the State Chair within ten (10) days of said vacancy. In the event that a vacancy in the office of county Democratic Executive Committee Chair is filled by a person of the same sex as the county Democratic Executive Committee Vice Chair, or Vice Versa, the requirement that they be of the **other** sex shall be waived for the unexpired term.

Section 5. Succession: In the event the Chair is absent, temporarily unable to perform the duties of the office, or the office of Chair becomes vacant, the powers and duties of the Chair shall be exercised on an acting basis in the following order: (1) Vice Chair; (2) Secretary; (3) Treasurer. An officer serving as Acting Chair under this Section shall have all powers and responsibilities necessary to conduct the business of the SCDEC, except for appointments, until the Chair resumes their duties or the vacancy is filled in accordance with these Bylaws.

Section 6. Non-Chair Vacancies: 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.

Section 7. State Committee Member Vacancies: A vacancy in the office of state committee member shall be filled by the County Committee by election within thirty (30) days of the creation of the vacancy. Notice of the vacancy and the election meeting shall be provided to all members at least ten (10) days in advance. If the Committee fails to fill a vacancy within thirty (30) days, the State Chair may fill the vacancy by appointing a Democrat residing within Seminole County, with priority consideration given to elected precinct or district committee members.

Section 8. Leave of Absence: Any officer of the County Committee seeking public office may take a leave of absence from their Committee office. Such leave shall commence at the time the officer opens a campaign account for the public office sought and shall extend for the duration of the campaign. The taking of such leave is optional. The vacancy created by a leave of absence shall be filled by the County Committee for the interim period.

Section 9. Transfer of Records: All officers of the County Committee shall be required to deliver to their successors all records of the County Committee within their possession.

ARTICLE FOUR: MEETINGS AND VOTING

Section 1. Meetings: The Committee shall conduct its official business at General Meetings and, when necessary, Special Meetings held in accordance with this Article. Organizational meetings shall be conducted in accordance with Section 1.1 of this Article.

General Meetings are the primary forum in which the SCDEC conducts its ongoing

work. At General Meetings, the SCDEC shall, as applicable, adopt a budget, approve the minutes of prior meetings, receive and review the Treasurer's financial report, act on membership applications, and consider other matters properly placed on the agenda; any business within the authority of the SCDEC may be transacted at a General Meeting.

Special Meetings may be held to consider urgent or narrowly defined matters that cannot reasonably wait until the next regular General Meeting. The call of a Special Meeting shall clearly state the specific purpose(s) for which the meeting is convened, and business at any Special Meeting shall be limited to the purpose(s) stated in the call.

1.1 Organizational Meeting: The SCDEC Organizational Meeting shall be held at the direction of the FDP, thirty (30) days following the presidential general election and the new Committee members take office. It shall be called to order by the Chair of the SCDEC. The order of business shall then be as shown in 1.1.1 below. The organizational meeting shall be called to order by the outgoing Chair, who shall chair the meeting until the election of the new Chair, who shall then assume the position of Chair. The order of business shall be as follows:

1.1.1 Agenda: The agenda for the organizational meeting shall

be set as follows:

- 1.) Moment of Silence
- 2.) Pledge of Allegiance
- 3.) Roll call
- 4.) Reports of Credentials Committee
- 5.) Election of Seminole County Chair
- 6.) Election of Vice Chair (who shall be the opposite gender from the Chair)
- 7.) Election of Secretary
- 8.) Election of Treasurer
- 9.) Election of Any Other Officers
- 10.) Election of State Committee Members

(unless the County Committee has chosen to hold the election at a separate meeting within seven (7) days after the organizational meeting)

1.1.2 State Committee Member Election: State Committee Members shall be elected during the Organizational meeting. All registered Democrats residing in Seminole County shall be eligible to run for state committee member in their county of residence. The Committee members shall elect the State Committee Members from among the County Committee membership and may also consider other county Democrats. State Committee Members shall be equally divided between men and women (determined by gender self-identification), but where this is not practicable, 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.

It is the policy of SCDEC that the State Committee Members, as best as possible, reflect the diversity among the registered Democrats within Seminole County. Of the allotted seats, at least 2 must be elected from within the SCDEC Elected Members; each State House District within the county must be represented by an Elected Member of that Congressional District, with the remaining positions being at-large. Within the first 2 weeks after being elected to their terms, all SCDEC State Committee Members shall meet and elect their representatives who shall act as liaisons to the following:

- 1) SCDEC Steering Committee
- 2) SCDEC Certification Committee

1.1.3 Voting: Each Elected Member shall have one (1) vote. A majority of those voting shall determine the election of all Officers. In the event no person receives a majority on the first vote, then the person receiving the smallest number of votes shall be eliminated and the voting shall proceed. On each subsequent vote, the candidate with the least number of votes shall be eliminated until one candidate achieves a majority.

1.2 General Meetings: The general meetings of the Seminole County Democratic Executive Committee (SCDEC) shall be held on the second (2nd) Thursday of each month at a time and place designated by the Chair. In the event a Federal or State holiday is on the second (2nd) Thursday of the month, the Chair may designate an alternative meeting date or cancel the meeting. No less than ten (10) days written notice shall be provided to all members. Notices shall include the time, date, and place of the meeting.

1.3 Special Meetings: The SCDEC may hold special meetings at any place and date designated by the SCDEC Chair, upon written notice of the Chair, no less than five (5) days, by electronic mail or by U.S. mail. The notice shall state the time, date, and place of the meeting and shall specify the

purpose(s) for which the meeting is called. Business at any Special Meeting shall be limited to the purpose(s) stated in the notice.

A Special Meeting of the SCDEC shall be scheduled by the Chair within twenty (20) days after receipt of a written petition signed by not less than thirty percent (30%) of the total membership of the SCDEC, exclusive of Automatic members. A petition shall be considered valid if submitted in writing, whether by wet signature, email, or digital signature. Written notice of the time, date, place, and purpose of such Special Meeting shall be given to all members at least fourteen (14) days prior to the meeting. Business at such a Special Meeting shall be limited to the purpose(s) stated in the petition.

1.4 Steering Committee Meetings: The Steering Committee shall meet on the first (1st) Thursday of each month at a time and place designated by the Chair. Meetings shall be flexible and can be changed at the discretion of the Chair with Board approval.

1.5 Quorum: Twenty-five percent (25%) of the total membership (elected and appointed) of the SCDEC, excluding Automatic members, shall constitute a quorum for the transaction of business. Proxies may not account for more than fifteen percent (15%) of the members counted toward a quorum.

1.6 Virtual/Hybrid Meetings: 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.

1.7 Reorganization Meeting (Failure to Meet): If the State Chair determines that the County Committee has failed to hold a General or Special Meeting, with quorum, for a period of six (6) consecutive calendar months, the State Chair may direct the Congressional District Chair(s) and/or Congressional District Vice Chair(s) in which the county is primarily located to convene a reorganization meeting of the County Committee. Upon written direction from the State Chair, the Congressional District Chair(s) and/or Vice Chair(s) shall issue the call and provide written notice of at least fourteen (14) days to all members on the official membership list on file with the county Supervisor of Elections or the State Party.

1.8 Minutes: Minutes shall be kept of all meetings of the County Committee 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.

Section 2. Voting:

2.1 Voting: Each member with voting rights as provided in these Bylaws, and who legally reside within Seminole County at the time of casting a ballot, shall have one (1) vote.

2.2 Proxies: Any member of the County Committee who, for any reason, is unable to attend any meeting may execute a written or electronic proxy in a form prescribed by the Florida Democratic Party.

An elected member of the County Committee shall designate another Committee member or, in the alternative, a registered Democrat residing in the same precinct or district as the elected member. An automatic or appointed member of the County Committee shall designate a registered Democrat residing in Seminole County.

For a proxy to be honored, the holder shall submit a written notice to the Chair before the commencement of the meeting for which it is to be used. No person shall hold more than one (1) proxy.

Any proxy that is incomplete in any way shall be returned to the member who issued it. The member shall be notified immediately by phone or electronically that the proxy is incomplete.

Proxies may not account for more than fifteen percent (15%) of the members counted in computing a quorum. 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, as outlined in Attachment 1 to the Bylaws of the Florida Democratic Party.

Section 3. Points of Order: Unless otherwise provided in these Bylaws or in the Charter or Bylaws of the Florida Democratic Party, the most recent edition of Robert's Rules of Order shall govern.

Section 4. Endorsements and Resolutions:

4.1 All debatable political issues brought to the floor by members requesting an endorsement or resolution concerning any political issue or referendum by the Seminole County Democratic Executive Committee must first be submitted to the Steering Committee for study and recommendations.

4.2 The Steering Committee is required to report its recommendation to the Membership at the next meeting of the full SCDEC for consideration. A majority of the SCDEC present and voting shall determine the official position of the SCDEC on all such matters.

ARTICLE FIVE: COMMITTEES

Section 1. Requirements and Duties:

1.1 Committees shall be established as necessary to perform the duties as assigned by the Chair. Establishment of a Standing Committee not otherwise outlined as a Standing Committee in these Bylaws must be approved by a majority vote of the SCDEC. The SCDEC Chair shall appoint chairs to each committee, standing or otherwise. The Standing or Special Committee Chair shall be responsible for the functioning and activities of their assigned committee and is the liaison between the SCDEC and their assigned Committee.

1.2 Each Standing Committee shall transact such business as is delegated to it in these Bylaws and such additional business as may be referred to it by either the SCDEC or the SCDEC Chair.

1.3 A Committee Chair may appoint a designee to serve as Vice Chair of the Committee. Upon the inability of the Chair to serve, the designated Vice Chair will act as the Standing Committee Chair for the duration of the Chair's absence or until the SCDEC Chair appoints a new Committee Chair.

1.4 The SCDEC chair may replace and/or reappoint Committee Chairs, Standing or otherwise, as deemed necessary.

1.5 The SCDEC Chair and Vice Chair, shall be ex officio members of all Committees; however, their participation shall not count in determining a quorum for any committee meeting.

Section 2. Standing Committees

2.1 These Committees shall be and act as directed by the Steering Committee. It shall be the responsibility of these Committee Chairs to report to the Steering Committee and to the Membership at each meeting. All Committees shall coordinate and support efforts as appropriate.

2.2 The following committees are deemed necessary and required to function as an integral part of the SCDEC:

2.2.1 Budget and Finance: A Budget and Finance Committee, with the treasurer as an ex-officio member, shall advise the SCDEC and the SCDEC Chair in the creation of a yearly budget, in the raising of funds, in the expenditure of the approved budget, and in other financial matters as requested by the SCDEC or its Chair. The proposed budget shall be subject to SCDEC approval.

2.2.1.1 Fundraising Subcommittee: This subcommittee shall be responsible for assisting the Chair of Budget and Finance with the raising of funds.

2.2.2 Young Democrats: The Young Democrats Committee shall work with the Florida Young Democrats to encourage youth participation in the Democratic Party functions.

2.2.3 Campaign Activities: The Campaign Activities Committee shall assist in the coordination of the general election campaigns of the Democratic Party nominees. This Committee shall be responsible for new voter registration, get out the vote (GOTV), absentee ballot drives, candidate recruitment and advisement, opposition and issue research, voter file updates and input, and organizing and marshalling campaign resources. The campaign activities committee shall be split into three subcommittees, candidate recruiting, candidate support, and candidate review each subcommittee shall have a lead member who reports to the campaign activities chair.

2.2.4 Precinct Activities: The Precinct Activities Committee shall be responsible for training Precinct Captains, guiding them, communicating with them, and responding to their questions and concerns. This Committee will also organize targeted precinct activities.

2.2.5 Membership: The Membership Committee shall be responsible for recruitment of members for various levels of membership.

2.2.6 Credentials: The Credentials Committee shall, on convening the first meeting following the general election in which Members of the SCDEC are elected, verify the credentials of all Elected Members of the SCDEC and shall report its finding to the SCDEC. Thereafter, this Committee shall check and verify the credentials of each person submitted to fill vacancies on the SCDEC and shall certify its report to the SCDEC. This Committee will maintain attendance records of Members. This Committee shall confirm a quorum at the meetings.

2.2.7 Communications: The Communications Committee shall be responsible for internal and external communications, including writing content for the SCDEC website, writing press releases, creating and/or updating the SCDEC media kit, sending announcements to the SCDEC membership, and other communications activities as directed by the Chair of the SCDEC.

2.2.8 Events Committee: The Events Committee shall seek out and coordinate community and SCDEC events for visibility at least bi-monthly

2.2.9 Rules Committee: The party chair shall appoint elected members of the SCDEC to serve on this committee. The rules committee shall have the duty to revise, adjust, and interpret party rules and bylaws. The rules committee shall also have the duty to investigate potential violations of party rules and bylaws at the discretion of the SCDEC Chair. The Parliamentarian and the Ombudsman are automatic members of this committee.

2.2.10 The Data Committee: The SCDEC Chair shall appoint members of the Data team. The data team shall handle all party data sensitive and non sensitive. They will secure this data and serve as the information point committee for any and all data related requests.”

Section 3. Required Committees

3.1 The SCDEC shall establish the following committees to further the goals and policies of the Florida Democratic Party:

3.1.1 Diversity and Inclusion: The SCDEC Diversity & Inclusion Committee shall work in conjunction with the Florida Democratic Party Diversity & Inclusion Committee in developing diversity, inclusion, and outreach goals and programs for achieving full participation by such groups within SCDEC and among SCDEC Committee People. The Diversity and Inclusion Committee shall monitor and concern itself with the participatory leadership and assignment of roles of minorities and women in government positions, as well as within the Democratic Party. This Committee shall report to the SCDEC and make recommendations that will contribute to party growth, to include scheduled updating of policy and procedure, as well as reporting to FDP pursuant to Article 5, Ssection 5 of the FDP bylaws.

No later than April 1 of the year following the gubernatorial election, the Diversity and Inclusion Committee shall submit to the full SCDEC an updated report delineating the current demographic composition of the SCDEC and its state committee members, along with a diversity outreach and inclusion program containing specific goals and timetables based on the county’s Democratic electorate.

No later than June 1 of the year following the gubernatorial election, the SCDEC shall adopt and implement the diversity outreach and inclusion program. The program shall apply to the recruitment and election of members of the SCDEC, the quadrennial election of the county’s state committee members, and to the filling of any subsequent vacancies. Notwithstanding the foregoing, no diversity outreach and inclusion program shall be accomplished directly or indirectly through the use or imposition of quotas.

3.1.2 Certification Committee: The SCDEC shall establish a Certification Committee composed of the Chair of the SCDEC and two (2) State Committee Members. Should one (1) person hold two (2) of those offices, the Vice Chair of the SCDEC shall serve as a member of the Certification Committee.

It shall be the duty of the SCDEC to provide Democratic clubs with copies of the standard bylaws, applications for chartering and recertification, procedural guidelines, and any other forms and information necessary for establishing and operating a Democratic club. All club bylaws shall comply with the Charter and Bylaws of the Florida Democratic Party, these Bylaws, and Florida Statutes.

With at least two (2) of the required Certification Committee members signing the application, a recommendation to approve or reject a charter application shall be submitted to the full SCDEC for ratification.

3.1.3 Steering Committee: The SCDEC shall establish a Steering Committee, which shall serve as an operating and managing committee of the SCDEC. The Steering Committee may supervise, administer, and carry out business between meetings of the full SCDEC, and 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.

ARTICLE SIX: IMPLEMENTATION AND AMENDMENTS

Section 1. Implementation: The implementation of these Bylaws shall be immediate after the SCDEC voting Members approve the document and its changes. The foregoing rules are ordained and established by the SCDEC as its permanent and continuing Bylaws, wholly superseding and amending all previously adopted Bylaws, rules, and regulations. The foregoing Bylaws shall continue in effect until rescinded or changed.

Section 2. Amendments:

2.1 No amendment to these Bylaws may be voted upon unless ten (10) days notice by electronic mail or by U.S. mail to all Members of the SCDEC prior to the meeting at which the proposed amendment is to be considered or, if proposed at a meeting, the same shall lay over at least ten (10) days by electronic mail or by U.S. mail.

2.2 These By-Laws may be amended or repealed by sixty percent (60%) roll call vote of the SCDEC Members present and voting.

ARTICLE VII – ANTI-DISCRIMINATION PROVISION

The club/caucus hereby adopts and shall enforce the following anti-discrimination provisions:

1. No Democratic Loyalty Oath should be used which has the effect of requiring members of the Democratic Party to condone or support discrimination on the grounds of race, color, creed, sex, age, religion, economic status, ethnic identity, national origin, disability, sexual orientation or gender identity and expression.
2. The time and place for all public meetings of Democratic Party clubs/caucuses should be publicized fully in such a manner as to assure timely notice to all interested persons, and should be open to all members of the Democratic Party regardless of race, color, creed, sex, age, religion, economic status, ethnic identity, national origin, disability, or sexual orientation or gender identity and expression.
3. In order to fully and adequately inform prospective and current members of a full description of the legal, practical, and pertinent procedures for selection of all Democratic club/caucus representatives and officers, the club/caucus should publicize fully, and in such a manner as to assure notice to all interested Democrats in time to have adequate opportunity to participate.

ARTICLE VIII – FINANCES

Section 1. Annual Budget: The SCDEC shall adopt an annual budget by majority vote at a properly noticed meeting within the first sixty (60) days of each calendar year. The adopted budget is the sole authorization to spend Party funds; all spending must match the purposes and amounts in the adopted budget.

Any amendment to the budget, including new items, transfers between line items, or increases or decreases, must be approved by a majority vote of the SCDEC at a properly noticed meeting before any funds subject to the amendment are committed or spent.

No officer, committee, staff member, or agent of the SCDEC may incur an obligation not covered by the adopted budget. The Treasurer shall provide an up-to-date financial report at each meeting of the SCDEC.

Section 2. Authorization of Expenditures: 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.

Section 3. Salary and Contract Prohibition: No member of the SCDEC shall receive a salary. No member of the SCDEC shall hold a contractual agreement with the SCDEC without the approval of the membership.

Section 4. Annual Audit: There shall be an annual audit of the financial condition of the SCDEC for each calendar year ending December 31, conducted by qualified examiners who shall not be members of the SCDEC. Audits shall be conducted in

substantial compliance with standard accounting procedures. Copies of the audit shall be retained by the Chair for the examination of any member, and copies shall be furnished to the Supervisor of Elections and to the State Chair prior to April 1 of the ensuing year.

Section 5. Assessment Fees and Endorsement Forfeiture: If the SCDEC receives Party assessment fees, it shall submit a campaign plan detailing the proposed expenditure of such fees to the State Chair for approval. If the SCDEC endorses, or intends to endorse, certify, screen, or otherwise recommend one (1) or more candidates for nomination, it shall forfeit all Party assessment fees that would otherwise be returned to the SCDEC, in accordance with Article V, Section 7 of the Bylaws of the Florida Democratic Party.

Amended by Bylaws Committee: June 22, 2026

Approved by DEC Members: July 9, 2026

Effective Date: July 9, 2026