

CALL TO CAUCUS TO REORGANIZE THE ROANOKE COUNTY DEMOCRATIC COMMITTEE

The Roanoke County Democratic Committee, herein referred to as RoCo Dems, will hold an assembled caucus on **Saturday, December 11, 2021** at the **Baymont Inn, 179 Sheraton Drive, Salem, VA, 24153**, for the purpose of electing the new membership of the RoCo Dems pursuant to the Democratic Party of Virginia Party Plan. Doors open at **12:00 PM** to begin registration and close promptly at **1:00 PM** for the caucus.

I. Candidate Filing:

Each person seeking to become a member of the RoCo Dems shall complete and return the Membership Filing Form to the secretary, Ann Armstrong, by **Friday, December 10, at 12:00 PM**. Membership Filing Forms can be emailed to Secretary@RoCoDems.com or mailed to RoCo Dems, P.O. Box 20724, Roanoke, VA, 24018. The Membership Filing Form may be filled out and submitted online at <https://rocodems.com/reorganization-membership-filing-form>, downloaded, filled out and emailed to Secretary@RoCoDems.com, or downloaded, filled out and mailed to **RoCo Dems, P.O. Box 20724, Roanoke, VA, 24018**. All filings must be **received by Friday, December 10, 2021, at 12:00 PM**. Only those properly filled out applications submitted before **Friday, December 10, at 12:00 PM** will be accepted.

There shall be no filing fee for any membership candidates.

II. Qualification of Candidates:

The Membership Pre-Filing Form, which all candidates for membership must sign, will include the following written declaration:

I declare myself to be a candidate for membership on the Roanoke County Democratic Committee. I also declare that I believe in the principles of the Democratic Party and that I will not support any candidate opposed to any Democratic nominee as long as I am a member of the Committee.

III. Notice:

The RoCo Dems shall provide notice of the Call to Caucus, its filing deadline, and the caucus details including date, time, and location on the Democratic Party of Virginia's website, the Roanoke County Democratic Committee's website and social media platforms; by email notification to current Ro Co Dems members and those who are on our committee's community email list; and through other reasonable means that will disseminate information about the caucus to registered voters in Roanoke County. In addition, reasonable actions shall be taken to promote participation in the caucus in accordance with the Affirmative Action provisions of the Party Plan of the DPVA.

V. Membership Allocation

20 members to Catawba Magisterial District, 20 members to Cave Spring Magisterial District, 20 members to Hollins Magisterial District, 20 members to Vinton Magisterial District, and 20 members to the Windsor Hills Magisterial District will be elected. If there are more candidates than spaces in some districts, those candidates will be placed in a district with fewer candidates until a space opens up in their home district. There may be a total of 100 voting members in the Roanoke County Democratic Committee.

VI. Participation

Every Democrat who is a registered voter in Roanoke County is urged to attend and participate. If an individual does not appear on the Registered Voter List, they will not be allowed to participate. Participants will also be required to sign a Caucus Participation Form stating that they:

- A. Are a Democrat;
- B. Are a registered voter in Roanoke County, Virginia
- C. Believe in the principles of the Democratic Party; and
- D. Do not intend to support any candidates opposed to a Democratic nominee in the next ensuing election.

VII. Conduct of the Caucus

The doors to the caucus will open at **12:00 PM** and close at **1:00 PM** (one hour). Upon closing of the doors, only those participants who have registered or are in line to register at **1:00 PM** will be permitted to participate.

VIII. Determination of Winners

In the event that only one person files for a position, that person shall be declared the winner and the election for that specific position shall be cancelled.

If more individuals file than there are positions available, the candidates will be listed alphabetically on the ballot and will be elected by a plurality of the votes at the assembled caucus.

Vacancies may be filled by the new committee at the first meeting following the election of Officers.

VIII. Affirmative Action

It shall be the duty and goal of all members of the Roanoke County Democratic Committee to seek out and encourage the broadest possible participation within the committee, and in its membership, of all duly qualified citizens without regard to race, sex, age, religion, national origin, sexual orientation, gender identity, ethnic identity, disability, or economic status.

IX. Officer Elections

Immediately following the adjournment of the assembled caucus, the newly formed Roanoke County Democratic Committee will meet for the sole purpose of electing the Executive Officers (Chair, Vice Chair, Secretary, Treasurer) of the committee. The online Officer filing form can be filled out and submitted at <https://rocodems.com/reorganization-officer-registration>, downloaded, filled out and emailed to Secretary@RoCoDems.com, or downloaded filled out and mailed to **RoCo Dems, P.O. Box 20724, Roanoke, VA, 24018**. All filings for becoming an officer must be received by **Thursday, December 9, 2021, at 12:00 PM**. Only those candidates who have timely and properly filed the Pre-Filing form will have their names placed in contention.