



## The Standing Rules of the Benton County Democratic Central Committee as adopted November 20, 2025

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## 1. Committees

### A. Finance

Responsible for party's financial planning, monitoring bookkeeping and providing financial reporting in order to make informed business decisions.

**Required Members:** Treasurer/Executive Committee (EC) Liaison, Fundraising Committee Member

Examples of Activities:

- Oversight and Fiscal Counsel to Treasurer
- Providing guidance on compliance needed when fundraising

### B. Fundraising

While the primary work of our organization always will be to educate, inform and activate voters for progressive causes, we need financing to accomplish that work. This includes solicitation of donations, event/fundraiser planning, and oversight work with Treasurer.

**Required Members:** Treasurer/EC Liaison, Communications Committee Member, Merchandiser, Outreach Committee Member

Examples of Activities:

- Coordinating annual events (such as the Progressive Legacy Dinner, Holiday Party, Picnic and Pie Auction)
- Preparing Annual Fundraising Letter
- New Fundraiser Activity Planning

### C. Campaign Services

This committee is to identify and recruit Democratic candidates for targeted races at the local, state and national levels, and then provide support services to those candidates during the campaign cycle. This includes setting up and maintaining headquarters, developing and maintaining a yard sign location data base, facilitating VAN access and providing volunteers for canvassing, phone banking and other campaign activities for candidates. This committee also monitors the elections offices in applicable races on election nights.

**Required Members:** EC Liaison, VAN representative, Outreach Committee Member, Communications and Technology Committee Member

Examples of Activities:

- Recruiting and Vetting Candidates
- Maintaining Strong "Bench" of Democrats locally
- Set up and operate HQ
- Campaign Support Volunteer Roundup
- Assist with Canvassing
- Liaison between EC and Candidates
- Managing VAN Access to Candidates

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**D. Rules and Bylaws**

This committee reviews the bylaws and standing rules and considers proposed amendments for submission to the full central committee. This committee also serves to administer organizational elections and oversees credentialing for those elections.

**Required Members:** EC Liaison, Archivist, Credentialing Official

Examples of Activities:

- Vet and Propose Amendments to Rules and Bylaws
- Oversee Credentialing for Internal Elections
- Draft Election Rules for Reorganizations and special elections
- Oversee and monitor Reorganization and special elections

**E. Marketing & Communications**

This committee is responsible for internal and external communications. This committee will lead us in best practices for effectively informing the public and our Precinct Committee People about upcoming events, pertinent information and keeping the group inspired. This includes coordinating a united and consistent message and exploring new platforms where those messages can be communicated. This group will also oversee graphic design and maintain consistent visual branding across our written communications, signage, and online presence.

**Required Members:** EC Liaison (Chair), Messaging Specialist, Copy editor, Graphic Designer, Outreach Committee Member

Examples of Activities:

- Press Releases
- Newsletters
- Website copy / editing
- Social Media
- Assist other committees for communications needs
- Identify new communications opportunities

**F. Technology**

This committee is responsible for the internal and external tools utilized by the Benton County Democrats, as well as the technological infrastructure that helps us support candidates when headquarters is open.

**Required Members:** EC Liaison, IT Operations manager, Website editor, Campaign Services Committee member (for Headquarters Support)

Examples of Activities:

- VAN oversight and maintenance
- Interfacing with vendors related to technical contracts (webhosting, collaborative workspace, email hosting, etc)
- Website administration / editing
- Supporting technology infrastructure
- Tech setup and support at headquarters

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**G. Outreach**

This committee conducts community outreach, coalition-building, voter registration and sales of merchandise through outreach opportunities. This group coordinates participation in the county/state fairs, festivals, parades and other outreach opportunities. Its members will liaise with different groups such as labor, seniors, the Linn County Democrats, allied groups in the community, OSU College Dems, and young Democrats.

**Required Members:** EC Liaison, Merchandiser, Marketing Committee member, Membership Involvement Committee member

Examples of Activities:

- State/county fairs
- Parades
- Festivals
- Farmer's Market
- Liaison with other organizations
- Register new voters

**H. Membership Involvement**

This committee will focus on the personal and political development of the members of the BCDCC. It will recruit new Precinct Committee People and volunteers, implement a series of activities that give us opportunities to build relationships and networks internally. These include social gatherings, training, discussion groups, and anything that helps our activists become more effective agents of change. This group also is responsible for creating a welcoming environment at Central Committee meetings by greeting people as they arrive and, when applicable, providing snacks and refreshments.

**Required Members:** VAN expert, EC Liaison, Outreach Committee Member, Hospitality Coordinator, Marketing Committee member

Examples of Activities:

- Internal Training Events Team-building gatherings
- Effectiveness Training
- Recruit PCPs
- Collaborate with other committees to meet goals
- CC Meeting Greeting and Hospitality

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**I. Neighborhood Leader Program (NLP)**

This committee will organize the Neighborhood Leader Program by recruiting, training, and mobilizing Neighborhood Leaders for the purpose of encouraging Democratic voters to turn out and complete the entire ballot during primary, special and general elections.

**Required Members:** Technology Committee member, VAN experts, EC Liaison, Outreach Committee Member, Membership Engagement member, Marketing Committee member, Neighborhood Leaders.

Examples of Activities:

- VAN management of Neighborhood Leader Program, turf cutting and data analysis
- Recruitment of NLPs
- Training of NLPs
- Retention of NLPs and teambuilding
- Collaborate with Democratic campaigns when possible
- Collaborate with other committees to meet goals

**J. Platform and Legislative Action Committee**

This committee is responsible for developing and maintaining the Benton County Democratic platform on a biennial basis, and considering and adopting amendments and additions from time to time. It also will provide Benton County's leadership role toward the larger process of developing the state platform. This committee also is responsible for advocating and leading lobby days at the State Capitol, reaching out to local elected officials to ensure they are familiar with the Benton County Democratic Platform, tracking bills of interest to the Benton County Democrats in accordance with the Platform, and providing training on how to track bills and measures as they become law.

**Required Members:** EC Liaison, Communications and Technology Committee Member Examples of Activities:

- Work on State Platform
- Create and maintain BC Dems Platform
- Conduct County Platform Convention
- Track Legislation important to BC Dems (all levels of govt)
- Propose state, national legislation
- Propose local ordinances in accordance with platform
- Coordinate BC Dems Lobby Days
- Conduct training on bill tracking, legislative process
- Distribute Platform to local elected officials

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## 2. Candidate Service Request and Endorsement Policy

The Benton County Democrats may choose to support candidates for elected office to further the mission of the county party. What support the Benton County Democrats offer depends on that candidate's party registration, if the candidate is endorsed by the county party, and if that candidate is the nominee for a partisan elected office, as well as other factors.

The Benton County Democrats may also choose to endorse or oppose local or statewide initiative petitions, local or statewide ballot measures, and local or statewide recall petitions.

What services are offered to which candidates, initiatives, and campaigns, is detailed in Table 1.

### A. Candidate Endorsements

#### i. Candidate Eligibility

No endorsement may be made until the filing deadline for that office has passed. However, if there are fewer than seven days between the filing deadline and the statement deadline for the voters' pamphlet, offices may be considered for endorsement at a meeting no more than seven days before the statement deadline and no later than the day before that deadline. To be eligible to receive services, or be considered for an endorsement, a candidate must:

1. Have filed as a candidate for an elected office; or
2. Have registered a campaign committee with the Secretary of State's office for an elected office; or
3. Be the Democratic nominee for partisan elected office and registered as a Democrat.

#### ii. Notice Requirements

If the BCDCC is considering the endorsement of candidates for elected office at a Central Committee meeting, that consideration must be announced in the meeting notice sent out in accordance with the bylaws. This rule cannot be suspended. That meeting notice must include:

1. Each elected office under consideration for endorsement at the meeting; and
2. The name and party registration of each candidate who had filed for the elected office at the time of the distribution of the notification.

#### iii. Informing Eligible Candidates

Candidates for non-partisan office who are registered with various parties will be notified of the BCDCC intent to endorse in different manners:

1. Candidates who are registered Democrats:
  - a. Will be notified by the BCDCC Chair or Designee via email and, if non-responsive, via phone of the date, time, and location of the BCDCC meeting where the elected office they are running for will be considered for an endorsement.
  - b. Will be invited to participate in the BCDCC endorsement process.
  - c. Will be informed by the BCDCC Chair or Designee via email and, if non-responsive, via phone of the benefits afforded to both endorsed and non-endorsed candidates who are registered Democrats.
  - d. Will be notified that non-Democrats are eligible to be considered for this endorsement, though preference is often given (though not guaranteed) to those registered as Democrats.
2. Candidates who are registered as Non-Affiliated Voters, or registered with the Pacific Green Party, Independent Party, or Working Families Party:

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- a. Will be notified by the BCDCC Chair or Designee via email of the date, time, and location of the BCDCC meeting where the elected office they are running for will be considered for an endorsement.
- b. Will be invited to participate in the BCDCC endorsement process.
- c. Will be informed by the BCDCC Chair or Designee via email of the benefits afforded to endorsed candidates who are not registered Democrats.
- d. Such candidates will be notified that they are eligible to be considered, though preference is often given (though not guaranteed) to those registered as Democrats.
3. Candidates who are registered Republicans, Libertarians, or other minor parties:
  - a. May, at the discretion of the BCD Executive Committee or the BCDCC, be notified via email of the date, time, and location of the BCDCC meeting where the elected office they are running for will be considered for an endorsement.
  - b. May, at the discretion of the BCD Executive Committee or the BCDCC, be invited to participate in the BCDCC endorsement process.

iv. **Written Material**

Candidates invited to participate in the BCDCC endorsement process may provide written material ahead of the BCDCC endorsement vote for PCPs to review.

1. Written materials may be subject to size, word count, color, and format restrictions set by the BCD Executive Committee.
  - a. These restrictions must be the same for all candidates seeking the same or similar office.
2. Written materials must be provided to the BCDCC Chair or designee by 11:59 p.m. Benton County time 10 days before the BCDCC Central Committee meeting in order to be included in the meeting notice.
3. Candidates may bring written materials to distribute before and during the BCDCC endorsement meeting. These materials are not subject to the same size, word count, color, and format restrictions as pre-submitted materials.

v. **Speaking at an Endorsement Meeting**

Candidates invited to participate in the BCDCC endorsement process will be allowed to speak at the BCDCC meeting where the office they are running for is under consideration for endorsement. Candidates may also be asked questions by PCPs after their speaking.

1. The amount of time set for candidates to speak and the number of questions allowed to be asked will be set by the BCDCC at the endorsement meeting before the consideration of endorsements.
2. The BCDCC may, by majority vote, set any amount of time or number of questions except that:
  - a. Candidates will be allowed no less than two minutes to speak; and
  - b. Candidates for the same office will be allowed the same time to speak; and
  - c. Candidates for the same office will be allowed the same number of PCP questions to answer; and
  - d. Candidates for comparable offices (i.e. Mayor of Corvallis & Mayor of Monroe, Philomath School Board Member & GAPS Board Member, etc.) will be allowed the same time to speak.
3. A candidate who is unable to speak may appoint a surrogate to speak in their place. The BCD Executive Committee must be notified by the candidate of the intent to appoint a surrogate and the surrogate's name before the surrogate may speak.

vi. **Method of Voting on Endorsement**

The preferred method for endorsing candidates is by ballot. The BCD Executive Committee will prepare ballots for an endorsement meeting. Voting on whether or not to endorse candidates for

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elected office may be held by:

1. Balloting, as described in Section 4.B.; or
2. Voice votes, as described in Section 4.A.; or
3. Special rules, sent in advance with the meeting notice and adopted by the BCDCC at the beginning of the endorsement meeting.

**vii. Endorsing in a Partisan Primary**

The BCDCC may choose to endorse a candidate in a primary for partisan office.

1. The BCD Executive Committee is prohibited from placing the consideration of an endorsement in a Democratic Primary without direction from the BCDCC.
2. During a BCDCC meeting, any PCP may make a motion for the BCDCC to “consider an endorsement in the Democratic Primary for [A Specific Partisan Office] at the first properly noticed meeting after the filing deadline for that office”.
3. That motion may be debated and then voted on by the BCDCC. It takes a simple majority (over 50%) to pass.
  - a. If the motion to consider an endorsement succeeds in reaching the 50% threshold, the BCD Executive Committee will include the consideration of endorsement for the respective partisan office on the meeting notification for the first properly noticed meeting after the filing deadline for that office.
  - b. If the motion to consider an endorsement fails to reach the 50% threshold, the motion may not be reconsidered until the next BCDCC meeting.
4. If a motion passes to consider an endorsement in a partisan primary, the Chair, or their designee, will contact via email, and if non-responsive, via phone, all candidates who have filed in that partisan primary to inform them of the BCDCC’s upcoming consideration of an endorsement.
  - a. The Chair or designee shall send the email no more than three days after the BCDCC meeting where the motion passed.
  - b. Should new candidates file between the two BCDCC meetings, the Chair or designee shall contact those candidates as soon as practical with the same information.
5. At the first properly noticed BCDCC meeting after the filing deadline for that office, the BCDCC will debate and vote on an endorsement in the respective partisan primary. The process for candidates to speak, PCPs to ask questions, and a vote to be taken shall be the same as for a non-partisan office.
  - a. The threshold to endorse a candidate in a partisan primary shall be a two-thirds (2/3) vote of the BCDCC.
6. If a candidate in a partisan primary is considered endorsed by the BCDCC, that candidate will be afforded the privileges of an endorsed Democrat candidate. All other non-endorsed candidates in the same partisan primary will be afforded the privileges of a non-endorsed Democrat.

**viii. Results of a Partisan Primary**

Winners of a Democratic Primary for partisan office are considered endorsed by the BCDCC for that office and all previous endorsements for that partisan office are rescinded.

**B. Initiative or Recall Petition Positions**

**i. Eligibility Requirements**

To be eligible to receive services, or be considered for an endorsement or opposition from the BC Dems, an initiative or recall petition must:

- Have been approved to receive signatures by the appropriate authority.

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ii. Notice Requirements

If the BCDCC is considering the endorsement of an initiative or recall petition at a Central Committee meeting, that consideration must be announced in the meeting notice sent out in accordance with the bylaws. This rule may be suspended by a two-thirds (2/3) vote.

**C. Ballot Measure or Recall Campaign Positions**

i. Eligibility Requirements

To be eligible to receive services, or be considered for an endorsement or opposition from the BC Dems, a ballot measure or recall campaign must:

- Have been approved for the ballot by the state legislature; or
- Have been approved for the ballot by a local governing body; or
- Have been approved for the ballot by initiative petition

ii. Notice Requirements

If the BCDCC is considering the endorsement of a ballot measure or recall campaign at a Central Committee meeting, that consideration must be announced in the meeting notice sent out in accordance with the bylaws. If the endorsement is not properly noticed, a motion to endorse may be considered by the BCDCC, but will require a (2/3) majority vote to pass.

iii. Continued Endorsement

Any ballot measure, that was endorsed or opposed by the BCDCC as a legislative concept, a bill in the legislature, or as an initiative or recall petition is considered automatically endorsed or opposed as a ballot measure unless the BCDCC takes different action.

iv. Aligning with DPO Endorsements

Ballot measure campaigns endorsed or opposed by the Democratic Party of Oregon will be considered the same as being endorsed or opposed by the BCDCC unless there is a disagreement, in which case the BCDCC position will prevail.

**D. Potential Candidate Services Offered by the BC Dems**

Listed are the services that the BC Dems provide to certain candidates. A breakdown of what services are provided to which candidates can be found in Table 1.

i. Access to VAN or “Voter Access Network” through the DPO

1. Must meet DPO Requirements and have a signed Technology Services Agreement.
2. Charges for the electronic voter file can be wholly or partially offset by an in-kind donation at the discretion of the Executive and/or Central Committees.
3. Candidates denied access to the Electronic Voter File can appeal to the DPO or should be referred to other sources of voter data.

ii. Volunteer Data

1. BC Dems may provide volunteer lists as approved by the BCD Executive Committee, or Campaign Services Committee.

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- iii. Headquarters or Office
  - 1. Use of headquarters or office facilities on a shared basis.
  - 2. Display and distribution of campaign literature and paraphernalia.
  - 3. Use of printer, scanner, and other office tools.
- iv. Donations
  - 1. Suggestions for donations to candidates will first be considered by the Executive Committee and a recommendation passed on to the Central Committee for a final decision. When a more rapid decision is necessary, the Executive Committee may make the decision and report to the Central Committee.
- v. Neighborhood Leader Program
  - 1. Volunteers through the NLP may carry candidate literature during their canvassing and otherwise promote candidates.
- vi. Slate Card
  - 1. Inclusion on any BC Dems slate card mailed or otherwise distributed.
    - a. Candidates who are eligible to be listed on the slate card may choose not to be included.
- vii. Voters' Pamphlet Statements
  - 1. Endorsed candidates are automatically eligible to receive relevant documentation indicating the BC Dems support of their candidacy.
  - 2. The BC Dems may choose to fully or partially fund voters' pamphlet statements on a ballot measure that they have taken a position on.
- viii. Other Services
  - 1. The exclusion of any service from this list does not mean the BCDCC does not offer that service to endorsed candidates.
  - 2. The BCD Executive Committee and BCDCC may develop other services to offer endorsed candidates by policy, such as:
    - a. Sharing information and events of endorsed candidates on social media; or
    - b. Sharing information and events of endorsed candidates via the newsletter; or
    - c. Promoting endorsed candidates at the Farmers Market, Benton County Fair, or other tabling events;

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| <b>Table 1: Eligible Services</b>                                                                                | <b>Access to<br/>VAN with<br/>DPO<br/>Agreement</b> | <b>Access to<br/>Volunteer<br/>Info</b> | <b>Literature on<br/>display at<br/>HQ/office</b> | <b>Use of HQ<br/>printer,<br/>scanner, etc.</b> | <b>Literature<br/>distributed<br/>by NLP</b> | <b>Inclusion on<br/>a BC Dems<br/>slate card*</b> | <b>Form for<br/>voters'<br/>pamphlet</b> | <b>Eligible to<br/>be<br/>considered<br/>for a<br/>donation</b> |
|------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------------------------|---------------------------------------------------|-------------------------------------------------|----------------------------------------------|---------------------------------------------------|------------------------------------------|-----------------------------------------------------------------|
| Democratic Nominee for partisan office<br>(who is a registered Dem)                                              | Yes                                                 | Yes                                     | Yes                                               | Yes                                             | Yes                                          | Yes                                               | Yes                                      | Yes                                                             |
| Democratic Candidate for a partisan primary<br>(when BC Dems make no endorsement)                                | Yes                                                 | No                                      | Yes                                               | No                                              | Yes                                          | No                                                | No                                       | No                                                              |
| Democratic Candidate for a partisan primary<br>(endorsed candidate if BC Dems make an endorsement)               | Yes                                                 | Yes                                     | Yes                                               | Yes                                             | Yes                                          | Yes                                               | Yes                                      | Yes                                                             |
| Democratic Candidate for a partisan primary<br>(candidate who is not endorsed if BC Dems make an<br>endorsement) | Yes                                                 | No                                      | (1)                                               | No                                              | No                                           | No                                                | No                                       | No                                                              |
| Candidate for non-partisan office<br>(registered Dem and endorsed)                                               | Yes                                                 | Yes                                     | Yes                                               | Yes                                             | Yes                                          | Yes                                               | Yes                                      | Yes                                                             |
| Candidate for non-partisan office<br>(registered Dem NOT endorsed)                                               | Yes                                                 | No                                      | (1)                                               | No                                              | No                                           | No                                                | No                                       | No                                                              |
| Candidate for non-partisan office<br>(non-Dem and endorsed)                                                      | No                                                  | No                                      | Yes                                               | Yes                                             | Yes                                          | Yes                                               | Yes                                      | Yes                                                             |
| Candidate for non-partisan office<br>(non-Dem and NOT endorsed)                                                  | No                                                  | No                                      | No                                                | No                                              | No                                           | No                                                | No                                       | No                                                              |
| Endorsed or opposed ballot measure or recall<br>(aligned with the BC Dems stance)                                | No                                                  | No                                      | Yes                                               | Yes                                             | Yes                                          | Yes                                               | Yes                                      | Yes                                                             |
| No position ballot measure or recall                                                                             | No                                                  | No                                      | (1)                                               | No                                              | No                                           | No                                                | No                                       | No                                                              |

(1) Some literature may be kept at the Headquarters and only produced upon request from a voter.

\* Eligible candidates and measures will be asked before postage or printing whether they would like to be included on any slate card.

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### 3. BCDCC Election Rules

#### A. Rules that Apply to All Elections

- i. Time allotted candidates to speak may be changed at the beginning of an election. Any other changes must be handled as amendments to the standing rules, requiring advance notice as specified in the bylaws.
- ii. The rules designated as “preferred rules” shall be used in all elections. Alternate rules are specified here to make amendment of these rules relatively easy, **except as specified in these rules, comments, statements, or questions during the election which do not deal with the conduct of the election are out of order. The chair may choose to deal with agenda items not relating to the candidates or office being sought while ballots are being counted.**
- iii. The election meeting will be presided over by the Central Committee Chair or a replacement, just as in a regular meeting, however, a person shall not preside over a part of the election for which they are a candidate.
- iv. A credentials committee will identify and report on eligible voters. Absentee ballots are not allowed. Eligible voters consist of elected or appointed Precinct Committee Persons, whose name appears on the official list of precinct committee persons provided by the county clerk, as stipulated in state law, ORS 248.015-248.030. **At an organizational meeting, only elected precinct committee persons may vote for officers. (ORS 248.026).**
- v. The chair or executive committee will appoint one chief teller and one additional teller for each fifty ballots or major fraction thereof, but no fewer than two tellers. If three or more alternates or delegates are being elected in one set of ballots, then there shall be one chief teller and an additional teller for each thirty ballots or major factor thereof.
- vi. The chair or executive committee will appoint one or two timekeepers, with a watch or other device to count off the seconds.
- vii. Each candidate may appoint an observer. **The Rules Committee may also appoint an observer.**
- viii. If possible, Tellers and observers should meet in advance of the meeting and review the details of conducting the election.
- ix. If there is a nominating committee, it will make its report. Nominations will be taken from the floor. Candidates may nominate themselves. Seconding a nomination is unnecessary. **Candidates may inform the chair in writing if they have a preference about who nominates them. The chair will call on such individuals first. There will be no nominating speeches.** A motion from the floor to close nominations is out of order unless the intent is clearly to prevent frivolous nominations from being made. It must be seconded and requires a 2/3 majority to pass. Otherwise the chair asks three times in a row if there are any further nominations. If there is no response, then the chair announces that nominations are closed.

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- x. If the election of a candidate to an office would result in a violation of our gender balance requirements as specified in Article IV, section 2 of the bylaws, then that candidate may not be nominated to that position.
- xi. Nominees will be allotted up to five minutes to speak. **The order of speaking will be by lot or by flipping a coin.** A nominee may choose to spend some of their time taking and answering questions from the floor. For delegate elections, candidates may speak for one minute and there will be no questions. These times may be modified before the election begins.
- xii. Voting will be by secret ballot. If there is only one nominee for an office, a motion may be made to elect by acclamation, which must be seconded. A voice vote will then be held, asking for yes and no votes. If the voice vote is not unanimous, then the election will proceed by ballot.
- xiii. The election shall proceed as follows.
- xiv. One or more tellers will hand out ballots to eligible voters. People will write their vote on their ballot and return the ballot directly to a teller. **The chair will ask three times if all ballots have been returned. If nobody responds to the contrary, then the chair will announce that balloting is closed. Ballots will not be accepted or changed after balloting is closed.**
- xv. A valid ballot must contain the name of one candidate who can be identified and who is eligible for the position, even if the person was not nominated. Blank ballots, abstentions, or ballots voting for more than the allowed number of candidates are invalid. All valid ballots count for determining a majority.
- xvi. To facilitate counting, tellers will sort the ballots into piles.
- xvii. The tellers will count the ballots and prepare a written report, giving the number of eligible voters, the number of ballots handed out, the number of ballots returned, the number of invalid ballots, and the number of votes for each candidate. The tellers reports will be open for inspection at and immediately following that meeting, but the ballots may not be inspected except by the tellers and observers. The number of valid ballots and the names of people elected will be included in the minutes of the meeting.
- xviii. In order for the election to be final, the winning candidate must accept the position. If they are not present at the meeting, they must accept in writing or by email.
- xix. The secretary will retain all ballots, counting, or tally sheets, and tellers reports in a sealed envelope for one year. Then they will be destroyed.
- xx. State Law and BCDCC bylaws should be consulted and take precedence over these rules. Matters that are unclear under these rules will be decided by Roberts Rules of Order.
- xxi. The chief teller and a member of the Rules Committee should review the rules before the election, and come up with a detailed plan for counting ballots.
- xxii. Roberts Rules of Order also provides information on incomplete elections, postponement of elections, or adjournment of an election.

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**B. Rules Relating to Particular Elections**

- i. Election to a Single Office  
(such as chair, first vice chair, or a single delegate or alternate.) The preferred method of electing to a single office is the Traditional BCDCC/ Roberts Rules.
- ii. Single Office – Traditional BCDCC / Roberts Rules  
If a candidate receives a majority of valid ballots cast, then they are elected. Otherwise, another round of voting proceeds. A candidate may withdraw from consideration. Otherwise, no nominees will be removed. Additional rounds may be necessary.
- iii. Single Office – Instant Runoff  
Follow the procedure for ranked choice voting for delegates

**C. Delegate Selection Elections**

Delegate selection elections, especially using ranked choice voting may be time consuming, and it is important for tellers to review the details of the election in advance.

The preferred method for Delegate Selection Elections is Modified DPO Rules.

The gender balance requirements apply to delegates and also to delegates and alternates taken together. The maximum number of delegates of any gender (male, female, or non-binary) may not exceed fifty percent of the number of delegates, or in case of an odd number of delegates, then that fifty percent will be rounded up to the next whole number. In addition, the number of male and of female delegates, may differ by no more than one.

If the number of delegates of either gender to be elected is precisely determined, which may depend on the absence of non-binary nominees, then the election may be split into two groups based on gender.

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i. Delegate Selection Rules – Modified DPO Rules

1. Each voter will be allowed one vote for each delegate slot to be filled. Rank order will be used only to break ties.
2. There will be a maximum of two rounds of ballots cast to elect these delegates.
3. Candidates who win a majority of the votes cast on the first ballot, and who meet any gender balance requirements are assigned delegate slots and then alternate slots, with candidates receiving the most votes being assigned the higher position.
4. If, after the first ballot, there are still delegates or alternates to be elected, a second round of voting shall occur. After removing the name of any candidate who won a majority on the first ballot, the second ballot will consist of the top finishers on the first ballot, equal to twice the number of delegate and alternate positions still remaining to be filled.
5. Ties will be resolved by determining which eligible candidate received the most first rank votes on the ballot. Remaining ties will be determined by lot.
6. If there are still positions to be filled then a vote may be made for a third round of voting. Otherwise voting is ended and a vacancy is declared.

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ii. Delegate Selection Rules – Ranked Choice Voting

1. Ballots will have pre-numbered lines. Voters prepare ballots by writing a list of candidates on the ballot, with names ordered by preference (“1” for first preference and so on).
2. Ballots in which the same preference number is used more than once are invalid and will not be counted. All valid ballots are considered toward the majority in each round of voting, even if no eligible preference remains on that ballot for that round of voting.
3. Ranked choice voting occurs in rounds that begin with sorting the ballots into piles based on the highest eligible preference, counting and recording the number of ballots in each pile. If no candidate has obtained the majority, the round continues, with redistribution of the ballots of the candidate with the fewest votes to the next highest ranked eligible candidate. The round ends when a candidate acquires a majority of ballots. Candidates running only for alternate are not eligible for delegate election. It follows that votes for them cannot affect who is elected delegate. Similarly, votes for candidates running only for delegate will be ignored while electing alternates.
4. Candidates whose election as delegate would cause a violation of the gender balance rules, but could still be alternate may be elected and placed on the alternate list. When a delegate or alternate is selected, they will be assigned to the highest available slot for their gender on the rank order list of delegates and alternates. A candidate will not be assigned to a slot if this would violate the gender balance rules.
5. Candidates running only for alternate are not eligible for delegate election and will be ignored during the delegate part of the election. It follows that votes for them cannot affect who is elected delegate. Similarly, votes for candidates running only for delegate will be ignored while electing alternates.
6. Ballots voting for ineligible candidates are redistributed to the next preference candidates.
7. A candidate is elected when they receive a majority of the valid ballots cast (paragraph 2)
8. In the next round of counting, candidates already elected are no longer eligible. Candidates who were eliminated in the previous round due to not enough votes become eligible again. The next round begins as in paragraph #3, above.
9. It is possible that not all positions will be filled, either because there are too few candidates or because some voters did not give a rank preference to all candidates. If there are too few candidates, the unfilled position(s) are vacant. If there are candidates eligible for positions that were not filled, then a new election will be conducted to fill remaining positions. If a position is still unfilled, a motion may be made to have another round of balloting. If this motion passes, then another election shall be held for the vacant positions. Otherwise, the election for this set of delegates/alternates is over and the unfilled position(s) are vacant.

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## 4. Rules for Endorsement Votes

### A. Voice Voting Method

- i. At the meeting, a motion may be made to endorse a candidate or to make no endorsement.
- ii. If there are multiple eligible candidates, more than one can be endorsed, either as separate motions or a single motion.

### B. Voting by Ballot

#### i. Set Up for the Vote

1. Paper ballots will be distributed to in-person, eligible PCPs at the beginning of the endorsement meeting. Those attending virtually will be given access to a Google Form or other electronic form of balloting.
2. Ballots will be designed to ask three questions:
  - a. “Should the BC Dems make an endorsement in the race for [Position under consideration for endorsement]?” with the options listed as “Yes” and “No”.
  - b. “If the BC Dems make an endorsement, how many candidates should we endorse for [Position under consideration for endorsement]?”
  - c. “Which candidate(s) should the BC Dems endorse for [Position under consideration for endorsement]? (choose as many as you would like)”
    - 1) This question shall list, by name, the names of candidates who are seeking the party’s endorsement for the seat, a line to add an additional name by write in, and a box that says “None of these candidates”.
  - d. These questions are treated as motions made by the first Vice-Chair of the party and seconded by the Second Vice-Chair.
    - 1) If one or both of those officers is not present, the presiding officer will, with consent of the designees, designate eligible PCPs as having made these motions or seconding them.
3. After all candidates for a specific board or commission (i.e. the Corvallis School Board) have spoken, PCPs will be asked to fill out their ballots and return them to a designated voting station(s) or submit their online ballot.
4. Vote talliers, designate by the Chair, will then count the results of both the paper ballots and the digital ballots to obtain the total results.
  - a. Candidates who are on the ballot being tallied may appoint an observer to observe the counting process.

#### ii. Counting Results of Ballot Question 1

1. Question 1 Fails  
If the total results of the question outlined in 4.B.i.2.a. is a majority in opposition to endorsing any candidate for that position, vote counting for that position will cease and the result will be considered “no endorsement”.
2. Question 1 is a Tie  
If the total results of the question outlined in 4.B.i.2.a. is a tie, the motion will be considered as having failed and vote counting for that position will cease and the result will be considered “no endorsement”.

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3. Question 1 passes  
If the total results of the question outlined in 4.B.i.2.a. is a majority in favor of endorsing in the race for the position, vote counting for that position will continue and votes will be tallied for Ballot Question 2.
- iii. Counting Results of Ballot Question 2
  1. Question 2 Result – Endorse One Candidate  
If the total results of the question outlined in 4.B.i.2.b. is a majority in favor of endorsing only one candidate, vote tallying will commence as outlined in 4.B.iv.
  2. Question 2 Result – Tie Vote  
If the total results of the question outlined in 4.B.i.2.b. is a tie, the motion will be considered as being in favor of endorsing only one candidate and vote tallying will commence as outlined in section 4.B.iv.
  3. Question 2 Result – Endorsing Multiple Candidates  
If the total results of the question outlined in 4.B.i.2.b. is a majority in favor of endorsing more than one candidate for the position, vote counting for that position will commence as outlined in Section 4.B.v.
- iv. Counting Results of Ballot Question 3 – One Endorsement
  1. If the BC Dems vote in favor of endorsing only one candidate for a position, vote talliers will tally the results of all candidates for that position who received votes in the question outlined in 4.B.i.2.c.
  2. No Majority  
If no candidate for the position receives a majority of ~~votes~~ **ballots** cast in the question outlined in 4.B.i.2.c. then the result of the vote will be considered “no endorsement”.
  3. Single Candidate with Majority  
If only one candidate receives a majority of ~~votes~~ **ballots** cast in the question outlined in 4.B.i.2.c., that candidate is considered “endorsed” by the Benton County Democrats.
  4. Multiple Candidates with a Majority  
If more than one candidate receives a majority of ~~votes~~ **ballots** cast in the question outlined in 4.B.i.2.c. only the candidate with the highest number of votes is considered “endorsed” by the Benton County Democrats
  5. Tied Candidates with a Majority  
In the case that the candidates who receive the highest number of votes, and more than a majority of ~~votes~~ **ballots** cast, have a tied number of votes, an additional contest will be held. The names of the candidates who are tied will be the only eligible names for consideration and eligible PCPs will vote by ballot and may choose only one of the eligible candidates.
    - a. The presiding officer will set their ballot aside and it will only be counted by the vote talliers in the case of an additional tie or if the cast ballot could create a tie.
    - b. This process will repeat until a candidate is endorsed or a motion is made to suspend the proceedings.

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v. Counting Results of Ballot Question 3 – Multiple Endorsement

1. If the BC Dems vote in favor of endorsing multiple candidates for a position, vote talliers will tally the results of all candidates for that position who received votes in the question outlined in 4.B.i.2.c.
2. No Majority  
If no candidate for the position receives a majority of ~~ballots~~ ~~votes~~ cast in the question outlined in 4.B.i.2.c. then the result of the vote will be considered “no endorsement”.
3. Single Candidate with Majority  
If only one candidate receives a majority of ~~votes~~ ~~ballots~~ cast in the question outlined in 4.B.i.2.c., that candidate is considered “endorsed” by the Benton County Democrats.
4. Multiple Candidates with a Majority  
If more than one candidate receives a majority of ~~votes~~ ~~ballots~~ cast in the question outlined in 4.B.i.2.c. all candidates that receive a majority of votes cast are considered “endorsed” by the Benton County Democrats.

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## 5. Resolutions

### A. Notice Requirements

Any Letters, Resolutions or Endorsements proposed for a Central Committee vote, must be sent to Central Committee members at least one week prior to the meeting at which the vote is to occur.

## 6. Virtual and Hybrid Meetings

### A. Participation

The Chair will inform those attending virtually how to virtually seek acknowledgement, vote in favor or in opposition to items, or how to otherwise participate in the meeting.

### B. Technical Difficulties

In the case of technological difficulties where there are issues with the audio, video, or internet connection, resulting in the disability of virtual attendees to fully participate, the meeting will recess and a good faith effort will be undertaken to restore those rights.

### C. Continuing Meeting

If a good faith effort fails to solve the technological issues and fails to restore the ability of virtual attendees to fully participate after 10 minutes of effort, the Chair will assess if there is a quorum of PCPs attending the meeting in person. If there is not a quorum of in-person PCPs the Chair may choose to wait to continue the good faith effort, or adjourn the meeting. If there is a quorum of in-person PCPs the meeting will begin again and continue until adjournment. This does not prohibit any person from continuing to attempt to restore the connection.

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Table 2: Change Log

| Adopted by Central Committee On | Summary of Changes                                                                                                                                                                                                                                                                                                                                    |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| November 20, 2025               | Changed the formatting of the whole document, including order; allowed for the endorsement of non-Democrats for non-partisan races; allowed for the endorsement of Democrats in partisan primaries; added rules and restrictions related to endorsements; updated services allowed to candidates; added rules related to virtual and hybrid meetings. |
| July 16, 2026                   | Allowed for endorsement meetings to take place up to seven days before the deadline for the voters' pamphlet statement in order to allow for situations where the voters' pamphlet deadline is too close to the candidate filing deadline. Also changed instances of the word "votes" in Section 4 Subsection B to "ballots".                         |