

## Chair of the Central Committee<sup>1, 2, 3, 4, 5</sup>

(see also: Officer Elections)

. . . the party central committee for each county shall select the chairman of that county's party central committee.

Maryland Election Code, section 4-202(b)(1)<sup>6</sup> (2002 ed.)

Every central committee . . . shall appoint and constantly maintain a chairman and a treasurer, whose names and residence addresses, together with the names and residence addresses of its other principal officers, shall be filed where campaign fund reports are required to be filed pursuant to § 13-401 of this title. The chairman, treasurer, and other principal officers shall all be registered voters of the State of Maryland. The treasurer shall receive, keep, and disburse all sums of money, or other valuable things, which may be collected, received, or disbursed by the committee or by any of its members for any purposes for which the committee exists or acts. Unless the chairman,

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<sup>1</sup> Meetings of the Precinct Organization have traditionally been chaired by the Chair of the Central Committee.

<sup>2</sup> Neither the By-Laws nor the rules of the Montgomery County Democratic Central Committee specify how the district liaisons are to be designated. Traditionally, the district liaisons have been appointed by the Chair of the Central Committee from among the members of the Central Committee who were elected by district (or who filled a district seat vacancy). Also, it has been traditional that there was only one District Liaison per state senatorial district. From 1994 to 1998, however, all of the members of the Central Committee elected by district (or who filled a district vacancy) served as district liaisons.

<sup>3</sup> On January 9, 1996, and March 9, 1999, the Chair of the Central Committee canceled that night's Central Committee meeting due to inclement weather. In both instances, the Montgomery County Public Schools had already canceled all public school activities for the remainder of the day and the Chair first consulted with the senior officers of the Central Committee (i.e., the Vice Chair, Secretary, and Treasurer).

<sup>4</sup> On September 20, 1978, the Montgomery County Democratic Central Committee adopted the following policy

Any precinct official or coordinator not performing the required support for all Democratic candidates or any precinct official or coordinator in violation of the precinct rules with respect to the support of all Democratic nominees in any way, with the inclusion of the defacing of the official Democratic Sample Ballot, may be suspended or removed if that person is a campaign appointment, or the campaign role removed from an elected precinct official by the chairperson or vice chairperson of the Central Committee or the Co-Chairpersons of the Precinct Organization [Committee].

The policy of September 20, 1978, was superceded by § C(2)(d) of the Rules Governing Qualifications, Elections and Meetings of Democratic Precinct Officials of Montgomery County, Maryland, which does not mention the Chair of the Central Committee.

<sup>5</sup> On June 30, 1976, the Montgomery County Democratic Central Committee adopted a policy that "The date for the start of the Dollars Drive is to be established by the Chairperson of the Central Committee, the Dollars Chairperson, and the Dollars Drive liaison." That policy was superceded by § 4 of the Dollars Drive Accounting Policy adopted by the Central Committee March 11, 2003. Section 1 of the March 11 policy provides that the Dollars Drive will run from July 1 to June 30 of each year.

<sup>6</sup> Section 4-101 of the Maryland Election Code, however, provides that "Except as to a matter of compelling State interest, if any provision of this title [i.e., §§ 4-101 to 4-205] relating to party governance conflicts with the constitution and bylaws of a political party, the constitution and bylaws shall apply to the extent of the conflict."

treasurer, and other officers are appointed and filed as required in this subsection, it is unlawful and a violation of this article for a central committee or political committee, or any of its members, to collect, or receive, or disburse money, or other valuable things, for such purposes. A chairman or treasurer of a committee who resigns or otherwise ceases to be chairman or treasurer, as the case may be, shall notify the [county elections] board or the State Board where the original appointment was filed on a form prescribed by the State Board signed by him. A new appointment must be made and filed immediately in accordance with this section. The treasurer and chairman shall file campaign fund reports in accordance with subsection (b) of this section and § 13-401 of this title.

Maryland Elections Code, §13-202(a) (2002 ed.)

The chairman and the treasurer of any central committee . . . shall file the report or statement of contributions and expenditures as prescribed in accordance with § 13-402 of this subtitle with the State Board at each of the times and for the respective periods specified in subsection (a)(1), (2), and (3) of this section and, in a year in which a general election is not held, on the anniversary of the date of the last general election.

Maryland Election Code, § 13-401(d)(1) (2002 ed.)

Duties of the Chair: The Chair shall preside at all meetings of the [Central] Committee, preserve order during the deliberations, appoint sub-committees with the consent of the Committee and serve as ex-officio member of such sub-committees and sign appropriate documents in connection with the work of the Committee. In addition, the Chair shall have other powers and duties as may be granted to the Chair from time to time by resolution of the Committee.

By-Laws of the Montgomery County Democratic Central Committee, article V, § 1

Meetings: Meetings of the [Central] Committee shall be held not less than ten (10) times each calendar year. The Chair shall call all regular or statutory meetings. In the event of his neglect, failure or refusal, the Vice Chair or Secretary shall call such regular or statutory meetings.

By-Laws of the Montgomery County Democratic Central Committee, article VII, § 1

Emergency or special meetings [of the Central Committee] may be called by the Chair or a majority of the Committee.

By-Laws of the Montgomery County Democratic Central Committee, article VII, § 2

The Chair shall appoint such standing committees as may be deemed necessary.

By-Laws of the Montgomery County Democratic Central Committee, article IX, § 1

Appointment of Standing Committees: The Chair shall name the members on all standing committees and will designate the member who will be chair. Membership on standing committees need not be restricted to members of the Democratic Central Committee.

By-Laws of the Montgomery County Democratic Central Committee, article IX, § 2

The Chair of the Central Committee will appoint one of the two student members as the Chair of the Student Volunteer Mobilization Committee and will appoint the other student member as the Chair of the Student Club Organizing Committee. The Chair of

the Central Committee will also appoint one member of the Central Committee to serve as the Vice Chair of the Student Volunteer Mobilization Committee and one member of the Central Committee to serve as the Vice Chair of the Student Club Organizing Committee.

By-Laws of the Montgomery County Democratic Central Committee, article XI (2<sup>nd</sup> paragraph)

Any time proxies are voted, the proxy must be in the Chairman's hand before the vote. [Except that, when electing nominees for the Board of Elections or the County Council Redistricting Commission,] proxies are to be presented to the Secretary before any ballots are put into the ballot box.

Adopted by the Montgomery County Democratic Central Committee, March 3, 1971; amended by § 4 of the Procedures for Selecting Nominees to the Montgomery County Board of Supervisors of Elections, adopted by the Montgomery County Democratic Central Committee, December 8, 1998<sup>7</sup>; further amended by the Procedures for Selecting the Central Committee's Nominees for the County Council Redistricting Commission, adopted by the Montgomery County Democratic Central Committee, February 14, 2000<sup>8</sup>

#### Guidelines for Meetings of the Democratic Central Committee

I. . . .

II. Executive Meetings.

A. . . .

B. Such meetings shall only be called for purposes of discussing matters appropriate to executive sessions, including appointments & personnel. The Chairman may make the initial decision that a matter is appropriate for executive session, but any member who feels that a matter is appropriate for an open session may object and require that a vote be taken.

C. . . .

D. . . .

E. . . .

[III.] . . .

Adopted by the Montgomery County Democratic Central Committee, May 6, 1975

Loans of up to \$50, subject to the approval of the Party Chairperson or his designee, are authorized to those precinct[s] which make written requests for money to carry on precinct activities. Money will be repaid out of Dollars Drive receipts.

Adopted by the Montgomery County Democratic Central Committee, August 27, 1975

The Chairperson, Vice-Chairperson, Asst. Secretary and Comptroller are to be bonded. . . . [as are] the Treasurer, Asst. Treasurer, Secretary and Office Secretary . . . .

Adopted by the Montgomery County Democratic Central Committee, November 19, 1975

The [Central Committee's] computer will normally not be used at night to print out information. Night-time work, developing programs and entering data, will only be done with the approval of the Central Committee Chairman, Secretary and/or Office Manager.

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<sup>7</sup> Added the provision dealing with nominees for the Board of Elections.

<sup>8</sup> Added the provision dealing with nominees for the County Council Redistricting Commission.

Computer Use Guidelines, (Operations) section 2  
adopted by the Montgomery County Democratic Central Committee, February 27, 1985

After six months of employment the MCDCC Staff [Persons are] eligible to use 5 days of paid leave. Should a Staff Person work less than six months he/she will not be paid for any annual leave. After one year each Staff Person will earn 10 days of paid annual leave per year. Leave is pro-rated on a yearly basis.

Leave must be approved in advanced by the Chair as is subject to the needs of the committee.

Annual Leave section of the Personnel Procedures,  
adopted by the Montgomery County Democratic Party Central Committee, September 12, 1995

A Staff person may be terminated in the following manner:

- 1) When a member of the MCDCC requests that the Chair or the Officers call a special meeting to discuss removal.
- 2) When a majority of the members of the MCDCC vote to remove a staff persons<sup>9</sup>.

Staffers may be suspended by the Chair of the Central Committee (or, in the absence of the Chair, by the Vice Chair).

Removal of Staff Persons section of the Personnel Procedures,  
adopted by the Montgomery County Democratic Party Central Committee, September 12, 1995

**Editor.** The Central Committee will designate an editor who will have day-to-day responsibility for the maintenance of the [County Democratic Party's World Wide Web] site. The Editor will consult with the Chair of the Central Committee before adding to the Web site any categories of material not already authorized by this policy. If the Editor and the Chair are not able to resolve any disagreement, the matter will be referred to the Internet Services Committee for resolution. Decisions of the Internet Services Committee can be appealed to the Central Committee, which will be the final authority. .

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World Wide Web Site Policy, section 4,  
adopted by the Montgomery County Democratic Central Committee, December 12, 1995

[When considering ballot questions, the Central Committee will (First) receive the report of the Ballot Questions Advisory Committee, (Second) receive the recommendations of the Precinct Organization, (Third) receive comments from the public]

Fourth, the Chairman [of the Central Committee] will go around the table, and invite any member of the Central Committee to speak on the question for two minutes per person.

Fifth, the Chairman will go around the table a second time and invite Central Committee members again to speak on the question for two minutes per person. The Chairman will then request a motion to endorse the position taken by he Precinct Organization on the question. If that motion fails (or if no one will offer such a motion) the Chairman will entertain other motions related to the ballot question. The ballot questions will be taken up in the same order that they were taken up at the . . . meeting of the Precinct

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<sup>9</sup> Probably should be "staff person".

Organization . . . . In accordance with Article VII, Section 8 of the By-Laws [of the Central Committee], a two-thirds vote of those voting yes or no is required for the Party to take a position on a ballot question and to mark the Democratic Sample Ballots.

Adopted by the Montgomery County Democratic Central Committee, October 6, 1994

(1) [For a legislative issue] To be considered at an MCDCC meeting, a resolution request should be submitted to the office on or before the first of the month, so the Chair can enclose a copy with the agenda to be mailed to the MCDCC.

(2) . . .

Adopted by the Montgomery County Democratic Central Committee, March 11, 1997<sup>10</sup>

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<sup>10</sup> This superseded the policies adopted by the Montgomery County Democratic Central Committee on December 12, 1979 and February 20, 1991.

Section 3 of the December 12, 1979 policy stated that, “Any Democrat, organization, or Central Committee member who wishes the committee to take a position on an issue not automatically considered within the purview of the Committee (i.e., election laws, ballot questions, or issues relating to the political process) shall notify the Central Committee Chairperson 10 days prior to a regularly-scheduled meeting so that it can be placed on the agenda.”

Sections 3, 4, 6, 9, and 10 of the February 20, 1991 policy stated that:

3. The Chairman may entertain a sponsor’s motion to propose consideration of a policy resolution during any meeting of the MCDCC. This motion must be seconded in order for debate on the resolution to be in order. Such a motion will be considered on the MCDCC meeting agenda under New Business.
4. If seconded, the Chairman will make the initial determination if the resolution concerns a position of a public policy question. Such a determination may be subject to being overturned by an appeal of the decision of the Chairman under Robert’s Rules. If determined to be a resolution on a public policy question, debate would proceed as follows. The sponsor will be granted 3 minutes to explain the purpose of the resolution. An opponent of the resolution also will be granted 3 minutes to speak against the resolution.
6. No later than 5 days following its introduction, the proposed resolution will be circulated to all Democratic elected officials and any MCDCC member not present at the meeting at which the resolution was proposed, along with a letter naming the sponsor(s) of the proposed resolution and the date when the next regularly scheduled meeting of the MCDCC will be held during which the resolution will be considered. Other objective information may be included in the letter at the discretion of the Chairman.
9. Written comments from the elected officials, precinct officials and other activists on the proposed resolution or a synopsis thereof will, if possible, be circulated to MCDCC members in advance of the MCDCC meeting during which a public policy resolution is to be adopted. At such meeting, the Chairman will establish the initial limits of debate. There limits may be extended for a specific amount of time by a majority vote of the Committee. A motion to extend the time for debate will require a second, but will not be debatable. Any proposed resolution may be amended by majority vote if so moved and seconded. The policy resolution is adopted upon approval by a two-thirds votes of the members of the MCDCC voting.
10. If the proposed resolution is adopted, the Secretary of the MCDCC shall circulate the final text to the recipients listed in #6 and, at the discretion of the Chair, to the media and other interested parties. The adoption of the resolution shall be reported in the next edition of News and Notes.

1. . . .
2. We will also make updated precinct directories available to any Democratic candidate (incumbent or non-incumbent), precinct official, or chartered organization for free, but we will satisfy only one such request in a year. If more than one such updated directory is provided in a year, there will be a charge of \$25 for each update. We will provide one copy per month of the circulation list for free upon request. District directories for their district are to be made available for free to District Liaisons upon request.
3. . . .
4. . . .
5. . . .
6. It is our intent to make the voter data provided by the State Democratic Party available to any Democratic candidate upon request at no charge. It may be necessary to impose a reasonable charge for this data.
7. The term "upon request" in this statement means as soon as it is practicable for MCDCC staff to meet the request. Other MCDCC priorities, as determined by the MCDCC chair and/or the full MCDCC, will take precedence over satisfying requests for data from outside parties.

Adopted by the Montgomery County Democratic Central Committee, May 12, 1998

Once the recommended nominees [for seats on the Montgomery County Board of Elections] have been chosen [by the Central Committee], the Chair will recognize any motions concerning transmittal of the names of the nominees to the Governor.

Procedure for Selecting Nominees to the Montgomery County Board of Supervisors of Elections, § 7,  
adopted by the Montgomery County Democratic Central Committee, December 8, 1998

Open and free elections are one of the basic principles of the Democratic Party.

For an election to be open and free, all candidates for office must have equal and concurrent access to such fundamental information as who is eligible to vote in the election (including all contact information that the organization possesses).

If a member of a Democratic organization in Montgomery County, who is a candidate (or who intends to become a candidate) for office in that organization's next election so requests, the Chair of the Central Committee shall appoint a mediator to assist in making sure that the organization's elections are held in an open and free manner. In appointing a mediator, the Chair is to strive to appoint a person who (1) is experienced with parliamentary procedure and the conduct of elections and (2) is acceptable to all candidates in the organization's election. The mediator may be (but is not required to be) a member of the Central Committee and generally should not be a member of the organization. Whenever the Chair of the Central Committee appoints a mediator, the Chair is to promptly notify the President of the organization and urge the organization to make use of the mediator.

At the request of the mediator, the organization will provide the mediator with a list of all persons (including contact information) who are eligible to vote in the election. The

mediator will treat such list as confidential, except that the mediator may provide candidates running for office within the organization with a copy of the list.

Adopted by the Montgomery County Democratic Central Committee,  
January 12, 1999

### **Section 1. Bereavements**

(a) In the event that the Montgomery County Democratic Headquarters learns of the death of any current

- Precinct Chair
- Precinct Vice Chair
- Area Coordinator
- Member of the Central Committee (voting or non-voting)
- elected Democratic public official representing at least part of Montgomery County
- Trustee
- Committee Chair or Vice Chair appointed by the Chair of the Central Committee
- employee hired by the Central Committee
- Legal Counsel of the County Democratic Party
- Editor of the County Democratic Party's web site
- Member of the Executive Committee of the Maryland Democratic Party who is a resident of Montgomery County
- President of any Democratic organization chartered by the Central Committee
- Democratic member of the Montgomery County Board of Elections; or
- Member of Plowman/Fisherman or the Democratic Forum;

or of any former long-term member of the Precinct Organization;

(i) a letter (or card) of sympathy from the Chair and Vice Chair of the Central Committee, on behalf [o]f the Party and the Central Committee, will be sent to the decedent's family,

(ii) . . .

(iii) . . .

(b) In the event that (after the Secretary has compiled a list of the winners of the following awards) the Montgomery County Democratic Headquarters learns of the death of any or of any current or former winner of the

- Jack Dean-Helen Peacock Precinct Official Award (or the Jack Dean Precinct Official Award)
  - Rita Morgan-Bruce Jerney Community Service Award

- Democrat of the Year Award
- Rosalie Reilly Lifetime Service Award
- Kelsey Cooke Volunteer of the Year Award (or the Volunteer of the Year Award)
- Lucille Maurer Award for Continuing Service by a Former Elected Official
- Reginald Zalles Award (Most Improved Precinct in a Dollars Drive)
- Col. Ward W. Caddington Award (Highest Percentage of Quota Raised by a Precinct in a Dollars Drive)
- Esther and Odell Kominers Award (Highest Amount of Money Raised by a Precinct in a Dollars Drive)

**(i)** a letter (or card) of sympathy from the Chair and Vice Chair of the Central Committee, on behalf [o]f the Party and the Central Committee, will be sent to the decedent's family,

**(ii)** . . .

**(iii)** . . .

**(c)** In the event that the Montgomery County Democratic Headquarters learns of the death of a

- parent
- grandparent
- sibling
- spouse (or significant other)
- in-law
- child, or
- grandchild

of any of the persons listed in section 1(a) or (b):

**(i)** a letter (or card) of sympathy from the Chair and Vice Chair of the Central Committee, on behalf of the Party and the Central Committee, will be sent to the decedent's family, and

**(ii)** . . .

**(d)** In the event that the Montgomery County Democratic Headquarters learns of the serious illness of the persons listed in section 1(a), (b), or (c):

**(i)** a letter (or card) of sympathy from the Chair and Vice Chair of the Central Committee, on behalf of the Party and the Central Committee, will be sent to the person, and

(ii) . . .

## **Section 2. Congratulations . . .**

### **Section 3. Retirements**

In the event that any person listed in section 1(a) retires from their political office:

(i) a letter from the Chair and Vice Chair of the Central Committee, on behalf of the Party and the Central Committee, expressing thanks for services rendered will be sent to the retiree, and

(ii) . . .

## **Section 4. Extraordinary cases . . .**

### **Section 6. Sunshine Committee**

The Chair of the Central Committee shall appoint a Sunshine Committee. The Sunshine Committee will (a) monitor local newspapers and other publications to attempt to identify individuals and events that should be recognized under this policy and (b) otherwise assist in the administration of this policy.

## **Section 7. Previous Policies . . .**

Policy on Expressions of Sympathy and Recognitions of Achievements  
adopted by the Montgomery County Democratic Central Committee, September 14, 1999

### **§ 1. Definitions.**

“Campaign appointments” are appointments of Acting Area Coordinators, Acting Precinct Chairs, and Acting Precinct Vice Chairs.

“Next election” is the next general election, primary election, special general election, or special primary election. “Next election” does not include precinct chair and vice chair elections held under § D of the Precinct Organization Rules.

### **§ 2. Expiration of term of office. . . .**

### **§ 3. Appointments by the Central Committee. . . .**

### **§ 4. Appointments by the Chair of the Central Committee.**

Campaign appointments may be made by the Chair of the Central Committee provided that:

- (a) all of the voting Central Committee members who live in that legislative district agree to the appointment; and
- (b) the appointment is made after the meeting specified in § 3 of this policy and before the next election.

### **§ 5. Notification. . . .**

Policy on Campaign Appointments,  
adopted by the Montgomery County Democratic Central Committee, August 13, 2002

Prior to every primary and general election, the Chair of the Central Committee (or the Chair's representative) will inspect the proposed ballot faces prepared by the Montgomery County Board of Elections, as soon as the ballot faces are available for public inspection. If, in the opinion of the Executive Committee, the ballots should be challenged, the Executive Committee may make such a challenge on behalf of the Central Committee. The Central Committee reserves the right to modify any position taken on its behalf.

Policy on Ballot Inspection,  
adopted by the Montgomery County Democratic Central Committee, October 8, 2002

[A] money market account [is to] be established with Sun Trust Bank and . . . any expenditure from that account over \$500 must have the approval of the Chair.”

adopted by the Montgomery County Democratic Central Committee, May 13, 2003

### **Liaison I, Liaison II, and District Meetings**

#### **§ 1. Purpose. . . .**

#### **§ 2. Liaison I.**

The Chair of the Central Committee will organize and convene at least one meeting of Liaison I every calendar year.

#### **§ 3. Liaison II.**

The Chair of the Central Committee will organize and convene at least one meeting of Liaison II every calendar year. For purposes of Article XII of the By-Laws of the Central Committee, meetings of Liaison II (after September 12, 2006) will be treated as if they were meetings of the Central Committee.

#### **§ 4. District meetings. . . .**

Policy on Liaison I, Liaison II, and District Meetings,  
adopted by the Montgomery County Democratic Central Committee, April 11, 2006