

Data and Records Custody and Release¹

(see also Mail Services; and World Wide Web Site policy)

1. Examination of Records

All Records of the Central Committee, including the financial records, are open for examination by any registered Democrat in Montgomery County during regular office hours or by appointment under the supervision of the Secretary, Assistant Secretary or Office Manager, subject only to the previously adopted exception of the membership roster of Plowman and Fisherman.²

Adopted by the Montgomery County Democratic Central Committee, March 23, 1977

2. Policy Regarding Release of Data

1. We will make the precinct directory available for free once a year at a meeting of the precinct organization. At that time, directories will be made available to precinct chairs, vice chairs, area coordinators, elected officials or any Democratic candidate, incumbent or non-incumbent. Democrats who cannot attend these meetings can pick up directories from the MCDCC office. Updated district directories will be distributed at the second precinct organization meeting each year.
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. We will continue to make labels available upon request to Democratic candidates (incumbent or non-incumbent), precinct officials, or chartered organizations, for the following categories: precinct officials, elected officials, former elected officials (trustees) and donors and activists in our database. We will charge 7.5 cents per label. For purposes of coordinating a Dollars Drive there will be no charge to precinct officials for printing labels in their precinct as long as the MCDCC Treasurer oversees it.

¹ See also Article V, Section 3 of the By-Laws of the Montgomery County Democratic Central Committee and Section C(2)(e) of the Rules Governing Qualifications, Elections and Meetings of Democratic Precinct Officials of Montgomery County, Maryland.

² On February 9, 1977, the Central Committee adopted the policy that "The list of Plowman and Fisherman members is not to be given out by the Central Committee."

4. We will not release telephone numbers of donors who are not elected officials or precinct officials, except where such release is for a specific purpose approved by a majority vote of MCDCC members present at a meeting.
5. We will not release data on precinct officials, donors or activists in electronic form, except where such release is for a specific purpose approved by a majority vote of MCDCC members present at a meeting.
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.

Policy Regarding Release of Data,
adopted by the Montgomery County Democratic Central Committee, May 12, 1998³

3. Printouts of Registered Voters

The [voter] print-outs are the property of the Central Committee placed in the care of each precinct chairman who are charged with their safekeeping. Arrangements to copy [a] list should be made with individual precinct chairmen and the Central Committee encourages the precinct chairmen to cooperate in making the list available upon request by either a member of the Central Committee or by an individual designated by a Democratic campaign committee.

Adopted by the Montgomery County Democratic Central Committee, March 15, 1972

The Secretary is authorized to obtain a printout [of the registered voter list] for each precinct if it is found economically feasible.⁴

Adopted by the Montgomery County Democratic Central Committee, April 12, 1978⁵

³ This superseded the policy on distribution of voter registration tapes adopted by the Montgomery County Democratic Central Committee, March 11, 1970. The policy of March 11, 1970 stated that "MCDCC [will] make copies of our [registered voter] tapes to Democratic officials and bona fide candidates or their representatives, but only through the MCDCC service bureau; . . . the cost to each purchaser [will] be the same and reflect the MCDCC cost plus an overhead charge for our expenses in servicing; . . . each purchaser [will] be required to sign an affidavit guaranteeing that the tapes [will] . . . be used only for his political needs and that our service bureau provide some identification programming into each tape copy to indicate the purchaser."

⁴ It appears to have been the intent that the Secretary make the determination of economic feasibility. At the April 26, 1978, meeting of the Central Committee, the Secretary informed the Committee that "after checking prices it was inadvisable to purchase a new printout at this time."

⁵ This superseded the policy on precinct printouts adopted by the Central Committee on January 25, 1978. That policy provided that "the Central Committee . . . [will] provide printouts of all new precincts when requested."

4. Availability of Specific Reports

The history of primary elections prepared by the T[ask] F[orce] on Candidate Selection shall be available for sale at the price of \$2.00 per copy.

Adopted by the Montgomery County Democratic Central Committee, April 27, 1977