

RULES OF THE DEMOCRATIC PARTY OF THE STATE OF NEW MEXICO

ADOPTED
APRIL 20, 1985

AMENDED
JANUARY 18, 1994
OCTOBER 25, 1997
APRIL 21, 2001
MARCH 17, 2006
APRIL 28, 2007
APRIL 26, 2008
SEPTEMBER 12, 2009
SEPTEMBER 25, 2010
Corrections: JANUARY 15, 2011
APRIL 30, 2011
Corrections: MAY 7, 2011
SEPTEMBER 24, 2011
APRIL 24, 2012
SEPTEMBER 7, 2013
SEPTEMBER 20, 2014
SEPTEMBER 12, 2015
APRIL 23, 2016
OCTOBER 23, 2016
OCTOBER 7, 2017

RESTRUCTURED AND AMENDED
APRIL 21, 2018

2017/2018 DPNM RULES COMMITTEE

Bill Peifer – Chair
Martin Suazo – Vice Chair
Dayan Hochman – Secretary

Regina Antrom	James Buhaug
John Dyrzc	Lisa Hannah
Mary Hotvedt	Joe McCaffrey
Kathleen McCord	Josh Sanchez

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PREAMBLE

The name of the Democratic Party organization shall be the Democratic Party of New Mexico, hereafter abbreviated "DPNM." The name of the Democratic Party organization of each county of the State of New Mexico shall be the "Democratic Party of County" with the appropriate county name inserted. The official seal of the DPNM shall be the traditional eagle holding an olive branch and arrow, and the words "THE DEMOCRATIC PARTY" along the outside of the seal in the upper portion, and the words "STATE OF NEW MEXICO" along the outside of the seal in the lower portion. All NEW MEXICO registered Democratic voters are members of the DPNM.

In order to vote in a ward or precinct meeting, party convention or central committee meeting, or to be an officer at any level of the party structure, or a delegate to any party convention, or a member of a central committee, a person shall have been a registered Democrat, as shown on the official list of registered voters of the county clerk, for at least thirty (30) days prior to said meetings or conventions; and shall physically reside in the political subdivision in which he/she wishes to vote or hold office..

ARTICLE I – GENERAL PARTY INFORMATION

Section 1 – Rules of Order

In all meetings and conventions, the current Robert's Rules of Order, Revised, shall govern except where the matter is covered by these rules or the respective county rules.

Section 2 – Proportional Representation

The policy of the DPNM is to preserve equitable minority representation at all levels of the convention and meeting processes, and to that end committees and delegations to conventions shall be selected, insofar as reasonably possible, to represent proportionally any vote. Except as otherwise provided in these rules or in rules governing a National Convention there shall be no automatic delegates to any convention.

Section 3 – Party Rules

3.1 – Scope

These rules govern the organization and the conduct of business of the DPNM. Where a subject is covered by these rules, they shall control at all levels of party organization and in all counties except where these rules are in conflict with the Charter and Bylaws or other Rules of the Democratic Party of the United States. Each county organization may adopt such supplementary rules as it deems necessary insofar as they do not conflict with the DPNM Rules and do not abridge the lawful political rights of any person.

3.2 – Filing of Rules and Amendments

These rules and amendments thereto shall be filed with the Secretary of State of New Mexico. Supplementary county rules described in [Article I, Section 3, Rule 3.1](#) and amendments thereto shall be filed with the respective County Clerks, the Secretary of State, the DPNM State Chairperson and the DPNM Rules Chairperson immediately upon adoption.

3.3 – Changes to Rules – Amendments and/or Corrections

Amendments These rules may be amended by a majority vote of all the elected delegates who vote on the amendment at a State Convention which has as one of its purposes amendments to the rules. These rules may also be amended by a two-thirds (2/3) vote of all the members of the State Central Committee who vote on the amendment at a meeting that has as one of its purposes amendments to rules. The Rules Committee may upon majority vote correct typographical errors or update reference to the current Election Code.

3.4 – Standards for Rules

The following standards, previously adopted by the Democratic National Committee, are adopted as a part of these rules:

3.4.1

All public meetings at all levels of the DPNM are open to all members of the DPNM regardless of race, color, creed, sex, age, national origin, religion, handicap, sexual orientation, ethnic identity or economic status.

3.4.2

No test of membership in, or any oaths of loyalty to, the DPNM shall be required or used that has the effect of requiring prospective or current members of the Democratic Party to acquiesce in, condone, or support discrimination on the grounds of race, color, creed, sex, age, national origin, religion, handicap, sexual orientation, ethnic identity or economic status.

3.4.3

Meetings of the DPNM at all levels shall be publicized fully and, in such manner, as to assure with timely notice to all party members, and large enough with provision for sufficient room as practicable to accommodate all interested parties.

3.4.4

The DPNM, at all levels, shall support the broadest possible registration without discrimination on grounds of race, color, creed, sex, age, national origin, religion, handicap, sexual orientation, ethnic identity or economic status. Discrimination or harassment by any individual within the party structure, at any level, based on the above categories, will be considered a violation of these rules.

3.4.5

The DPNM shall publicize fully and in such manner as to assure notice to all interested persons a full description of the legal and practical procedures for selection of representatives at all levels. Notice of meetings to elect any party officers, including delegates, shall be published by the officers of the county party organization in a newspaper of general circulation at least fourteen (14) days prior to the meeting and the notice shall specify the time, date and place for holding the meeting. (Chapter 1, Article 7, paragraph 3.I, Election Handbook of the State of New Mexico, 2017 Edition). Publication of these procedures shall be done in such fashion that all prospective and current members of the DPNM shall be fully and adequately informed of the pertinent procedures in time to participate in each selection procedure at all levels.

3.4.6

The DPNM shall publicize fully and in such manner as to assure notice to all interested persons a complete description of the legal and practical qualifications for all officers and representatives of the DPNM. Such publication of notice, as described in [Article I, Section 3, Rule 3.4.5](#), shall be done in a timely fashion so that all prospective candidates or applicants for any elected or appointed position within the state shall have full and adequate opportunity to compete for office.

Section 4 - Filling Vacancies for Nominees for Public Office

4.1 - Vacancies Filled by State Central Committee

If a vacancy on the general election ballot occurs for a federal, state, district, or multi-county legislative district office, the nominee for the office shall be chosen by a vote of those State Central Committee members from the geographical area corresponding to the jurisdiction of the office that has been vacated. The State Chairperson, as presiding officer of the State Central Committee, shall file the name of the nominee selected for the office with the proper filing officer. (Chap. 1, Article 8, Election Handbook of the State of New Mexico, 2017 Edition.)

4.2 - Vacancies Filled by County Central Committee

If a vacancy on the general election ballot occurs for a magistrate, county, or a legislative district office where such district is entirely within the boundaries of a single county, the nominee for the office shall be chosen by a vote of those County Central Committee members from the geographical area corresponding to the jurisdiction of the office that has been vacated. The County Chairperson, as presiding officer of the County Central Committee, shall file the name of the nominee selected for the office with the proper filing officer. (Chap. 1, Article 8, Paragraphs 7 & 8 Election Handbook of the State of New Mexico, 2017 Edition.)

4.3 – Call for a Meeting to Fill a Vacancy

A meeting to fill a vacancy according to [Article I, Section 4, Rule 4.1](#) shall be called by the State Chairperson. A meeting to fill a vacancy according to [Article I, Section 4, Rule 4.2](#) shall be called by the County Chairperson.

Section 5 – Elections and Voting

5.1 – Majority Vote

Unless otherwise provided in these rules, all issues and elections shall be decided by majority vote. If runoffs are required in an election, they shall be among those candidates with the greatest number of votes, the sum of which is the smallest majority of all the votes cast.

5.2 – Tie Votes

For any election required under these rules which results in a tie between two or more candidates, the winner shall be determined by lot.

5.3 – Prohibition of the Unit Rule

Voting by the unit rule, whereby a delegate or committee member is required to cast a vote contrary to her/his expressed preference, is prohibited in all conventions and meetings.

5.4 – Secret Ballot

A secret ballot, for issues and elections, shall be required only at ward and precinct meetings where the elector represents himself/herself only, and may be waived only by unanimous consent. A non-secret ballot shall be required when the elector represents one or more other Democrats.

5.5 – Elections

5.5.1 – Secret Elections (Ward and Precinct Meetings only)

5.5.1.1 – Only one person to be elected to office

Each elector votes by secret ballot for only one candidate. In anticipation of run-offs, several differently colored ballots may be issued, a single color to be used for each round of voting. Acclamation voting may be substituted by unanimous consent for secret ballot voting if, and only if, there is only one candidate running for a specific position.

5.5.1.2 – More than one person to be elected to office

Voting shall be conducted according to Appendix A to these rules. Each elector votes by secret ballot for as many candidates as they wish, in ranked order of their preference. Acclamation voting may be substituted, by unanimous consent, for Appendix A voting if, and only if, the number of candidates running for the identical positions is less than or equal to the numbers of positions to be filled.

5.5.2 – Non--Secret Elections (County and State Level Meetings and Conventions)

5.5.2.1 – Only one person to be elected to office

Each elector votes by elector-identified ballot for only one candidate ([Article I, Section 5, Rule 5.1](#)). In anticipation of runoffs, several differently colored ballots may be issued, a single color to be used for each round of voting. All ballots are individually inscribed in advance by the Party with an elector's name and the party subdivision she/he represents; for example, the precinct, ward or county. The ballots, including the similarly inscribed ballots of electors voting by proxy, are issued at the time of registration for the meeting or convention. Acclamation voting may be substituted, by unanimous consent, for elector-identified non-secret ballot voting if, and only if, there is only one candidate running for a specific position.

5.5.2.2 – More than one person to be elected to office

Voting shall be conducted according to Appendix A including, if required by these Rules, conformance with the requirement of equal division of men and women. A non-secret ballot as described above may not be waived in favor of a secret ballot under any circumstances. Acclamation voting may be substituted, by unanimous consent, for Appendix A voting if, and only if, the number of candidates running for the position is less than or equal to the number of positions to be filled.

5.5.2.3 – Access for Viewing Non-Secret Ballots

Such access is always permitted for purposes of vote recounts. For any other purpose, said access is discretionary by the County or State Chair and, if granted, can only be granted after the final completion of elections rather than after an interim or elimination round; further, said discretion only applies to time, place, or any fees to be paid by requester to compensate the party for associated expenses.

Section 6 – Quorum and Conduct of Meetings

Unless otherwise specified in these rules, a quorum of a body, including written proxies when permitted, shall be 30% of a state body's membership, and 40% of county body's membership. Meetings of state standing committees excluding all conventions and central committee meetings – may be held by telephone or video conferencing if deemed advisable by the respective chairpersons of these committees.

Elected or appointed persons affected by reason of any challenge who are also members of the body that shall adjudicate the challenge shall not vote in any contest until those persons' credentials are approved. In such cases, for the purpose of quorum, the body adjudicating the challenge shall be deemed reduced in size by the number of positions being challenged.

Notwithstanding quorum being initially established and announced at any meeting, quorum must also continue to be met at levels specified elsewhere in these Rules when ANY action, other than adjournment, will be voted on by the respectively authorized memberships.

ARTICLE II – STATE PARTY ORGANIZATION

Section 1 – State Central Committee

1.1 – Powers and Authority

1.1.1 – General

The State Central Committee is the supreme governing body of the DPNM when regularly convened in the absence of a convention in session. It shall have general supervision and control of the political affairs of the party. Members of the State Central Committee shall serve as automatic delegates to all State Conventions, in addition to those state delegates duly elected at the County Conventions, unless prohibited by the rules of the Democratic Party of the United States.

1.1.2 – Financing

The policy of the DPNM is that its business shall be financed primarily by contributions from each of its individual members as their means allow. The State Central Committee has the responsibility of fulfilling that policy by maintaining a systematic program for soliciting and collecting such contributions. It shall have the authority for appropriation of state party funds.

1.1.3 – Assessments

The State Central Committee shall have the authority to levy dues or assessments upon the various recognized party organizations ([Article II, Section 10, Rule 10.1](#)) on an equitable basis proportional to the representation such organizations have on the State Central Committee.

1.2 – Members – The State Central Committee shall be composed of the following:

1.2.1

The Chairperson and First Vice-Chairperson of each county. Also, if county rules provide for a Second Vice-Chairperson ([Article III, Section 4, Rule 4.1\(c\)](#)), and if the county has at least five (5) apportioned State Central Committee members, county rules may also provide for the Second Vice-Chairperson to automatically receive one of the apportioned SCC positions.

1.2.2

If the average of the number of votes in a county for the nominees for Governor and President in the most recent election for each office exceeds 2500 then additional members shall be added to the State Central Committee for that county.

1.2.2.1 – Calculation of State Central Committee Membership

The total number of members of the State Central Committee including the Chair and Vice-Chair is calculated as follows: Divide the average of the number of votes in each county for the nominees for Governor and President in the most recent election for each office by 1000; if the decimal portion is greater than or equal to .50 then round the result up to the next largest whole number – this result is the total number of members. Since the whole number obtained includes the Chair and Vice-Chair subtract 2 from it to obtain the additional members to be elected to the State Central Committee.

The DPNM Staff’s re-calculation of SCC member allocations must be completed in each odd-numbered year before the first day of the New Mexico Legislative session. The DPNM Staff shall inform all County Chairs in writing of their respective county’s SCC member allocations by that date.

1.2.2.2 – SCC Elections for Counties with only one Congressional District

For a county totally contained within a Congressional District: Additional members shall be elected by the County Central Committee according to [Article I, Section 5, Rule 5.5.2.2](#). There shall be equal numbers of men and women (within a variance of not more than one) among the members of the State Central Committee from the county; and the voting procedures of Appendix A relating to equal division of men and women apply.

1.2.2.3 – SCC Elections for Counties with more than one Congressional District

For a county that has been apportioned into multiple Congressional Districts: The total number of State Central Committee members calculated in [Article II, Section 1, Rule 1.2.2.1](#) above shall be apportioned to each Congressional District based on that districts percentage contribution to the average of the number of votes in the county for the nominees for Governor and President in the most recent elections. After adding up the whole member numbers calculated for each district: if the county is entitled to one more member then the district with the largest fractional part of a member shall receive an additional member; if the county is entitled to two more members then the two districts with the larger fractional parts shall each receive an additional member; etc.

Before electing the additional members to each district, the Chair and the Vice Chair shall be subtracted from the additional members required for the district in which they each reside.

The County Central Committee within each district shall nominate and elect their own additional State Central Committee members according to [Article I, Section 5, Rule 5.5.2.2](#). There shall be equal numbers of men and women (within a variance of not more than one) among the members of the State Central Committee from each district within the county; and the voting procedures of Appendix A relating to equal division of men and women apply.

1.2.3

Such other members appointed by the State Chairperson only as necessary to allow unrepresented Congressional Districts within a county to have one State Central Committee member, and then to achieve equal numbers of men and women, within a variance of not more than one, immediately following the initial election of members of the State Central Committee by the respective County Central Committees.

1.2.4

National Committeeman and Committeewoman, the State Chairperson, Vice-Chairpersons, Secretary and Treasurer.

1.2.5

Two members from each of the New Mexico Senate and House of Representatives who shall be selected by the Democratic caucus from each legislative body.

1.2.6

Two members selected by and from the New Mexico Young Democrats affiliated organization.

1.2.7

Two members selected by and from the New Mexico Federation of Democratic Women.

1.2.8

Two members selected by and from the Native American Democratic Caucus of New Mexico affiliated organization.

1.2.9

All statewide elected Democratic officials and United States Representatives.

1.2.10

Two members selected by and from the Democratic Labor Caucus of New Mexico.

1.3 – Meetings and Calls

The State Central Committee shall meet at least twice each year. A spring mandatory SCC meeting shall be held between March the first (1) and May 31 inclusive. A fall mandatory SCC meeting shall be held during the month of September or October.

Such meetings shall be upon the call of the Chairperson or by a call initiated by the petition of a majority of the committee membership. The call shall give a minimum of 30 days' notice to all Committee members and shall be conveyed to each member either by United States Postal Mail or via electronic mail, as specified at the time of their election by the individual member. The call shall specify the date, time, place, and purposes of the meeting. Where party officers, including delegates, are to be elected, [Article I, Section 3, Rule 3.4.5](#) applies.

The call may be amended only by a three-fourths (3/4) vote. A quorum shall consist of twenty-five percent (25%) of the members of the Committee with the additional requirement of at least one representative from a majority of the counties. The Chairperson shall have the authority to levy an assessment equal for all members to defray the cost of the meeting.

1.4 – Business and Budget

The State Central Committee shall transact business only at meetings conducted pursuant to a call. At each of the two annual meetings, the Chairperson and the Treasurer shall present a financial report and proposed budget for the Committee's consideration.

1.5 – Voting

Except as otherwise provided, proxy voting is permitted. A proxy shall be in writing, signed by the person giving the proxy and filed with the State Secretary. A proxy shall be valid only when voted by a registered Democrat of the same county as the person giving the proxy. Voting on issues and in elections shall be non-secret ([Article I, Section 5, Rule 5.5.2](#)).

Section 2 – State Officers

2.1 – Election of State Officers

The State Chairperson shall call a meeting, following the requirements of [Article I, Section 3, Rule 3.4.5](#), of the State Central Committee for the election, according to [Article I, Section 5, Rule 5.5.2.1](#), of state officers who in order of election and rank are: (a) Chairperson, (b) Vice-Chairperson At-Large who shall be of the sex opposite that of the Chairperson, (c) two (2) Vice-Chairpersons of opposite sex from each Congressional District elected by the respective members of the State Central Committee from each Congressional District, (d) Secretary, and (e) Treasurer. Each District Vice-Chairperson shall be elected separately by majority vote. The State Chairperson shall set the date of the meeting by January 1 of the year in which the election is to be held (usually in odd numbered years) and notify the County Chairpersons of the date that they may hold their County Central Committee Meetings, which must be not more than forty-five (45) nor less than twenty-one (21) days before the State Central Committee Meeting. State officers need not be members of the State Central Committee.

The election of all party officers shall be called for and conducted so as to be completed in the last ten (10) days of April in odd-numbered years. Officers shall serve for two years or until their successors are elected. Members of the State Central Committee who serve by virtue of their offices shall cast votes for District Vice-Chairpersons in the Congressional District in which they reside.

2.2 – Chairperson – Powers and Duties

The State Chairperson shall:

2.2.1

Be chief executive of the DPNM.

2.2.2

Preside over all meetings of the State Central Committee, the State Executive Committee, and the State Resolutions Committee, and participate in the proceedings of all other committees including the making of motions and voting unless otherwise stated in these rules. He/she shall not be counted in determining the quorum ([Article I, Section 6](#)) of any committee nor count as one of the specified number of committee members.

2.2.3

Have general management of all party affairs and election campaigns.

2.2.4

Have the power to appoint any committees which the Chairperson deems necessary, or which the State Central Committee may authorize. Appointments made by the Chairperson will be subject to confirmation by majority vote of those members of the Executive Committee present at a meeting called for the purpose of confirming such appointments.

2.2.5

Refrain from using his/her office to advance the cause of any individual candidate including himself/herself for office in the Democratic Primary Election.

2.2.6

Serve on the Democratic National Committee.

2.2.7

Have authority to levy an assessment equal for all State Central Committee members to defray the cost of meetings of the Committee.

2.3 – Vice Chairperson At-Large – Powers and Duties

The Vice-Chairperson At-Large shall:

2.3.1

Perform the duties of the State Chairperson in the Chairperson's absence.

2.3.2

Perform duties assigned by the State Chairperson.

2.3.3

Serve on the Democratic National Committee.

2.3.4

Preside at all meetings of the Judicial Council at which she/he may make motions and vote and be counted in determining the quorum ([Article I, Section 6](#)).

2.4 – District Vice Chairpersons – Powers and Duties

The District Vice-Chairpersons shall:

2.4.1

Perform duties assigned by the State Chairperson.

2.4.2

Be members of the Judicial Council where they may make motions and vote and be counted in determining the quorum ([Article I, Section 6](#)).

2.5 – Secretary – Powers and Duties

The Secretary shall:

2.5.1

Record and preserve the minutes of all meetings of the State Central Committee.

2.5.2

Keep records of State Conventions and Executive Committee meetings and perform other duties that may be required by these bodies.

2.5.3

Promptly file amendments to DPNM Rules with the Secretary of State.

2.5.4

An Assistant Secretary may be appointed by the State Chairperson.

2.6 – Treasurer – Powers and Duties

The Treasurer shall:

2.6.1

Serve as Chairperson of the Budget Committee.

2.6.2

Perform such duties as may be required by the State Chairperson and by law.

2.6.3

Keep full and accurate accounts of all receipts and expenditures subject to the supervision and control of the State Chairperson and make such accounts available for examination by all registered Democrats in the state by request of five (5) members of the State Central Committee.

2.6.4

Prepare a two (2) year budget with the advice and consent of the Budget Committee and present the budget and committee report to the State Central Committee for approval.

2.6.5

Present a written financial report to the State Central Committee at each of its meetings.

2.6.6

Deposit all monies in a bank designated by the State Central Committee or the State Chairperson.

2.6.7

An Assistant Treasurer may be appointed by the Chairperson.

2.7 – Removal of State Officers

2.7.1 – Reasons

A state officer may be removed from office for any of the following reasons:

2.7.1.1

Intentional conduct in violation of these rules or the law.

2.7.1.2

Nonfeasance.

2.7.1.3

Aiding or supporting any political party other than the Democratic Party.

2.7.1.4

Aiding or supporting any candidate opposing a nominee of the Democratic Party.

2.7.1.5

Conviction of a felony.

2.7.2 – Procedures

A state officer shall be removed under the following procedures:

2.7.2.1

A written petition shall be filed by five (5) members of the State Central Committee by delivery of the original petition to the highest-ranking officer of the state party not named in the petition, with a copy to the officer named as violator in the petition.

2.7.2.2

The petition shall name the alleged violator and specify the conduct constituting the violation. It shall be signed by the petitioner and be delivered at least fifteen (15) days prior to any regularly scheduled State Central Committee meeting.

2.7.2.3

The officer receiving the original petition shall present the petition or a copy thereof to the State Central Committee at its next meeting. If no State Central Committee meeting is scheduled, the officer shall call for one to be held within forty-five (45) days from the date of delivery of the original petition to the officer.

2.7.2.4

After a hearing, the State Central Committee shall vote to determine if a violation has occurred. For purposes of this vote a quorum shall be three-fourths (3/4) of the entire membership. The State Central Committee shall decide by a two-thirds (2/3) non-secret vote of all members present. No proxies shall be permitted in determining a quorum or in voting. If the State Central Committee decides that a violation has occurred, the officer shall be considered removed.

2.7.2.5

Upon the removal of an officer, the office shall be declared vacant and filled in the manner as provided in [Article II, Section 2, Rule 2.9](#).

2.8 – Vacancies in State Offices

A vacancy exists in a state office when a state officer:

2.8.1

Is removed in accordance with [Article II, Section 2, Rule 2.7](#)

2.8.2

Ceases to reside in New Mexico

2.8.3

Resigns or dies

2.8.4

Publicly announces candidacy for state-wide or national office or when the office in question had not been filled initially at the scheduled election.

2.9 – Filling of Vacancies in State Offices

If a vacancy exists in the offices of Chairperson or Vice-Chairperson At-Large, the highest-ranking state officer shall call a meeting of the State Central Committee to fill the vacancy, which shall be filled only by election rather than by automatic succession. In the case of a vacancy in the position of Chairperson, if the newly elected Chairperson is of the opposite gender of the outgoing Chairperson, the gender balance requirements of [Article II, Section 2, Rule 2.1](#) will be waived to allow both the newly elected Chairperson and incumbent Vice-Chairperson At-Large to serve the remainder of the term. If a vacancy exists in the office of District Vice-Chairperson, the Chairperson shall call a meeting of State Central Committee members only from the affected Congressional District. If a vacancy exists in the offices of Treasurer or Secretary, the remaining state officers shall fill the vacancy. All elections to fill a vacancy shall be for the unexpired term and shall be held within sixty (60) days of the occurrence of the vacancy.

Section 3 – State Executive Committee

3.1 – Members

The State Executive Committee shall be composed of all State Officers, all County Chairpersons, the two Democratic National Committeepersons, the President of the New Mexico Federation of Democratic Women, and the President of the Young Democrats of New Mexico. In addition, those statewide elected Democratic officials who are members of the State Central Committee shall participate in the proceedings of the State Executive Committee including the making of motions and voting. They shall not be counted in determining the quorum ([Article I, Section 6](#)) of the committee. Membership on the Committee is not subject to the requirement of equal division of men and women (Appendix A).

3.2 – Officers of the State Executive Committee

3.2.1 – Chairperson

The State Chairperson shall preside at all meetings of the committee but shall vote only in the case of a tie.

3.2.2 – Secretary

The State Secretary shall be the secretary of the committee.

3.3 – Powers and Authority

Powers and Authority. The committee shall advise the State Chairperson as to all matters and responsibilities assigned to the Chairperson by these rules and shall also perform such duties from time to time as are delegated to it by the State Central Committee. The committee shall keep a record of its proceedings. The committee shall meet frequently and be active in the conduct of the business of the party. At a meeting of the Executive Committee called for such purpose, the Committee will vote to confirm all committee appointments made by the State Chairperson.

3.4 – Meetings

The committee shall hold its meetings upon the call of the State Chairperson or by a call initiated by petition of a majority of the members. All voting shall be non-secret. With the advance consent of the entire Committee, meetings may be held by telephone or video conference call and shall be considered as legitimate as meetings in person. A quorum, whether attendance is in-person or by the telephone or video method, shall consist of twenty-five percent (25%) of the members of the Committee with the additional requirement of at least one representative from a majority of the counties. The Chairperson shall have the authority to levy an assessment equal for all members to defray the cost of any meeting.

Section 4 – State Conventions

4.1 – Procedure

4.1.1 – Call

The State Chairperson shall issue a call for a State Convention in accordance with law and these rules. The call shall be mailed to each County Chairperson and to each member of the State Central Committee. It shall be issued at least sixty (60) days prior to the date of the convention, and shall specify the time, place and general purposes of the convention. Publication of notice shall be according to [Article I, Section 3, Rule 3.4.5](#). The call may be amended only by a three-fourths (3/4) vote of the convention. The Chairperson shall have the authority to levy an assessment equal for all delegates to defray the cost of the meeting.

4.1.2 – Scheduling

A Pre-Primary Election Nominating Convention shall be held at least sixty (60) days prior to the primary election. A Post-Primary Election Convention shall be held in years when delegates to a National Convention are to be selected.

4.1.3 – Delegates

4.1.3.1 – Elected Delegates

A uniformly proportional number of delegates to be elected from each county shall be based on a formula giving equal weight to the county votes for Democratic candidates in the most recent gubernatorial and presidential elections.

4.1.3.2 – Alternate Delegates

Alternate delegates are those who received votes in the county elections of delegates but who were not elected. Alternate delegates in the respective counties are rank ordered by the number of votes they received, the highest vote getter being ranked first in the order of substitution for delegates absent from the convention and who have not personally selected alternate delegates.

4.1.3.3 – Automatic Delegates

Members of the State Central Committee shall serve as state-certified automatic delegates to all State Conventions, in addition to those state delegates elected at the County Conventions, unless prohibited by The Charter & The Bylaws of the Democratic Party of the United States. Each county, if its rules so provide, may designate a certain number of county-certified delegates as automatic delegates by virtue of being elected to a public office or party position, as long as proportional representation ([Article I, Section 2](#)) is not materially violated. State-certified automatic delegates do not count against the allocation of delegates to the counties dictated by [Article II, Section 4, Rule 4.1.3.1](#). County-certified automatic delegates do count against the allocation of delegates to the counties dictated by [Article II, Section 4, Rule 4.1.3.1](#).

4.2 – Delegates and Alternate Delegates – Credentials and Challenges

4.2.1 – Certification

The County Chairperson and Secretary shall certify the names, home postal and e-mail addresses and telephone numbers of the delegates and alternate delegates to a State Convention from their respective counties. Certification shall be sent to the DPNM Secretary at least ten (10) days prior to the date of the convention and shall include the home postal and e-mail addresses and telephone number of the County Chairperson or other person who is to serve as chairperson of the delegation.

4.2.2 – Challenges

Only a Democrat registered in the county may file a challenge to a county's delegates or alternate delegates. Any challenge to the certified delegates and alternate delegates to a State Convention shall be made in writing and delivered to state headquarters or the DPNM Secretary at least seventy-two (72) hours prior to the convention. Challenges shall be referred to the Judicial Council. A challenger shall also deliver a copy of the challenge to the County Chairperson of the affected county at least seventy-two (72) hours prior to the date of the convention. The challenge shall specify the charges and identify by names and addresses the challengers and those challenged.

4.2.3 – Adjudication of Challenges

If challenges have been filed, the Judicial Council shall convene no more than forty-eight (48) hours before the convention at a site designated by the State Chairperson with notice to all affected parties. After a hearing, the Judicial Council shall report to the convention the names and addresses of delegates and alternate delegates who it judges are entitled to participate in the convention. No challenged delegation may vote upon its own challenge when the convention considers the report of the Judicial Council. Each challenge, recommendation and minority report of the Judicial Council shall be considered separately. All affected parties shall receive the results of adjudication no less than twelve (12) hours before the convention.

4.2.4 – Credentials Committee

The Judicial Council shall act as the credentials committee. The committee shall have the assistance of the State Chairperson in providing facilities and staff assistance for its business.

4.2.5 – Finality of Decisions

There can be no appeal of the decision of a state convention on a report of the Judicial Council.

4.3 – Order of Business

The order of business shall be set by the call and is suggested as follows:

- (1) Call to order by the State Chairperson.
- (2) Reading of the call.
- (3) Report of the Judicial Council and convention vote thereon.
- (4) Introduction of temporary officers selected by the State Chairperson with the approval of the convention, and election of permanent officers of the convention.
- (5) Submission of written resolutions from the floor to the Chairperson.
- (6) Selection by the permanent chairperson of such eleven-member committee as deemed proper.
- (7) Reports of all committees and votes thereon.
- (8) Adoption of a platform if the state convention is a Pre-Primary Election Nominating Convention.
- (9) Selection of primary election nominees if the state convention is a Pre-Primary Election Nominating Convention.
- (10) Selection of delegates and alternate delegates to a national convention if the state convention is a Post-Primary Election Convention.
- (11) Nomination of Presidential Electors if the state convention is a Post-Primary Election Convention (Chapter 1, Article 15, paragraph 3, Election Handbook of the State of New Mexico, 2017 Edition and [Article I, Section 6](#) of these Rules),
- (12) Other business including consideration of resolutions from the floor.
- (13) Adjournment.

4.4 – Roll Call

In lieu of balloting, a roll call may be taken, except when balloting is expressly required by these rules, whereby the electors vote individually by voice vote. The roll call shall be taken of the counties in an order determined by lot for the first county and thereafter in alphabetical order of counties, and in numerical sequence of precincts/wards within each county. A roll call may only be ordered by twenty percent (20%) or more of the electors present. A pass of the vote shall be allowed only once.

4.5 – Delegates and Alternate Delegates – Credentials and Challenges

4.5.1 – Voting

In the election of delegates and alternate delegates to a National Convention at the Post-Primary Election Convention, voting shall be non-secret and conducted according to [Article I, Section 5, Rule 5.5.2.2](#). and the Delegate Selection Plan submitted in accordance with [Article II, Section 5](#). Delegates and alternate delegates, as separate classes, to a National Convention shall be equally divided between men and women within a variance of one (Appendix A). Methods of placing names on the primary election ballot and the designation of candidates by the Pre-Primary Election Convention are governed by Chapter 1, Article 8, paragraphs 21 and 21.1, respectively, Election Handbook of the State of New Mexico, 2017 Edition. Voting shall be non-secret and conducted according to [Article I, Section 5, Rule 5.5.2.2](#).

4.5.2 – Recount Process

Every candidate for each office to be filled receiving twenty (20%) percent or more of the votes of the duly elected delegates to the convention shall be certified to the secretary of state as a convention-designated nominee for that office by the Democratic party of New Mexico. Any fraction or decimal greater than one-half of a whole number shall be counted as a whole number.

Candidates receiving a vote less than the threshold of 20% but constituting a major fraction (above 19.5%) shall be rounded to twenty percent. All vote counting shall be conducted by DPNM staff and observed by the DPNM attorney, one representative of the DPNM Rules Committee, and one representative of the DPNM Judicial Council. One representative of each candidate may also be present as an observer.

Any candidate receiving more than 18.5% but less than or equal to 19.5% and, believing there may have been vote counting discrepancies, may request a hand recount by specific congressional districts. DPNM staff shall conduct the hand recount within 24 hours of the election. The candidate requesting the recount shall be responsible for reimbursing the DPNM for staff time not to exceed \$200.00 per hour unless the recount changes the election result in which case the candidate requesting the recount is not responsible for the costs of the recount. The recount shall provide the final number of valid votes.

4.5.3 – Alternate Delegates

An alternate delegate elected to a State Convention may vote if the alternate delegate has been designated by an absent delegate, elected or automatic, who is from the same county. A delegate is free to designate an alternate delegate of the delegate's choice. If delegates are absent and have not designated alternate delegates, the alternate delegates shall fill the delegates' positions according to [Article II, Section 4, Rule 4.1.3.2](#). If the rank ordering of alternate delegates at the preceding County Convention is not determinable, then vacancies that exist for which there have been no designations by the absent delegates shall be filled by the drawing of lots from the county pool of alternate delegates. If no alternate delegates are available to fill vacancies, the size of the county delegation is diminished accordingly

4.5.4 – Credentials

An accredited participant in the convention may, after having appeared at the convention and having established credentials, give said credentials to another accredited participant from the same county, provided that no person may hold more than three (3) credentials plus their own at one time.

4.6 – Platform

A platform, if required, shall be adopted by a sixty-percent (60%) non-secret vote ([Article II, Section 4, Rule 4.3](#) and [Article II, Section 7, Rule 7.2.2.4](#)).

4.7 – Minority Reports

A minority report shall be presented to the convention upon the vote of ten percent (10%) of the delegates or ten percent (10%) of the members of a committee.

4.8 – Distribution of Material

No printed matter shall be distributed at a convention unless it bears the name(s) of the author(s).

Section 5 – National Conventions

5.1 – Eligibility and Selection as a National Delegate

Delegates to national conventions shall be chosen in accordance with The Charter and The Bylaws of the Democratic Party of the United States and the State Delegate Selection Plan submitted by the State Central Committee in accordance with the Democratic National Committee Rules.

5.2 – Apportionment of Delegates

The National Convention delegation shall be apportioned among the three (3) Congressional Districts based on the sum of the votes cast for the Democratic candidates in the most recent presidential and gubernatorial general elections.

Section 6 – Judicial Council

6.1 – Powers and Duties

The Judicial Council shall adjudicate disputes arising from the interpretation or application of Democratic Party Rules at all levels within the state. The decisions of the Judicial Council shall be subject to appeal by an aggrieved party only to a State Convention or the State Central Committee whose decision shall be final. The functions of the Judicial Council shall include but not be limited to the following:

6.1.1

Review challenges concerning the election of:

1. delegates to a State Convention.
2. State Central Committee members.
3. County officers.
4. County Central Committee members.

6.1.2

Interpret rules upon the written request of the State Chairperson or at least five (5) County Chairpersons. Unless otherwise requested by the State Chairperson or at least five (5) county Chairpersons, the Judicial Council shall review on appeal only those challenges that were first presented to a County Central Committee or County Convention for action prior to appeal to the Judicial Council.

6.1.3

The DPNM Judicial Council shall have original jurisdiction for any complaints made under [Article I, Section 3, Rule 3.4.4](#).

1. Any complaint made under [Article I, Section 3, Rule 3.4.4](#) must include, in writing to the Judicial Council, the actual allegation and the redress sought.
2. The Judicial Council will have the authority to impose any penalty they deem to be appropriate, up to and including removal of the offender from any party position and will keep a record of any proceedings under this rule.

6.2 – Members

The Judicial Council shall be composed of the following members with each Congressional District being represented by no fewer than three (3) members. Membership on the Committee is not subject to the requirement of equal division of men and women:

1. The State Vice-Chairperson At-Large who shall preside at all meetings.
2. All District Vice-Chairpersons.
3. Three (3) persons, at least one of whom shall also be a member of the State Rules Committee, appointed by the State Chairperson after the election of state officers. Appointments are subject to confirmation by the Executive Committee.

The State Chairperson shall also appoint three (3) alternate members of his/her choice to the Council. Members of the Council shall serve for a term of two (2) years. Appointments are subject to confirmation by the Executive Committee.

No one whose elected or appointed position is contested may vote on that contest at any meeting of the Council. Vacancies occurring on the council shall be filled for the balance of the term in the same manner as that used in filling the position initially.

6.3 – Procedures

The Judicial Council shall review challenges and adjudicate disputes. In each case the Judicial Council shall provide an opportunity for a hearing for all sides of an issue to be presented. The Judicial Council shall issue an order either dismissing or affirming any challenges and directing an appropriate remedy where applicable.

Section 7 – Standing Committees of the DPNM

7.1 – State Rules Committee

7.1.1 – Purpose

7.1.2 – Powers and Authority

The duties of the State Rules Committee shall include the following:

7.1.2.1

Recommend revisions to the DPNM Rules.

7.1.2.2

Assist counties in adopting and amending county rules.

7.1.2.3

Draft the Delegate Selection Plan and such other plans required for submission and approval by the State Central Committee and/or the Democratic Party of the United States.

7.1.2.4

Perform such other duties assigned by the State Chairperson.

7.1.3 – Members

A State Rules Committee, and its Chairperson from among its members, shall be appointed by the State Chairperson and announced at the first State Central Committee meeting following the election of state officers. It shall be composed of eleven (11) members at least one of whom shall be a licensed attorney in the State of New Mexico. Membership on the Committee is not subject to the requirement of equal division of men and women. However, at least four of all the members must be of each gender. Statewide geographic diversity among the members shall be a goal with each Congressional District being represented by at least three (3) members. The Rules Committee Chairperson and at least three (3) of the other ten (10) members shall have been members of the Rules Committee in the immediately previous two-year term. Appointments are subject to confirmation by the Executive Committee.

7.1.4 – Meetings and Calls

The committee shall hold its meetings at least once per quarter, upon the call of the State Chairperson, the Rules Committee Chairperson, or by a call initiated by petition of sixty percent of its members. All voting shall be non-secret. The quorum for meetings is a majority of all the members whether attendance is in-person or by the telephone or video method. Committee members are expected to attend all meetings. Three consecutive absences will cause a committee position to be considered vacated. The removal will go into effect upon majority vote of the Rules Committee.

7.2 – State Platform and Resolutions Committee (SPARC)

7.2.1 – Purpose

7.2.2 – Powers and Authority

In preparation for State Conventions, the State Resolutions Committee shall:

7.2.2.1

Submit recommendations on issues to the State Convention for adoption either as resolutions or as planks in the platform of the Democratic Party.

7.2.2.2

Conduct at least one platform hearing per year in each Congressional District.

7.2.2.3

Invite experts to speak on issues of interest at the hearings and invite the press, the general public, candidates and elected officials to attend.

7.2.2.4

Consider resolutions passed by formal meetings and conventions or proposed by individual Democrats and draft a platform for submission to the Pre-Primary Election Nominating Convention.

7.2.3 – Members

The State Resolutions Committee shall be composed of fifteen (15) members as follows:

7.2.3.1

The State Chairperson

7.2.3.2

Nine (9) members elected by the State Central Committee after the election of state officers:

- a) two (2) members of opposite gender from each Congressional District elected by the respective members of the State Central Committee from each Congressional District, and
- b) three (3) members elected at-large. The election of the three (3) at-large members will be in accordance with Appendix A. Voting for the at-large members will not begin until after the names of those elected at the Congressional District level have been announced.

7.2.3.3

Five (5) members appointed by the State Chairperson. The State Chairperson shall make these appointments within thirty (30) days following the meeting at which the election of the other members takes place. One of the appointees shall be designated as the temporary chairperson by the State Chairperson and shall serve as such until the committee elects its chairperson at the first meeting. Appointments are subject to confirmation by the Executive Committee.

7.2.3.4

Committee members need not be members of the State Central Committee and shall serve for a period of two (2) years or until the next meeting of the State Central Committee at which an election of committee members takes place

7.2.3.5

Vacancies among elected members shall be filled by alternate members who were those candidates for election to the committee who received votes but were not elected. Ranking for eligibility to fill vacancies shall be in order of votes received, the first ranked being the alternate member with the most votes. Elected positions left vacant for more than thirty (30) days shall be filled by the State Chairperson. In either case, the requirement of proper Congressional District and at-large representation ([Article II, Section 7, Rule 7.2.3.2](#)) shall be fulfilled. Vacancies among appointed members shall be filled by the State Chairperson. The appointment of a committee member to fill a vacancy on the committee shall be posted on the DPNM web site and announced at the next State Central Committee meeting.

7.2.4 – Meetings and Calls

7.2.4.1

Meetings may be called by the State Chairperson, the committee chairperson or by a call initiated by a quorum of the committee members. The first meeting shall be called within six (6) weeks after the committee is selected. The committee chairperson shall be elected at that first meeting. A quorum for meetings is a majority of all members, whether attendance is in-person or by teleconference-call. Committee members are expected to attend all meetings. Three consecutive absences will cause a committee position to be considered vacated. The removal will go into effect upon majority vote of the State Platform and Resolutions Committee.

7.2.4.2

Notice of meetings shall be posted on the DPNM web site at least ten (10) days in advance of the meeting. Committee members shall be notified in writing (postal or email) ten (10) days in advance of the meeting.

7.2.4.3

The Platform and Resolutions Committee shall meet at least once per quarter at a meeting to be called by the Committee Chair or by a majority of the Committee Members (50% +1). The first meeting shall be called within six (6) weeks after the committee is selected. The committee chairperson shall be elected at the first meeting. All voting shall be non-secret. The quorum for meetings is a majority of all members whether attendance is in-person or by the telephone or video method. Committee members are expected to attend all meetings. Three consecutive absences will cause a committee position to be considered vacated. The removal will go into effect upon a majority vote of the Committee.

7.3 – Budget and Finance Committee

7.3.1 – Purpose

To assist the State Central Committee in fulfilling its responsibility regarding financing of the DPNM including, but not limited to:

7.3.1.1

Assuring that the SCC members are provided accurate and adequate financial information to allow them to make an informed decision when asked to approve the proposed DPNM budget.

7.3.1.2

Planning, scheduling and estimating the cost of Party activities with emphasis on grassroots party building.

7.3.1.3

Raising funds for the activities authorized by the SCC.

7.3.1.4

Establishing priorities in the event that funds are not adequate to support all planned activities.

7.3.2 – Powers and Authority

7.3.2.1

Provide advice and consent to a two (2) year rolling budget to begin in January of the year following the year in which party officers are elected. The yearly budget will be reviewed at all meetings of the Budget and Finance Committee and an annual shall be submitted for approval by the State Central Committee at the fall meeting.

7.3.2.2

Provide oversight of the financial activities including a review of the quarterly financial report.

7.3.2.3

Prepare a Budget and Finance Committee Report for the State Central Committee for the Spring and Fall meetings.

7.3.2.4

Authorize an annual audit of the financial records

7.3.3 – Members

The Budget and Finance Committee shall be composed as follows:

7.3.3.1

The State Party Treasurer, who shall be the Chair of the Budget and Finance Committee.

7.3.3.2

Two (2) members of opposite gender from each Congressional District elected by the respective members of the State Central Committee from the Congressional District.

7.3.3.3

Four (4) members appointed by the State Chairperson. Appointments shall be gender balanced. The State Chairperson shall make these appointments within thirty (30) days following the meeting at which the election of the other members takes place. Appointments are subject to confirmation by the Executive Committee.

7.3.3.4

Committee members serve for a period of two years or until the next meeting of the State Central Committee at which an election of committee members takes place.

7.3.3.5

Committee members are expected to attend all meetings. Three consecutive absences will cause a committee position to be considered vacated. The removal will go into effect upon majority vote of the Budget and Finance Committee.

7.3.3.6

Vacancies shall be filled in the following manner:

1. for elected positions, the vacancy shall be filled by the Budget Committee Chairperson and be from the same Congressional District and of the same gender as the vacating member.
2. for an appointed position, the vacancy shall be filled by the State Chairperson, and be of the same gender as the vacating member.

7.3.4 – Meetings

The committee shall hold at least four (4) meetings a year at the call of the Committee Chairperson. Meetings may also be held at the call of the State Chairperson, or by a call initiated by a quorum of the committee members. The first meeting shall be called within six (6) weeks after the committee is formed. All voting shall be non-secret. The committee shall keep a record of its proceedings. A quorum for meetings is a majority of all members whether attendance is in-person or by conference-call. If the committee is unable to meet the required quorum at a scheduled meeting the committee may meet as a subcommittee, discuss issues and accept comments from any Democrat who wishes to speak. The subcommittee will make a report to the full committee at the next opportunity.

The Budget and Finance Committee shall meet at least once per quarter at a meeting to be called by the Committee Chair or by a majority of the Committee Members (50% +1). The first meeting shall be called within six (6) weeks after the committee is selected. All voting shall be non-secret. The Committee shall keep a record of its proceedings. The quorum for meetings is a majority of all members whether attendance is in-person or by the telephone or video method. If the Committee is unable to meet the required quorum at a scheduled meeting the Committee may meet as a sub-committee, discuss issues and accept comments from any Democrat who wishes to speak. The subcommittee will make a report to the full Committee at the next opportunity. Committee members are expected to attend all meetings. Three consecutive absences will cause a committee position to be considered vacated. The removal will go into effect upon a majority vote of the Committee.

7.4 – Affirmative Action Committee

7.4.1 – Purpose

7.4.1.1

To reach out to any and all American Citizens, especially minorities to take an active part in the ongoing political process of the Democratic Party of New Mexico.

7.4.1.2

To ensure that the process of selecting delegates to the National Convention of The Democratic Party and to all state and county conventions is open to all minority groups.

7.4.1.3

To encourage full participation by all Democrats as described in The Charter & Bylaws of The Democratic Party of The United States.

7.4.2 – Powers and Authority

7.4.2.1

Prepare and implement an aggressive Outreach and Affirmative Action Program.

7.4.2.2

Report to the State Central Committee plans and results. Reports shall be delivered by Committee Chairperson or their designee.

7.4.2.3

Meet the requirements of Article Eight, Full Participation, of The Charter & Bylaws of The Democratic Party of The United States.

7.4.2.4

Make recommendations to DPNM Rules Committee and Platform and Resolutions Committee on actions items which further the scope of the Affirmative Action Committee.

7.4.3 – Members and Officers

The Affirmative Action Committee shall consist of fifteen (15) voting members. Ten (10) shall be elected by the State Central Committee at which an election of State Officers takes place. Elected members are subject to equal gender division.

- a. Each Congressional District shall be represented by two (2) members
- b. Four (4) members shall be elected at large. The election of the four (4) at-large members will be in accordance with Appendix A. Voting for the at-large members will not begin until after the names of those elected at the Congressional District level have been announced.

7.4.3.1

Five (5) members shall be appointed by the State Chairperson, one of whom shall be on the staff of the Democratic Party of New Mexico.

- a. Members appointed by the State Chairperson serve at the State Chairperson's pleasure.
- b. The State Chairperson shall make these appointments within thirty (30) days of the election of state officers.
- c. Appointments are subject to confirmation by the Executive Committee.

- d. One of the elected members shall be designated as Temporary Chairperson of the committee by the State Chairperson at the time of the election. At the first meeting of the committee the members shall elect the Committee Chairperson. The Chairperson and Vice-Chair shall be of opposite gender. Committee members need not be members of the State Central Committee. Committee members serve for a period of two years or until the next meeting of the State Central Committee at which an election of committee members takes place. The State Chairperson shall be a non-voting participant of the committee. The committee shall have gender diversity (at least five (5) women and five (5) men).

7.4.4 – Meetings and Calls

7.4.4.1

The committee shall hold meetings upon the call of the State Chairperson, the Affirmative Action Committee Chairperson, Vice-Chair or by a call initiated by a quorum of the committee members. The first meeting shall be called within four (4) weeks after the committee is selected. All voting shall be non-secret. A quorum of meetings is a majority of all members whether attendance is in-person or by conference-call.

7.4.4.2

Committee members are expected to attend all meetings. Three consecutive absences will cause a committee position to be considered vacant. The removal will go into effect upon majority vote of the Affirmative Action Committee.

7.4.4.3

The Affirmative Action Committee shall meet at least once per quarter at a meeting to be called by the Committee Chair, Vice-Chair or by a majority of the Committee Members (50% +1). The first meeting shall be called within four (4) weeks after the committee is selected. The committee chairperson shall be elected at the first meeting. The committee chairperson shall be elected at the first meeting. All voting shall be non-secret. The quorum for meetings is a majority of all members whether attendance is in-person or by the telephone or video method. Committee members are expected to attend all meetings. Three consecutive absences will cause a committee position to be considered vacated. The removal will go into effect upon a majority vote of the Committee.

Section 8 – National Committee Members and Presidential Electors

8.1 – State Central Committee

The State Central Committee shall elect for confirmation by the Democratic National Committee a National Committeewoman and a National Committeeman for New Mexico. The election shall be held in the calendar year of the National Convention at a State Central Committee meeting which precedes the election of delegates to the National Convention. In such years a slate of nominees for Presidential Electors shall be submitted for nomination to the Post-Primary Convention by the State Chairperson (Chapter 1, Article 15, paragraphs 3.A and 3.B, Election Handbook of the State of New Mexico, 2017 Edition).

A vacancy occurring for National Committeeman or National Committeewoman shall be filled by majority vote of the State Central Committee. A vacancy among, or absence of, Presidential Electors shall be filled according to Chapter 1, Article 15, paragraphs 6.C and 7, Election Handbook of the State of New Mexico, 2017 Edition.

Section 9 – Resolutions from the Floor

Resolutions from the floor of a State Central Committee meeting or State Convention shall require written submission to the chairperson prior to the report of the Resolutions Committee. Before the resolution may be debated, the meeting or convention shall approve by two-thirds (2/3) vote consideration of the resolution. Resolutions from the floor shall be presented after the report of the Resolutions Committee. Rules with respect to limitations as to time allotted for debate, number of speakers, etc. shall be addressed in the standing rules of the meeting or convention.

Section 10 – Democratic Caucuses and Affiliated Organizations

10.1 – Authorization

A state-wide or county-wide organization wishing to be identified as a Democratic Club or affiliated organization of the state party or a county party may do so only upon the approval of the State Central Committee or, as the case may be, the County Central Committee where the organization exists. Authorization shall be granted by the appropriate central committee upon the approval of the by-laws of the organization which shall not conflict with The Charter & Bylaws of The Democratic Party of the United States, the state party or the applicable county party, or the laws of the United States and the State of New Mexico.

The by-laws of each such organization shall contain at least:

- (1) the purpose(s) of the organization,
- (2) a description of the membership,
- (3) the officers of the organization and a procedure for electing them and filling vacancies, and
- (4) a statement that the organization shall abide by the Rules of the Democratic Party of the United States, the State of New Mexico and, as the case may be, the County in which the organization exists. Approval of the by-laws by the State Central committee or a County Central Committee shall not automatically entitle the organization to representation on the applicable central committee.

10.2 – Termination and Revocation

An authorized Democratic Club or affiliated organization may terminate its affiliation with the state party or a county Party by majority vote of its membership or as otherwise provided in its by-laws. An organization's affiliation may also be revoked upon a majority vote of the applicable central committee upon a showing of good cause.

ARTICLE III – COUNTY PARTY ORGANIZATION

Section 1 – Notice of Party Actions

1.1 – Method of Notification

Each County Chairperson shall cause to be published at least twice in a newspaper of general circulation in the county, a combined notice of all ward and precinct meetings and county meetings and conventions to elect any party officers or delegates. The first such publication shall be not more than thirty (30) days nor less than twenty (20) days prior the ward meeting, and the second publication shall be not more than ten (10) days prior to the ward meeting. The notice shall specify the:

1. public places where meetings and conventions shall be held
2. purposes of such meetings and conventions

3. dates and times of meetings and conventions
4. times and locations of credentials committee meetings
5. times in which challenges must be presented to the credentials committee.

In counties having newspapers aimed at minority group readership, the County Party shall also publish the notices in those newspapers. Each County Party shall be financially responsible for such publication.

1.1.1 – Proof of Publication

A copy of the page of the newspaper including the notices of ward meetings and County Conventions shall be sent by the County Chairperson to the state headquarters or State Chairperson within four (4) days after each publication. The state headquarters shall maintain a file of such publication which shall be available for inspection by any registered Democrat.

1.1.2 – Failure to Comply

If the State Chairperson ascertains that this rule has not been followed in any county, then the State Chairperson, after consultation with State Executive Committee members, may direct the holding of ward meetings, County Central Committee meetings or County Conventions at such times designated by the State Chairperson, and reasonable notice of such meetings shall be specified by the State Chairperson.

Section 2 – County Central Committee

2.1 – Powers and Authority

The County Central Committee is the governing body of the County Democratic Party when regularly convened in the absence of a convention in session. It shall have general supervision and control of the political affairs of the party in the county, except as otherwise provided. By a two-thirds (2/3) vote of all of its members it may adopt or amend rules for the County Party not in conflict with these rules.

2.2 – Assessments

The County Central Committee shall have the authority to levy dues or assessments upon the various recognized party organizations on an equitable basis.

2.3 – Members

The County Central Committees shall be composed of the following. Membership on the Committee is not subject to the requirement of equal division of men and women (Appendix A).

2.3.1 – Ward Chairpersons

2.3.2 – Precinct Chairpersons

2.3.3 – Additional Committee Persons

as apportioned to the precincts on the basis of the average of votes cast in each precinct for the Democratic candidate in the most recent presidential and gubernatorial elections. A fair apportionment formula shall be set by the county rules and shall be uniform throughout the county. The apportionment may vary from one committeeperson for each 200 votes to one committeeperson for each 25 votes, depending on the rules of the county, provided, however, that the apportionment formula shall not result in more than one-third (1/3) of the precincts of the county being represented by only one committeeperson. The membership allotted to the precinct chair is included in the number of committeepersons apportioned to that precinct.

2.3.4 – County Chairperson and First Vice Chairperson
2.3.5 – Any or All of the Following Only If County Rules So Provide

2.3.5.1 – Other County Party Officers

2.3.5.2 – State Legislators who reside within the County

2.3.5.3 – County Commissioners

2.3.5.4 – One or two members selected by and from the New Mexico Young Democrats, should such an organization exist in the county

2.3.5.5 – One or two members selected by and from the New Mexico Federation of Democratic Women, should such organization exist in the county

2.4 – Meetings and Calls

The County Central Committee shall meet upon the call of the County Chairperson or by a call initiated by the petition of a majority of the membership. The call shall give reasonable notice and shall be mailed to each member and shall specify the time, place and purposes of the meeting. Publication of notice shall be according to [Article I, Section 3, Rule 3.4.5](#). The call may be amended only by a three-fourths (3/4) vote.

2.5 – Proxy

Except as otherwise provided, proxy voting is permitted. A proxy shall be in writing, signed by the person giving the proxy and filed with the County Secretary. A proxy shall be valid only when voted by a registered Democrat of the same ward (or precinct where wards do not exist) as the person giving the proxy, provided that no person may hold more than three (3) proxies at one time.

2.6 – Election of State Central Committee Members

Election of State Central Committee Members. State Central Committee members shall be elected at the same meeting and following the election of county officers as specified in the call of the State Chairperson. The required number of committeepersons shall be elected in accordance with [Article II, Section 1, Rule 1.2.2](#). All elections shall be by non-secret ballot ([Article I, Section 5, Rule 5.5.2.2](#)).

Upon the election of State Central Committee members, their names, home postal and e-mail addresses and phone numbers shall be forwarded to the State Chairperson by the respective County Chairpersons within seventy-two (72) hours after the election.

Section 3 – County Standing Committees

3.1 – County Credentials and Rules Revision Committee

3.1.1 – Members

Ward chairs, or precinct chairs where wards do not exist, shall serve as members unless otherwise provided by County Rules. Membership on the Committee is not subject to the requirement of equal division of men and women.

3.1.2 – Chairperson

The County Chairperson shall appoint a Chairperson of the Committee from among the members. The Committee Chairperson shall participate in the proceedings of the Committee including the making of motions and voting and shall be counted in determining the quorum ([Article I, Section 6](#)).

3.1.3 – Secretary

A Secretary shall be appointed by the Committee Chairperson.

3.1.4 – Powers and Authority

Unless otherwise provided by County Rules, the Committee shall hear challenges to the election of ward and precinct officers, act to remove officers in accordance with [Article IV, Section 4](#), and deliberate the credentials of all ward/precinct officers, including County Central Committee members, except that no member of a ward or precinct whose election is challenged may take part in deliberations regarding that challenge. The Committee shall serve as a standing committee on rules revision and, in an advisory capacity, serve the County Chairperson and Executive Committee as a rules interpretation committee.

3.1.5 – Meetings

The Committee shall meet prior to the County Central Committee meeting at a time specified in County Rules or, in the absence of a rule, by direction of the County Chairperson. If a member cannot attend a meeting, he/she may designate a proxy from among the qualified electors from his/her ward or precinct.

3.2 – Convention Credentials and Rules Committee

3.2.1 – Members

Unless otherwise provided by County Rules, at the time of ward/precinct meetings, when one or the purposes of the meetings is to select delegates to a County Convention, each ward or precinct shall elect a member to the Committee from among the elected delegates to the convention. Membership on the Committee is not subject to the requirement of equal division of men and women.

3.2.2 – Chairperson

The County Chairperson shall appoint a Chairperson of the Committee from among the members. The Committee Chairperson shall participate in the proceedings of the Committee including the making of motions and voting and shall be counted in determining the quorum ([Article I, Section 6](#)).

3.2.3 – Secretary

The Committee Chairperson shall appoint a Secretary.

3.2.4 – Powers and Authority

Unless otherwise provided by County Rules, the Convention Credentials and Rules Committee shall hear challenges to the election of all delegates to a County Convention and deliberate the credentials of all delegates to the convention, except that no member of a ward or precinct whose election is challenged may take part in deliberations regarding that challenge. The Committee may make such recommendations as it deems necessary to settle disputed elections. All recommendations are subject to final approval of the Committee for its report to the County Convention. When so designated by the County Chairperson, the Committee shall serve as the Convention Rules Committee.

3.2.5 – Meetings

The Committee shall meet prior to the convention at a time specified in county rules or, in the absence of a rule, by direction of the County Chairperson. If a member cannot attend a meeting, he/she may designate a proxy from among the elected delegates from his/her ward or precinct.

3.3 – Platform and Resolutions Committee

3.3.1 – Members

Unless otherwise provided by County Rules, at the time of election of ward/precinct officers, each ward or precinct shall elect a member to the Committee from among the qualified ward or precinct electors ([Article I, Section 5, Rule 5.5](#)). Members need not be County Central Committee members although such members may be members of this Committee. Committee members are officers of their ward or precinct and shall serve until a new election of ward/precinct officers is held. A new Committee shall not be elected at ward or precinct meetings preceding a convention. Membership on the Committee is not subject to the requirement of equal division of men and women.

3.3.2 – Chairperson

The County Chairperson shall appoint a Chairperson of the Committee from among the members. The Committee Chairperson shall participate in the proceedings of the Committee including the making of motions and voting and shall be counted in determining the quorum ([Article I, Section 6](#)).

3.3.3 – Secretary

The Committee Chairperson shall appoint a Secretary.

3.3.4 – Powers and Authority

The Committee shall consider resolutions and platform planks reported to it from ward/precinct meetings and formulate resolutions for presentation to the County Central Committee, and resolutions and platform planks to a convention.

3.3.5 – Meetings

The Committee shall meet prior to each County Central Committee or convention at a time specified in County Rules or, in the absence of a rule, by direction of the County Chairperson. If a member cannot attend a meeting, he/she may designate a proxy from among the qualified electors from his/her ward or precinct.

Section 4 – County Officers

4.1 – Election of County Officers

The County Chairperson shall call a meeting of the County Central Committee pursuant to the call issued by the State Chairperson for the selection of county officers and State Central Committee members. Publication of notice shall be according to [Article I, Section 3, Rule 3.4.5](#). Officers in order of rank are; (a) Chairperson, (b) a First Vice-Chairperson of the sex opposite that of the Chairperson, (c) if County Rules provide, a Second Vice-Chairperson of the sex the same as that of the Chairperson, (d) Secretary, (e) Treasurer and such other officers as provided for in the county rules. The County Central Committee shall elect the Chairperson and Vice-Chairperson. The Chairperson shall appoint a Secretary and Treasurer. None of the officers need be members of the County Central Committee prior to being selected. The officers shall serve for two years or until their successors are elected or appointed. All voting for officers shall be conducted by non-secret ballot according to [Article I, Section 5, Rule 5.5.2.1](#).

4.2 – Election of Other Officers as Needed

The County Central Committee shall be empowered to elect other officers as needed following the publication of notice according to [Article I, Section 3, Rule 3.4.5](#). If an officer shall be responsible for a political subdivision (such as a County Commissioner district) consisting of a subset of precincts of the county, then only those County Central Committee members residing in that political subdivision shall be eligible to vote. If an officer shall be responsible for representing either all of the county or a peer group (such as labor or veterans) then elections shall be done at large with the entire County Central Committee eligible to vote. All candidates nominated for an office shall be members of the political subdivision or peer group as appropriate. Voting for each of these officers shall be conducted by non-secret ballot according to [Article I, Section 5, Rule 5.5.2.1](#).

Each officer shall serve for two years or less if his/her duties are completed. At the end of two years the County Central Committee shall decide whether each officer is still needed or not. Each officer shall perform such duties as are fitting for his/her title and as assigned by the County Chairperson. Each of these officers is not a member of the County Executive committee unless the County Rules or County Central Committee directs otherwise. Each officer shall report as directed by the County Chairperson or the County Executive committee.

4.3 – Challenges

A challenge to a county's election of State Central Committee Members or county officers shall be made in the same manner as challenges to the election of delegates and alternate delegates to the State Convention as provided in [Article II, Section 4, Rule 4.2.2](#). The Judicial Council shall adjudicate the challenge.

4.4 – Powers and Duties of County Officers

4.4.1 – County Chairperson

The County Chairperson shall:

- A. be the chief executive of the County Party.
- B. preside over all meetings of the County Central Committee and the County Executive Committee and shall participate in the proceedings of all other committees including the making of motions and voting unless otherwise stated in these rules. He/she shall not be counted in determining the quorum (Rule 20) of any committee nor count as one of the specified number of committee members unless otherwise stated in these rules.
- C. have general management of all County Party affairs and county election campaigns.
- D. have the power to appoint any committees which the Chairperson deems necessary or which the County Central Committee may authorize.
- E. apportion the County Central Committee in accordance with [Article III, Section 2, Rule 2.3.3](#).
- F. refrain from using his/her office to advance the cause of any individual candidate, including himself/herself, for office in the Democratic Primary Election.
- G. appoint ward and/or precinct officers and County Central Committee members when new precincts or wards are created in accordance with New Mexico law and applicable Democratic Party Rules ([Article IV, Section 5, Rule 5.4](#)).

4.4.2 – Vice Chairperson(s)

The First Vice-Chairperson shall perform all duties assigned by the Chairperson and shall perform the duties of the Chairperson in his/her absence. The Second Vice-Chairperson shall perform all duties assigned by the Chairperson and shall perform the duties of the First Vice-Chairperson in his/her absence.

4.4.3 – Secretary

The Secretary shall:

- A. record and preserve the minutes of all meetings of the County Central Committee.
- B. keep records of the County Conventions and of the County Executive Committee and shall perform other duties that may be required by these bodies.

The Chairperson may appoint an Assistant Secretary.

4.4.4 – Treasurer

The Treasurer shall:

- A. perform such duties as may be required by the Chairperson and by law.
- B. keep full and accurate accounts of all receipts and expenditures subject to the supervision and control of the County Central Committee and make such accounts available for examination by all registered Democrats in the county upon request.
- C. administer and assist in the preparation of the budget authorized by the County Central Committee and shall deposit all monies in a bank designated by the County Central Committee or the County Chairperson.
- D. present a financial report to the County Central Committee at each of its meetings. The County Chairperson may appoint an Assistant Treasurer.

4.5 – Removal of County Officers and State Central Committee Members

4.5.1 – Reasons

Any County Officer or County member of the State Central Committee may be Removed from such office for any of the following reasons:

1. intentional conduct in violation of these rules or the law.
2. nonfeasance
3. aiding or supporting any political party other than the Democratic Party.
4. aiding or supporting any candidate opposing a nominee of the Democratic Party.
5. conviction of a felony.

4.5.2 – Procedures for Removal

Any County Officer or member of the State Central Committee shall be removed under the following procedure:

1. A written petition shall be filed by any registered Democrat(s) in the county with the State Central Committee by delivery of the original petition to the highest-ranking officer of the County Central Committee not named in the petition, with a copy to the County member of the State Central Committee named as violator in the petition.

2. The petition shall name the alleged and specify the conduct constituting the alleged violation. It shall be signed by the petitioner and shall be delivered at least fifteen (15) days prior to any regularly scheduled County Central Committee meeting.
3. The officer receiving the original petition shall present the petition or a copy thereof to the County Central Committee at its next meeting. If no County Central Committee meeting is scheduled, the officer shall call for one to be held within forty-five (45) days from the date of delivery of the original petition to the officer.
4. After a hearing, the County Central Committee shall vote by non-secret ballot to determine if a violation has occurred. For purposes of this vote a quorum shall be a majority of the entire membership. The County Central Committee shall decide by a two-thirds (2/3) vote of all members present. No proxies shall be permitted in determining a quorum or in voting. If the County Central Committee determines that a violation has occurred, the officer or State Central Committee member shall be considered removed.
5. Upon the removal of an officer or State Central Committee member, the office shall be declared vacant and filled in the manner as provided in [Article III, Section 4, Rule 4.6](#).

4.6 – Vacancies in County Offices and State Central Committee

4.6.1 – Causes of Vacancies

A vacancy exists in a county office or in the State Central Committee when the officer or committee member:

1. is removed in accordance with [Article III, Section 4, Rule 4.5](#).
2. ceases to reside in the county from which the person was elected.
3. resigns or dies or when the office in question had not been filled initially at the scheduled election.

4.6.1.1 – State Central Committee

A vacancy may also occur in the State Central Committee, if county rules so provide, if a State Central Committee member fails to attend more than one State Central Committee meetings without issuing a proxy. In such cases county rules shall govern the procedures for removal.

4.6.2 – County Chairperson or First Vice--Chairperson

If a vacancy exists in the office of County Chairperson or First Vice-Chairperson, the highest-ranking county officer shall call a meeting of the County Central Committee within sixty (60) days to fill the vacancy, which shall be filled only by election rather than by automatic succession. In the case of a vacancy in the position of Chairperson, if the newly elected Chairperson is of the opposite gender of the outgoing Chairperson, the gender balance requirements of [Article III, Section 4, Rule 4.1](#) will be waived to allow both the newly elected Chairperson and incumbent Vice-Chairperson At-Large to serve the remainder of the term.

4.6.3 – Second Vice Chairperson, Secretary, or Treasurer

If a vacancy exists in the office of Second Vice-Chairperson, Secretary, or Treasurer, the Chairperson shall appoint a replacement within thirty (30) days.

4.6.4 – State Central Committee

If vacancies exist among the lesser of twenty percent (20%) or 10 of the members of the county's State Central Committee delegation, the County Chairperson shall call a meeting of the County Central Committee within sixty (60) days to fill the vacancies for the unexpired terms according to [Article II Section 1, Rule 1.2.2.2](#) and [Article II Section 1, Rule 1.2.2.3](#).

4.7 – Executive Committee

The County Central Committee may delegate authority for the conduct of business to a County Executive Committee composed of all the Ward Chairpersons (or Precinct Chairpersons where wards do not exist) plus additional county officers as permitted by county rules. The County Chairperson shall preside at meetings of the Committee at which she/he may make motions and vote and be counted in determining the quorum ([Article I, Section 6](#)). Voting by proxy is prohibited.

Section 5 – County Conventions

5.1 – Call

As directed by a state call, the County Chairperson shall issue a call ([Article III, Section 1, Rule 1.1](#)) for a County Convention to be held at a suitable public place on the date and at a time set by the State Chairperson, and shall fix a uniformly proportional number of delegates from each ward (or precinct if wards do not exist), based on a formula consistent with the election of additional County Central Committee members as provided in [Article III, Section 2, Rule 2.3](#). Publication of notice shall be according to [Article I, Section 3, Rule 3.4.5](#).

Only the State Chairperson may reschedule a state-called County Convention for a particular county if participation would be significantly improved. County-called conventions, for consideration of county matters, may be called by the County Chairperson or by written petition of at least two-thirds (2/3) of a county's Ward Chairpersons (or Precinct Chairpersons where wards do not exist). The scheduling shall be determined by county rules. A County Convention call may be amended only by a three-fourths (3/4) vote of the convention.

5.2 – Purpose

County Conventions shall elect delegates to State Conventions, including Pre-Primary Election Nominating Conventions and Post-Primary Election Conventions, adopt resolutions, adopt or amend rules of the County Party organization, and conduct other business pertaining to the county as provided for in the call. If permitted by county rules, all County Convention delegates selected at the ward and precinct levels may, at the County Convention, be certified to be delegates to a forthcoming State Convention without standing for formal election at the County Convention.

5.3 – Delegates

5.3.1 – Certification

Co Where delegates have been elected at ward or precinct meetings the County Secretary shall certify the names and addresses of the delegates from their respective wards or precincts. The certification shall be delivered to the County Chairperson and the chairperson of the Convention Credentials/Rules Committee, at least twenty-four (24) hours before the County Convention convenes, or such earlier time as county rules may provide.

5.3.2 – Challenges

A challenge to a ward's (or precinct's) delegates or alternate delegates may be issued only by a registered Democrat within that ward (or precinct if wards do not exist). Any challenge to the certified delegates and alternate delegates to a County Convention shall be made in writing and delivered to the County Chairperson or any of the Vice-Chairpersons at least twenty-four (24) hours prior to the convention or such earlier time as county rules may provide. Challenges shall be referred to the Convention Credentials and Rules Committee. The challenge shall specify the charges and identify by name and address the challengers and those challenged.

5.3.2.1 – Adjudication of Challenges

If challenges have been filed, the Convention Credentials and Rules Committee shall convene no more than twenty-four (24) hours before the convention at a site designated by the County Chairperson with notice to all affected parties. After the hearing, the Committee shall report to the convention the names and addresses of delegates and alternate delegates who it believes are entitled to participate in the convention. No challenged delegation may vote upon its own challenge when the convention considers the report of the Committee. Each challenge, recommendation and minority report of the Committee shall be considered separately.

5.4 – Order of Business

The order of business shall be set by the call and is suggested as follows:

- (1) Call to order by the County Chairperson.
- (2) Reading of the call.
- (3) Report of the Credentials Committee and convention vote thereon.
- (4) Introduction of temporary officers of the convention selected by the County Chairperson and election of permanent officers of the convention.
- (5) Reports of all committees and votes thereon.
- (6) Adoption of a platform, if the convention is a Pre-Primary Election Nominating Convention.
- (7) Selection of delegates and alternate delegates to a State Convention, if required.
- (8) Other business.
- (9) Adjournment.

5.5 – Voting

5.5.1 – Credentials

An accredited participant in the convention may, after having appeared at the convention and having established credentials, give said credentials to another accredited participant from the same ward (or precinct), provided that no person may hold more than three (3) credentials plus their own at one time.

5.5.2 – Elections

In the election of delegates and alternate delegates to a state convention, except when delegates and alternate delegates elected at the ward (or precinct) level are merely certified at a County Convention to be delegates and alternate delegates to a state convention, non-secret voting shall be conducted according to Appendix A. The election of delegates and alternates is not subject to the requirement of equal division of men and women (Appendix A).

5.5.3 – Alternate Delegates

An alternate delegate elected to a County Convention may vote if the alternate delegate has been designated by a delegate, elected or automatic, who is from the same ward or precinct and is absent from the convention. The delegate is free to designate an alternate delegate of the delegate's choice. If delegates are absent and have not designated alternate delegates, the alternate delegates shall fill the delegates' positions according to [Article II, Section 4, Rule 4.1.3.2](#). If the rank ordering of alternate delegates at a County Convention is not determinable, then vacancies that exist for which there have been no designations by the delegates shall be filled by the drawing of lots.

5.6 – Minority Reports

Upon the vote of ten percent (10%) of the delegates to a convention or members of a committee, a minority report shall be presented to the convention.

5.7 – Distribution of Materials

No printed matter shall be distributed at a convention unless it bears the name(s) of the author(s).

ARTICLE IV – WARD AND PRECINCT ORGANIZATION

Section 1 – Application to Wards & Precincts and Substitution of Precincts for Wards

This rule shall apply to ward and precinct organization where county rules provide for wards and/or precincts. In counties where wards do not exist, these rules apply to precincts, and the word "precinct" may substitute for the word "ward." A County Party organization may provide in its rules for the replacement of ward meetings with precinct meetings. In such case, wherever the word "ward" appears in the state rules, the word "precinct" shall be substituted.

Section 2 – Election of Ward Officers and County Central Committee Members

The County Chairperson shall call a meeting of the ward, pursuant to the call of the State Chairperson, for the selection of ward officers who, in order of rank, are: (a) Chairperson (b) Vice-Chairperson (c) Secretary, and (d) Treasurer. Publication of notice shall be according to [Article I, Section 3, Rule 3.4.5](#). Qualified electors of the ward shall elect the ward officer(s). County Central Committee members shall also be elected at this meeting. If a County Chairperson determines for good cause that precinct, ward and County Central Committee meetings should not be held separately as provided in the call of the State Chairperson, then such meetings may be held the same date and place as the scheduled County Central Committee meeting with the approval of the State Chairperson. The election of ward officers and County Central Committee members is not subject to the requirement of equal division of men and women (Appendix A).

Section 3 – Officers – Powers and Duties

3.1 – Ward Chairperson

The Ward Chairperson shall:

- A. be the chief executive of the ward.

- B. preside over all ward meetings and shall participate in the proceedings of all ward committees including the making of motions and voting unless otherwise stated in these rules. He/she shall not be counted in determining the quorum ([Article I, Section 6](#)) of any committee nor count as one of the specified number of committee members unless otherwise stated in these rules.
- C. have general management of all ward affairs and election campaigns at the ward level.
- D. have the power to appoint committees.
- E. express a personal preference for candidates in the Democratic Primary Election if she/he so desires.
- F. participate, as a member of the County Executive Committee ([Article III, Section 4, Rule 4.7](#)), in the appointment of ward and/or precinct officers and County Central Committee members when new precincts or wards are created in accordance with New Mexico law and applicable Democratic Party Rules ([Article IV, Section 5, Rule 5.4](#)).

3.2 – Ward Vice Chairperson

The Vice-Chairperson shall perform all duties assigned by the Chairperson and perform the duties of the Chairperson in the Chairperson's absence.

3.3 – Ward Secretary

The Secretary shall:

- A. record and preserve the minutes of all meetings of the ward, such minutes to include the names and addresses of all persons elected at the meetings.
- B. deliver a copy of such minutes to the County Secretary.
- C. perform all duties assigned by the Chairperson and as otherwise provided in these rules.

3.4 – Ward Treasurer

The Treasurer shall:

- A. keep full and accurate accounts of all receipts and expenditures and make such accounts available for examination by all registered Democrats in the ward upon request.
- B. present a financial report to the ward at each of its meetings.
- C. perform all duties assigned by the Chairperson.

Section 4 – Removal of Ward/Precinct Officers and County Central Committee Members

4.1 – Reasons for Removal

Any ward officer or County Central Committee member may be removed from office for any of the following reasons:

1. intentional conduct in violation of these rules.
2. nonfeasance
3. aiding or supporting any political party other than the Democratic Party.
4. aiding or supporting any candidate opposing a nominee of the Democratic Party.
5. conviction of a felony.

4.2 – Procedures for Removal

A ward officer or County Central Committee member shall be removed under the following procedures:

1. A written petition shall be filed by any registered Democrat(s) in the ward with the County Credentials/Rules Revision Committee by delivery of the original petition to the County Chairperson, with a copy to the officer or committee member named as violator in the petition.
2. The petition shall name the alleged violator, specifying the conduct constituting the violation, and shall be signed by the petitioner(s).
3. The County Chairperson shall call a meeting of the County Credentials/Rules Revision Committee within thirty (30) days to consider the petition.
4. After a hearing the County Credentials/Rules Revision Committee shall vote to determine if a violation has occurred. For purposes of this vote, a quorum shall be a majority of the entire committee membership. The County Credentials/Rules Revision Committee shall decide by a two-thirds (2/3) vote of all members present. No proxies shall be permitted in determining the quorum or in voting. If the County Credentials/Rules Revision Committee decides that a violation has occurred, the officer or County Central Committee member shall be considered removed.
5. Upon the removal of an officer or County Central Committee member the office shall be declared vacant and filled in the manner as provided in [Article IV, Section 5](#).

Section 5 – Vacancies in Ward/Precinct Officers or County Central Committee Members

5.1 – Causes of Vacancies

A vacancy exists in a ward or precinct office or County Central Committee when a ward or precinct officer or County Central Committee member:

1. is removed in accordance with [Article IV, Section 4](#).
2. ceases to reside in the respective ward or precinct.
3. resigns or dies or when the office in question had not been filled initially at the scheduled election.

5.2 – Filling a Vacancy of Ward/Precinct Chairperson

If a vacancy exists in the office of ward or precinct chairperson, the ward or precinct vice-chairperson shall succeed to the respective office.

5.3 – Filling Vacancies in Other Ward/Precinct Offices

If a vacancy exists in any other ward or precinct office or in the County Central Committee, the vacancy shall be filled by the Ward Chairperson within thirty (30) days; if not, by the County Chairperson. Appointments to fill vacancies shall be for the unexpired term, and in accordance with the residency requirements of Paragraph 2 of this document's Preamble.

5.4 – Appointing Officers and County Central Committee Members for New Wards/Precincts

When new precincts or wards are created in a county in accordance with New Mexico law and applicable Democratic Party Rules, ward and/or precinct officers and County Central Committee members shall be appointed by the County Executive Committee within thirty (30) days. A meeting called with reasonable notice for that purpose shall be conducted by the County Chairperson who shall not make motions nor vote nor be counted in determining the quorum. The appointments shall serve until the next election of ward and/or precinct officers and County Central Committee members.

Section 6 – Ward Meetings

6.1 – Call

The County Chairperson shall issue a call for ward meetings to be held at suitable public places on the date and at a time set by the State Chairperson. The call shall be furnished to each Ward Chairperson and Vice-Chairperson at least thirty (30) days in advance of the meeting. The call shall specify the date, hour, place and purpose of each ward meeting. Publication of notice shall be according to [Article I, Section 3, Rule 3.4.5](#).

If the purpose includes election of delegates and alternates to a convention, the call shall specify the number of delegates to which each ward is entitled on the basis of a formula giving equal weight to the vote for Democratic candidates in the most recent presidential and gubernatorial elections as specified in these rules. The election of delegates and alternates is not subject to the requirement of equal division of men and women (Appendix A). A ward meeting may be called by the Ward Chairperson for consideration of matters pertaining to the ward.

6.2 – Place of Ward Meeting

A ward meeting shall be held in a public building located within the ward, if possible. The County Chairperson shall have the authority to designate clusters of wards to collocate ward meetings if greater efficiency and economy are likely.

6.3 – Conduct of Ward Meetings

6.3.1 – Convening

A minimum of two electors are required for a meeting to be convened. The meeting shall be called to order by the Chairperson, or in Chairperson's absence or upon the Chairperson's refusal to act, by the Vice-Chairperson, Secretary or Treasurer. If none of the above officers is present, any elector of the ward may convene the meeting.

6.3.2 – Presiding Chairperson

The Ward Chairperson shall be the presiding officer of the ward meeting except that the chairperson shall give the electors the opportunity to elect an acting chairperson.

6.3.3 – Order of business

The order of business, as applicable, for any ward meeting shall be:

- (1) Call to order
- (2) Reading of the call.
- (3) Election of acting chairperson if requested.
- (4) Appointment of Credentials Committee and presentation of challenges.

- (5) Report of Credentials Committee and vote thereon.
- (6) Election of ward officers and County Central Committee members, or election of delegates to a County Convention when either is required.
- (7) Adoption of resolutions if required or desired.
- (8) Remaining business for which the meeting is called.
- (9) Adjournment.

Section 7 – Voting

7.1 – Proxy

Voting by proxy is prohibited.

7.2 – Method

In selecting members of the County Central Committee or delegates and alternate delegates to a County Convention the ballots shall be counted according to [Article I, Section 5, Rule 5.4](#) and [Article I, Section 5, Rule 5.5.1.2](#). The balloting shall be secret unless waived by unanimous consent.

7.3 – Ballots

Prior to the beginning of the meeting, the Chairperson shall appoint checkers to verify that the persons present are qualified electors (Paragraph 2 of this document’s Preamble). Each elector shall be verified during the meeting. No ballots or other identification shall be issued prior to the time of check-in at the meeting. In the election of ward and/or precinct officers, convention delegates and alternate delegates, and other County Central Committee members, no ballots shall be cast until the report of the credentials committee has been voted upon except as provided in [Article IV, Section 8](#).

7.4 – Challenged Voters

Persons who are challenged as electors shall have the right to appear before a Credentials Committee appointed by the acting chairperson of the meeting. The Credentials Committee shall consist of two or more ward electors, and shall hear any challenge to the voting qualifications of any person present. No sooner than thirty minutes after the start of the meeting, the Credentials Committee shall report its findings and recommendations to the electors who shall vote to accept or reject each recommendation. Those persons accepted by the electors shall be issued ballots or identification. The acting chairperson shall thereupon announce the total number of sets of ballots or identifications that have been issued, and no more shall be issued.

7.5 – Preserving Ballots

The chairperson of the meeting shall cause all ballots cast in all elections to be preserved for ninety (90) days after the meeting. Failure to do so shall result in the meeting being re-held if there is a challenge to any election held in the meeting.

Section 8 – Observers

Upon the request of the Ward Chairperson or two (2) other electors in the ward, the County Chairperson shall designate an impartial observer from another ward to assist in the conduct of the ward meeting. The designated observer may vote in the observer's own ward meeting by delivering to the chairperson of the observer's ward prior to the meeting the observer's ballot concerning all matters specified in the call.

Section 9 – Election of Ward/Precinct Officers, Central Committee Members and Delegates

9.1 – Order of Elections

Election of Precinct, Ward, and County Central Committee members will be held in the following order:

- 1) Ward Officers
- 2) Precinct Officers
- 3) Precinct County Central Committee members, up to the precinct allotted number of members

9.2 – Ward Elections

9.2.1 – Election of Ward Officers

Ward elections shall be held according to [Article I, Section 5, Rule 5.4](#) and [Article I, Section 5, Rule 5.5](#). Ward elections will be decided by majority vote. Voting shall be by secret ballot, which may be waived only by unanimous consent. Nominations and elections of Ward Officers shall be in order of descending rank: Chairperson, Vice-Chairperson, Secretary, Treasurer, and Standing Committee members. The elected Ward Chairperson is an automatic member of the County Central Committee. The Ward Chairperson’s seat on County Central Committee will not count against the total number of seats allocated to the Precinct the Chairperson is from. The election of ward officers is not subject to the requirement of equal division of men and women.

9.3 – Precinct Elections

9.3.1 – Election of Precinct Officers

Election of Precinct Officers shall be held as the first order of business when the Precinct meets for the purpose of holding elections. Elections shall be decided by majority vote ([Article I, Section 5, Rule 5.1](#)). Voting shall be by secret ballot, which may be waived only by unanimous consent ([Article I, Section 5, Rule 5.4](#)). Nominations and elections shall be in order of descending rank: Chairperson, Vice-Chairperson, Secretary, Treasurer and Standing Committee members. The elected Precinct Chairperson is an automatic member of the County Central Committee. Election of Precinct Officers does not require equal division of men and women.

9.3.2 – Election of Central Committee Members

- a) County Central Committee Members – Based on [Article III, Section 2, Rule 2.3](#), the calculation of each precinct’s apportionment on the County Central Committee could result in one of three possible scenarios. The method for electing County Central Committee members to positions in each of those three scenarios is as follows:
 - i. If a precinct is entitled to only one County Central Committee member then the precinct chairperson will be the precinct’s sole representative on the County Central Committee.
 - ii. If a precinct is entitled to two County Central Committee members then the precinct chair and the one additional County Central Committee member will be elected in two separate elections, with the precinct chair being elected first. Both elections will be conducted using single-line secret ballots, in accordance with [Article I, Section 5, Rule 5.5.1.1](#).

- iii. If a precinct is entitled to three or more County Central Committee members then the precinct chair will first be elected using a single-line secret ballot, in accordance with [Article I, Section 5, Rule 5.5.1.1](#). After the precinct chair is elected the additional County Central Committee members will be elected using multi-line secret ballots (Appendix A) in accordance with [Article I, Section 5, Rule 5.5.1.2](#).
- b) Precinct Chair – The membership of the Precinct Chair on the County Central Committee is included in the total number of members allotted to the precinct. The votes for precinct chair and additional CCC members from the precinct by secret ballot may be waived only by unanimous consent if, and only if, the number of candidates for a given position is less than or equal to the number of positions to be filled. Election of precinct chairs and additional County Central Committee members does not require equal division of men and women.

9.3.3 – Election of County Convention Delegates

With the exception of county and state certified automatic delegates ([Article II, Section 4, Rule 4.1.3.3](#)) all delegates to a County Convention at the ward/precinct level will be elected using Appendix A voting (proportional representation) with a secret multi-line ballot.

Section 10 – Violation of Rules

If these rules or rules of a county are violated at a ward meeting, and such violation(s) are of a nature as to materially change the outcome of the meeting, the meeting shall be re-held under the supervision of unbiased representatives of the County Central Committee appointed by the County Chairperson.

Section 11 – Failure to Hold Ward or Precinct Meeting

If a ward or precinct meeting is not held pursuant to a call to elect ward or precinct officers and County Central Committee members, the County Chairperson shall reschedule one. If the meeting is again not held, the County Central Committee shall elect the officers and members according to [Article I, Section 5, Rule 5.5.1.1](#) and/or [Article I, Section 5, Rule 5.5.1.2](#). If a ward fails to hold a meeting pursuant to a call to elect convention delegates, the County Chairperson shall reschedule one. If the meeting is again not held, no delegates shall be elected from that ward. However, any automatic delegates from that ward shall be entitled to participate in the convention.

APPENDIX A – PROPORTIONAL REPRESENTATION BY PREFERENTIAL BALLOTING

This appendix describes the method for implementing Article I, Section 5, Rules 5.5.1.2 and 5.5.2.2: Elections; More than One Person to be Elected to Office. Proportional representation (Article I, Section 2) calls for a way of conducting elections that insures the accommodation of different points of view in proportion to the numbers of electors reflecting such viewpoints. The preferential ballot further promotes such fairness. When more than one person is to be elected to office, the individual candidates need only gather a certain number of votes (the quota) to guarantee election as described in detail below. The allocation number is calculated and announced by the presiding officer for the election of the required number of delegates or committee persons when the total number of electors present is established. It's recommended that the applicable worksheet that follows this general description be printed out and utilized during the course of the election process. The worksheets provided are to be used as follows:

Precinct and Ward Elections to Elect Delegates to a County Convention – Use Appendix A.1

Precinct Elections to Elect Additional County Central Committee Members – Use Appendix A.2

County Elections to Elect Delegates to a State Convention – Use Appendix A.3

County Elections to Elect Members of the State Central Committee – Use Appendix A.4

State Elections to Elect Members of a Standing Committee – Use Appendix A.5

State Elections to Elect Delegates to a National Convention – Use Appendix A.5 or Appendix A.6, dependent on the wording of the Delegate Selection Plan

Establishing the Quota

The quota is the number of votes required for a candidate to be automatically elected. It's established by applying some very basic math to two variable values that must be determined before the election process begins. The first variable is the number of positions to be filled. That value is set by the apportionment or allocation for the unit that is holding the election and is established by the appropriate DPNM Rule. The second variable is the number of ballots that have been issued to the electors.

The worksheets provided (Appendix A.1 through Appendix A.6) will guide the person directing the election through the math that's involved, but what occurs is a value of one is added to the number of positions to be filled and the resulting number is divided into the number of ballots to be issued. Once that result is obtained the quota is the next higher whole number, so if the result of the division is a whole number, one must be added to the result to establish the quota; if the result of the division is a decimal, the quota is established by rounding that result up to the next higher whole number.