

Plan of Organization, dated 2/22/25, Recommendations for the Orange County Alternative Plan

1.03 COMPOSITION OF PRECINCT COMMITTEE

Precinct Officers. The precinct committee shall have as officers a Chair, a Vice Chair, a Secretary. Others may include Co-Chairs and Co-Vice Chairs, however, for the purposes of voting, one individual shall be designated as primary Chair and one individual as primary Vice Chair. The vice chair should where possible be of a different gender identity from the Chair and should, where possible, be of a race other than that of the Chair. No officers, including those in co-Chair or co-Vice Chair roles, of the precinct committee shall be from the same immediate family residing in the same household. Officers shall acknowledge and agree to comply with the letter and spirit of the most recently adopted North Carolina Democratic Party Code of Conduct.

1.04 DUTIES OF PRECINCT OFFICERS

Chair. The duties of the precinct chair shall include:

1. Preside at precinct meetings;
2. Certify annual precinct meetings, organizational meetings, and meetings to fill vacancies and precinct reports to the county chair within five (5) days of the meeting pursuant to section 1.05 "Order of Business";
3. Establish reasonable political goals for the precinct;
4. Organize and execute a voter organizing plan;
5. Attend meetings of the county executive committee;
6. Recommend to the county chair names of persons to serve as precinct elections officials and on the County Board of Elections;
7. Keep precinct officers and members informed of all Democratic Party events and activities;
8. Carry out other duties as may be assigned by the precinct or county executive committees;
9. Transmit all records pertaining to the office to successor within ten (10) days of vacating office.
10. Read the NCDP Plan of Organization;
11. If there is a precinct treasury:
 - a. make sure that the precinct treasury is maintained at an FDIC insured banking institution.
 - b. make sure that there is a person who has completed -or agrees to complete within thirty (30) days)- the mandatory treasurer training required by law from the NC State Board of Elections, to serve as the precinct's treasurer of record with the NC State Board of Elections.

- c When there is a change in treasurer make sure the new treasurer files a Certification of Treasurer and Statement of Organization with the NC State Board of Elections within ten (10) days of becoming treasurer.
- d Make sure that the treasurer is informed of their responsibility to prepare and file reports as required by law in a timely fashion.

11. Read the NCDP Code of Conduct and review with all precinct officers, ensuring that all precinct officers are familiar with the procedure for reporting behavior inconsistent therewith.

2.03 OFFICERS OF THE COUNTY EXECUTIVE COMMITTEE

Elected Officers. The county executive committee shall have as officers a Chair, ~~three (3)~~ four (4) Vice chairs, and a Secretary. Among the Chair and First Vice Chair, at least one (1) must be a person whose gender is not male. Among the chair and ~~three (3)~~ four (4) Vice Chair offices, ~~one (1) of these must be filled by a person of a racial or ethnic minority which constitutes at least twenty percent (20%) of the registered Democrats in that county~~ one (1) of these must be filled by a person of a racial or ethnic minority which constitutes at least 10 percent (10%) of the registered Democrats in that county, one (1) of these must be filled by a person of a racial or ethnic minority which constitutes any percentage of the registered Democrats in that county, and one (1) of these offices must be filled by a person whose gender identity is not female, and one (1) of these offices must be filled by a person thirty-six (36) years of age or younger. Officers of a county executive committee shall be active Democrats residing within the county. No two (2) county officers may be from the same immediate family residing in the same household. ~~Gender, racial or ethnic, and age requirements need not be followed if filling a vacancy for an unexpired term but shall be adhered to when the office is filled for a full term.~~ Best efforts must be made to adhere to gender, racial or ethnic, and age requirements in filling a vacancy for any unexpired term.

Vacancy and Succession for County Executive Committee Officers. Vacancies occurring among the officers of the county executive committee shall be filled within thirty (30) days following creation of the vacancy. The county chair shall call a meeting of the county executive committee to fill the vacancy and any other vacancies that might be caused by the action of such committee in filling the vacancy. If, for any reason, there should occur a vacancy in the chair of the county executive committee, the first vice chair, the second vice chair, the third vice chair, the fourth vice chair, the secretary or the treasurer, in that order, shall preside. In the case in which none of the officers accept the duty to preside, the chair may designate a person to preside over the portion of the meeting as necessary. In the absence of any of the foregoing officers, any member of the county executive committee may preside..

2.05 DUTIES OF COUNTY OFFICERS

Chair. The duties of the county chair shall include:

1. Preside at county executive committee meetings and county conventions;
2. Draft, in consultation with the county executive committee, a strategic plan outlining reasonable political goals for the county;
3. Execute the strategic plan approved by the county executive committee;
4. In consultation with the elected officers; Appoint a Treasurer.
5. Read the NCDP Code of Conduct and review with the County Executive Committee, ensuring that each member of the County Executive Committee is familiar with the procedure for reporting behavior inconsistent therewith.
6. Appoint an acting precinct chair for up to thirty (30) days – for any precinct that remains unorganized after the second scheduled precinct meeting – for the purpose of organizing the precinct in accordance with this Plan of Organization. If the precinct is a significantly ethnic precinct, the County Chair shall appoint the acting precinct chair upon the recommendation of the county caucuses representing those ethnic groups or the state caucuses representing those ethnic groups if there is no duly organized county level caucus;
7. Appoint an acting precinct chair for any newly created precinct for the purpose of that precinct in accordance with this Plan of Organization. If the precinct is a significantly ethnic precinct, the County Chair shall appoint the acting precinct chair upon the recommendation of the county caucuses representing those ethnic groups or the state caucuses representing those ethnic groups if there is no duly organized county level caucus(es);
8. Designate the date and time, consistent with the parameters set by the state chair, at which precinct meetings will be held;
9. Designate the exact time and place, consistent with the date set by the state chair, at which the county convention is to be held, providing said designation to be given to the precinct chairs at least thirty (30) days prior to said county convention;
10. Appoint committees as may be required to assist in the execution of these duties;
11. Encourage and facilitate establishment and continuity of county chapters of state affiliated organizations;
12. Attend meetings of the district and state executive committees;
13. Serve as the spokesperson for the county executive committee;
14. Serve as the liaison between the county executive committee and the district executive committee, the state party officers, and the state executive committee;
15. Represent the county executive committee at party and non-party meetings and functions;
16. Appoint a county party attorney, to serve at the Chair's pleasure;
17. Carry out other duties as may be assigned by this Plan of Organization or by the county or state executive committees;

18. Transmit all records pertaining to the office to successor within ten (10) days of vacating office.

Fourth Vice Chair. The duties of the county fourth vice chair shall be such as may be assigned by the county chair and shall include the following:

1. Serving or supporting the voter experience and voter protection lead for the county executive committee, responsibilities of which shall include, but are not limited to
 - i. Assisting in recruitment, training, and execution of poll greeting programs for all elections;
 - ii. Assisting in the recruitment and training of poll observers;
 - iii. Collaborating with the voter registration team;
2. Serving as the Community Outreach Coordinator
3. Carry out other duties as may be assigned by the county executive committee; and
4. Transmit all records pertaining to the office to successor within ten (10) days of vacating office.

We, the undersigned officers of the Orange County Democratic Party (OCDP), do hereby submit these changes to be incorporated into an OCDP Alternate Plan of Organization, subject to ratification by the OCDP County Executive Committee in the manner prescribed by Section 2.11 of the North Carolina Democratic Party Plan of Organization.

Date: 01/16/26

By: Lynn McGee Date: 01/16/26

Name: Lynn McGee, Chair

By: Linda Cohen Date: 01/16/26

Name: Linda Cohen, First Vice Chair

By: Jim Porto Date: 01/16/26

Jim Porto, Second Vice Chair

By: Carole Labrum Date: 01/16/26

Carole Labrum, Secretary