

Democrats Abroad Caribbean Islands Bylaws

Adopted: 7 December 2021

ARTICLE I.

The following text hereby constitutes the bylaws for the organization having as its name: Democrats Abroad Caribbean Islands, abbreviated “DA CAR Is.”

ARTICLE II. Organization Structure and Purpose

2.1 Organization Structure

DA CAR Is is an unincorporated association and a constituent member and Transnational Committee (TC) of Democrats Abroad as defined in the Democrats Abroad Charter. Democrats Abroad is a non-profit association with its principal place of business in the District of Columbia and functioning as a state party of the Democratic Party of the United States as the Democratic Party Committee Abroad (DPCA).

2.2 Purpose

The purposes of DA CAR Is shall be to advance the interests and ideals of the Democratic Party of the United States and of Democrats Abroad as stated in the Charter of the Democratic Party and the Democrats Abroad Charter, to exercise the rights and obligations of a Transnational Committee under the Democrats Abroad Charter, and to provide a platform for appropriate action by its members and supporters within the defined Caribbean region (See Article VII.3).

2.3 Governing Documents and Paramountcy

DA CAR Is shall be governed by (i) these Bylaws and such rules and resolutions as the Executive Committee may adopt, and (ii) the Charter, Bylaws, rules, and regulations of Democrats Abroad and the Democratic Party of the United States. In the event of conflict between item (i) and (ii), the documents, rules and regulations of item (ii) shall prevail.

2.4 Non-US Political Activity

Neither DA CAR Is nor any of its subdivisions may participate in any manner in the political activities of the Caribbean islands or mainland nations or any country other than the United States of America and its constituent States.

2.5 Diversity and Inclusion

Diversity and Inclusion are important values of the Democratic Party of the United States and Democrats Abroad and shall be prioritized in DA CAR Is’s activities in a manner that is consistent with the United States Democratic Party’s commitment to include and represent constituency groups, including but not limited to those historically under-represented in the Democratic Party’s affairs by virtue of sex, sexual orientation, socio-economic status, ability, race, ethnicity or other identities.

ARTICLE III. Members

3.1 DA CAR Is Membership

Members must be citizens of the United States, of voting age by the next Federal election, subscribe to the principles of the Democratic Party and of Democrats Abroad, and have their principal place of residence within DA CAR Is.

3.2 Application Process for Membership

To join DA CAR Is, a prospective member may complete the Democrats Abroad online membership application form on the [Democratsabroad.org](https://democratsabroad.org) website to join Democrats Abroad; Membership in DA CAR Is is then conferred by Democrats Abroad based on county address provided by the applicant. Alternatively, a paper join form may be used and submitted to Democrats Abroad.

3.3 Consent to Personal Data Use

By becoming a member of DA CAR Is and Democrats Abroad, the member explicitly consents to the delivery of their name and all other information contained on the membership form to Democrats Abroad and DA CAR Is for such lawful use thereof by DA CAR Is and Democrats Abroad.

3.4 Validation of Personal Data

Each member has the right to inspect and correct their own membership data as maintained in the Democrats Abroad membership database and can do so online by logging onto the [Democratsabroad.org](https://democratsabroad.org) website.

3.5 Confidentiality and Limitations on Access and Use of Personal Data

Direct access to membership records within the membership database is limited to those Democrats Abroad and DA CAR Is officers with Membership Records Certification. Membership records shall be provided to DA CAR Is Executive Committee Officers and, in limited form, to DA CAR Is members with designated responsibility in connection with elections and other sanctioned DA CAR Is activities (such as GOTV and Membership Count phone calling). All individuals with access to membership data shall be required to sign and adhere to the terms of the Democrats Abroad Confidentiality Agreement and to the terms of the General Data Protection Regulation (GDPR) adopted by Democrats Abroad. No use of the membership database is permitted for purposes other than those related to the activities of the United States Democratic Party, Democrats Abroad, or DA CAR Is. No candidate for any office may use or access the membership database directly for the purposes of campaigning for office or soliciting votes or proxies.

3.6 Membership Database

Membership records shall be maintained by the DA CAR Is Secretary, and any other specified person directed by the Chair, in a manner consistent with Democrats Abroad requirements and the General Data Protection Regulations (GDPR). Certification that the DA CAR Is database is up to date shall be submitted each year to Democrats Abroad, no later than Democrats Abroad prescribes, in such form and format as Democrats Abroad shall require.

3.7 Terminating Membership

Any member shall cease to be a member if they withdraw from membership or no longer meet the residency qualification of a DA CAR Is member. In the case of a member moving

back to the United States, the member may choose to be redesignated a “U.S. Alumni” and tagged as such by the Secretary within the Democrats Abroad database, at which point the member will cease to be a member of DA CAR Is. Any such former member may be reinstated on the same conditions as a new member.

3.8 Removal of Membership

A member who, by their actions, demonstrates that they no longer subscribe to the principles of the Democratic Party of the United States and of Democrats Abroad may be removed from membership by a two-thirds (2/3) vote of the members of the Executive Committee; provided that such vote may only be taken at a meeting of the Executive Committee after the member has received at least 30-days advance written notification by the Executive Committee of the Executive Committee’s intention to remove the member and has had reasonable opportunity to contest the proposed action by the Executive Committee. The Executive Committee shall adopt such rules of procedure as it deems necessary to ensure that the removal hearing is conducted in a fair manner. A member so removed may appeal the decision of the Executive Committee at a general meeting of DA CAR Is members held pursuant to Article XI.

ARTICLE IV. The Executive Committee

4.1 The Executive Committee Purpose and Structure

The purpose of the Executive Committee is to provide organizational support and direction to DA CAR Is and its Island Regions and Island constituent members therein.

4.2 Responsibilities of the Executive Committee

The Executive Committee shall be responsible for the conduct of the affairs of DA CAR Is in accordance with these Bylaws, resolutions of the Executive Committee and the members, and the policies of the DNC and Democrats Abroad.

4.3. Executive Committee Officers and Responsibilities:

The Executive Committee shall be composed of the Elected Officers: Chair, Vice Chair, Secretary, Treasurer, Director of Communications and Social Media, Programs and Events Coordinator, one (1) or (2) Members-at-Large, and two (2) Island Region Captains, and the Appointed Legal Counsel. The Vice Chair shall be of the opposite sex from the Chair, and diversity shall be an important consideration for all offices. Elected Officers have full voting rights and privileges, and are counted within the quorate for Executive Committee meetings. The Appointed Legal Counsel has no voting rights and is not included in the quorate.

4.3.1 Chair

The Chair is the primary Officer representing DA CAR Is in Democrats Abroad and is the chief executive officer of the organization. The Chair shall call and preside at all meetings of members and of the Executive Committee, establish the agenda of such meetings in consultation with the Executive Committee, and shall have responsibility for all activities approved by the organization. The Chair shall sit ex-officio on all committees and subcommittees of the

organization, with full voting privileges. In case of a stalemate, the Chair's vote shall act as a tiebreaker. Decisions or actions taken by the Chair may be overruled by a two-thirds (2/3) majority of the Executive Committee. The Chair is an ex officio member of the DPCA, and shall attend DPCA Global and Regional meetings to the extent practical or assign an alternate as necessary.

4.3.2 Vice-Chair

In the absence of the Chair, the Vice Chair shall call and preside at meetings of members and the Executive Committee. The Vice Chair shall have such other duties as chairing one or more committees, depending on the Vice Chair's experience and preferences. The Vice Chair shall work with the Chair to ensure all responsibilities approved by and on behalf of DA CAR Is are supervised and executed appropriately. The Vice-Chair is an ex officio member of the DPCA, and shall attend DPCA Global and Regional meetings to the extent practical or assign an alternate as necessary.

4.3.3 Secretary

The Secretary shall take, finalize, and distribute minutes of the DA CAR Is Executive Committee meetings and general meetings, filing them along with other administrative files and records, making them accessible to Executive Committee members and open for inspection by members. Following an Annual General Meeting with elections, the Secretary shall submit the minutes, list of elected Officers and their full contact information, and Bylaws revisions, if any, to the International Secretary within 15 days of the AGM, and report subsequent changes in Officer's information as occurs throughout the year.

The Secretary shall also maintain the DA CAR Is membership records within the DA database, including the verification and approval of new members with a welcome letter, consulting with Global IT as needed. The Secretary shall oversee the annual membership verification process, delegating as needed, and submit the yearly sign-off of membership numbers to the International Secretary and Regional V-C.

4.3.4. Treasurer

The Treasurer shall manage the finances of DA CAR Is together with the Chair, and prepare financial reports for approval at Executive Committee meetings as needed. Additionally, the Treasurer shall request and receive financial reports from the Island constituents directly or through the Island Region Captains, compile and present all reports at the Annual General Meeting (AGM) of DA CAR Is, and maintain such reports and financial records, which shall be available for review by the Executive Committee, Island Regions Captains, and Island constituents.

The Treasurer shall consult with the International Treasurer of Democrats Abroad on matters concerning the maintenance of financial records and financial reporting (notably to the United States Federal Election Commission, and any successor thereto).

4.3.5 Director of Communications and Social Media

The Director of Communications and Social Media works with DA CAR Is Executive Committee and other leaders to develop communications for programs, events, campaigns, and

publications, working in concert with the Global Communications and Social Media team on messaging as appropriate. The Director of Communications and Social Media shall regularly moderate and post to the DA CAR Is Facebook and other social media accounts, ensuring adherence to DA's social media guidelines and promoting a maintaining a

professional and vibrant online community, and shall maintain an up-to-date DA CAR Is website on Democratsabroad.org posting current News and Events and changes in Leadership, and informing Global IT of any changes to be made on for the DA CAR Is homepage. The Director of Communications and Social Media shall serve as local Media Contact, coordinating with the Chair, to provide information to local media and/or funnel press requests to the appropriate DA CAR Is representative, working and sharing with the Global Press Officer and Communications Team as needed.

4.3.6 Programs and Events Coordinator

The Programs and Events Coordinator shall support the Executive Committee, Island Region Captains, and Committees in planning, organizing, coordinating, and promoting in-person and virtual events for membership engagement and development, working in tandem with the appropriate DA CAR Is leaders. Such events may include, but are not limited to, speaker events, other events planned around social and political issues, and social gatherings; as well as voter participation programs, such as voter information presentations, voter registration events, and Global Presidential Primary involvement and voting centers. The Program and Events Coordinator shall work in concert with the Executive Committee, reporting regularly on current programs and events, to ensure coordinated efforts and messaging.

4.3.7 Island Region Captains

Two (2) Island Region Captains shall be elected to serve on the DA CAR Is Executive Committee, each to represent one of the two (2) established Island Regions (see Article VIII.3). The purpose of Island Region Captains is to:

- i. Provide direct representation of island nations and their constituent members within that Island Region at the Executive Committee level,
- ii. Facilitate participation of constituents in DA activities,
- iii. Coordinate and compile financial reports from Island constituents, and deliver to the Chair and Treasurer,
- iv. Promote the establishment of Island Coordinators; one (1) for each Island,
- v. Provide reasonable organizational support and mentoring for Island Coordinators,
- vi. Support the continued development of individual Island nations should the Island members so choose.

It is the responsibility of each Island Region Captain to keep their members informed of DA CAR Is activities and Executive Committee matters, including upcoming Executive Committee agenda items, and to call Island Regional meetings as needed; and in turn, to keep the Executive Committee informed of Island Regional activities and matters.

4.3.8 Member(s)-at-Large

The Member(s)-at-Large Officer(s) shall participate in the work of the Executive Committee to support the organization by engaging in such projects and committees as needed for the

effective functioning of DA CAR Is. The Executive Committee may choose to open one (1) or two (2) Member-at-Large positions for each election term.

4.3.9 Appointed Legal Counsel

The Appointed Legal Counsel shall be available to consult with the Executive Committee and to liaise between the Executive Committee and the Democrats Abroad Legal Counsel on legal and procedural questions involving the Executive Committee, Island Regions, and Island nations relating to DA CAR Is and its activities.

The Counsel shall consult or liaise, as the case may be, with the International Counsel on all relevant matters, including notably questions on voting issues and financial record keeping and DA CAR Is's compliance with the rules of the United States Federal Elections Commission (and any successor thereto). The Counsel with the Chair shall ensure DA CAR Is is in compliance with any applicable laws and regulations.

4.4. Term of Office

The Officers of the Executive Committee shall be elected every two years on odd years at the Annual General Meeting (AGM) of the organization, which meeting shall be held no later than June 30. The terms of all elected Officers shall automatically expire upon the election of new members. No Officer can serve more than two consecutive terms in the same office. An Officer who has served a year and a day shall be considered to have completed one (1) full term.

4.5 Removal for Non-Attendance

Any Elected Officer who misses three consecutive, regularly called meetings of the Executive Committee (see Article V.1) may be removed from office by a two thirds (2/3) vote of the entire Executive Committee at a duly convened meeting at which the question of such removal is on the agenda sent out at least 30 days in advance and at which the Executive Committee Member is given due opportunity to contest the removal and explain the reasons for their absence.

4.6 Vacancies

The Chair shall appoint a member on a temporary basis to fill any unfilled or vacant position among elected members of the Executive Committee, except that the Vice Chair shall fill the vacancy in the event the Chair's position is vacant. The appointee shall be ratified by the Executive Committee and serve with full privileges of their office until the next AGM with Elections, where members shall elect the position.

ARTICLE V. Executive Committee Meetings

5.1 Schedule of Meetings

The Executive Committee shall meet monthly if practical, but at least six times a year, upon call by the Chair for the purpose of consulting with and advising the Chair in the administration of the organization. A meeting of the Executive Committee may be called by any two members of the Executive Committee.

5.2 Meeting Protocol and Agenda

The Secretary shall notify the members of the Executive Committee of the time and place, or electronic venue, of each scheduled meeting and call for agenda items, allowing sufficient time to compile and distribute the final agenda at least 5 days prior to Executive Committee meeting, provided that a shorter notice period (not less than two weekdays excluding public

holidays celebrated throughout the Caribbean, may be determined by the Chair if circumstances require for special meeting. The agenda of any meeting of the Executive Committee shall include any item of business submitted in writing to the Chair in advance by any member of the Executive Committee. When practicable, members shall be invited to propose agenda items.

Following the meeting, the Secretary shall provide Executive Committee attendees with the meeting notes, including a list of attendees, for review, distribute final minutes to all members of the Executive Committee and any members who so request, and file meeting notes for future availability.

5.3 Decision Making and Voting

The Executive Committee may act in meeting, by telephone, by video conference, by email, or by other written or electronic means. Decisions taken by the Executive Committee shall be by simple majority vote of those present in person; presence in person includes participation by approved real-time electronic means at any quorate meeting of the Executive Committee; or if such vote is taken by email or other written form, by simple majority of the entire Executive Committee. In the event of a tie, the Chair shall have the deciding vote.

5.4 Quorum

A quorum of the majority of the Executive Committee shall be present in person, including via an electronic means that allows full participation at any meeting in order to make decisions, providing that the Chair or the Vice Chair and one (1) Island Region Captain are included within the quorum. Unfilled or vacant Officer positions, if any, are not included in the quorum.

5.5 Open Meetings

Executive Committee meetings shall be open to DA CAR Is members unless the Chair or presiding Officer determines that it is in the best interest of DA CAR Is to limit participation to Executive Committee members for certain matters. Regular Executive Committee meetings shall be announced in advance to the general membership. Final meeting minutes shall be distributed to DA CAR Is members on request.

Article VI. Other Committees

6.1 Standing Committees

By majority vote, the Executive Committee may create Standing Committees with functions and responsibilities as it shall designate. The Chairs of Standing Committees are not members of the Executive Committee and have no voting privileges therein.

6.2 Ad Hoc Committees

By majority vote, the Executive Committee may create Ad Hoc Committees with such functions and responsibilities as may be deemed appropriate. The Chairs of Ad Hoc Committees are not members of the Executive Committee and have no voting privileges therein.

6.3 Committee Chair Appointments

The Chair of the Executive Committee shall appoint or remove the Chairs of the Standing Committees and the Ad Hoc Committees (if any) in consultation with the Executive Committee. The Committee Chair shall select the membership of each such committee subject to approval by the Executive Committee Chair.

6.4 Reporting Responsibilities of Committees

All committees shall periodically report on their activities to the Executive Committee when asked to do so by the Executive Committee Chair. Each committee shall prepare an annual report for distribution to the membership prior to the Annual General Meeting. It is the responsibility of the Committee Chairs to prepare or delegate the preparation of all reports.

6.5 Expiration of Committee Chair Terms

The terms for all Committee Chairs shall automatically expire upon the election of a new or replacement Executive Committee. At this time, at the new Chair's discretion, the Executive Committee may vote to retain individual Committee Chairs.

6.6 Open Meetings

All committee meetings shall be open to members of DA CAR Is unless the Committee Chair determines that it is in the best interest of the committee to limit participation to committee members. To the extent practicable, committee meetings shall be announced in advance to the general membership. Minutes of meetings shall be provided to the DA CAR Is Secretary and released to DA CAR Is members upon request.

6.7 Quorum

With respect to committees, no quorum is mandated herein and it shall be the decision of the Committee Chair to set at the commencement of their term.

Article VII. Code of Conduct and Communication Guidelines

7.1 Code of Conduct

Members of the Executive Committee, members of other Committees, and members within local contact groups (such as email, WhatsApp, Zoom or other electronic communications, and the DA Caribbean Islands Facebook community), and any other members who may interact with other DA CAR Is members, are expected to adhere to the Democrats Abroad Code of Conduct and other procedures and policies defined by Democrats Abroad. Some examples of conduct counter to the Code of Conduct include (i) speaking against the host country while purporting to speak on behalf of DA CAR Is or Democrats Abroad and, (ii) soliciting funds or in-kind services from non-Americans. Volunteering without monetary value by non-Americans is generally acceptable.

7.2 Communication Guidelines

All members as described above are expected to adhere to the Democrats Abroad communications and social media guidelines and to the DA CAR Is Communication Guidelines enumerated here: i. Respectful written and verbal communications, ii. Fact-based content only, iii. Follow direct communication paths limited to appropriate individuals per designated roles and responsibilities, iv. Limit group communications to respective group members within defined groups, and v. Maintain the confidentiality of all members at all times within written and verbal communications.

ARTICLE VIII. Island Regions and Island Constituents

8.1 Structure and Purpose

For internal administrative purposes and regional coordination of DA CAR Is, and to strengthen representation and participation of the multi-nations included within DA CAR Is, the Executive Committee shall designate Island Regions composed of assigned island nations according to shared regional and cultural affiliations. Island Regions and their Island constituents represent DA CAR Is in order to advance the interests of DA CAR Is, Democrats Abroad, and the Democratic Party of the United States.

Island Regions and their Island constituents shall support the DA CAR Is Executive Committee in advancing its initiatives and provide a forum for member engagement and GOTV activities, and afford the opportunity for direct representation of Island constituents. DA CAR Is is ultimately responsible for ensuring that Island Regions and Island constituents are in compliance with all applicable laws in accordance with the Democrats Abroad Charter.

8.2 Establishment and Reconfiguration of Island Regions

The Executive Committee may from time to time within its discretion create additional Island Regions and/or reconfigure existing Island Regions on its own initiative or acting on the recommendation of an existing Island Region. Upon recognition of the Island Region by the DA CAR Is Executive Committee, an Island Region Captain shall be appointed and serve with full privileges of their office until the next AGM with Elections, held no later than the next regular election cycle for Executive Committee Officers, at which time the corresponding Island Region Captain shall be elected along with the other Executive Committee Officers.

8.3 Current Island Regions and Island Constituents

The following Island Regions and their Island constituents constitute the DA DAR:

- i. Northern Islands Region: Jamaica, Cayman Islands, Turks & Caicos, Bermuda, Cuba, Bahamas, British Virgin Islands, Anguilla, Sint Maarten (Dutch), St. Martin (French), Antigua & Barbuda, St. Kitts & Nevis, Montserrat, Guadeloupe, St. Bart's, Saba, St. Eustatius
- ii. Southern Islands Region: St. Lucia, St. Vincent & the Grenadines, Grenada, Dominica, Martinique, Barbados, Aruba, Curacao, Bonaire, Trinidad & Tobago

8.4 Island Regions Membership

DA CAR Is members shall be assigned by the Secretary to the Island Region designated by their island residency.

8.5 Island Regions Representation within the DA CAR Is Executive Committee

Island Regions have direct participation and representation within the Executive Committee through their elected Island Region Captains as Executive Committee Officers with full voting privileges.

8.6 Island Regions Captains

The Island Region Captain shall, in coordination with the Executive Committee of DA CAR Is, be the chief executive officer of the Island Region, shall call and preside at all Island Region meetings, establish the agenda of such meetings, and generally shall have responsibility for all Island Regional activities approved by the Executive Committee in support of the mission of DA CAR Is. The Island Region Captain shall use their judgment in representing the interests of Island constituents within DA CAR Is Executive Committee discussions, consensus decisions, and vote taking.

Island Region Captains may allocate certain duties to specific Island Coordinators, where such are established. However, the Island Region Captain, working in concert with the Executive Committee Chair, shall be responsible for the Island Region's compliance with the financial policies and regulations of Democrats Abroad and DA CAR Is, including the financial reporting obligations contained in Section 8.8 of these Bylaws. The Island Region Captain shall prepare an annual report to present at the DA CAR Is Annual General Meeting.

8.7 Island Regional Meetings with Island Constituents

The Island Region Captain shall meet as needed and practical with Island constituents, but at least two (2) times each year. The Island Region Captain shall assign the duty of note-taking to an Island Coordinator on an ongoing basis or designate a note-taker from attending members at the start of each meeting. The Island Region Captain shall be responsible for ensuring that the minutes are provided to the individual members of its Island constituents. The Island Region Captain shall endeavor to participate in all scheduled meetings of the DA CAR Is Executive Committee for the benefit of participation and representation of its Island constituent membership.

If the Island Region Captain fails to call a meeting, a meeting can be called by two (2) or more individual Island Regional members.

8.8 Island Regional Fundraising, Restrictions, and Reporting

Due to the multinational composition of Island Regions with each constituent with unique governing laws, local fundraising is necessarily restricted to the individual Islands in accordance with their national regulations. Island Regional fundraising is therefore restricted to the promotion of fundraising efforts on behalf of Democrats Abroad for activities and programs offered by Democrats Abroad, where members contribute directly to Democrats Abroad.

The Island Region Captain shall call for and compile any financial reports submitted from individual Island constituents to present to the DA CAR Is Chair and Treasurer prior to each Annual General Meeting.

8.9 GOTV Activities

Island Regions shall be responsible for supporting and overseeing the establishment of GOTV activities among its Island constituents during DA's Global Presidential Primaries, DA state-specific campaigns, targeted off-year elections, midterm elections, and Presidential election cycles.

8.10 Communications and Social Media

Island Regions and Island constituents may communicate with their members and third parties by email, web postings, social media, and other means in accordance with Democrats Abroad and DA CAR Is rules and policies. To the extent that Island Regions or Island constituents create social media accounts that reference the Democrats Abroad name and/or brand to communicate on behalf of the Island Region or Island, as the case may be, such accounts are subject to approval and oversight by DA CAR Is and Democrats Abroad according to the Social Media Administration and Communication Guidelines established by Democrats Abroad. DA CAR Is shall have ultimate authority for such accounts to ensure adherence to DA CAR Is and Democrats Abroad rules and policies, and continuity during and after changes in Island Region and/or Island constituent leadership.

Article IX. Island Incorporation, Leadership, Fundraising, Development, and Secession

9.1 Incorporation of Additional Islands and Island Region Assignment

Upon determination of the DA CAR Is Chair and the consent of the Executive Committee, additional Island nations within DA CAR Is's geographic region may be admitted to DA CAR Is, whereupon they will be assigned to an Island Region. Island Regional assignment shall be based on geographic and cultural affiliation, with the input of the appropriate Island Region Captain, and participating Island members, if any; and decided by the DA CAR Is Executive Committee. If possible, an Island Coordinator will be determined at this time.

9.2 Island Coordinators

Each Island shall have, as soon as practical, a designated Coordinator from among its membership. The Island Coordinator may participate as a non-voting member in scheduled DA CAR Is Executive Committee meetings and may call upon the Officers and other resources available to Island Regions for such purposes as member outreach, event promotion, GOTV activities, and publicity.

9.3 Island Fundraising

Island constituents may engage in fundraising activities for the benefit of DA activities that are restricted to their Island, including grants or other funding opportunities provided by Democrats Abroad and under the regulations of Democrats Abroad. The Island Coordinator shall manage the finances of the Island, maintain its financial records, providing a yearly financial report to the Island Region Captain for compilation and delivery to the DA CAR Is Chair and Treasurer prior to the Annual General Meeting; and make such financial reports as may be required by law (including without limitation the laws and regulations of the United States and the several States applicable to political parties and contributions to them). All such records shall be open for inspection by members. The Island Coordinator shall consult with the DA CAR Is Treasurer

from time to time on matters concerning the maintenance of financial records and financial reporting (notably to the United States Federal Election Commission).

9.4 Ongoing Development of Island Nations

The DA CAR Is Executive Committee and Island Region Captains shall actively support and provide reasonable mentoring for the ongoing organization and development of individual Island constituents that so choose. Such organization and development can include the development of leadership positions, committees, and other structures found within these DA CAR Is Bylaws, as well as holding meetings and elections of its membership, for the purpose of advancing the interests of DA CAR Is, Democrats Abroad, and the Democratic Party of the United States.

9.5 Island Formation Committees for Country Committee Status

9.5.1 Establishing a Formation Committee

Island nations that meet the requirements for admittance for Country Committee status may choose to continue organization and development of officers and programs with the intention of establishing themselves as an independent DA Country Committee. The Island Coordinator or other delegated officer, as the case may be, shall advise the Island Region Captain and the DA CAR Is Chair of their intent and, upon a majority vote of Island members, make a formal request to the Americas Regional Vice-Chair to initiate the Formation Committee-to-Country Committee process.

9.5.2 Eligibility

To be eligible to become a Country Committee, an island nation must meet the requirements for admittance as stated in the Democrats Abroad Charter. With the support of DA CAR Is and the facilitation of the Americas Regional Vice-Chair and Outreach Coordinator, the Formation Committee shall develop its bylaws, appoint a Nominations and Elections Committee (NEC), and plan an Annual General Meeting (AGM) wherein elections for Executive Committee Officers and bylaws adoption shall be held according to Article IX. Upon meeting all filing requirements and a 2/3 vote of the DPCA Executive Committee, the island nation shall be admitted as a Democrats Abroad Country Committee. Once established as a Country Committee, all DA members within that island nation, whether they voted for or against becoming an independent Country Committee, shall be included within the membership of the newly formed Country Committee.

9.5.3 Status of Formation Committees prior to CC eligibility

Island nations that do not meet the requirements for admittance as a Country Committee as stated in the Democrats Abroad Charter may continue to organize and develop as a Formation Committee, but will maintain representation within DA CAR Is and its Region until such time as admittance requirements can be met and a NEC election is held within an AGM as in 9.5.2 and outlined in Article X.

9.6 Secession of Island Nations

Upon successful admittance of the Island nation to the DPCA as a Country Committee, the Island nation shall at once secede from DA CAR Is. DA members within the new CC will be reassigned to its CC membership database by DA IT.

ARTICLE X. Elections

10.1 Nominations and Elections Committee

At least 45 days prior to the Annual General Meeting (AGM) of an election year, a Nominations and Elections Committee (NEC) of at least three (3) members shall be named by the Chair. The members of the NEC shall elect a chair from among its appointed members. All NEC members shall be subject to the obligations of confidentiality, with one (1) member granted limited administrative access to membership records from the database for verification of membership status regarding voting. The NEC shall be empowered to receive nominations of members for elected Officers from the membership and to make nominations, with assent of the nominated member, for any open position. The NEC shall not exclude any eligible member as a candidate. No member of the NEC may be a candidate for office. All actions of the NEC shall be taken by a majority vote of the committee members. An appointed NEC's ability to carry out its duties shall not be delayed or hindered in any manner by the Executive Committee. Members of the NEC may participate in person or by use of electronic means such as Skype, Zoom or similar technology.

10.2 Establishing Voting Procedure

At the meeting approving the appointment of the NEC, the Executive Committee shall decide, in view of local circumstances and to promote the greatest participation, on the rules and procedures for the balloting and elections. They shall define proxy and voting procedures and procedures for notifying members of the election process. Should proxy votes be allowed, each member attending a meeting is limited to carry a maximum of two (2) proxy votes. To the extent possible under the rules of the DNC and DPCA, provision shall be made to enable members to vote remotely via a personally verifiable electronic means (e.g., by fax, email, or on the Web, including the use of Google, or similar, electronic forms).

The NEC shall notify the membership and solicit nominations no less than 30 days prior to the annual meeting at which an election will be held. Any member of the organization wishing to run for an open position and not nominated by the NEC shall declare their candidacy at least 17 days before the annual meeting in writing addressed to the Chair of the Nominations and Elections Committee.

10.3 Ballot Preparation and Distribution

The chair of the NEC shall prepare ballots containing the names and statements of the nominated candidates for distribution to the membership of the organization no earlier than 17 days before the annual meeting and no later than 14 days before such meeting, at which time they must be emailed to all DA CAR Is members. Notification of such ballots shall be posted to the DA CAR Is page of the Democrats Abroad website and/or DA CAR Is Facebook page along with requesting information for members who might not have received their emailed ballots.

10.4 Restrictions on Nominations from the Floor

Nominations must be allowed from the floor, whether in person or teleconference, unless the NEC is using electronic voting. If using electronic voting, then no nominations may take place from the floor unless there is an open position.

10.5 Election and Counting of Ballots

The NEC shall run the election part of any Annual General Meeting. The Officers shall be elected by a simple majority of votes of the members voting in person or by proxy, if allowed, or by written or electronic ballot. All ballots and votes shall be verified and counted by the NEC immediately following the elections. The candidate receiving the most votes shall be elected and announced. In the case of a tie in the number of votes cast for an elected position, an immediate runoff election shall be held following the announcement of the voting tie result. In such a case, absentee ballots will not be admitted in the runoff election, though proxies may again be voted if they are general to the election and not limited to a specific candidate who is not a candidate in the runoff round.

In the case a challenge is raised on the election of any candidate, that candidate must submit such challenge in writing to the NEC within five (5) days of the election, whereupon the NEC shall hear the complaint and attempt to adjudicate the challenge within fifteen (15) days; if adjudication is unsuccessful, a runoff election date shall be set by the NEC, allowing a further minimum 7 days for voter notification and ballot distribution. Absentee and proxy ballots may be admitted in such a runoff election.

10.6 Eligibility of Voters

Only members of DA CAR Is are eligible to vote.

10.7 No Secret Ballot

In accord with Democratic Party and DPCA policy, there is no secret ballot voting in DA CAR Is elections. All ballots cast must include such personal identification and contact data (i.e., name, email) as to allow for validation that the voter is a member of DACR, and to confirm that votes are counted as the voter intended. An electronically submitted ballot with a typed name shall constitute a valid "signature," so long as the ballot is submitted from the email address registered in the membership database.

10.8 Submission of documents

The Secretary shall submit the results of the election, the minutes of the AGM, and a complete contact list of Officers to the Secretary of the DPCA and the Americas Region Vice Chair, and any Bylaws revisions also to the DPCA Legal Counsel, within 15 days of the election.

ARTICLE XI. General Meetings of the DA CAR Is Membership

11.1 Annual General Meeting

An Annual General Meeting of members shall be held no later than June 30 of each year and shall act upon the following: i. Approval of the accounts and the report of the Chair and the Treasurer for the preceding calendar year, ii. In election years, the election of the Officers, iii. Such other business as the Chair, in consultation with the Executive Committee shall deem appropriate, and iv. Other agenda items submitted as per Article 10.7 (Meeting Agenda).

11.2 Other Meetings of the General Membership

Other meetings of the membership may be held from time to time upon call by the Chair, two (2) members of the Executive Committee, or the lesser of 10% of the membership, or twenty (20) members who request the holding of a meeting.

11.3 Notice of Official General Meetings

Notice of Annual General Meetings, general meetings at which elections and decisions on removals from office will be held, and general meetings to amend these Bylaws shall be sent to members at least 30 days before the meeting via the official membership email distribution list and DPCA website whatever other methods as the Chair shall from time to time reasonably prescribe. Notice shall be given of other general meetings of members with no less than 14 days prior to the meeting.

11.4 Meetings Open to All Members

All general meetings of the membership, the Executive Committee, the Standing Committees, and Ad Hoc Committees (if any) shall be open to the membership and conducted in accordance with these Bylaws.

11.5 Manner of Assembly

Meetings of DA CAR Is may be held in person, by telephone, videoconference, or by such electronic means as the Executive Committee approves by a majority vote.

11.6 Failure to Call a Meeting

If the Chair fails to call a meeting in a timely manner for whatever reason, any two Officers shall call the meeting.

11.7 Meeting Agenda

The agenda of a general meeting of the membership shall be established by the Chair in consultation with the Executive Committee.

11.8 Quorum

The quorum for all general meetings of members at which there shall be an election, voting, or amendment of the bylaws shall be: the lesser of 2% of the DA CAR Is membership, or ten (10) members present in person (including by proxy, if allowed for the election) or by teleconference or electronic vote.

No vote shall be taken at any meeting at which a quorum is not present or for which notice has not been duly given.

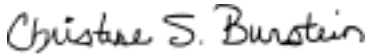
11.9 Governing by Roberts Rules

Meetings shall be conducted in accordance with the latest edition of Robert's Rules of Order, for all procedural matters not governed by these Bylaws, or the Bylaws, rules and regulations of the DA CAR Is.

ARTICLE XII. Bylaw Amendments

These Bylaws may be amended by the affirmative vote of two-thirds of the votes cast by the DA CAR Is members present in person, including by proxy if allowed, or by teleconference; or by electronic ballot cast prior to the announced deadline. Written text of proposed Amendments shall be distributed and posted on the DA CAR Is website with at least 30 days 'notice in advance of the general meeting where such amendments will be discussed or voted upon.

Signed this 7th day of December, 2021:



Christine Burstein, Chair



Stephanie Gillespie, Secretary