**Temporary Rules for the**

**Fauquier County Democratic Committee (FCDC)**

**Reorganization Caucus**

**January 16, 2018 ~ 7:30 p.m.**

1. The doors of the caucus room will open and the certification process will begin at 6:00 p.m. Tuesday, January 16, 2018. The Temporary Chair of the Caucus will identify an official clock. This clock will be used for all timekeeping.
2. The doors to the caucus meeting room will be closed promptly at 7:30 p.m.. A five-minute warning will be issued by the Temporary Chair at 7:25 p.m.. Persons standing in line to complete a Caucus Participation Form at the time the doors close will be allowed to complete their forms and participate in the caucus.
3. The Temporary Credentials Committee will be responsible for checking in caucus participants. Every person who participates in the caucus must complete a Caucus Participation Form and sign a statement that says that he or she is a Democrat, is a registered voter of a Precinct/District in Fauquier County, believes in the principles of the Democratic Party, and that he or she does not intend to support a candidate opposed to the Democratic nominee in the next ensuing election.
4. The caucus will be called to order by the temporary chair. The committee chair or his designee shall act as the temporary chair.
5. The first order of business shall be the election of a permanent chair.
6. The permanent chair shall appoint the permanent caucus secretary.
7. The chair shall call upon the Temporary Credentials Committee for a report of the number of credentialed participants in the caucus.
8. The chair shall thereupon offer a report on Temporary Rules. Upon a motion for adoption, the Temporary Rules may be amended from the floor, put to a vote, and adopted.
9. A tellers committee, representative of the assembly, shall be appointed by the chair to collect and count the ballots.
10. In accordance with Section 8.4 of the Party Plan: “Any candidate for election to the county or city committee who has duly filed and who is unopposed shall be declared elected.” If there is opposition to any candidate a vote of the caucus will be held using paper ballots. The official ballot will be marked with the words “Official Reorganization Ballot January 16, 2018” at the top.
11. Ballots will be distributed only to those persons who can produce a signed copy of the Caucus Participation Form in exchange for a ballot.
12. Caucus participants may vote for or against any candidate who has received opposition by writing in the candidate’s name and placing an “X” beside the name in either the “accept” or “decline” column.
13. All those receiving more "accept" votes than "decline" votes will be received into FCDC membership.
14. Upon collection of the ballots, the caucus meeting shall stand in recess until the tellers committee has reported its count to the chair. The tellers committee shall report directly to the chair. The number of ballots may not exceed the number of credentialed participants as reported by the Credentials Committee.
15. The chair will then announce the results and read out the names of those accepted as members by the vote of the caucus.
16. Should the membership of any magisterial district exceed the limit of fifty (50) a lottery will be held within that magisterial district to determine which members must move to the at-large category. No other business may come before the caucus. Upon the announcement of the results and the collection of all documentation, the caucus will adjourn and the regular membership meeting of the FCDC will commence. The membership meeting will include elections for officers to the Executive Board of the FCDC.