

**CALL TO CAUCUS TO REORGANIZE  
THE ROANOKE CITY DEMOCRATIC COMMITTEE**

The Roanoke City Democratic Committee, herein referred to as RCDC, will hold a virtual assembled caucus on **Saturday, January 15, 2022** from 10:00 AM - 12:00 PM via Zoom for the purpose of electing the new membership of RCDC pursuant to the Democratic Party of Virginia Party Plan.

**I. Candidate Filing:**

Each person seeking to become a member of RCDC shall complete the RCDC Membership Filing Form via Zoom registration link by 10:30 AM on Saturday, January 15, 2021. All registrations must be completed before Saturday, January 15, 2021 at 10:30 AM. Only those candidates who have timely and properly completed the pre-filing form will have their names placed in contention.

**The Zoom Registration link is:**

[https://us02web.zoom.us/meeting/register/tZwpce6orjIvH9LItDYeH8zXyZ7fEn3UYNa\\_](https://us02web.zoom.us/j/83580611829)

There shall be no filing fee for any membership candidates.

**II. Qualification of Candidates:**

The Membership Pre-Filing Form shall be completed by Zoom registration, which all candidates for membership must sign, shall be interpreted as endorsement of the following written declaration:

*I declare myself to be a candidate for membership on the Roanoke City Democratic Committee. I also declare that I believe in the principles of the Democratic Party and that I will not support any candidate opposed to any Democratic nominee as long as I am a member of the Committee.*

**III. Notice:**

RCDC shall provide notice of this caucus by placement of a general notice of the filing deadline and the caucus, including noticing the caucus date, time, and location, along with the Call to Caucus, on the Democratic Party of Virginia, the Roanoke City Democratic Committee website and social media platforms; by email notification to Democrats who reside in the City of Roanoke; and through other reasonable means that will disseminate information about the caucus to registered voters in the City of Roanoke. In addition, reasonable actions shall be taken to promote participation in the caucus in accordance with the Affirmative Action provisions of the Party Plan of the DPVA.

## **V. Membership Allocation**

Each precinct shall have one precinct captain and an unbounded number of assistant precinct captains.

## **VI. Participation**

Every Democrat who is a registered voter in the City of Roanoke is urged to attend and participate. If an individual does not appear on the Registered Voter List, they will not be allowed to participate. Participants will also be required to sign a Caucus Participation Form via Zoom registration stating that they:

- A. Are a Democrat;
- B. Are a registered voter within the City of Roanoke
- C. Believe in the principles of the Democratic Party; and
- D. Does not intend to support any candidates opposed to a Democratic nominee in the next ensuing election.

## **VII. Conduct of the Caucus**

The doors to the virtual caucus shall open via Zoom waiting room, and the check in process shall begin at 10:00 AM. The doors to the virtual caucus room shall be closed promptly at 10:30 AM. Persons standing in line who completed a Caucus Participation Form at the time the doors close will be admitted to the virtual caucus, but they must be in the Zoom waiting room at the time the doors close. Any person in the virtual caucus at the time the doors close who is disconnected shall be readmitted to the virtual caucus.

The caucus will be held in accordance with Article IV of the ByLaws of the Roanoke City Democratic Committee, Amended December 16, 2021.

## **VII. Affirmative Action**

It shall be the duty and goal of all members of the Roanoke City Democratic Committee to seek out and encourage the broadest possible participation within the committee, and in its membership, of all duly qualified citizens without regard to race, sex, age, religion, national origin, sexual orientation, gender identity, ethnic identity, disability, or economic status.

## **VIII. Officer Elections**

Immediately following the adjournment of the assembled caucus, the newly formed RCDC will meet for the sole purpose of electing the officers of the committee.