

Election Procedures

- Candidates should inform the Co-Chair Juan Lopez of their intention to run until nominations are closed (send email to aurelianine@yahoo.com and latinocaucus@massdems.org)
- Nominations will be closed immediately preceding the election of each officer
- Each candidate is allowed to address the membership prior to the vote
- Elections will be conducted by ballot for each position.
- Winners will be decided by a simple majority of eligible voting members present at the meeting
- If no candidate receives a majority of ballots there will be a run-off ballot. The vote will be repeated if unable to reduce the field to 2 candidates (such as in a tie) during the runoff vote.
- Per a special rule adopted in the last meeting, half of the officers elected today will be for 1-year terms and the other half will be elected to 2-year terms (more on coordinator positions later).
- Ileana Cintron and Peter Roby have been designated as Election Coordinators and will be leading the election process.
- The order of elections will be as follows:
 1. Co-Chair (Female / 2-year term)
 2. Secretary (Any Gender / 1-year term)
 3. Secretary (Gender-restricted / 2-year term)
 4. Treasurer (Any Gender / 1-year term)
 5. Treasurer (Gender-restricted / 2-year term)
 6. Campaign Organizing Team Coordinator (Any-Gender / 2-year term*)
 7. Outreach & Recruitment Team Coordinator (Any-Gender / 2-year term*)
 8. Political Education Team Coordinator (Any-Gender / 1-year term*)
 9. Communications Team Coordinator (Any-Gender / 1-year term*)

* - pending approval by Caucus membership

A motion will be presented at the October 24th election to provide 2-year terms for coordinators of the Campaign Organizing Committee and Outreach & Recruitment Committee and 1-year terms for coordinators of Political Education and Communications Committee

Eligibility to Vote for Officers

- Eligible voting members must be duly registered to vote as Democrats, will have submitted a Latino Caucus membership application, and will have attended 4 Latino Caucus meetings or events in the last 12 months, as determined by the attendance records. It is the responsibility of members to sign the attendance log, please contact or see the Co-Chair if you have questions about your voting eligibility. The list of eligible members will be announced via email later this week and at the meeting.
- Eligible voting members who cannot attend the election meeting may vote by proxy, which means designating another eligible voting member to cast a vote on their behalf at the meeting. Proxy voters must deliver a written or emailed notice to the Co-Chair before the meeting explaining the reason for his/her absence and designating a specific member who will cast their proxy vote. The request must be accepted by the Co-Chair. Eligible voting members may cast only one proxy vote. See sample proxy vote request notice below. The list of proxy voters will be announced at the meeting.

Eligibility to Run for an Officer Position

- In order to be eligible to run for one of the officer positions, members must be duly registered to vote as Democrats, will have submitted a Latino Caucus membership application, and will have attended at least 6 Latino Caucus meetings or events in the last 12 months, as determined by the attendance records. It is the responsibility of members to sign the attendance log, please contact or see the Co-Chair if you have questions about your eligibility to run for one of the officer positions. The list of members eligible to run will be announced via email later this week.

Sample Proxy Notice

Deadline: 10:00 am on October 24, 2015

Email to aurelianine@yahoo.com and latinocaucus@massdems.org

Dear Juan,

I am unable to attend the October 24th meeting of the Massachusetts Latino Democratic Caucus because _____ (specify a reason) _____. As an eligible voting member of the Latino Caucus who is unable to attend our elections in person, I designate _____ (name of voting member) _____ as my proxy for the elections on October 24th, 2015.