

**San Mateo County Democratic Central Committee
Central Committee Meeting Agenda
November 17, 2022**

Virtual: Click [Here](#) to Register and Receive Zoom Link

6:45 PM - Log in Time

7:00 PM - Speaker - "Election 2022: Our Democratic Wins, Lessons, and Next Steps" by Christine Pelosi

7:30 PM - Call to Order

Adoption of November General Meeting agenda
Approval of October General Meeting minutes

7:35 PM - E-Board Reports

- Chair's report

7:40 PM - Election Results (Karen Maki)

7:50 PM - Holiday Party Update (Chelsea Bonini)

7:55 PM - SMCDem Wins

- Free Community College (John Pimentel)

8:00 PM - Revised Financial Budget (Denton Murphy)

- Questions about latest financial reports

8:05 PM - ADEM Election (Diana Reddy)

**8:15 PM - E-Board Election - January 19, 2023
(for list office duties, see bottom of agenda)**

- Will incumbents run?
 - Chair - Karen Maki - yes
 - Northern Vice Chair - Sarah Fields

- Southern Vice Chair - Steve Booker - no
- Recording Secretary - Elmer Martinez Saballos - probably not
- Corresponding Secretary - Rudy Espinoza-Murray
- Controller - Denton Murphy - yes
- Communications Director - Alex Melendrez -yes
- Former chair - ex officio position
- Who else wants to run?
 - Members, alternates, ex-officio alternates are eligible.
- In the past two years, e-board members have attended monthly meetings and helped make the decisions to keep the Central Committee running smoothly.

8:25PM - Standing Committee Reports, Regional Director and Legislative Reports, Club Reports Please send reports to Recording Secretary Elmer Martinez at elmermartinez17@yahoo.com. Please provide information about meetings to calendar@smcdems.org.

8:35 PM - Lightning Round

8:45 PM - Adjournment

-----EXCERPT from BYLAWS-----

Section 2. Officers

A. Chair

The Chair of this Committee shall be the chief executive officer and the official voice of the Committee, shall be an Elected Member of the Committee, and shall carry out their duties to the best of their ability.

The Chair shall:

1. Preside at all Committee meetings and shall set the agenda for the Committee meetings.
2. With the approval of the Executive Board, appoint Standing Committee Chairs.

3. Appoint such special ad-hoc committees as needed or directed by the Committee.
4. Organize the coordinated campaign for San Mateo County on behalf of the Democratic Party nominees.

B. Vice Chairs

Two Vice Chairs shall be elected, one by those members who reside north of Highway 92 and one by those members who reside south of Highway 92. A Vice Chair shall preside as Chair in the absence of the Chair. The Vice Chair(s) shall perform such other duties as requested by the Chair and/or the Committee.

C. Recording Secretary

The Recording Secretary shall:

1. Maintain a roster of all Committee Members and chartered Democratic organization presidents/chairs.
2. Keep a record of all proceedings of the Committee.
3. Mail the minutes of the regular Committee meetings not later than 10 days prior to the next meeting of the Committee.
4. Mail all notices as required by these Bylaws to members regarding removal for non-payment of dues or non-attendance at meetings.

D. Corresponding Secretary

The Corresponding Secretary shall:

1. Prepare and mail all letters and correspondence at the direction of the Chair, the Executive Board, and/or the Committee,
2. Prepare and mail appropriate "Thank you" cards and letters for cash and in-kind donations and other contributions of help or support to the Committee.
3. Purchase and mail appropriate sympathy, get well and other cards as directed by the Chair, the Executive Board, and/or the Committee.

E. Controller

The Controller shall:

1. Be a primary signatory on the financial account(s) of the Committee in conjunction with the Chair and the Treasurer. 2.
2. Provide a printed monthly accounting of Committee account(s) to be given to the Secretary for inclusion as part of Committee meeting minutes. 3.
3. Provide a year-end reconciliation of all financial activity of the Committee and furnish a copy to the Secretary for inclusion in the records of the Committee.
4. Provide to the Secretary a list of members of the Committee whose dues become delinquent as set forth in Article III, Section 5. 5.

--- Approved addition to bylaws -----

Communications Director Duties

1. Manage the County Party's communications and presentation through press and social media.
2. Promote events, work and positions of the San Mateo County Democratic Party and the California Democratic Party.
3. Assist the chair and executive board to determine the party's public presentation, when needed.
4. Manage the County Party's communication tools.
5. Perform other duties as directed by the chair and the executive board.