

## RULES FOR RCDP MEETING to be conducted via ZOOM due to COVID-19 Meeting called to order at 6:30 pm

General Membership meetings of the Riverside County Democratic Party shall be conducted by Zoom.

Per RCDP Bylaws Article IX, Section A.2.a: Notice of the General Membership meetings shall be sent out at least seven (7) days before each meeting.

Members will receive a Zoom link, in the meeting notice, to RSVP for their sign-in to the meeting. It is each member's (regular, appointed, ex-officio, and alternate) responsibility to RSVP with enough time before the meeting to receive the information to join the meeting.

Only paid members are Voting Members. *Guests who wish to observe will be admitted to the meeting as space allows.*

### **CREDENTIALLING PROCEDURE**

1. Members will be admitted to the General Membership meeting via Zoom call starting at 5:30 pm.
2. Credentials will be via rollcall at 6:30 pm to determine who is present. The Credentials Committee report will follow immediately thereafter. Anyone not credentialed by 6:45 pm will be considered to be absent from the meeting.
3. Any member not present by the end of roll-call or when the meeting is called to order (whichever is later) will be counted absent.

Important Note: When an alternate attends in the member's place, the member shall be counted present, not absent. (Bylaws Article II, Section C. 2.a).

Alternate present for Member: When member's name is called, say: Jane  
Alternate present for Member John Doe

### **COVID-19 Procedure Advisory**

All meetings will be held electronically through Zoom in compliance with CDP Chair Hick's guidance for continuing Party business during the COVID-19 Emergency Declarations. The meetings will include video and audio connection capabilities. All requirements under RCDP Bylaws not addressed under guidance continue to apply. The following procedural requirements will be followed during the RCDP General Membership Meetings:

1. RCDP Meetings remain subject to Open Meeting Requirements. Any Democrat may attend the meeting in listen-only-mode by Zoom or by calling in, however, credentialed voting members will receive attendance priority.
2. Only credentialed members will be recognized to speak after electronically raising their hands, and being recognized by the Convener.
3. Audience members will be muted during the meeting, and the chat function will be disabled for the body for the duration of the meeting.
4. All attendees will be placed in the waiting room at the start of the meeting and admitted to the meeting room after their credentials have been verified.
5. Individual members appearing on the same Zoom Accounts must individually identify themselves on camera during roll call.
6. OFFICERS will NOT be available to answer emails, texts, and phone calls from 5 pm until the meeting is over.

*These rules have been revised to accommodate the need to conduct the RCDP General Membership meetings via Zoom due to the Covid-19 shelter-in-place directive. The revised rules having been adopted by the Executive Board of the RCDP on June 22, 2020 shall be posted on the RCDP website no later than June 25, 2020.*

*By unanimous vote of the RCDP Executive Board June 22, 2020*