

**CHARTER AND BYLAWS
OF THE
DEMOCRATIC EXECUTIVE COMMITTEE
OF
MARION COUNTY, FLORIDA**

**CHARTER
OF THE
DEMOCRATIC EXECUTIVE COMMITTEE
OF
MARION COUNTY, FLORIDA**

PREAMBLE

We, the Democrats of Marion County, Florida, unite to dedicate ourselves to political freedom for all citizens; the right to full participation in self government; and, a just society. What we seek for our county, state, and nation we hope for all people.

**Article I
Name**

The name of this county executive committee shall be the Democratic Executive Committee of Marion County, Florida.

**Article II
Purpose**

This is a charter for a county executive committee of the Florida Democratic Party established under the provisions of Fla. Stat. §103.091 in Marion County, Florida. The charter is adopted pursuant to the provisions of Fla. Stat. §103.121.

**Article III
Membership and Officers**

The membership and officers shall be established by the bylaws of the county executive committee.

**Article IV
Governance**

The governance of the county executive committee shall be established by the bylaws of the county executive committee.

**Article V
Adoption**

This charter shall be deemed to be in effect upon adoption by two-thirds vote of the full county executive committee. *See Fla. Stat. §103.121(1)(a).*

**Article VI
Amendments**

This charter may be amended by two-thirds vote of the full county executive committee.

**Article VII
Prior Charter Provisions**

This charter shall supercede the provisions of any charter previously adopted by the county executive committee, upon adoption. However, all actions taken under any previously adopted charter are hereby ratified and affirmed.

Date Adopted: June 3, 2013

**BYLAWS
OF THE
DEMOCRATIC EXECUTIVE COMMITTEE
OF
MARION COUNTY, FLORIDA**

**Article I
Summary and Definitions**

A. Summary

1. These are the bylaws of the Democratic Executive Committee of Marion County, Florida.
2. These bylaws set forth how the Democratic Executive Committee of Marion County, Florida is governed and operates.

B. Definitions

1. The definitions set forth below shall apply when terms are defined or construed in these bylaws.
2. The term “DEC” shall mean the Democratic Executive Committee of Marion County, Florida.
3. The term “DEC Bylaws” shall mean the bylaws of the DEC, as amended.
4. The term “Elected Officer” shall mean an Elected Member who is elected as the Chair, Vice Chair, Secretary, Treasurer, State Committeewoman or State Committeeman of the DEC.
5. The term “FDP” shall mean the Florida Democratic Party.
6. The term “FDP Bylaws” shall mean the bylaws of the FDP, as amended.
7. The term “FDP Charter” shall mean the Charter of the FDP, as amended.

8. The term “Member” or “Member of the DEC” shall mean an Elected Member, Appointed Member or Automatic Member of the DEC as defined by the DEC Bylaws.

9. The term “Party” shall mean the FDP or DEC, as the context may require.

10. The term “Special Committee” shall mean a committee assigned to complete a specific task and is dissolved upon completion of the task or a date otherwise specified. It is not a permanent committee. A Special committee is sometimes referred to as a select or *ad hoc* committee.

11. The term “Special Committee Chair” shall mean the individual responsible for chairing a Special Committee.

12. The term “Standing Committee” shall mean a permanent committee of the DEC designated to deal with a specific subject.

13. The term “Standing Committee Chair” shall mean the individual responsible for chairing a Standing Committee.

Article II Powers and Limitations

A. Powers and Duties

1. The DEC is a county executive committee of a political party as contemplated by Fla. Stat. §103.091 and is established in accordance with the FDP Charter and FDP Bylaws.

2. The DEC derives its authority from Fla. Stat. §103.091, §103.121, and FDP Charter art. V, and FDP Bylaws art. V and art. VI.

3. Meetings shall be conducted according to generally accepted parliamentary practice. *See* Fla. Stat. §103.121(a) 3.

4. The DEC shall make party nomination when required by law. *See Fla. Stat. §103.121(a) 4.*

5. The DEC shall conduct campaigns for party nominees. *See Fla. Stat. §103.121(a) 5.*

6. The DEC shall raise and expend party funds. Such funds may not be expended or committed to be expended except after written authorization by the Chair. *See Fla. Stat. §103.121(a) 6.*

B. Limitations

1. A concerted effort has been made to avoid any conflict or inconsistency between the provisions of the DEC Bylaws and the FDP Charter, FDP Bylaws and Florida Statutes. However, if there is a conflict or inconsistency, the provisions of the Florida Statutes, FDP Charter or FDP Bylaws shall supercede and control over the provisions of the DEC Bylaws.

2. If the FDP Charter or FDP Bylaws are amended and the result is a conflict or inconsistency with the DEC Bylaws, the provisions of the FDP Charter or FDP Bylaws shall supercede and control over the provisions of the DEC Bylaws.

3. No provision of the DEC Bylaws shall contravene any provision of the FDP Charter and FDP Bylaws.

4. The DEC shall not endorse, certify, screen, or otherwise recommend one or more candidates for Party nomination. This document may be submitted to the FDP as a written statement showing compliance with Fla. Stat. §103.121(b) 5. *See FDP Bylaws art. V § 7.*

Article III
Members of the DEC

A. Types of Membership

1. The DEC shall consist of four types of Members:
 - a. Elected Members;
 - b. Appointed Members;
 - c. Automatic Members; and,
 - d. Emeritus Members.

B. Elected Members

1. Elected Members of the DEC shall consist of a man and a woman from each precinct in Marion County, Florida, who are registered Democrats and who reside in, are registered to vote in, and are elected from the precinct they are to represent. They shall be elected by a plurality vote on the First Primary Ballot of each Presidential election year.

2. If the voter registration of a precinct totals more than one thousand as of the first day of January of a year in which qualifying for election to the DEC occurs, an additional one man and one woman are entitled to be elected to represent the precinct as Elected Members. This provision is adopted pursuant to FDP Bylaws art. V §1.1.3.

3. At any time a precinct totals one thousand registered voters, two additional Elected Member positions shall be created: one for a man, and one for a woman. Such positions shall be filled by the DEC according to its procedure for filling vacancies for Elected Memberships. This provision is adopted pursuant to FDP Bylaws art. V §1.1.3.

4. Elected Members shall qualify and be elected to office at such time and in such manner as provided by the Florida Statutes. *See Fla. Stat. §103.091(4); and,*

FDP Bylaws art. V §1.1.5.

5. Elected Members shall take office on the first day of the month following each presidential election and shall serve for a term of 4 years as provided by FDP Bylaws art. V §1.1.6. *See Fla. Stat. §103.091(4).*

6. The Chair may call a meeting of the DEC by due notice to all Members of the DEC to fill an Elected Membership position in a precinct where there is a vacancy. The vacancy shall be filled by a majority vote of those present at a meeting at which a quorum is present. Such vacancy shall be filled by an individual qualified to be an Elected Member in the precinct where there is a vacancy. The individual elected shall serve for the unexpired portion of the term. *See Fla. Stat. §103.091(5).*

C. Appointed Members

1. The DEC may have Appointed Members to the extent permitted by the FDP Charter and FDP Bylaws.

2. The number of Appointed Members is limited to 10% of the total number of Elected Members which may be elected to office in Marion County, Florida. *See FDP Bylaws art. V §1.3.1.*

3. An Appointed Member shall be a member appointed by the Chair and approved by a majority vote of the DEC members present and voting at a meeting of the DEC. *See FDP Bylaws art. V §1.3.1.*

4. All Appointed Members shall be registered Democrats in Marion County, Florida, and they shall serve at-large. *See FDP Bylaws art. V §1.3.1*

5. The term of office for Appointed Members shall commence upon the occurrence of appointment by the Chair and approval by the membership of the DEC as set forth above. *See FDP Bylaws art. V §1.3.2*

6. The term of office for an Appointed Member shall expire at the earliest of the following two dates: one year from the date of appointment; or, immediately prior to the biennial election of officers at the organization meeting in accordance

with the DEC Bylaws. *See* FDP Bylaws art. V §1.3.2

7. All Appointed Members shall enjoy all voting and other privileges and responsibilities of membership, except holding office in the DEC. *See* FDP Bylaws art. V §1.3.1.

D. Automatic Members

1. The DEC shall have Automatic members to the extent permitted by the FDP Charter and FDP Bylaws.

2. Automatic Members are defined as those registered Democrats who reside in Marion County, Florida and:

a. Hold office as president of a duly chartered Democratic club in Marion County, Florida; or,

b. Hold office as president of a duly chartered Democratic caucus chapter; or,

c. Hold elected office, without regard to whether they were elected in a partisan election. *See* FDP Bylaws art. V §1.2.1.

3. The term of office for an Automatic Member shall be for the duration of the term of office which they hold. *See* FDP Bylaws art. V §1.2.1.

4. Automatic members shall enjoy complete voting privileges. *See* FDP Bylaws art. V §1.2.1.

5. Automatic Members shall not serve as an Elected Officer of the DEC. *See* FDP Bylaws art. V §1.3.1.

E. Emeritus Members

1. The DEC shall have Emeritus Members who shall be registered Democrats residing in Marion County, Florida who have distinguished themselves through their service to the Party and have been recommended by the Steering Committee and approved by the Members.

2. Emeritus Members shall not enjoy voting privileges.

F. Vacancy and Attendance Requirements

1. The office held by a Member shall be deemed vacant upon the occurrence of the following pursuant to Fla. Stat. §103.131:

- a. Death of the Member;
- b. Resignation of the Member;
- c. Removal from office of the Member;
- d. Ceasing to be an inhabitant of the precinct for which the Member is Elected, if an Elected Member;
- e. Ceasing to be an inhabitant of Marion County, Florida, if the Member is an Appointed Member;
- f. Refusal to accept the office by the Member;
- g. Conviction of a felony by the Member; or
- h. A decision by a competent tribunal declaring void the election or appointment of a Member, and removal from office by said tribunal.

2. The office held by an Elected Member or Appointed Member shall be deemed vacant when a Member fails to attend three consecutive meetings of the DEC without good and sufficient reason. *See* Fla. Stat. §103.131(8); and, FDP Bylaws art. V §1.4.

3. Automatic Members and Emeritus Members shall be exempt from attendance requirements set forth above. *See* FDP Bylaws art. V §1.2.2.

4. Elected Members who also serve as the State Chair, First Vice Chair, a Vice Chair, Secretary or Treasurer of the FDP shall be exempt from attendance requirements set forth above. *See* FDP Bylaws art. V §1.1.7.

Article IV Officers of the DEC

A. Elected Officers of the DEC

1. The DEC shall have Elected Officers.
2. Only Elected Members may serve as Elected Officers. *See* FDP Charter art. V §3; and FDP Bylaws art. V §1.2.1 and §1.3.1.
3. The Elected Officers shall be as prescribed by FDP Charter art. V §3:
 - a. Chair;
 - b. Vice Chair;
 - c. Secretary;
 - d. Treasurer;
 - e. State Committeewoman; and,
 - f. State Committeeman.
4. The term of office for the Chair, Vice Chair, Secretary and Treasurer shall be for two years from the date of the organizational meeting held every two years. *See* FDP Charter art. V §3; FDP Bylaws art. V §2.1.
5. The term of office for State Committeewoman and State Committeeman shall be for four years from the date of the organizational meeting which immediately follows a presidential general election. *See* Fla. Stat. §103.091(4); and FDP Charter art. V §3.

B. Chair

1. The Chair shall be the chief executive officer of the DEC.

2. The Chair shall serve as an *ex officio* member of all standing committees of the DEC.

3. The Chair shall appoint all Standing Committees together with all Special Committees provided for in the DEC Bylaws.

4. The Chair may appoint any member of the DEC to serve as Corresponding Secretary, Recording Secretary, Parliamentarian or Sergeant at Arms. Those members so appointed shall serve at the pleasure of the Chair, and their appointment shall not be subject to approval by the Steering Committee or members of the DEC.

5. The Chair shall enforce the applicable provisions of the FDP Charter and the FDP Bylaws with respect to all activities undertaken by or chartered by the DEC.

C. Vice Chair

1. The Vice Chair shall assume the authority, responsibility and duties of the Chair when the Chair is unable to assume and execute the duties and responsibilities imposed by these bylaws.

D. Secretary

1. The Secretary shall be the chief operating officer of the DEC.

2. The Secretary shall maintain a current membership list at the time of each special and regular meeting, including proxy statements, to verify those present and voting as members, or proxies for members. *See* FDP Bylaws art. V §5.1.

3. The Secretary shall be responsible to the Chair for the complete and timely reporting of the activities of the DEC to the FDP as required by the FDP Charter and FDP Bylaws. *See* FDP Bylaws art. V §5.2.

4. The Secretary shall maintain a file of all communications received by, initiated by, or responded to by the DEC, and other non-fiduciary record keeping

tasks assigned to the Secretary by the Chair.

5. The Secretary shall record the attendance of members at each DEC meeting and verify to the Chair whether a quorum is present at any meeting. The Secretary shall keep a permanent attendance record and make it available upon the request of any member.

6. Minutes of every meeting of the DEC shall be distributed to the members for approval, correction, and adoption. There shall be no requirement for the reading of the minutes prior to approval, correction, and adoption by the DEC. It shall be sufficient that the DEC members be provided with a written copy of the minutes. *See FDP Bylaws art. V §5.3.*

7. The Secretary shall distribute a copy of the DEC Bylaws to each DEC member upon election or appointment.

E. Treasurer

1. The treasurer shall be the chief financial officer of the DEC.

2. The Treasurer shall receive and prepare for expenditure all financial obligations incurred by the DEC, shall keep a detailed record of all such financial transactions, and shall report the current status of the DEC Treasury at all regular and special meetings of the DEC.

3. The Treasurer shall be responsible for insuring that an audit is conducted of the financial condition of the DEC in accordance with Florida Statutes, FDP Charter or FDP Bylaws. *See Fla. Stat. §101.131(2) and, FDP Bylaws art. V §5.4.*

4. The Treasurer shall submit to the State Chair a campaign plan detailing the expenditure of party assessment fees. *See FDP Bylaws art. V §6.*

5. The Treasurer shall be responsible for insuring that bonding is procured for the Elected Officers in accordance with Florida Statutes, FDP Charter or FDP Bylaws.

6. The Treasurer shall establish and administer the banking and other

depository accounts of the DEC, and document for audit the deposit and disbursement of funds from that account as prescribed by statute and in accordance with FDP Bylaws. Any and all checks authorized will not be considered valid unless they contain the signatures of two Elected Officers.

7. The Treasurer shall prepare an annual budget which shall be submitted to the DEC for approval.

8. The Treasurer may propose Rules of Procedure or Administration to govern the raising, invoicing, and expenditure of funds received by the DEC; the reimbursement of incurred expenses; and, other fiduciary matters deemed to require the establishment of specific policies or procedures other than those established by the DEC Bylaws, FDP Charter, and FDP Bylaws. The Rules of Procedure and Administration shall be deemed adopted upon a majority vote of the Steering Committee.

F. Members of the State Committee

1. The members of the state committee shall have the authority, responsibility and duties as provided by the Florida Statutes, FDP Charter, and FDP Bylaws. *See Fla. Stat. §103.091; and FDP Charter art. V §3.1.*

2. The members of the state committee shall serve as liaisons between the DEC and the FDP.

3. The members of the state committee shall serve as liaisons between the local duly chartered clubs, and caucuses, and the FDP.

V. Committees

A. Standing Committees

1. The Standing Committees of the DEC shall be the following:

a. Steering Committee;

- b. Affirmative Action Committee;
- c. Young Democrats Committee;
- d. Coordinated Campaign Committee; and,
- e. Fund Raising Committee.

2. The membership of a Standing Committee may consist of any registered Democrat who is a resident of Marion County, unless such membership is specifically limited to the Elected Officers or Members of the DEC, as set forth below.

3. The Chair shall be the Standing Committee Chair of the Steering Committee. The Chair shall appoint a Standing Committee Chair for each of the remaining Standing Committees. Those persons appointed as a Standing Committee Chair shall serve at the pleasure of the Chair. Any appointment as a Standing Committee Chair shall be subject to approval by the Steering Committee.

B. Steering Committee

1. The Steering Committee shall meet from time to time at the call of the Chair to coordinate and support the activities of the DEC and its chartered organizations.

2. The Steering Committee shall be composed of the Chair, Vice Chair, Secretary, Treasurer, State Committeewoman, and State Committeeman; and, no more than three Members of the DEC appointed by the Chair; and, no more than two registered Democrats who reside in Marion County, Florida and who are not Members of the DEC. The appointment by the Chair of individuals to serve on the Steering Committee who are not Elected Officers or Members shall be subject to approval by a majority vote of the Members of the DEC.

3. The Steering Committee shall have authority to promulgate Rules of Procedure and Administration for the DEC, and they shall be deemed adopted upon a majority vote of the Steering Committee. Any Rule of Procedure or Administration may be rescinded by a majority vote of the Steering Committee or

a majority vote of the DEC members at any meeting where there is a quorum present.

C. Affirmative Action Committee

1. The Affirmative Action Committee shall work in conjunction with the FDP Affirmative Action Committee to further the goals and policies of the FDP. *See FDP Bylaws art. V §5.1.1.*

D. Young Democrats Committee

1. The Young Democrats Committee shall be composed of those registered Democrats of Marion County who have exhibited an interest in cultivating young voters to share the principles of the FDP, and to stimulate the participation of young Democrats in the activities of the Party. *See FDP Bylaws art. V §5.1.2.*

E. Coordinated Campaign Committee

1. The Coordinated Campaign Committee shall develop and execute a coordinated campaign plan in each election cycle. The plan shall be for the purpose of identifying voters most likely to vote for Democratic candidates and to ensure those voters vote in each election cycle. This shall include, to the extent possible and practical, voter identification programs, get out the vote programs, early voter programs, and any similar program helpful in getting those most likely to vote for Democratic candidates to the polls.

2. The Coordinated Campaign Committee shall coordinate the efforts of the DEC with the efforts of Democratic candidates.

3. The Coordinated Campaign Committee shall identify and encourage potential well qualified Democrats to run for office.

F. Fund Raising Committee

1. The Fund Raising Committee shall recommend to the DEC ways and means to raise funds for DEC purposes and to implement those recommendations.

G. Special Committees

1. The Chair may determine and establish on an *ad hoc* basis any Special Committee deemed to be necessary to accomplish the declared purposes of the DEC.

2. Any registered Democrat who is a resident of Marion County, Florida may serve on a Special Committee. Membership in the DEC shall not be a requirement.

3. The existence of any special committee shall be for the duration of the term of the Chair, or such earlier date or event established by the Chair.

4. The Chair shall appoint a Special Committee Chair for each Special Committee. Those persons appointed as a Special Committee Chair shall be approved by the Steering Committee.

VI. Meetings

A. General Policies

1. The actions of the DEC shall be governed by the most recent edition of Robert's Rules of Order, unless otherwise specified by the FDP Charter or FDP Bylaws. *See* FDP Bylaws art. I §1.1.

2. Meetings of the DEC shall be open to all members of the Democratic Party regardless of race, color, creed, sex, age, religion, economic status, ethnic identity, national origin, physical disability, sexual orientation or gender identity and expression. *See* FDP Charter art. I §4.1.1.

3. The Chair shall preside at all meetings of the DEC.

B. Voting

1. No vote shall be taken by secret ballot. *See* FDP Charter art. I §4.1.1.

2. There shall be no weighted votes. Voting shall be one vote for each Member. *See* FDP Bylaws art. V §4.

3. Any member, who, for any reason, is unable to attend any meeting of the DEC may execute a written proxy, subject to the provisions of FDP Bylaws art. I §1.2. as set forth below:

a. An Elected Member seeking to appoint a proxy may only designate a Democrat residing in the same precinct as the Elected Member.

b. An Appointed Member or Automatic Member seeking to appoint a proxy may only designate a Democrat residing in Marion County, Florida.

c. The appointment of a proxy shall be by written instrument. A form authorized by the FDP for such purposes at state committee meeting, or authorized for a county executive committee meeting, shall be acceptable.

d. The written instrument appointing a proxy shall contain the following:

i. The name of the holder of the proxy;

ii. Identification of the meeting which the proxy is authorized to act together with the date and place of the meeting;

iii. State that the proxy shall be entitled to vote on any matter and do any act that the member would be entitled to do if present at the meeting;

iv. Be signed and dated by the member appointing the proxy; and,

v. Contain the signature of two witnesses; or,

vi. Be notarized before a notary public.

e. The written instrument appointing a proxy shall be delivered to the DEC Chair prior to the meeting. If the written instrument is not timely delivered, the Chair shall decide whether the holder of the proxy shall be entitled to vote on any matter or do any act that the member appointing the would be entitled to do if

present at the meeting.

C. Quorums

1. A quorum shall be 40% of the total number of Elected Members and Appointed Members. *See* FDP Bylaws art. I §1.3.6.
2. The attendance of Automatic Members and Emeritus Members shall not be considered in computing a quorum. *See* FDP Bylaws art. V §1.2.2.
3. Proxies shall not account for more than 15% in computing a quorum. *See* FDP Bylaws art. I §1.2.6.

D. Notices

1. No written notice shall be required for a regular meeting of the DEC, or a meeting of a Standing Committee.
2. Notice of any meeting or action may be delivered to any Member by any of the following means:
 - a. Sending a written notice by Electronic mail to an Email address provided by a Member;
 - b. Posting a written notice on a website maintained by the DEC; or
 - c. Sending a written notice by U.S. Mail.
3. Notice of any meeting or action shall be deemed sent upon the occurrence of the following:
 - a. When a written notice by Electronic mail to an Email address provided by a Member is sent; or,
 - b. When a written notice is posted on a website maintained by the DEC; or
 - c. When a written notice has been delivered to the U.S. Postal Service in an addressed envelope or package for delivery by U.S. Mail, first class, postage

prepaid.

4. The DEC and its Secretary shall not be required to send notice of any meeting or action by U.S. Mail to any Member who has an Email address, unless otherwise specifically required by the FDP Charter, FDP Bylaws or Florida Statutes.

5. It shall be the responsibility of each Member to provide an Email address to the Secretary where electronic mail can be delivered to the Member.

6. It shall be the responsibility of each Member to provide an address to the Secretary where U.S. Mail can be delivered to the Member.

7. It shall be presumed that each Member has an Email address or access to the internet.

8. If a Member notifies the Secretary in writing that they have no Email address or access to the internet, the Secretary shall provide written notice by U.S. Mail.

E. Organizational Meetings

1. An Organizational Meeting of the DEC shall be held no later than 30 days after each general election. *See* FDP Bylaws art. V §3.2.

2. The Organizational Meeting shall be for the purpose of electing the Elected Officers. *See* FDP Bylaws art. V §3.2.

3. The retiring Chair shall designate the date, time and place of the Organizational Meeting. *See* FDP Bylaws art. V §3.2.

4. Elected Members and Automatic Members shall be sent written notice of the Organizational Meeting at least 14 days prior to the date of the meeting.

5. Prior to conducting any other business, the order of business at the organizational meeting shall be restricted as prescribed by FDP Bylaws art. V §3.2.1 to the following:

- a. Invocation;
- b. Pledge of Allegiance;
- c. Roll Call;
- d. Credentials Report; and,
- e. Election of Officers.

6. The order of election of the Elected Officers for those years in which a Presidential election occurs shall be as follows:

- a. Chair;
- b. State Committeewoman;
- c. State Committeeman;
- d. Vice Chair;
- e. Secretary; and,
- f. Treasurer. *See* FDP Bylaws art. V §3.2.1.

7. The order of election of the Elected Officers for those years in which a Florida Gubernatorial election occurs shall be as follows:

- a. Chair;
- b. Vice Chair;
- c. Secretary; and,
- d. Treasurer. *See* FDP Bylaws art. V §3.2.1.

8. The retiring Chair shall preside over the election of the Chair. Thereafter,

the newly elected Chair shall preside over the election of the other officers, and thereafter conduct any other business of the DEC. *See* FDP Bylaws art. V §3.2.1.

9. Voting for the Elected Officers at the organizational meeting is restricted to Elected Members and Automatic Members. *See* FDP Bylaws art. V §4.1.

10. A majority vote is required for the election of Elected Officers.

E. Regular Meetings

1. There shall be a Regular Meeting of the DEC each month in Marion County, Florida at a location determined by the Chair.

2. The Chair shall have the responsibility of establishing the date, time and location of all Regular Meetings.

3. Unless otherwise required by Florida Statutes, FDP Charter, FDP Bylaws or DEC Bylaws, there shall be no requirement of a written notice to Members of a Regular meeting.

F. Special Meetings

1. The Chair may call special meetings of the DEC.

2. Members shall be sent written notice of any Special Meeting at least five days prior to the date of the meeting.

3. The specific purpose of the Special Meeting shall be described in the notice provided to Members.

4. The actions taken at a Special Meeting shall be limited to the specific purpose described in the notice provided to Members.

G. Action Not Requiring a Meeting

1. Any action required or permitted to be taken at any meeting of the DEC may be taken without a meeting if two thirds of the Elected Members and

Appointed Members of the DEC, consent to the action in writing, except for the election or removal of officers, or amending the DEC Bylaws. The written consents to the action shall be filed with the minutes of the DEC.

2. Any action required or permitted to be taken at any meeting of the Steering Committee may be taken without a meeting, if two thirds of the Members of the Steering Committee consent to the action in writing. The written consents to the action shall be filed with the minutes of the DEC.

VII. Adoption and Amendment

A. Adoption.

1. These bylaws shall be deemed to be in effect upon adoption by a majority of DEC Members present and voting at a scheduled meeting wherein members of the DEC have been given 30 days written notice. *See Fla. Stat. §103.1211(1)(a).*

2. These bylaws shall supercede the provisions of any bylaws previously adopted by the DEC, upon adoption. However, all actions taken under any previously adopted bylaws are hereby ratified and affirmed.

3. A copy of these bylaws shall be filed with the FDP within 30 days following adoption. *See FDP Bylaws art. VIII §1.*

4. These bylaws shall bear the date they were adopted.

B. Amendments

1. The DEC Bylaws may be amended by a majority vote of Members of the DEC present and voting at a scheduled meeting wherein members of the DEC have been given 30 days written notice.

2. Any amendments to the DEC Bylaws shall be filed with the FDP within 30 days following adoption. *See FDP Bylaws art. VIII §1.*

3. Any amendments to the DEC Bylaws shall bear the date they were adopted.

Date Adopted: June 3, 2013