

Installation Ceremony Swearing in of the officers and precinct chairs of Hays County Democratic Party

Note that all officers, other than the County Chair, are elected in January of odd-numbered years, and serve 2 year terms.

We'll first swear in the officers of the Hays County Democratic Party First & Second Vice Chairs, Secretary, Treasurer, and Parliamentarian.

First Vice Chair: _____. as the Field/GOTV Chair, you are responsible for a cohesive plan for Hays County Precinct Chairs to work to elect or re-elect good Democrats to office. There are many aspects of this job- training, encouraging, and sometime, even prodding a little. Setting goals for the Field and GOTV plans, so that everyone understands where they fit in, and for what we're working can make the difference between a successful outcome or not

You are very important to this Committee and Chair. Finding election judges, workers and poll watchers isn't the most glamorous job, but it goes to the heart of our democracy- people to be sure that our elections are run fairly for everyone. Thank you for the work you've done, and will continue to do to help keep our democracy.

Second Vice Chair _____ You are very important to this Committee and Chair. Finding election judges, workers and poll watchers isn't the most glamorous job, but it goes to the heart of our democracy- people to be sure that our elections are run fairly for everyone. Thank you for the work you've done, and will continue to do to help keep our democracy.

Secretary: _____, you are the voice of history for the HCEC. Your minutes will help future HCECs understand how or why policies were decided. Having accurate minutes will be invaluable to CECs of the future. You will keep a role of Precinct Chairs in attendance, and why others were absent. When new Precinct Chairs are elected, you or County Chair are responsible for removing old names and inputting new ones to the Secretary of State. You will work with the County Chair to decide who will be responsible for that. In addition, you are responsible for sending a notice to the HCEC in the specified times before every meeting. There are many other duties, and they're listed in the bylaw. It is important that you know all your duties in the bylaws.

Treasurer: _____, as treasurer, you are the one responsible for the finances of HCEC, checking the mailbox for checks, depositing them, and writing reimbursement checks when proper paperwork is turned in to you, and reconciling the bank statement each month. You also will be doing timely financial reports for Texas Ethics Commission, and giving financial reports to HCEC each month.

Parliamentarian: _____, when questions about procedure or the bylaws arise, your knowledge of HCEC bylaws and Roberts Rules of Order will help to resolve questions. It may not sound like a big job, but your knowledge will help keep us operating within our Bylaws and Policies and Procedures, and may help to avert hard feelings in our Party, and keep us moving forward.

Officers, thank you for accepting these responsibilities. Please raise your right hand and repeat after me:

I, (state your name), promise to uphold the US Constitution, the rules of the Texas Democratic Party and the Bylaws and Policies and Procedures of the Hays County Democratic Party. I promise to do my best to fulfill my position to the best of my ability. I acknowledge that teamwork is important, and will strive to work fairly with all the members of the Hays County Executive Committee.