



*Broward for liberty*

## **STANDING RULES OF THE BROWARD COUNTY LIBERTARIAN EXECUTIVE COMMITTEE**

1. The County Executive Committee shall maintain an internet site that is accessible to the public which shall contain, at a minimum:

- a. A current listing of all voting precincts in Broward County together with the names and term expiration dates of the Precinct Committeemen and Committeewomen who represent those precincts.
- b. A current listing of the names, physical addresses and e-mail addresses of all At Large Committeemen and Committeewomen.
- c. A currently listing of the names of the County Executive Committee's officers.
- d. A current copy of the Constitution & Bylaws, Standing Rules and other governing documents and all proposed amendments to the Constitution & Bylaws.
- e. The date, hour and location of the next Annual Organizational Meeting.
- f. A current listing of the dates, hours and locations of each upcoming regular meeting along with a hyperlink to each meeting's agenda to the extent known.
- g. A current listing of the dates, hours and locations of each upcoming special meetings along with a hyperlink to the meeting's call and agenda to the extent known.

2. The County Executive Committee shall maintain an Internet site that is accessible to Committee members only and which will contain, at a minimum:

- a. A listing of the dates, hours and locations of the past Annual Organizational, regular and special meetings with hyperlinks to the agendas and minutes of those meetings. Hyperlinks shall not be provided to the minutes of executive (i.e. confidential) sessions.



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Executive session minutes shall, however, be available for County Executive Committee members to read, but not to copy.

b. Treasurer and other financial reports including deposit account registers listing, specifically, each item of income and expense and a running balance of each account.  
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c. The name, physical address, e-mail address, gender and precinct number of each person who has filed a notice of intention for a Precinct Committeeman or Precinct Committeewoman seat. On July 16th of each year, the secretary shall ensure that all notices of intention that have been filed are noted on the Internet site and, after determining that the all notices of intention have been posted, the secretary shall prominently post on the site that "The period during which notices of intention may be filed has closed."

d. A listing of all committees of the County Executive Committee with the names of the chairpersons and members of those committees.

3. On July 1st of each year (or if July 1st falls on a weekend or legal holiday on the first business day thereafter), the secretary shall obtain from the Supervisor of Elections or other appropriate government office a list of names, addresses, party affiliation and other information on all registers voters in Broward County who were affiliated with the Libertarian Party of Florida as of June 30th of the same year. The secretary shall promptly compare the County Executive Committee's internal listing of Precinct and At Large Committeemen and Committeewomen against the newly received government issued list to determine that each person holding a Committeeman and Committeewoman seat is, due to residence address, party affiliation, gender or eligibility to vote, qualified to hold his or her seat. After this review, the secretary shall promptly notify the other officers of the results of the review and the names of any Committeeman or Committeewoman that the secretary believes to be disqualified along with the reasons why.

4. Notices of intention shall be communicated by the candidate to the secretary via e-mail. In order to be valid, the notice of intention must be timely submitted and must contain the candidate's name, physical address, e-mail address, gender and precinct number for which a seat on the Executive Committee is sought and a statement that the candidate seeks a Committeeman or Committeewoman seat and will sign a Loyalty Oath if elected.



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The secretary shall compare the information received against the government-issued voter registration list in order to determine eligibility and shall promptly notify the candidate of his or her determination and, in the case of non-acceptance, the secretary's reason therefor. Any candidate aggrieved by the secretary's determination may appeal to the Chair who shall, in an e-mail to the candidate, make detailed findings and conclusions that either affirm or reverse the secretary's determination.

5. The secretary shall ensure that each member of the County Executive Committee has executed the Loyalty Oath and shall maintain these executed Oaths in permanent binder.

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6. All ballots cast at an Annual Organizational meeting shall be retained for one-hundred eighty (180) days and shall be made available for inspection during that period to any member of the County Executive Committee.

7. Within five (5) days after each Annual Organizational Meeting, the secretary, as required by F.S. 103.091(3), shall file with the Libertarian Party of Florida Executive Committee and with the Broward County Supervisor of Elections the names and addresses of the County Executive Committee's officers and members.

8. Passwords to various accounts and social media.

a. The secretary shall keep a current list of the usernames and passwords of all of the County Executive Committee's accounts that can be accessed by way of the Internet. This includes ALL accounts, including but not limited to bank accounts, e-mail accounts, social media accounts, file storage accounts and Internet domain accounts. This listing of account types is intended to be illustrative and not exhaustive.

b. The secretary shall change each password promptly after each Annual Organizational Meeting.

c. The secretary shall, upon creation or modification of the list of usernames and passwords, promptly distribute it to the other officers of the County Executive Committee. Care shall be taken to ensure that strong passwords are used and that the list does not fall into the hands of non-officers of the County Executive Committee.



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d. Any officer of the County Executive Committee who believes that the list of usernames and passwords may have fallen into the wrong hands shall immediately inform the secretary who shall immediately change the passwords and promptly distribute the list containing the new passwords to the other officers of the County Executive Committee.

e. No officer shall share the list of usernames and passwords, in whole or in part, with any person who is not a current officer of the County Executive Committee. Further, no officer shall change any username or password (except as provided in 8.b and 8.d above). Finally, no officer shall amend or delete any of the content within the Internet sites protected by any of the usernames and passwords on the list unless

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f. Notwithstanding the other provisions in this section, no officer of the County Executive Committee shall be given the list of usernames and passwords unless that officer has executed a contract with the Executive Committee in the form specified by Appendix A.

9. The Broward County Executive Committee's fiscal year shall be September 1st through August 31st and the Treasurer shall present a budget for approval by the Executive Committee during the first regular meeting of the fiscal year.



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**APPENDIX A**

**CONTRACT BETWEEN (Name of Officer) AND  
THE BROWARD COUNTY  
LIBERTARIAN PARTY EXECUTIVE COMMITTEE**

The officer named above agrees to the following:

1. On (date), the office of (title of office) was conferred upon me.
2. I have carefully read Section 8 of the Standing Rules and fully understand the requirements and prohibitions therein stated regarding the list of usernames and passwords to the County Executive Committee's Internet sites and the content of those sites.
3. I understand that if I knowingly or recklessly breach the terms of Section 8, I am subject to a civil action brought against me by the County Executive Committee and that if a court of competent jurisdiction finds in favor of the County Executive Committee I shall be personally liable to the County Executive Committee for actual damages or liquidated damages in the sum of \$5,000, whichever is greater, together with the County Executive Committee's costs of suit and attorney's fees.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Officer

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of another officer on  
behalf of the County Executive  
Committee

\* Version 4 - Amended June 7, 2019 by the Broward County Libertarian Executive Committee.