
MEMORANDUM

TO: Missouri Democratic Party Committee Chairs and Vice Chairs

FROM: Nelson L. Mitten, Chair, Constitution and Bylaws Committee, MDP

DATE: June 24, 2022

IN RE: Committee Reorganization Meetings

Following the primaries on August 2, 2022, each County Committee (other than St. Louis County and St. Louis City), and all Congressional, Senate, Legislative, and Judicial Committees must hold a reorganizational meeting to elect officers. State law requires these meetings, and the election of these officers provides for the smooth operation of the Missouri Democratic Party between elections. This Memorandum will hopefully assist you in hosting these meetings. If you have any additional questions, please contact Nelson Mitten at nlmitten@gmail.com, or at 314-504-5092.

PRIOR TO THE MEETING

1. Selection of Meeting Location and Date

Location:

State law does not allow for virtual meetings, so it must be held live. If there are concerns over COVID, you will need to take appropriate actions to maintain the health and safety of attendees.

As to the physical location, the County Committee meeting must be held in the county seat, or for the City of St. Louis, City Hall. All other committee meetings must be held within the respective congressional, senate, legislative, or judicial district, or a county in which such district exists.

Date:

The date of these meetings is staggered and must be held within the time frame indicated below.

County Committee: Not earlier than two weeks after each primary election but no later than the third Saturday after each primary election.¹ Between Tuesday, August 16 and Saturday, August 20.

¹ RSMo. Section 115.615 and RSMo. Section 115.621 set different dates for the county organizational meeting. As Section 115.621 was enacted after Section 115.615, the date set forth in Section 115.615 is within the range of dates set forth in Section 115.21, and both statutes set forth dates for the holding of the election, compliance with Section 115.621 will meet the requirements of state law.

Legislative District: Not earlier than three weeks after each primary election but no later than the fourth Saturday after each primary election. Between Tuesday, August 23 and Saturday, August 27.

Senate District: Not earlier than four weeks after each primary election but no later than the fifth Saturday after each primary election. Between Tuesday, August 30 and Saturday, September 3.

Congressional District: Not earlier than five weeks after each primary election but no later than the sixth Saturday after each primary election. Between Tuesday, September 6 and Saturday, September 10.

Judicial District: Not earlier than six weeks after each primary election but no later than the seventh Saturday after each primary election. Between Tuesday, September 13 and Saturday, September 17.

Notice

Notice of the meeting must be given to all members of each respective committee. The recipients of such notice must be the committee chair and vice chair of each county within the district, and the committee man and committee woman of each legislative or judicial district within the appropriate district committee.

The notice must be written and deposited in the U.S. Mail at least ten (10) days prior to the meeting. If a member of a committee has authorized it in writing, notice may be sent by e-mail, also at least ten (10) days prior to the meeting. The notice must contain the date, time and location of the reorganizational meeting.

2. Calculation of Voting

Weighed voting is used for any congressional, senate, legislative, or judicial committee whose membership consists of ward or township committeemen and committeewoman. Therefore, prior to the meeting, the chair or vice-chair must obtain voting information and calculate the number of votes each member of the respective committee will be able to vote. This calculation depends on the committee, and is to be calculated as follows:

Congressional District: One vote for each two thousand (2,000) votes or major fraction thereof cast for the Democratic candidate for governor in the last gubernatorial election (2020) in the ward or township within the congressional district.

Senate Committee: One vote for each one thousand (1,000) votes or major fraction thereof cast for the Democratic candidate for governor in the last gubernatorial election (2020) in the ward or township within the senate district.

Legislative District: One vote for each one hundred (100) votes or major fraction thereof cast for the Democratic candidate for governor in the last gubernatorial election (2020) in the ward or township within the legislative district.

Judicial District: One vote for each one hundred (100) votes or major fraction thereof cast for the Democratic candidate for governor in the last gubernatorial election (2020) in the ward or township within the judicial district.

For all other committees, each committee member has one vote.

MEETING

The purpose of each organizational meeting is to elect a chair, vice chair, secretary, and treasurer. The following applies to the conduct of the election:

For the chair and vice chair, one must be a woman and one must be a man. For the secretary and treasurer, one must be a woman and one must be a man.

A committee member may give a proxy to any other member or officer of the respective committee, or any other member or officer of the Legislative District or County Committee that the member of respective committee giving the proxy represents.

Voting is to be conducted by secret ballot. The winner must have a majority of the votes to be elected to a position. If any candidate does not receive a majority of the votes, a runoff shall be held among the top two candidates.

The chair of the committee shall keep all ballots for all elections. These do not need to be turned in to the state committee but should be retained for 90 days should any challenges occur to the election.

POST-MEETING

It is the responsibility of both the immediate past chair and the newly elected chair to make sure the results of the election are reported to the state committee. The roster of those elected should include the following: name, office to which they were elected, address (both physical and e-mail), and telephone number. You may send this information by regular mail on the attached form to 4218 Roanoke Rd., Kansas City, MO 64111 Ste 304 or post it online at [online re-organization form](#). It is essential that the state party receive such information because it is through these officers that the party is effective throughout the state.