

**DEKALB COUNTY, GEORGIA
BOARD OF REGISTRATION AND ELECTIONS**

BOARD BYLAWS

I. NAME AND AUTHORITY

The DeKalb County Board of Registrations and Elections ("the Board") has been created by the Georgia General Assembly, pursuant to Georgia Laws, 2003, p. 4200, § 1 and O.C.G.A. § 21-2-40.

II. POWERS AND DUTIES

The Board's powers and duties include but are not limited to the following: to conduct primaries and elections, the registration of voters, and the administration of absentee balloting.

III. MEMBERSHIP *(Amended pursuant to SB # 246 – attached)*

- (a) **Five members:** The Board shall be composed of five (5) members, each of whom is an elector and resident of Dekalb County.

The members will be appointed as follows: two (2) members shall be appointed by the chairperson of the county executive committee of the political party whose candidates at the last preceding regular general election held for the election of all members of the General Assembly received the largest number of votes in this state for members of the General Assembly; two (2) members shall be appointed by the chairperson of the county executive committee of the political party whose candidates at such election received the next largest number of such votes; the fifth member of the board shall be appointed by a majority vote of the four (4) party-appointed members of the board; the fifth member so selected shall be deemed to be a "member at large."

- (b) **Restrictions on Membership:** No person who holds public office, whether elective or appointive, shall be eligible to serve as a member of the board during the term of such office, and the position of membership of any member shall be deemed vacant upon such member qualifying as a candidate for any elective public office. Also, neither the elections supervisor nor the acting elections supervisor shall be eligible to serve as a member of the board, nor shall either of them be appointed or elected to serve as a member of the board.

IV. TERMS OF BOARD MEMBERS.

- (a) Two years: Each appointed or elected member shall serve for a term of two (2) years and until his or her successor is appointed or elected and qualified, except in the event of resignation or removal.
- (b) Succession and Resignation: Each appointed member shall be eligible to succeed himself or herself and have the right to resign at any time by giving written notice of his or her resignation to the respective appointing or electing authority and to the clerk of the superior court.
- (c) Removal: Each member shall be subject to removal from the board at any time for cause, after notice and hearing, in the same manner and by the same authority as is provided for the removal of registrars under Georgia law.

V. OFFICERS OF THE BOARD

- (a) Names and Duties: The officers of the Board shall be the Chairperson (the "chair") and the Vice-Chairperson (the "vice-chair".) It shall be the duty of the Chairperson to preside over monthly meetings of the Board and all other special call meetings. The Chairperson shall have the authority to call meetings of the Board as deemed necessary to accomplish and fulfill the powers vested in the Board. It shall be the duty of the Vice-Chairperson to preside over monthly meetings of the Board and all other special called meetings when the Chairperson is absent.
- (c) Selection of officers: Every two years, the five member board shall select from its membership a chair and a vice-chair. The process for this selection of officers commences every two years on July 1. Selection of officers is solely within the discretion of a majority of the Board.

VI. MEETINGS OF THE BOARD

- (a) Monthly: The board shall hold regular monthly meetings. The chairperson will preside over these meetings and the vice-chairperson will preside in the absence of the chairperson. Any special called meetings shall be held only after written notification of the time and place of such meeting has been communicated in writing as required under Georgia law.
- (b) Public: All meetings shall be open to the public and minutes of such meeting shall be taken and maintained and shall be available for inspection in the manner provided by law. "Comments from the Public" will be placed on the agenda immediately following "Approval of Minutes." There will be a two minute limit per person not to exceed a total of 16 minutes for the public comment period.
- (c) Quorum: A majority of the members of the board shall constitute a quorum. No official action shall be taken except upon the affirmative vote of majority of the members of the Board.

- (d) Parliamentary Authority: Robert's Rule of Order is designated as the basic parliamentary authority of the board.
- (e) Agenda of Board Meetings: The Director shall solicit items for discussion from board members and prepare the agenda, including any matters that the supervisor determines shall be considered by the board. This list shall be provided to the Board prior to Board meetings, guided by the following provisions:
 - 1. Form of Agenda. Each agenda item shall describe the nature of the action required by the board or shall be identified as a matter for information purposes only. With each item on the agenda, the board shall receive such material as is necessary to ensure their understanding of the matter.
 - 2. Minutes. The minutes shall accurately reflect all decisions of the board including the substance of any motion, and the identity of the person making the motion and seconding it.

VII. PUBLIC HEARINGS

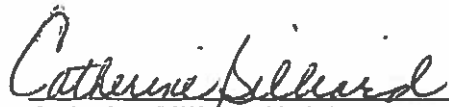
All public hearings on matters before the board pursuant to the exercise of its powers and duties shall conform to the requirements of Georgia law. The subject matter of any public hearing shall be described on the Agenda.

VIII. ADOPTION, AMENDMENT AND SUSPENSION

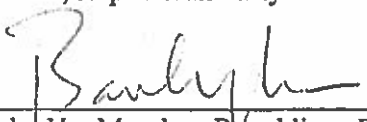
- (a) Adoption: The adoption of these Board's bylaws and standing rules of procedure is authorized by the laws of the Georgia General Assembly.
- (b) Amendment: The Board bylaws and standing rules of procedure may be amended. Bylaws and standing rules of procedure may be amended by the affirmative vote of a majority of the full membership of the Board, provided that notice of the intent to amend and the substance of the amendment shall have been distributed in writing to each member of the Board at a prior meeting of the Board.
- (c) Suspension: These bylaws and standing rules of procedure may be suspended by a majority vote of the board.

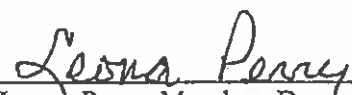
Adopted by the Board of Dekalb County Registration and Elections,


This 8th day of August, 2013


Catherine Gilliard, Chair/
Member, Republican Party


Samuel Tillman, Member, Democratic Party


Baoky Vu, Member, Republican Party


Leona Perry, Member, Democratic Party


Michael Coveny, Member At Large

Senate Bill 246

By: Senators Henson of the 41st, Butler of the 55th and Jones of the 10th

AS PASSED

**A BILL TO BE ENTITLED
AN ACT**

1 To amend an Act to provide for the DeKalb County Board of Registration and Elections,
2 approved June 3, 2003 (Ga. L. 2003, p. 4200), as amended, so as to provide that board
3 members shall be appointed by the chief judge of the superior court; to provide for the
4 nomination of potential board members; to update provisions regarding the certification of
5 members appointed to the board; to provide for the selection of a chairman; to provide for
6 related matters; to provide an effective date; to repeal conflicting laws; and for other
7 purposes.

8 **BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:**

9 **SECTION 1.**

10 An Act to provide for the DeKalb County Board of Registration and Elections, approved
11 June 3, 2003 (Ga. L. 2003, p. 4200), as amended, is amended by revising Section 2 as
12 follows:

13 ***SECTION 2.**

14 (a) Such board shall be composed of five members. Each member of the board shall be
15 an elector and a resident of the county and shall be appointed by the chief judge of the
16 superior court of DeKalb County.

17 (b) Four of the five members of the board shall be appointed by said chief judge from
18 nominees selected in the following manner:

19 (1) Two members of the board shall be nominated by the county executive committee
20 of the political party whose candidate for the office of Governor at the last election for
21 such office received the highest number of votes cast for such office within DeKalb
22 County; and

23 (2) Two members of the board shall be nominated by the county executive committee
24 of the political party whose candidate for the office of Governor at the last election for

25 such office received the second highest number of votes cast for such office within
26 DeKalb County.

27 (c) The fifth member of the board, to be known as the member at large, shall be appointed
28 by said chief judge, but shall not have been a person nominated pursuant to subsection (b)
29 of this section.

30 (d) The county executive committee of a political party making a nomination pursuant to
31 subsection (b) of this section shall nominate potential board members at least 30 days prior
32 to the beginning of the term of office to be filled, or within 30 days of the creation of a
33 vacancy in the office to be filled. In the event that a political party entitled to make a
34 nomination pursuant to subsection (b) of this section does not have an active and
35 functioning county executive committee, the state executive committee of such political
36 party shall make the nomination.

37 (e) The chief judge of the superior court of DeKalb County may reject any nominee for
38 appointment to the board and the political party that nominated such rejected nominee shall
39 nominate another qualified person."

40 **SECTION 2.**

41 Said Act is further amended by revising Section 4 as follows:

42 **"SECTION 4.**

43 The appointment of each member of the board shall be made by the chief judge filing an
44 order with the clerk of the superior court that states the name and residential address of the
45 person appointed and certifying that such member has been duly appointed as provided in
46 this Act. The clerk of the superior court shall record each such order on the minutes of the
47 court and shall certify the name of each member appointed to the Secretary of State and
48 provide for the issuance of appropriate commissions to the members as provided by law
49 for registrars."

50 **SECTION 3.**

51 Said Act is further amended by revising Section 5 as follows:

52 **"SECTION 5.**

53 The chairman of the board shall be elected by a majority of the members of the board."

54 **SECTION 4.**

55 This Act shall become effective upon approval by the Governor or upon this Act becoming
56 law without such approval.

57

SECTION 5.

58 All laws and parts of laws in conflict with this Act are repealed.