



## New California Ratification Process For County Committees

This document explains the process to form a New California County Committee and work with New California Ambassadors and others to achieve admission into the Council of County Representatives.

### Steps to Take

- Read this document and call an ambassador to get advice and materials to present at the meeting. Contact info is at bottom of the document.
- Get online information at [NewCaliforniaState.com](http://NewCaliforniaState.com) and on Facebook @NewCaliforniaState
- Arrange to hold a New California County committee meeting or town hall that is publicly advertised and open to the all.
  - Invite a New California Ambassador to present the charter and answer any questions that may arise in your meeting.
  - Create an agenda and attendee sign in list
  - Have enough copies of the Charter for attendees



- Identify prospective candidate(s) for Representative, Alternates 1 & 2 and have them give a short presentation about why the opportunity to serve.
  
- At the County meeting:
  - Have attendees sign into the meeting. Include name, phone number and e-mail address
  - Do introductions of new people attending for the first time
  - Get a volunteer to take meeting minutes if there is no secretary
  - Have an election of officers if you are a new county committee
  - Swear in your officers (Ambassador will provide the “Oath of Office”)
  - With the help of the Ambassador, present an introduction to the Charter with a brief history of the New California movement and what the Charter is intended to accomplish.
  - Do a reading of the most recent Charter (if you have time) and discuss the charter with a question and answer session



- Hold a VOTE, yes or no, on charter, and record the results
  - Nominate perspective candidate(s) for Representative, Alternates 1 & 2 and have them give a short presentation about why they would like to serve.
  - Have a vote and record the results
  - Swear in your Representatives and Alternates
  - Record the vote and report to attendees.
  - Set date and time for next meeting
- After the meeting:
    - Report the ratification and election results to your New California Ambassador
    - Maintain records including Agenda, meeting minutes and election results.
    - Ambassador to report results to the New California CCR Chair ([chair@newstateccr.org](mailto:chair@newstateccr.org), 408-887-3131)
  - Upon receipt of a request for admission from an Ambassador, the New California Chair will review the ratification form, and place it on the agenda of the next CCR meeting.



## **CCR Ambassadors**

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