

Steps for Forming a Permanent Municipal Committee

Understand the Legal Framework

Refer to Mississippi Code § [23-15-171](#) to understand the legal requirements for municipal committees, including their purpose, responsibilities, and authority.

Establish Political Party Representation

Municipal executive committees must be organized for each political party in the municipality.

The committee is responsible for overseeing party-related activities such as primary elections and other internal functions.

Determine the Committee Structure

The committee typically consists of members elected by qualified voters within the municipality during party primaries.

The number of committee members is determined by the size and needs of the municipality.

Elect Committee Members

The election for committee members should align with primary election processes as outlined in Mississippi election law.

Qualified voters in the municipality will nominate and elect individuals to serve on the municipal executive committee during the primary.

Fulfill Legal Notification Requirements

Notify relevant state or county officials about the formation of the municipal committee.

File necessary documents, such as the committee's bylaws and member roster, with the municipal clerk or appropriate election officials.

Develop Bylaws and Procedures

Establish the committee's internal rules, roles, and responsibilities through written bylaws.

Ensure bylaws comply with state laws and regulations.

Convene the Committee

Hold an inaugural meeting to formally organize the committee.

Elect officers (e.g., chair, vice-chair, secretary) and outline initial objectives.

Register with the Municipal Clerk

You will submit information to the municipal clerk. Click here to find municipal clerk information:

<https://www.mmlonline.com/members/>

Begin Operations

Start performing municipal executive committee duties, such as overseeing primary elections, recruiting candidates, and engaging with voters.

Ensure regular meetings and transparent communication with party members and the public.

Note: Always consult with legal counsel or local election officials to ensure full compliance with Mississippi Code Section [23-15-171](#) and other relevant regulations.