



## **ByLaws**

### Preamble

The purpose of the Latinx Young Democrats of Sacramento County will be to pursue the ideas of liberty, justice, and freedom for all regardless of race, religion, gender, sexual orientation or income from a Latino lens. We shall pursue these ideas through support of latino candidates or others who support latino issues and ideas of the Democratic Party. With these thoughts we establish this constitution.

### Article I

#### **Name**

The name of this organization Shall be the Latinx Young Democrats of Sacramento County and may also be cited as “Latinx Young Democrats,” “LYD,” Latinx Young Dems,” or a similar name.

**Section 1:** The Latinx Young Democrats will be affiliated with the California Young Democrats, and the Young Democrats of America.

**Section 2:** The Young Latinx Democrats will be chartered with the California Young Democrats and work as closely as possible with all levels of the Democratic Party.

### Article II

#### **Membership**

**Section 1:** Membership to the Latinx Young Democrats is open to all young people living in Sacramento, CA.

**Section 2:** Membership will not be affected by race, color, national origin, sexual orientation, gender, or physical disability.

**Section 3:** No member has the right to vote unless they are found to be in good standing at the exact time and place they wish to do so. Good standing shall be defined as being current on membership dues and having attended two meetings or LYD sponsored events in the past year prior to the voting in any meeting. The status of a member’s good standing shall be certified by the President.

**Section 4:** Only members in good standing as of July 1 shall be included in the Club's roster submitted to the DPSC and to the CDP Regional Director for the purpose of representation in the CDP Pre-Endorsement Conference

**Section 5:** LYD's representatives to the CDP Pre-Endorsement Conference shall be selected by the President and confirmed by a majority vote of members in good standing only during a duly-noticed general Club meeting.

### Article III **Officers**

The Latinx Young Democrats will be composed of the Latinx Young Democrats Executive Board and the remaining members. The Executive Board will consist of the officers of the Latinx Young Democrats. The organization shall have eight (8) officers and an advisor. The advisor shall be non-voting except in the case of impeachment or constitutional amendments.

**Section 1:** The eight (8) voting officers will be: President, Vice President of Membership, Vice President of Political Affairs, Director of Fundraising, Director of Communications, Treasurer, Secretary, and Student Liaison. All officers will be elected by organization members, with the exception of the founding executive board.

**Section 2:** An officer may be impeached and removed from his/her position with a  $\frac{2}{3}$  majority vote of the Executive Board, including the advisor. In case of an impeachment vote all executive board members must cast a vote for or against impeachment.

**Section 3:** Should an office become vacant at any time, for any reason, the President or acting President, shall schedule a special election within three (3) weeks of the vacancy to fill the vacant office.

**Section 4.** Additionally, each Chair of the organization's committees will be considered an officer of the Latinx Young Democrats. These officers are appointed by the President and their terms will conclude at the end of a one year term. These officers will not have a vote on the Executive Board, but are encouraged to attend said meetings to report their area of assignment.

### Article IV **Officer Duties**

**Section 1:** The President will be the chief executive officer for the organization. He or she will preside over all chapter meetings. The President will have all of the following duties and powers. The absence of a specific power of duty from this list is not necessarily a denial of its existence.

A. Establish administrative procedures not otherwise provided for by the Constitution or By-Laws of this chapter.

- B. Act for and on behalf of the Young Latinx Democrats when they are not in session.
- C. Establish the agenda for each meeting of the chapter (general and executive).
- D. Investigate and research any local races and target Democratic and/or liberal candidates.
- E. Setup and appoint club members to work on selected local campaigns.
- F. Serve as delegation chair to the State Young Democrats state convention.
- G. The position of President may be held by two Co-Presidents as long as the joint Co-Presidents receive only one vote. The duties of the two Co-Presidents remain the same.

**Section 2:** The Vice-President of Membership will have all of the following duties:

- A. Act as President Pro-Tempore in the absence of the President. In a case where the President's office becomes vacant, the Vice-President will become the President automatically and will assume all powers, duties and responsibilities associated with that position until a special election is held for the office.
- B. Assist the President in the performance of his/her duties.
- C. Develop education and professional development events geared towards LYD members on relevant issues and support them through their career progression.
- D. Recruiting and maintaining new members.
- E. Set yearly goals with the Executive Board and organize events to recruit new members, keep current members engaged, and make the club responsive to their needs..

**Section 3:** The Vice-President of Political Affairs will have all of the following duties:

- A. Act as President Pro-Tempore in the absence of the President. In a case where the President's office becomes vacant, the Vice-President will become the President automatically and will assume all powers, duties and responsibilities associated with that position until a special election is held for the office.
- B. Assist the President in the performance of his/her duties.
- C. Keep track of current races and develop position statements for the club.
- D. Do research on candidates and make endorsement recommendations.

**Section 4:** The Director of Fundraising will have all the following duties and powers:

- A. Engage potential donors and develop events to raise revenue for the organization.
- B. With the support of the Executive Board, the Director of Fundraising will develop yearly targets and an action plan for meeting them.
- C. Develop fundraising ideas and soliciting donations, maintaining accurate financial records for the organization, advise the President and the Executive Board of the financial condition of the chapter, and file any necessary reports to the state or any other commissions.

**Section 5:** The Director of Communications will have all the following duties and powers:

- A. Ensure that the actions taken at general and executive meetings are communicated with the general membership through multiple venues and ensure that a website is updated in a timely manner.

- B. Act as Secretary if they are not present at meeting.

**Section 6:** The Treasurer will have all of the following duties and powers:

- A. Keep detailed records of all revenues and expenditures.
- B. Submit all required reporting by the FPPC, Secretary of State, IRS, and other relevant entities in a timely manner.

**Section 7.** The Secretary will have all of the following duties and powers:

- A. Keep accurate minutes of all chapter meetings (general and Executive Board)
- B. Keep an accurate mailing list and phone directory of all members, see to all correspondence of the chapter as directed by the President, and ensure the validity and timely delivery of the club charter to the California Young Democrats and the Democratic Party of Sacramento County.

**Section 8.** The Student Liaison will have all of the following duties and powers:

- A. Establish relationships with local high schools, colleges and universities.
- B. Plan and execute events geared towards civic engagement of students and recruitment.

## Article V **Sergeant At Arms**

A sergeant at arms may be appointed by the Executive Board. His/her duties include calling each General Body meeting to order, and maintaining security and order at each meeting of both the Executive Board and the General Body.

## Article VI **Executive Board**

The Young Latinx Democrats Executive Board will be the chief policy making body for the chapter.

**Section 1:** The Executive Board will have all of the powers necessary for the proper and legal execution of all duties of the Latinx Young Democrats.

**Section 2:** The Executive Board will meet no less than five (5) times during the course of one (1) year.

## Article VII **General Body**

Meetings of the Latinx Young Democrats shall be held monthly unless voted otherwise by a simple majority of the Executive Board

## Article VIII **Elections**

**Section 1.** Elections of Officers will be held the second meeting of each new calendar year at the call of the President prior to chartering the club with the Democratic Party of Sacramento County and with the California Young Democrats.

**Section 2.** In order to ensure transparency and fair elections, notice of the elections of Officers and procedures shall be provided to the Active Membership no later than the first General Membership Meeting of the calendar year or 25 days prior to the election, whichever is earlier.

**Section 3.** Procedures for the elections of Officers shall be approved by the Executive Board.

**Section 4.** The order of elections of Officers will be as follows: President, Vice President of Membership, Vice President of Political Affairs, Director of Fundraising, Director of Communications, Treasurer, Secretary, and Student Liaison.

**Section 5.** The term of office for each Officer shall be approximately one year and shall expire immediately upon the election of that officer's successor the following year

## Article IX **Voting**

**Section 1.** The method for voting on items before the General Membership is set by the Presiding Officer at the time the vote is called for. The methods available to the Presiding Officer include, but are not limited to: voice vote, show of hands and an open, signed ballot.

**Section 2.** All votes of the voting membership carried out in regard to the Annual Election of Officers, are by voice or ballot. The current Secretary/ Immediate Past President is tasked with the counting and certification of these votes. Members seeking officer positions must be in good standing.

**Section 3.** Voting A 'voting member' is a member who qualifies for a vote by being in good standing at the time of the vote or vote deadline.

## Article X **Sacramento County Democratic Central Committee Representatives or Other Representatives**

**Section 1.** To the extent LYD is permitted to have a representative and alternate to sit on the Sacramento County Democratic Central Committee, the LYD representative and alternate shall be appointed by the President and confirmed by the Executive Board.

**Section 2.** To the extent LYD is permitted to have a representative, the LYD representative and possible alternate shall be appointed by the President and confirmed by the Executive Board.

## Article XI **Constitutional Amendments**

Amendments to this constitution must be submitted in writing to the President and the Director of Administrative Processes at least two weeks (14 days) prior to the meeting at which the amendment will be considered. The President is obligated to place the amendment on the agenda for that meeting. The amendment will be considered approved if three-fourths (3/4) of the Executive Board, including the vote of the advisor.

## Article XII **Number of Offices**

No one person may hold more than one office at a time in the Latinx Young Democrats of Sacramento County organization.

## Article XIII **Advisor**

An experienced community member will have already been selected by the President to act as an advisor. The advisor will aid in the running of the chapter and serve as a liaison between the chapter and the school administration. In the event that the advisor is prevented from upholding these duties, another faculty member will be selected by the general body.

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