

By-laws of the Texas Young Democrats

Article I Chartered Organizations

Section 1-101 Granted Rights of Affiliation

Clubs that have been granted an official charter or an interim charter shall be added to the rolls of the Texas Young Democrats (TYD). Such clubs are granted the right to use the name Texas Young Democrats; to present themselves as affiliated with the State organization; to participate fully in TYD activities; to have representatives serve on the committees to which their particular charter allows; to vote in TYD elections; to elect delegates to the State Convention; to receive notification of all meetings; and, to receive copies of all publications. Clubs operating under either charter shall be entitled to membership on the Judicial Council.

Section 1-102-A Charter Renewal Application Requirements

Credentials Packet must include:

- 1) Name of Organization (Club)
- 2) Compilation of Club's officers, including addresses, phone numbers, email, date of election, date of term expiration
- 3) Listing of membership and contact information, including date of birth. This listing may be from an electronic compilation, but must be accompanied by a separate listing of the member's signature
- 4) A copy of the minutes from one meeting occurring since the preceding convention
- 5) Certifications signed by the President of the club acknowledging and swearing 'to the best of the signor's knowledge that all documents submitted are current, complete, and in every respect accurate'

Section 1-102-B Initial Charter Application Requirements

Credentials Packet must also include:

- 6) Copies of all membership applications or the applications that the organization wishes to include for the determination of delegate strength
- 7) The copy of the minutes from the meeting occurring since the preceding convention must be signed by at least ten (10) members who were present
- 8) A Copy of the Club's Constitution

Section 1-103 Location for Credentials Submission

The Texas Democratic Party office shall be the official location where all credentials will be sent.

Section 1-104 Deadline for Credentials Submission

The TYD State Executive Committee shall establish a deadline for the submission of Credentials.

Section 1-105 Online Charter

The State Executive Committee can provide a format to accept an electronic/online interface to accept part of the charter.

Section 1-106 Responsibilities of Chartered Clubs

Chartered Clubs are responsible for notifying TYD of any change within their internal structure. They must also operate in a fashion that is not illegal or would disgrace the Texas Young Democrats.

Article II Membership

Section 2-201 Application for Membership Requirements

Each club may prepare its own application for membership, provided, however, that it contains the necessary requirements for membership in the Texas Young Democrats. In order to qualify, applications must include at least:

- 1) the name and address of the person seeking membership,
- 2) the date of birth of the applicant,
- 3) the date of application,
- 4) the signature of the applicant, and
- 5) A pledge of loyalty to support the principles of the Democratic Party.

Section 2-202 Reporting of Secondary Memberships

Each club is responsible for identifying their secondary members. The Temporary Credentials Committee will have discretion to stipulate how they chose to resolve the issue of a single name appearing on several club lists.

Section 2-203 Membership in College and University Clubs

Any member of a college or university community, including students, faculty and staff shall not be barred from being a member of a college or university affiliated Young Democrats club pertaining to participation.

Section 2-204 Caucuses of Texas Young Democrats

Section 2-204(a) Formation of a Caucus

Any member may present a proposal of a caucus at the annual Texas Young Democrats State Convention. The proposal must include a statement of purpose, structure of the caucus, and standing rules to govern the caucus. The proposal for the caucus must be submitted during the State Convention to the Rules committee for consideration and approval.

Section 2-204(b) Purpose of Caucus Standing Rules

Each caucus must either set their own standing rules defining the functions of their officer structure, election and voting procedures, caucus functions, or any other items needed to administer caucus activities that will not conflict with the TYD Constitution or By-laws.

Section 2-204(c) Submission and Approval of Caucus Standing Rules

The caucus must submit their standing rules or amendments to the standing rules of the caucus to the Rules Chairman within 30 days of any convention or TYD Executive Committee Meeting.

Section 2-204(d) Caucus Leadership Structure

Each Caucus must have at least a Chair, Vice Chair, and Secretary. The caucus, if the body feels it necessary, can place additional leadership officer positions through their standing rules.

Section 2-204(e) Meetings

The caucus shall have one annual meeting at the Texas Young Democrats state convention. If the leadership of the caucus feels that it is necessary for the caucus to meet to accomplish their purpose, they have the ability to meet with approval of the TYD Executive Board. Meetings of the Caucus Leadership must meet in conjunction with the State Executive Committee meetings, or with approval and notification of the TYD President, can meet via conference call or other forms of communication throughout the

year.

Section 2-204(f) Representation to the State Executive Committee

The Chairperson of every caucus shall serve as a voting member of the State Executive Committee. The Chair shall have full floor privileges. If the chair is already an officer of the State Executive Committee, then the Vice Chair shall be the formal voting representative of the caucus.

Section 2-204(g) Dissolution of a Caucus

The Rules committee in every odd numbered year must review the purpose and activities of the caucus to distinguish if it is beneficial for Texas Young Democrats and renew the caucus with the exception of the University and College Caucus.

Section 2-205 Standing Caucuses of Texas Young Democrats

With the exception of the University and College Caucus, each caucus will go under review every odd numbered year to distinguish if it is beneficial for Texas Young Democrats.

Section 2-205(a) University and College Caucus

The University and College Caucus shall provide a forum to collaborate on the coordination of activities, to facilitate discussion of issues common to these organizations, and to serve as the Representative Body to the College Democrats of America for the State of Texas and Texas Young Democrats. The University and College Caucus will also be known as College Democrats of Texas for the purposes of recruiting chapters, additional caucus activities, and relations with College Democrats of America.

Section 2-205(b) Minority Caucus

This Caucus shall provide a forum to collaborate on the coordination of activities, to facilitate discussion of issues concerning diversity issues in the state of Texas.

Section 2-205(c) Disability Caucus

This Caucus shall provide a forum to collaborate on the coordination of activities, to facilitate discussion of issues concerning persons with disabilities issues in the state of Texas.

Section 2-205(d) Women's Caucus

This Caucus shall provide a forum to collaborate on the coordination of activities, to facilitate discussion of issues concerning women in the state of Texas.

Section 2-205(e) Stonewall Caucus

This Caucus shall provide a forum to collaborate on the coordination of activities, to facilitate discussion of issues concerning the Gay/Lesbian/Bisexual/Transgendered community in the state of Texas.

Section 2-205(f) Labor Caucus

This Caucus shall provide a forum to collaborate on the coordination of activities, to facilitate discussion of issues concerning labor and the organized labor movement in the state of Texas.

Section 2-205(g) High School Caucus

This Caucus shall provide a forum to collaborate on the coordination of activities, to facilitate discussion of issues concerning High School Issues and public education in the state of Texas.

Section 2-205(h) Veterans' and Military Affairs Caucus

This Caucus shall provide a forum to collaborate on the coordination of activities, to facilitate discussion of issues concerning veterans' and military affairs in the state of Texas.

Section 2-205(i) Rural Caucus

This Caucus shall provide a forum to collaborate on the coordination of activities, to facilitate discussion of issues concerning rural folks in the state of Texas.

Section 2-205(j) Faith Caucus

This Caucus shall provide a forum to collaborate on the coordination of activities, to facilitate discussion of issues concerning the religious communities in the state of Texas.

**Article III
State Convention**

Section 3-301 Time and Place of Convention

The State Executive Committee shall decide the date and location during their Fall quarterly meeting. If a location can not be selected at the Fall quarterly meeting, the appropriate persons shall be vested with the authority to select a location.

Section 3-302 Call

The Call shall be sent by certified mail and shall include:

- 1) a statement of the date, time, and place of the Convention,
- 2) a tentative agenda for the Convention,
- 3) a listing of those credentials required for the chartering of clubs and the granting of delegates to the Convention, as specified in §§ 1-102-A and 1-102-B,
- 4) the address to which the credentials are to be sent,
- 5) the deadline by which such credentials must be postmarked, and
- 6) All these items, upon approval by the executive committee during their Fall quarterly meeting, may place the items as electronic documents on our website. The certified letter will then only display the web address where the membership may print or download those items mentioned above.

Section 3-303 Election of Permanent Convention Chair

The Permanent Convention Chair shall be elected by the clubs seated on the Temporary Roll of the Convention. Each club that has been seated will receive one vote.

Section 3-304 Temporary Credentials Committee

The Temporary Credentials Committee shall consist of at least seven (7) members; provided, however, that at least five (5) different regions are represented. The Chair of the Credentials Committee (Permanent) from the preceding Convention shall chair the Temporary Credentials Committee. The President shall appoint all other members. If the previous Credentials Committee Chair is unavailable, the President shall appoint a new temporary Chairperson with a majority approval of the Executive Committee.

Section 3-305 Waiver of the "First Time Charters" Rule

The Temporary or Permanent Credentials Committee may waive Section 305(c) upon a finding that the club is credible and that such an organization has formed for the purposes of promoting the Democratic Party in their communities. The committee has ultimate discretion, but the following will be seen as persuasive:

- 1) Three (3) Affidavits testifying to the legitimate purposes of the organization; or
- 2) Certification from the County Chairperson of the county in which the organization lies acknowledging the legitimate existence of the organization; or

- 3) Certification from a campaign, candidate, or Democratic Party affiliate acknowledging the legitimate existence of the organization.

Section 3-306: National Convention Delegation Selection

Texas will urge members to participate in the College Democrats of America National Convention and Young Democrats of America National Convention. To ensure participation from all members in attendance at a national convention, the members in attendance at said convention shall have equal convention voting strength. The Texas Young Democrats shall devise a plan to encourage participation from all regions in Texas at the Young Democrats of America National Convention.

Section 3-307: Order of Roll Call Vote

When holding a roll call vote of chapters at a state convention, the permanent convention chair shall call clubs in alphabetical order.

**Article IV
State Executive Committee**

Section 4-401 Process Removal from Office

Section 4-401 (a) Petition of Removal

Charges, which could lead to the removal of a member or officer of the State Executive Committee, must be contained in a written *Petition of Removal* and delivered to the Executive Secretary of the Judicial Committee by registered letter.

Section 4-401 (b) Review Hearing

Upon receipt of a *Petition of Removal*, the Executive Secretary of the Judicial Committee shall, upon consultation with the Chair of the Judicial Committee, call a meeting of the Judicial Committee for the purposes of a Review Hearing; provided, however, that such meeting shall take place not earlier than fifteen (15) days nor later than twenty-five (25) days following receipt of the *Petition*. It shall be the responsibility of the Judicial Committee to hear evidence on the charges contained in the *Petition* and then to decide whether to dismiss the charges or hold a Dismissal Hearing to remove the officer.

Section 4-401 (c) Dismissal Hearing

The Dismissal Hearing shall be held immediately following the Review Hearing. Upon the affirmative vote of nine-tenths (9/10) of the Judicial Committee, the member shall be removed from office.

Section 4-402 Meeting Dates

Meetings shall be held once every quarter of the year.. The site of the State Executive Committee Meeting shall be determined at the previous State Executive Committee meeting.

Section 4-403 Meeting Attendance

If a State Executive Committee member misses more than one meeting, without the approval of the President, they shall be subject to removal by a two-third's (2/3) majority vote of the State Executive Committee.

Section 4-404 Committees

Section 4-404 (a) General Rule

The State Executive Committee shall carry on the business of the organization unless the appropriate committee shall be called upon to consider the business by a simple majority vote of the State Executive Committee.

Section 4-404 (b) Standing Committees

The standing committees shall be as follows:

- 1) Audit
- 2) Budgeting and Finance
- 3) Membership
- 4) Platforms and Resolutions
- 5) Rules
- 6) Political Action Committee

Section 4-404 (b) (1) Audit Committee

The Audit Committee shall be composed of five (5) members appointed by the President with majority approval of the Executive Committee. They shall elect a chair from their membership. Their purpose shall be to yearly inspect the financial records of TYD.

Section 4-404 (b) (2) Budget and Finance

This committee shall be composed of five (5) members: the President, Financial Vice President, the Treasurer, and two members (2) appointed by the President with majority approval of the Executive Committee. The Financial Vice President shall serve as chair. Their purpose shall be to construct a budget for the year.

Section 4-404 (b) (3) Membership

This committee shall be composed of five (5) members: the Membership Vice President, and four (4) members appointed by the President with majority approval of the Executive Committee. The Membership Vice President shall serve as chair. Their purpose shall be to maintain communication with the affiliated clubs, recruit new clubs, and maintain records of the membership.

Section 4-404 (b) (4) Platforms and Resolutions

This committee shall be composed of five (5) members: the Chair of the Resolutions and Platform committee from the preceding Convention, the Executive Vice President, and three (3) members appointed by the president with the majority approval of the executive committee. Their purpose shall be to issue statements regarding TYD's positions on current issues of statewide importance.

Section 4-404 (b) (5) Rules

This committee shall be composed of five (5) members: the Rules Committee Chair from the preceding Convention, and four (4) members appointed by the President with majority approval of the Executive Committee. The Rules Committee Chair from the preceding Convention shall serve as chair. Their purpose shall be to address issues regarding the Constitution, By-laws, and rules adopted by the Convention.

Section 4-404(b)(6) Political Action Committee (PAC Committee)

This Committee shall be composed of nine (9) members: President, the Executive Vice President, Financial Vice President, Treasurer, and five members (5) appointed by the President with majority approval of the Executive Committee. It is recommended that the PAC Treasurer be appointed and that the remaining appointed members be representatives from different regions who are recommended by the Regional Directors. The purpose of the PAC Committee of Texas Young Democrats is to vote on proposed contributions and expenditures for political activities done by Texas Young Democrats as a whole.

Section 4-404(b)(6)(a) Terms on Political Action Committee

The membership of the PAC Committee will be divided into one and two year members. The President, the appointed PAC Treasurer, and the additional

appointed members shall serve for two years in conjunction with the President's term. All remaining members shall serve on the Committee for one year.

Section 4-404(b)(6)(b) PAC Treasurer

The President will appoint a member to serve as the PAC Treasurer with approval by the majority of the Executive Committee. By Texas law, they are responsible and liable for reporting our activity on a timely manner and knowing the Texas Election Code. They must be willing to accept the liability for their service as the PAC Treasurer. The PAC Treasurer shall serve as chair of the PAC Committee. The PAC Treasurer also has veto power with the Committee only if there is a violation of state law.

Section 4-405: Authority to Enter Into Contracts

Only the following individuals shall have actual authority to enter into contracts on behalf of TYD: the President, the PAC Chair, the Treasurer and the Vice President of Finance. Any contract entered into on behalf of TYD must be approved by a majority of the Executive Committee and must be signed by two of the individuals with actual authority to enter into contracts on behalf of TYD. Any individual entering into a contract on behalf of TYD in violation of this provision is to be held personally liable on said contract.

**Article V
Officers**

Section 5-501 Duties of the President

The President shall serve as the Chief Executive and Presiding Officer of the Texas Young Democrats. The President shall have the authority and duties to actualize this Constitution, By-laws, and the rules and regulations adopted by the State Executive Committee or the State Convention, and shall have the authority to appoint Committees and deal with the affairs of TYD. The President shall vote in State Executive Committee meetings solely to break a tie.

Section 5-502 Duties of the Executive Vice President

The Executive Vice President shall assist the President. The Executive Vice President shall be in charge of publicity and public relations for the Texas Young Democrats.

Section 5-503 Duties of the Vice President for Membership

The Vice President for Membership shall be the Chair of the Committee on Membership and shall coordinate the recruitment of members and local clubs for the Texas Young Democrats.

Section 5-504 Duties of the Vice President for Finance

The Vice President for Finance shall be the Chair of the Committee on Budgeting and Finance and shall be responsible for the presentation of a budget to the State Executive Committee and for the raising of funds for the Texas Young Democrats with the advisement of the President, the State Executive Committee, and the Texas Young Democrats PAC Board.

Section 5-505 Duties of the Secretary

The Secretary shall be responsible for the recording of accurate minutes of each State Executive Committee meeting and for the maintenance of the files of the Texas Young Democrats as prescribed by Section 8-803.

Section 5-506 Duties of the Treasurer

The Treasurer shall be responsible for the maintenance of accurate financial records of the Texas Young Democrats with advisement of the President, Finance Vice President, Budget and Finance Committee, the State Executive Committee, and the Texas Young Democrats PAC Board.

Section 5-507 Duties of the National Committeeman and woman

The National Committeeman and National Committeewoman, along with the President, shall represent the Texas Young Democrats before the National Committee of the Young Democrats of America and its regional organizations.

Section 5-508 State Regional Directors Chairperson

The State Regional Directors Chairperson shall be responsible for coordinating activities between the Regions. The Chairperson shall help facilitate Regional Meetings. The Chairperson shall preside over meetings of the Regional Directors when they meet as a Committee of the Whole. The Chairperson will have no authority over the Regional Directors pertaining to their activities within the specific Regions.

Section 5-509 President Emeritus

The President Emeritus shall be responsible for assisting and providing guidance to the President and State Executive Committee regarding the operation of the organization and the details regarding prior and existing obligations and liabilities of the organization. This will be a non-voting position and will have a term identical to that of the President.

Section 5-510 Appointed Officers

The appointed officers shall be responsible for carrying out the duties that they are assigned by the President. An Executive Director, Communications Director, and Political Director should be appointed.

**Article VI
Regional Directors**

Section 6-601 Regional Director's Duties

The Regional Directors are responsible for the maintenance of the clubs in their regions, for the development of new organizations, and for the education and training of the leadership of the clubs within their regions.

Section 6-602 Regional Meetings

Each Regional Director should hold a Regional meeting during the Fall Quarter to assess the status and needs of the organizations within the region.

Section 6-603 Redistricting Committee

In the second year following any legislative redistricting, or as called by the Executive Committee, a redistricting committee shall meet to redraw the regional lines to best apportion TYD regions to that of the State Senate and Legislature Districts so that continuity of efforts may be best achieved. This committee should be composed of the sitting Regional Directors, the current Political Director and any other member of the Executive Committee as called by the Executive Committee so as to achieve an odd number of people on the Redistricting Committee.

Section 6-604 Regional Caucuses

The Regions shall caucus during the State Convention. The current Regional Director shall chair this meeting. Each club shall receive one vote. This Caucus shall vote to elect a Regional Director, a member of the Judicial Committee, and to establish a date for the Regional Meeting.

Article VII Judicial Committee

Section 7-701 Regular Meetings

The Judicial Committee shall be convened twice a year between State Conventions. This meeting shall be held in conjunction with the Summer and Winter Executive meetings.

Section 7-702 Special Meetings

Meetings called in accordance with Section 704(b) shall be held at a time and date selected by the Judicial Committee chair. Adequate notice, at least two weeks prior to the meeting date, shall be provided to all parties and members of the committee.

Section 7-703 Consultation with Legal Counsel

The Judicial Committee is free to consult with the legal counsel for TYD.

Section 7-704 Removal of Judicial Committee Members

The Process for removal of Judicial Committee members shall be the same as prescribed by Section 4-401 of these By-laws, with the exception that the Committee member may not participate on the Committee.

Section 7-705 Filing Process for Grievances

Matters to be heard by the Judicial Committee must be submitted, to the chair by certified mail or other certified system, no later than three weeks before the scheduled meeting. The written grievance must be composed of four parts:

- 1) Identification of Requested Action (i.e., Constitutional Interpretation, Resolution of a Dispute regarding Platform position, Petition for Removal)
- 2) Brief Argument in Favor of Proponents position
- 3) Schedule of Evidence and Witnesses to Testify
- 4) Identification of Adverse Parties

Section 7-706 Notice of Agenda

The Chair of the Judicial Committee shall send notice, to all interested parties, of the Grievances to be heard at the subsequent Judicial Committee meeting. This notice shall take the form of an agenda and should identify all parties and time allocations.

Section 7-707 Deadline

The Judicial Committee must handle the grievance by their next regularly scheduled meeting.

Article VIII Procedural Provisions

Section 8-801 Quorum

The following shall be the quorum requirements for the respective committees:

- 1) State Executive Committee = simple majority of voting members
- 2) Section 4-404 Committees = simple majority
- 3) Convention Committees = simple majority
- 4) Judicial Committee = three-fourths majority; unless sitting for a removal hearing, nine-tenths (9/10) of members with regular voting privileges is required.

Section 8-802 Removal of Presidential Appointments

For all offices appointed by the President, excluding offices vested by election (Officers and Regional Directors) or the Chair of the Judicial Committee, the President shall have full power to remove the appointed individual.

Section 8-803 Records to be maintained

The following records must be maintained in an organized manner:

- 1) Convention Minutes
- 2) Constitution and By-laws
- 3) Financial Records
- 4) Membership Records
- 5) Decisions of the Judicial Committee
- 6) Minutes of State Executive Committee Meetings

Section 8-804 Endorsements

TYD, as an organization, will refrain from endorsing primary candidates who are opposed in their primaries. TYD can endorse candidates for Party positions and can actively campaign for their election. TYD officers shall be free to endorse whomever they wish.

Section 8-805: Approval of Expenditures

Approval by the voting members of the executive committee for expenditures exceeding \$100 is required in advance of such expenditures.

Revised and adopted in Convention, April 15, 2000

Ratified in Convention, assembled, April 16, 2000

Revised in Convention, April 8, 2001 (§ 1-102-A&B – addition, § 2-204 – addition, §4-404(a) - amended, §5-509 – renumbered, §5-508 – addition)

Revised in Convention, April 21, 2002 (§2-205 – addition, §5-504 – amended, 5-506 – amended, §5-509 – addition, §5-510 – renumbered)

Revised in Convention, April 27, 2003 (§ 2-206 – addition, § 2-207 - addition, § 4-403 – amended)

Amendment Adopted by Executive Committee, July 9, 2005 (§4-404(b)(6)(a)(b)(c) – addition)

Revised in Convention, April 23, 2006 (§ 1-105, 2-205(g), 3-306 – addition, § 2-204, 4-402, 4-404(6)(a)(b) – amended, 4-404(6)(c) – removed)

Amendment Adopted by Executive Committee, January 20, 2007 (§2-205(a) amended)

Revised in Convention, April 14, 2007 (§ 2-205(a)(e) – amended, § 2-205(h)(i) – added, § 3-306 – amended, § 3-307 – added, § 4-405 – added, § 6-603 – amended, § 8-805 – added)

Revised in Convention, April 13, 2008 (§ 2-205(j) – added)