



San Diego County Young Democrats Bylaws

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Preamble

In order to promote a better world, with equality, opportunity, and freedom within a just and strong society, we dedicate ourselves to organizing the participation of Young Democrats in the County of San Diego. In this mission, we call for full participation of all San Diego County Young Democrats, regardless of gender, race, ethnicity, national origin, religion, physical handicap, socioeconomic status, or sexual orientation. Understanding the importance of participation in the Democratic Party to the preservation of our values and principles, we, San Diego County Young Democrats, do hereby associate ourselves and adopt this charter as the San Diego County Young Democrats.

Mission Statement

The purpose of the San Diego County Young Democrats is to promote the growth and development of the Democratic Party among those under thirty six (36); work towards developing future leaders in both the Democratic Party and the community as a whole; actively support Democratic candidates and, incumbents, including candidates for nonpartisan offices pledged to fulfill the Democratic Platform; increase political awareness through the dissemination of information on Democratic issues throughout the community; and carry out the Democratic Party campaign.

ARTICLE I – NAME AND AFFILIATION

Section 1 – Name

The name of this organization shall be the San Diego County Young Democrats, hereafter referred to in this document as “SDCYD”.

Section 2 – Affiliation

SDCYD shall operate under the Charter and bylaws of the Young Democrats of America, California Young Democrats, Democratic National Committee, and Robert’s Rules of Order Newly Revised. If any sections of the charter are found to be in conflict with the aforementioned organizations it shall become null and void and the remainder of the charter is to remain intact. SDCYD shall not discriminate on the grounds of race, color, religion, national origin, economic status, gender, creed, ethnic identity, physical disability, philosophical persuasion, or sexual orientation.

ARTICLE II – MEMBERSHIP

Section 1 – Eligibility

Membership in SDCYD shall be open to persons who are at least fourteen (14) years of age and no older than thirty five (35) years of age, who are registered Democrats or who intend to register once eligible, are currently residing within the County of San Diego, and who support the purpose of the Club as stated in Mission Statement above, shall be eligible for membership in SDCYD. Membership in SDCYD also requires that members be willing to be known as a Young Democrat, regardless of gender, race, ethnicity, national origin, religion, physical handicap, socioeconomic status, or sexual orientation and has paid their annual dues as set by the executive board.

Section 2 – Categories

Membership shall comprise three categories: Standard, Student, and Associate.

- A. Standard Membership: Any person who is between the ages of fourteen (14) and thirty five (35), who is registered as a Democrat or who intends to register once eligible, and currently residing within the County of San Diego.
- B. Student Membership: Any person who meets the following qualifications, as verified by the Director of Membership:
 - a. Is an active full or part-time student at an educational institution
 - b. Is in Good Standing with a chapter chartered with the California Young Democrats on their home campus (if one exists).Student Members shall have the full rights and privileges of Standard members, at no cost as long as they meet the following criteria:
 - c. Must have attended at least two SDCYD events or meetings throughout the past six months. Events include but are not limited to: candidate fundraisers, candidate walks, and other party business of which SDCYD is specifically organizingStudent Membership shall be valid through the end of the club calendar year following inception, and may continue to be renewed annually while eligibility requirements listed under Subsection (B) are still being met.
- C. Associate: Those ineligible for a standard or student membership shall be eligible to become an Associate, but shall have no voting rights, cannot hold a position on the Executive Board, or officially represent the organization at Democratic Party activities. A minimum of 2/3 of membership (members and associates) shall be registered Democrats. If ambiguous, “members” shall refer to members only, not associates.

Section 3 – Good Standing

Those whose annual dues are currently paid, or waived (due to financial hardship or membership category and approved by Executive Board) and have provided the information necessary for chartering with California Young Democrats shall be considered a member in Good Standing. Dues are considered paid:

- A. on the postmark date of a membership form with payment sent to the club’s mailing address;
- B. on the date a membership form with payment is completed online on the club’s website;
- C. on the date that a membership form with payment is received in person at a SDCYD meeting by the President, Director of Finance or Membership Director, or;
- D. in the case of a waived membership, upon the date of waiving your membership.

Any member whose actions are judged prejudicial or detrimental to the club by a three quarters (3/4) majority of the Executive Board may be recommended for expulsion from SDCYD at a general business meeting for which a quorum (See Article VII, Section 2) exists if two-thirds of the members present concur. Any motion for removal must be noticed to all members no less than 28 days prior to the vote.

Section 4 – Membership Dues

Annual dues shall be proposed by a majority vote of the Executive Board and approved by a majority vote of the membership at a general business meeting for which a quorum exists. Dues must be paid upon joining SDCYD, and annually at the beginning of every club calendar year thereafter. Dues waivers can be approved by a majority vote of the Executive Board on a case by case basis. Student membership dues shall be waived as indicated under Section 2, subsection (b). Payment of dues shall not be obligatory to anyone for whom it constitutes an economic hardship after due consideration and approval by a majority of the Executive Board.

Section 5 – Voting

Voting rights are earned after a member has been in Good Standing for at least 58 days and has attended at least one meeting during the prior club calendar year, unless the member joined within the current club calendar year. Members shall be eligible to vote on matters pertaining to official Democratic Party business or changes to current club structure. No proxy or absentee voting shall be permitted. An associate shall not be eligible to vote but shall be eligible to speak on matters pertaining to club business.

Section 6 – Membership Directory

The membership Directory shall be shared with any declared Democratic candidate to a race of which a portion is contained within San Diego County. The Directory shall consist of the names of all standard and student members as well as associates.

ARTICLE III – EXECUTIVE BOARD

All Executive Board members must be members in Good Standing. Executive Board positions in SDCYD shall be open to any voting member of SDCYD.

Section 1 – Executive Board Membership

The Executive Board shall be comprised of SDCYD Elected Officers and the SDCYD Immediate Past President. The Immediate Past President of SDCYD shall serve as an ex-officio, non-voting member of the Executive Board.

Section 2 – Elected Officers

The Elected Officers of SDCYD shall consist of the President, Vice President, Director of Finance, Secretary, Director of Membership, Director of Communications, and Director of Community Service. All officers must be members in Good Standing. Each shall be elected at the general business meeting in April, as long as a quorum is present, and hold office for one year. Elected Officers shall take office at the subsequent general membership meeting following their election or appointment.

An elected officer may be removed from office pursuant to Article VI, Section 2.

Section 3 – Duties

A. President

- a. Be the Chief Executive Officer of SDCYD;
- b. Set the agenda for and preside over all meetings of the Executive Board and of the membership;
- c. Act as the official representative of SDCYD to other groups and the media;
- d. Ensure the mandates, policies, and directives of the Executive Board are carried out;
- e. Appoint chairs of all committees and create ad hoc committees, subject to Executive Board approval;
- f. Ensure the organization develops and maintains relationships with members of the California Democratic Party, San Diego County Democratic Party (SDCDP) Central Committee, and California Young Democrats (CYD), as well as the other Young Democrat clubs in the region;
- g. Ensure that general business meetings of the organization occur on a consistent basis;
- h. Guide the organization to recruit new members, and to involve all members in Democratic Party participation;
- i. Make decisions for SDCYD on policy when specifically empowered to do so by the Executive Board;
- j. Advise the membership of pertinent matters affecting the Democratic Party and the organization;
- k. Act as Director of Finance in the absence or inability of the Director of Finance.
- l. The President shall be an ex-officio officer of all entities within SDCYD.

B. Vice President

- a. Assist the President in the performance of their duties; including brainstorming ideas and evaluating the progress of the Executive Board and organization as a whole;
- b. Act as President if the President is unable to perform their duties;
- c. Assume the office of the President upon the President's death, resignation, removal, or inability to perform duties;
- d. Take on projects of their choosing, subject to the approval of the Executive Board;
- e. Perform such duties as the President may assign.

C. Director of Finance

- a. Maintain the financial records of the organization;
- b. Shall ensure SDCYD complies with all financial laws and regulations pertinent to the function of SDCYD;
- c. Receive and disburse funds of the organization, including the chartering fees of CYD and SDCCDP;
- d. Prepare an annual budget of anticipated revenues and expenses;
- e. Provide addenda to the budget as required;
- f. Report the financial status of the organization to the Executive Board at each board meeting, and to the membership at each general business meeting;
- g. Follow all Policies and Procedures adopted by the membership and rules pursuant to Article IV Section 3;
- h. Perform such duties as the President may assign.

D. Secretary

- a. Maintain a record of all meetings of the Executive Board and of the membership;
- b. Receive and maintain all official non-financial records of the organization, the reports of elected officers, and directors of standing committees;
- c. Maintain a compendium of standing rules, resolutions, and policies adopted by the Executive Board or the membership;
- d. Make a public record of the minutes of the general business meetings;
- e. Perform such duties as the President may assign.

E. Director of Membership

- a. Maintain directory of official membership and associates in Good Standing including as necessary for chartering with CYD and SDCDP;
- b. Handle membership correspondence, including membership renewal billings, and such correspondence as the President or Executive Board may direct;
- c. Verify intent or registration status of all new members within twenty eight (28) days of receipt of membership dues;
- d. Perform such duties as the President may assign.

F. Director of Communications

- a. Coordinate all public communications and publicity activities;
- b. Notify media of all events of SDCYD in an attempt to ensure media coverage;
- c. Perform such duties as the President may assign.

G. Director of Community Service

- a. Coordinate and implement community service/volunteer events and activities;
- b. Develop and maintain relationships with community service providers and volunteer organizations;
- c. Perform such duties as the President may assign.

H. Immediate Past President

- a. Assist in an advisory role to the current President;
- b. Perform such duties as the President may assign.

Section 4 – Fiduciary Duty

When conducting business on behalf of SDCYD, board members must remain objective, unselfish, responsible, honest, trustworthy, and efficient. Board members, as stewards of public trust, must always act for the good of the organization, rather than for the benefit of themselves. They need to exercise reasonable care in all decision making, without placing the organization under unnecessary risk.

Section 5 – Eligibility

Candidates must be voting members of SDCYD, a registered Democrat in San Diego County, and not reach the age of 36 during their term in office.

Article IV – ELECTIONS

Section 1 – Timeline

Elections shall be held annually during the April general business meeting. A nominating committee shall be appointed from the membership by the President, of either 3 or 5 members in Good Standing. The SDCYD Immediate Past President will always be one of the appointed members unless they so choose not to be or such individual is no longer a member in Good Standing. The nominating committee shall select at least one candidate for each SDCYD elective office and report their selections at the general business meeting one month prior (March general business meeting) to the election meeting. All other individuals are free to declare their candidacy for any position on the Executive Board at the election meeting or the prior meeting. At the election meeting, losing candidates may announce their intent to run for any positions yet to be voted on.

Section 2 – Order of Races

The officers shall be elected individually in the following order: President, Vice President, Director of Finance, Secretary, Director of Membership, Director of Communications, Director of Community Service.

Section 3 – Election Procedures

The election of officers shall not be by secret ballot. Elections shall be held by a show of hands, unless any candidate requests a vote by non-secret ballot. If there is only one candidate for office, and provided there is no objection, a candidate can be elected by acclamation. Those candidates who receive a majority vote shall be declared elected. If no person receives a majority of votes cast, a runoff shall be held between those two persons receiving the greatest number of votes. The person receiving the majority of the votes shall be declared elected. Vote counting and declaration of winner will occur directly after each election.

Two members present and in Good Standing shall count the votes. These members shall be the current Secretary and Director of Finance, except for in any race in which they are a candidate or they are unable to for any other reason. In the event that either the Secretary and/or the Director of Finance cannot fulfill their duty, the Executive Board, by majority vote, shall appoint one or two members to count the votes.

Section 4 – Candidate Presentations

Each candidate shall be given a maximum of 2 minutes to speak followed by 5 minutes of question and answer. All members and associates in Good Standing are allowed to ask questions during the question and answer portion.

ARTICLE V – CLUB REPRESENTATIVES

Section 1 – California Democratic Party (CDP)

Club Representatives to the CDP's Pre-Endorsement Conference shall be allocated as follows: One representative per assembly district for every 20 (not fraction thereof) SDCYD members in Good Standing listed on roster submitted as of July 1, submitted each odd-numbered year. A list of such representatives will be submitted to both SDCDP and appropriate CDP Regional Director(s). The roster shall be certified by a majority vote of the Executive Board. Representatives should be equally appointed between men and women to the extent possible.

Section 2 – San Diego County Democratic Party (SDCDP)

Under the club's charter to the SDCDP, the Club President is a representative to SDCDP Central Committee as an Associate Member. If the President is already an SDCDP Central Committee member or chooses not to serve, a different representative may be selected to serve their term according to Article V, Section 3. An Associate Member application, for the President or any other Representative, must be submitted to SDCDP within 30 days of their selection by the Club.

Section 3 – Selection of Representatives

SDCYD representatives to the CDP and SDCDP, as well as all other representatives, delegates, and alternates from the Club to conferences, caucuses, councils, conventions, and other meetings shall be selected by a vote of members in Good Standing at a duly noticed club meeting or, if that cannot occur at a regular or special meeting, by majority vote of the Executive Board.

Section 4 – Duty of Representatives

SDCYD representatives, when participating in voting and discussions, must adhere to and represent the Club's official positions on endorsements and other matters wherever applicable, and shall agree to do so prior to their selection.

ARTICLE VI – VACANCY AND REMOVAL OF EXECUTIVE BOARD OFFICERS

Section 1 – Vacancies

Should any officer resign or fail to attend three general business meetings or Executive Board meetings in a row without cause approved by the Executive Board, the Executive Board shall declare that office vacant and appoint a successor to that office to complete the unexpired term. Any such appointment shall be approved by the membership at the next general business meeting. At that meeting, nominations to fill the vacancy shall also be accepted from the floor. Voting shall be done pursuant to Article IV, Section 3. The Executive Board has the authority to appoint, by majority vote, an interim officer until the special election can be held at the next general business meeting, no less than 28 days since the announcement of the vacancy.

In the event a position is not filled in the annual election of officers a vacancy shall be declared by the incoming President and shall appoint a successor with a 2/3 majority consent of the incoming Executive Board. Appointed executives take office at the meeting following their appointment.

Section 2 – Removal of Executive Board Officers

- A. Any officer may be subject to removal from the Executive Board if the following criteria is met:
 - a. The officer has not fulfilled their duties pursuant to these bylaws.
 - b. The officer has failed to attend general or executive board meetings as defined in Article VI, Section 1.
 - c. The officer's personal demeanor or actions have negatively impacted SDCYD.
- B. The removal process is as follows:
 - a. Any Executive Board Member or member in Good Standing can submit in writing to the President the reason for removal.
 - b. The President would be required to convene a special meeting of the Executive Board within 72 hours of the submission.
 - c. The person or persons subject to the removal will be notified at least 24 hours before the special meeting outlined in subsection (B)b. While this proceeding is occurring, the executive board member is temporarily relieved of voting privileges on executive board items.
 - d. If the President is subject to the removal process the Vice President shall be the acting President while this process is ongoing.
 - e. The Executive Board will read the removal request and will submit it to the membership at the next scheduled general business meeting.
 - f. A three-fourths (3/4) vote from the Executive Board can overwrite the removal request if the request was rendered to have no merit or deemed inadequate.
 - g. The membership must be informed of the proceedings.
 - h. If the removal request was found to have merit or adequate evidence, the person or persons subject to the removal will have the opportunity to submit a rebuttal to the Executive Board and the membership.
 - i. The person or persons subject to the removal process will then have an opportunity to address the charges at a general business meeting.
 - j. The membership will be the final vote on the removal. 60% of those members present and voting in the affirmative will remove the person or persons subject to the removal request. If 60% of the membership is not reached upon the first vote of the removal request it is deemed inadequate and the person or persons subject to removal are allowed to continue their duties for which they were elected.
 - k. No member or members may be subject to the same removal request if the first request fails.

ARTICLE VII – MEETINGS

Section 1 – General Business Meetings

There shall be a minimum of six general business meetings each year. Other general business meetings shall be held at such times and places as specified by a majority of the Executive Board. General business meetings shall take place the 4th Tuesday of each month unless otherwise indicated. The meeting times and locations shall be made available to the public and other appropriate organizations. Meetings shall be closed to members at the request of any member in Good Standing and the approval of two-thirds (2/3) of the members present and voting.

Section 2 – Quorum

A quorum at any general business meeting shall be 1/10 of SDCYD members in Good Standing or 10 people, whichever is less.

Section 3 – Parliamentary Authority

The parliamentary authority is the most recent edition of Robert’s Rules of Order, Newly Revised.

Section 4 – Notices

At least two (2) weeks prior to a general business meeting at which the following items will be discussed and voted upon, meeting notices shall be emailed to each member of the club in Good Standing:

- Club elections and filling of vacancies
- Proposed amendments to bylaws
- Proposed resolutions
- Endorsements of candidates and/or ballot measures

Such notice shall specify the time, place, and date of the general business meeting and provide an overview of the Business Items for said meeting. All items on the agenda requiring action from the organization must be listed as an Information Item for at least one regularly scheduled meeting, prior to the body taking action. After an item has been listed on the Agenda as an Information Item for at least one regularly scheduled meeting, it may be moved to a Business Item for the next regularly scheduled meeting. Action may only be taken on Business Items.

ARTICLE VIII – ENDORSEMENTS AND RESOLUTIONS

Section 1 - Endorsements

Endorsements of candidates for public office and positions on ballot propositions may be determined at any properly noticed meeting, provided that a quorum is present and that the notice of the meeting included notification of the races or ballot measures which are to be considered for endorsement or rating.

Only candidates who are registered Democrats are eligible for Club endorsement. Non-Democrats can be rated. Endorsement of a non-Democrat for purposes of elections is a violation of this charter, and could result in charter revocation.

Section 2 – Voting

To be eligible to vote for endorsement of a candidate or ballot proposition, a person must be a voting member in Good Standing. Proxy voting and absentee voting is not permitted. (Note: candidates and their staff members, who are otherwise eligible to vote, are also eligible to vote on all endorsements).

An affirmative vote of at least 60% of the organization's members in Good Standing and present shall be required to endorse a candidate, rate a candidate, or take a position on a ballot proposition. The option of “No Endorsement” shall be included on the endorsement ballot for each race or ballot measure.

If no candidate receives the required 60% for endorsement, subsequent votes shall be taken deleting the candidate receiving the least number of votes and those receiving no votes on the previous vote.

If after the completion of voting, no candidate has received the 60% vote required for an endorsement, the chair may entertain motions to rate one or more of the candidates. If a candidate is endorsed, the remaining candidates shall not be rated.

The club may choose any of the following options for rating candidates:

- A. "Acceptable"—Circumstances justifying this rating include, but are not limited to:
 - a. The candidate does not qualify for an endorsement, however the club feels the person is supportable.
 - b. The candidate has a good record and/or good position statements; however the club disagrees with the candidate on one or more significant issues.
 - c. There is more than one good candidate, and the club prefers to rate them each as acceptable rather than endorse a single candidate.
- B. "Unacceptable"—Circumstances justifying this rating include, but are not limited to:
 - a. The candidate has a poor position or record on one or more critical issues.
- C. "No Position"—Circumstances justifying this rating include, but are not limited to the following:
 - a. Not enough information is known about the candidate.
 - b. The candidate appears to be between the ratings of "Acceptable" and "Unacceptable,"
 - c. It would not be politically expedient to take a position.

The club may rate any ballot proposition as "Support," "Oppose," or "No Position."

In the event that the club entertains a motion to rate a candidate or ballot proposition, and 60% of those voting cannot agree on the assignment of any of the rating options listed above, then that candidate or proposition shall be assigned the rating of "No Consensus."

No candidates, including candidates who are also club members, may be present for discussion or the vote on the office for which that candidate is contending. Candidates who are members in Good Standing will be allowed to cast their vote before being excused from the meeting.

Section 3 – Role of the Executive Board

A majority of the Executive Board may recommend the selection of races and propositions to be endorsed by SDCYD. Candidate surveys may be prepared and approved by the Executive Board and shall be reviewed periodically (at least every two years) to ensure that current issues are adequately reflected. Candidates for judicial office may be evaluated on a specifically tailored and limited survey and/or attendance at the appropriate meeting. The Executive Board shall assess the completed survey. The Executive Board may delegate these duties to an appropriate committee.

ARTICLE IX – RULES

Section 1 - Bylaw Amendments

These bylaws may be amended by a two-thirds (2/3) vote by present members in Good Standing at a general business meeting after such amendment has been presented at the preceding general business meeting.

All proposed amendments must be read as an information item at least one month before moving onto a Business Item where action can be taken.

Temporary suspension of the bylaws may be made by a two-thirds (2/3) vote by present members in Good Standing at a general body meeting. A motion to suspend must identify the Article and Section being suspended and may not suspend more than one Article. This Section may not be suspended.

Section 2 - Policies and Procedures

The policies, procedures, and rules for the governance and operation of SDCYD shall be set forth in the Policies and Procedures. The Policies and Procedures may be amended at any general business meeting, for which a quorum exists, with a two-thirds (2/3) vote by present members in Good Standing.

No notice shall be required to amend the Policies and Procedures.

Section 3 - Expenditures, Contracts, and Consultants

- A. Expenditures in excess of twenty dollars (\$20.00) shall be subject to prior approval of the President.
- B. Expenditures in excess of one hundred dollars (\$100.00), but less than one thousand (\$1,000) shall be subject to prior approval by a majority of the Executive Board.
- C. Expenditures in excess of one thousand dollars (\$1,000) shall be subject to prior approval by a majority of the members present and voting.
- D. All expenditures must be reported to the membership at the next regularly scheduled general business meeting.
- E. SDCYD may hire a consultant to perform various duties on behalf of SDCYD such as Bookkeeping, Communications, Fundraising, Lobbying, or Treasury Reporting, etc.
- F. Contracts and consultants valued up to one thousand dollars (\$1,000) shall be subject to prior approval by a majority of the Executive Board.
- G. Contracts and consultants valued over one thousand dollars (\$1,000) shall be subject to prior approval by a majority of the membership present and voting at a general business meeting.
- H. The Director of Finance and/or President must sign all contracts on behalf of SDCYD.

ARTICLE X – ADOPTION

These bylaws shall become effective immediately upon their adoption and shall be the governing rules of the club.

Date: December 19, 2017