



# Solano County Young Democrats

*Building Strong and Active Youth for the Democratic Party*

## BYLAWS

**Mission Statement:** Solano County Young Democrats will recruit, encourage, train, and motivate young people to have an active interest in local, state, and federal government affairs through a combination of social fellowship, community involvement, and political activism.

**Vision Statement:** Solano County Young Democrats (SCYD) is a motivating force in the Northern California Democratic Party, which works to build a strong generation of progressive young leaders within our community. The identity of SCYD is framed by substantive commitment to equality, social responsibility, environmental protection, and individual freedoms. SCYD works in collaboration with schools, local governments, Democrat groups, and nongovernmental institutions to develop outreach strategies, coordinate community service, and educate young people on issues of importance to youth and our future. As a political organization, SCYD gives an effective voice to young people in Solano County so that elected officials, local governments, and political candidates are attentive to the needs and issues of Solano County youth.

To promote the values of the Democratic Party SCYD will:

- Register new voters
- Volunteer for local campaigns
- Participate in local, state and national public policy making
- Develop messaging and outreach strategies to bring young people into SCYD
- Promote community involvement, civic activism and political advocacy
- Educate young people about the political process, importance of voting, and legislative issues affecting our community
- Encourage political participation among young people through innovative and fun methods
- Attend, promote and provide training programs
- Work to increase the representation of young people in elected positions throughout the county

### **ARTICLE I - Name**

Section 1: The name of this organization will be the Solano County Young Democrats (SCYD).

Section 2: Solano County Young Democrats will be chartered with, and affiliated with the California Young Democrats, and by and through the California Young Democrats, will be affiliated with the Young Democrats of America.

## **ARTICLE II - Membership**

Section 1: Regular membership shall be open to any persons who are at least fourteen (14) years of age and not more than thirty-five (35) years of age who are registered Democrats in Solano County, or who intend to register as such when eligible. Membership will not be affected by race, ethnicity, national origin, sex, disability, gender, sexual orientation, or religion.

Section 2: Persons who do not meet membership requirements as stated in Article II Section 1 may be admitted as Associate Non-Voting Members.

Section 3: Voting Members are those who:

- A. Have filled out the Membership Application
- B. Have paid the Membership Dues\*
  - I. \$12 or
  - II. \$50 fundraised or
  - III. 8 hours of volunteer service at an SCYD hosted event
- C. Have attended at least one previous SCYD hosted event or meeting in the past six (6) months.

Section 4: Voting Members who elect to fundraise or volunteer as their form of fulfilling participation dues may become voting members before the completion of their goals with approval of the President and Treasurer.

Section 5: Associate Non-Voting Members are those who:

- A. Have filled out the Membership Application

Section 7: Voting Members have the right to:

- A. Attend and participate in meetings and events.
- B. Form committees vis-à-vis Article X.
- C. Amend the bylaws vis-à-vis Article XI.
- D. Hold an SCYD officer position.
- E. Receive information about meetings, events and activities of SCYD.
- F. Participate in the voting process for officer elections, endorsements, and bylaw amendments.
- G. Request a secret ballot.

Section 8: Associate Non-Voting Members have the right to:

- A. Attend and participate in meetings and events
- B. Receive information about the meeting, events and activities of SCYD

## **ARTICLE III – Executive Board and Officers**

The Executive Board will consist of the officers of the Solano County Young Democrats.

The organization will have six (6) elected officers.

Section 1: The six elected officers will be: President, Secretary, Treasurer, North County Regional Director, Central County Regional Director, and South County Regional Director.

Section 2: The North County Regional Director will be responsible for the cities of Dixon and Vacaville.

Section 3: The Central County Regional Director will be responsible for the cities of Fairfield, Rio Vista, and Suisun City.

Section 4: The South County Regional Director will be responsible for the cities of Benicia and Vallejo.

#### **ARTICLE IV - Officer Duties**

Section 1: The President shall have the following duties and responsibilities:

- A. Chair all meetings.
- B. Establish administrative procedures not otherwise provided for by the constitution or bylaws of this chapter.
- C. Act for and on behalf of the county chapter when they are not in session.
- D. Attend all meetings of the California Young Democrats. When the attendance of the Chair is not possible he/she will appoint a suitable replacement and give said person his/her voting proxy.
- E. Establish the agenda for each meeting of the county chapter (general and executive).
- F. Serve as delegation chair to the California Young Democrats state convention.
- G. Be an ex-officio member of all committees.
- H. Remove anyone from any appointed position, pending the approval of the Executive Board.
- I. Co-sign SCYD's bank account, if at least 18 years of age.
- J. Assure publicity for all upcoming events and meetings.

Section 2: The chapter Secretary shall have the following duties and responsibilities:

- A. Chair the Records Committee
- B. Keep accurate minutes of all chapter meetings.
- C. Keep an accurate mailing list and phone directory of all members.
- D. Keep an accurate count of registered Democrats, particularly those aged 18-35.
- E. Maintain and make regular posts to website and all social media outlets.
- F. See to all correspondence of the chapter as directed by the Chair.
- G. Present a records report to the General Body regularly.

Section 3: The chapter Treasurer shall have the following duties and responsibilities:

- A. Chair the Finance Committee
- B. Be at least 18 years of age.
- C. Keep accurate record of SCYD's financial transactions.
- D. Co-sign SCYD's bank account.
- E. Assure the continuous effort to bring in funds to SCYD.
- F. Present a financial report to the General Body regularly.

Section 4: The Regional Directors (North, Central, and South County) shall have the following duties and responsibilities:

- A. Chair the designated Regional Committee
- B. Will oversee the following tasks for designated cities:
  - a. Voter Registration:
  - b. Engage area businesses, non-profits, medical clinics, etc. and encourage them to have voter registration forms available to their clients.
  - c. Create and carry out a strategy to register new voters.
  - d. Present a voter registration report to the General Body regularly.
- C. Public Policy:
  - a. Review area city councils' and county board of supervisors' meeting agendas and materials for items of interest.
  - b. Represent the SCYD on matters of public policy before city, special district, state, and federal governments.
  - c. Present a public policy report to the General Body regularly.
- D. Campaign:
  - a. Keep an accurate list of elected officials.
  - b. Organize campaign events (i.e. precinct walks, phone banks, and Get Out The Vote).
  - c. Recruit new members and volunteers.
  - d. Present a campaign report to the General Body regularly.
- E. Recruit volunteer as necessary to complete regional tasks.
- F. Represent designated region at General Body and Executive meetings.
- G. Ensure the continual SCYD presence in designated cities.
- H. Regularly provide Secretary with information to post on website and social media outlets.
- I. Collaborate with other Regional Directors when necessary.

Section 5: Members-at-Large will have the following duties and powers:

- A. Attend SCYD meetings and events.
- B. Act as a volunteer under one of the Regional Directors.
- C. Contribute to projects and events of SCYD.

## **ARTICLE V - Executive Board**

Section 1: The Solano County Young Democrats Executive Board will serve as the chief policy making body.

Section 2: The Executive Board will have all the powers necessary for the proper and legal execution of all duties of the Solano County Young Democrats.

Section 3: If votes are tied at the Executive Board, the Chair may refer the item to the General Body for resolution.

Section 4: The Executive Board will meet no less than ten (10) times during the course of one (1) calendar year.

Section 5: Teleconference Meeting: Meetings of the Executive Board may be held via conference call or other web/phone related technology. On phone meetings, all contested votes shall be cast by roll call vote. Each executive board member is entitled to speak on a motion at least once prior to a motion to close debate being passed by the body.

#### **Article VI – Financial Regulations**

Section 1: SCYD’s bank account must be co-signed by two (2) people of at least eighteen (18) years of age. Expenses of \$10 or less only require one (1) signature.

Section 2: The treasurer must present a financial report to the General Body annually.

Section 3: All expenditures must be in line with SCYD’s mission and values.

#### **ARTICLE VII - General Body**

Section 1: The Solano County Young Democrats general body will meet no less than four (4) times during the course of one (1) calendar year.

Section 2: A quorum is defined as 10% of the active members and no less than five (5) Voting Members. A quorum is necessary for election of officers, candidate endorsement, amendments to bylaws, and any binding resolutions. Quorum shall be presumed at every meeting until a determination of the contrary.

Section 3: Officers and active members shall comprise the voting membership of the General Body.

#### **ARTICLE VIII – Elections, Endorsements and Voting**

Section 1: Elections of officers will be held on either the General Body meeting directly preceding or immediately following the Thanks giving holiday. All terms are for one year.

Section 2: The order of elections will be as follows: President, Secretary, Treasurer, North County Regional Director, Central County Regional Director, and South County Regional Director.

Section 3: All contested officer elections must be held by secret ballot.

Section 4: Officers are elected by majority; if no candidate receives a majority the two (2) candidates with the most votes will have an instant runoff election.

Section 5: An endorsement requires two-thirds (2/3) of the general body voting in favor of the endorsement.

Section 6: The Secretary and one assistant designated by the Chair will count the votes.

## **ARTICLE IX – Special Meetings**

Section 1: A special meeting is defined as a meeting outside the normal meeting schedule or if elections or Bylaw amendments are necessary before the annual election meeting.

Section 2: A special meeting requires ten (10) days notice to all Voting Members.

## **ARTICLE X - Standing Committees**

Section 1: There will be five (5) standing committees. These committees will be the Records Committee, Finance Committee, North County Regional Committee, Central County Regional Committee, and South County Regional Committee.

Section 2: Each committee shall be chaired by their respective officer and assist in helping the officer fulfill their duties and responsibilities.

Section 3: Each committee shall meet regularly, as their respective officer sees fit.

## **ARTICLE XI - Forming New Committees**

Section 1: The Chair or the Executive Board can form ad-hoc committees at any time for any reason they deem necessary.

Section 2: Any member in good standing can form ad-hoc committees by submitting a committee description for the approval of the Chair or Executive Board.

## **ARTICLE XII – Bylaw Amendments**

Section 1: Amendments to these bylaws must be submitted in writing to the chapter President and chapter Secretary at least ten (10) days prior to the meeting at which the amendment will be considered. The Chair is obligated to place the amendment on the agenda for that meeting.

Section 2: The amendment will be considered approved if a majority of the Executive Board and two-thirds (2/3) of the general body (in attendance) vote in favor of the amendment.

## **ARTICLE XIII – Impeachment & Expelling**

Section 1: Only the elected offices may be subject to impeachment. The Chair reserves the right to remove anyone from an appointed position, pending approval of the Executive Board.

Procedures for impeachment will be as follows:

- A. Any person holding an elected office within the chapter may be impeached if found guilty of failure to adequately perform his/her duties.
- B. The person shall be notified of the charges against them no less than thirty days (30) prior to the meeting in which the impeachment will be discussed.

- C. Members of the Executive Board who are not charged with negligence of their duties shall appoint a committee and chairperson to hear the testimony of the person or persons charged. The findings of the committee shall be final.

Section 2: A member may be expelled from the SCYD if:

- A. He/she has engaged in work contrary to SCYD mission or damaged SCYD's organization or reputation.
- B. And ninety percent (90%) of the Executive Board and ninety percent (90%) of the General Body (in attendance) vote for expulsion.

#### **Article XIV – Vacancy of Executive Board Position**

Section 1: A vacancy in any position of the Solano County Young Democrats may be filled by a two-thirds vote of the Executive Board or a Majority Vote of the General Body.

We, the undersigned, ratify these Bylaws on November 14, 2012: