

Orange County Young Democrats Bylaws

Preamble

The Orange County Young Democrats shall endeavor to encourage young people to have an active interest in governmental affairs, increase the efficiency of our government, maintain the viability of our free institutions, and contribute to the growth and influence of the ideals and philosophy of the Democratic Party.

Article I: Name and Affiliation

Section 1: Name

The name of this organization shall be the Orange County Young Democrats.

Section 2: Affiliation

The Orange County Young Democrats ("OCYD") shall be affiliated with the Young Democrats of America, the California Young Democrats, and the California College Democrats Caucus. OCYD reserves the right to affiliate with other groups as deemed necessary.

Article II: Organizational Goals

Section 1: Goals

1. Orange County Young Democrats will function as a Young Professional organization targeting members ages 18 to 35, and engaging high school students 14 to 18.
2. OCYD will act as an umbrella organization for the College and High School chapters in Orange County, to mentor them and assist with training programs.
3. OCYD will provide members with networking opportunities.
4. OCYD will actively engage in the grooming, funding, and election of Young Democrats in Orange County.

Article III: Membership

Section I: Eligibility

- A. Regular membership (herein after referred to as OCYD membership) in the club for purposes of endorsing and all other OCYD related votes shall be open to persons who are at least (14) years of age and not more than thirty-five (35) years of age who are registered Democrats in Orange County, or who intend to register when eligible and are residents of Orange County. Unless otherwise stated, any reference to member or membership shall mean "OCYD membership."
- B. All OCYD members must pay dues in order to be recognized as a member, receive full voting rights and be eligible for California Young Democrats and Young Democrats of America discounts. Dues are \$35 per year, or \$20 for college or high school students. Payment of \$35 guarantees membership for one calendar year from the date of payment.
- C. Each OCYD member shall have the right to vote for Board members, and shall also have the right to vote on certain measures proposed by the Board.
- D. OCYD Membership does not impact eligibility for California Young Democrat Membership

or an individual's ability to represent, be a delegate, or vote on matters pertaining to California Young Democrats on behalf of Orange County Young Democrats.

- E. California Young Democrat Membership shall be in accord with California Young Democrat's bylaws.

Section 2: Honorary Membership

- A. Persons over the age of thirty-five (35) may be admitted, by majority vote of elected officers, as Honorary Members, without voting powers.
- B. Honorary Members are not eligible to hold office.

Article IV: Officers

Section 1: Officers

- A. The officers of this organization shall be the Chair, Vice-Chair, Finance Director, Communications Director, Immediate Past Chair, Political Director, Outreach Director, Publicity Director, Policy Director, Records and Data Director, Activism Director, and Members-at-Large.
 - a. Each officer may deputize vice-directors to assist them in carrying out their duties. These deputies must be agreed upon by the Board officers by majority consent.
- B. Officers must be registered Democrats in the County of Orange. In the event that an officer moves out of the county and also decides to register outside of Orange County, they shall be permitted to serve the remainder of their term but shall not be able to run for their position again, unless they maintain their Orange County voter registration.

Section 2: Duties

A. *The Chair*

- a. Shall be chief executive officer and the official voice of this organization and shall be the representative at all Orange County Young Democrats and affiliated organization functions.
- b. Shall organize monthly Board meetings.
- c. Shall preside over all meetings.
- d. Shall be the primary individual in charge of fundraising for the organization.
- e. Shall appoint chairs of all standing committees and the chairs and membership of all special committees, unless otherwise provided for in these bylaws.
- f. The Chair may appoint a controller in consultation with the Finance Director.
- g. All appointments of the Chair are subject to majority approval of the OCYD Executive Board.
- h. The Chair shall establish an organizational calendar and shall make all efforts to maintain and strengthen communication between the various member clubs.

B. *The Vice-Chair*

- a. Shall oversee membership.
- b. Shall be the primary individual in charge of planning and organizing general membership meetings.
- c. Shall oversee all internal programming, including but not limited to convention attendance, retreats, award ceremonies, and holiday parties.
- d. Shall organize monthly membership meetings.
- e. Shall secure the location of the monthly membership meeting.

- f. Shall be a member of all standing committees and special committees.
- g. Shall assume certain responsibilities of the Chair, as decided by the Chair and Vice-Chair.

C. *The Financial Director*

- a. Shall be responsible for establishing a budget for each meeting or event the organization puts on.
- b. Shall provide updates regarding the organization's finances to the Executive Board at each of the Board meetings.
- c. Shall be responsible for seeing all disbursements, receipts, banking relationships, FPPC statements, and financial bookkeeping.
- d. Shall perform a post-event financial analysis.
- e. Shall be the primary individual (along with the Chair) responsible for any fundraising activities.

D. *The Communications Director*

- a. Shall create an online, publicly-available calendar of events, and keep the members informed about events.
- b. Shall be the primary liaison between the organization and the press.
- c. Shall draft and maintain a monthly newsletter, which will be approved by the Chair before being disseminated.
- d. Serve all required notices, including email blasts to the membership.
- e. Shall maintain and update the website as needed.
 - i. May work with a committee or a member at large to assist with maintaining the website.
- f. Carry out any other duties the Chair requests.

E. *The Publicity Director*

- a. Shall coordinate all media, publicity and advertising on behalf of the Orange County Young Democrats.
- b. Shall be charged with drafting all graphics for all events for the Organization.
- c. Shall maintain the Twitter account, Facebook account, and Instagram account, as well as other social media accounts (as applicable).
 - i. Shall post to each of OCYD's social media accounts at least twice a week, and as directed by the Chair.

F. *The Records and Data Director*

- a. Shall maintain all records and membership logs for the Organization.
- b. Shall take notes at each Board and General meeting.
- c. Shall upload notes from each meeting to an online forum within 3 business days after each meeting.
- d. Shall organize and analyze the Organization's data, including:
 - i. Membership statistics
 - ii. Social media statistics
- e. Shall provide updates concerning membership/social media following to the Board, on a monthly basis.
- f. Shall assist with event planning and organization, as directed by the Chair.

G. *The Political Director*

- a. Shall Chair the OCYD Endorsement Committee.
- b. Shall coordinate the Orange County Young Democrats' endorsement process in conjunction with the endorsement committee.
- c. Shall be the primary liaison between the organization and elected officials and candidates.
- d. Shall develop and maintain an intern database.
- e. Shall coordinate activities with candidates.
- f. Shall establish a contact at each Orange County Democratic candidate's office, and each Orange County Democratic elected official's office, and communicate with each contact regularly to determine staffing needs, upcoming events, and generally establish a connection between OCYD and the candidates or elected officials.
- g. Shall provide a written update regarding his or her communications with the candidates/elected officials, and disseminate such update to the Board on a monthly basis, at least 1 day in advance of the monthly Board meeting.

H. *The Outreach Director*

- a. Shall serve as a liaison to outside organizations whose members have the potential to join the Orange County Young Democrats and other allied organizations.
- b. Shall maintain a list of events of relevant outside organizations, and provide that list to communications director, who will include such events on the OCYD calendar.
- c. Shall identify, generate, and implement various outreach methods that connect with how young Democrats live and communicate with how they might participate politically.
- d. Shall establish a contact at outside allied organizations.
- e. Shall provide a written update regarding his or her communications with the outside organizations, and disseminate such update to the Board on a monthly basis, at least 1 day in advance of the monthly Board meeting.
- f. Shall oversee outreach committees, which may include (but are not limited to) the following:
 - i. LGBT
 - ii. Labor
 - iii. FemDem
 - iv. Progressive
 - v. College
 - vi. High School
- g. Each committee shall have a chair or co-chairs, who shall be encouraged to attend board meetings but shall not be voting members of the Board.
- h. Further details regarding certain committees are below in Article V.

I. *The Policy Director*

- a. Shall research local, state, and national current events, and provide information about events to the Board and to the membership.
- b. Shall propose that the organization take policy stances on certain issues.

- c. Shall draft policy statements for approval.
 - d. Shall oversee the Policy Committee and its Component Parts.
 - e. Shall draft internal policy position memoranda for the Board and membership.
- J. *The Activism Director***
- a. Shall serve as the primary liaison to Indivisible groups and similar activist groups.
 - b. Shall oversee the Resistance Committee and its District Chairs.
 - c. Shall spearhead the Organization's campaign and GOTV efforts for OCYD-endorsed Congressional candidates.
 - d. Shall provide the Board with regular updates concerning activities of the Resistance Committee, Indivisible groups, and similar activist groups.
- K. *Members at Large***
- a. The Organization may have up to two members at large, who must be approved of by the membership.
 - b. Members at large shall have all the same voting powers as other Board members.
 - c. The duties of the members at large shall be determined by the chair and approved of by the Board.
- L. *The Immediate Past Chair***
- a. Shall assist the Political Director in coordinating communication between the Orange County Young Democrats and other Democratic organizations.
 - b. Shall assist the Chair with fundraising efforts.
 - c. Shall assist the Records Director in liaising with OCYD alumni.
 - d. Shall discharge any other duties the Chair requests.
 - e.

Section 3: Elections

- A. All officers shall be election annually on the second Wednesday in January
- B. The members of OCYD shall be informed of the upcoming elections at least 30 days in advance of the elections
- C. Election for all officers shall be by a plurality vote of the members present.
- D. Officers will be elected by a secret ballot
- E. Once elected the new officers assume all the responsibilities of that office immediately

Section 4: Terms and Term Limits

- A. Terms shall be one year long or until the next election

Section 5: Vacancies

- A. The Chair shall make the appointments for officer positions that are not filled by the elections or become vacant.
- B. Appointees are subject to review by the executive Board.

Section 6: Removal From Office

- A. Removal from office may occur if an officer neglects their duties or for any other reason upon a 2/3 vote of the Board, including, as set forth in Section V, making False Statements on behalf of OCYD. If an officer misses four meetings (counting both Board meetings and general meetings), s/he shall automatically be up for a removal vote.

- B. The officer up for removal shall notified they are up for removal two weeks before the vote to remove them from office.
- C. The officer up for removal should have a chance to explain their behavior or rebuff the charges against them, and may be represented by an advocate of their choice.
- D. The officer should have the option of resigning before they are removed.
- E. The Board shall vote on officer removal and they must get 2/3rd of the vote to remove the officer.

Article V: Board Duties

- A. There shall be a Board of this organization, which shall have all the powers and duties of this organization when the full membership is not in the actual session.
- B. The Board shall consist of all officers of OCYD. Officers must attend all Board meetings. Committee chairs are encouraged to attend all meetings. Members may also attend.
- C. Voting
 - a. Each Board member shall have one vote.
- D. Political And Policy Statements (herein after "Statements").
 - a. The Board may take policy and political stances by issuing public statements.
 - i. A public statement means a statement issued by the organization on social media or through traditional media. A statement includes an oral statement.
 - b. All approval processes shall occur at Board meeting or via email or social media.
 - i. The Board must be notified about all Statements at least 2 hours before they are made public.
 - ii. Whenever possible, statements and positions should be voted upon by the full Board, at monthly Board meetings.
 - c. Statements may be proposed by any member, Board member, or member of the public.
 - d. Board members may not make a Statement on behalf of the Organization unless the Organization has taken a public stance on the issue. Falsely claimaing that OCYD has taken a stance in favor of or against an issue on which OCYD has taken no official position will result in an immediate removal vote.

Article V: Committees

Section 1: Finance Committee

- A. The Finance Director shall chair the finance committee.
The Finance Committee shall explore all fund raising possibilities and recommend future fundraising measures to the Executive Committee.
- B. The Finance Committee shall propose a budget for OCYD
- C. The Finance Committee shall manage the funds and expenditure
- D. Expenditures in the excess of twenty dollars (\$20.00) shall be subject to prior approval of the Chair. Expenditures in the excess of one hundred dollars (\$100.00) shall be

subject to prior approval by a majority of the officers. All expenditures must be reported at the next regularly-scheduled meeting.

Section 2: Endorsement Committee

- A. The Endorsement Committee shall be chaired by the OCYD Chair and the Political Director.
- B. The Endorsement Committee shall investigate the merits of each candidate OCYD is considering endorsing.
- C. The endorsement committee shall decide how OCYD will endorse.
- D. The endorsement committee shall bring the candidates to the attention of all members at a regular meeting where a majority of the vote will decide who will be endorsed.
- E. Endorsement of non-Democrats for purposes of elections is a violation of these bylaws, and may result in charter revocation.
- F. Unless otherwise decided by the Endorsement Committee or the Board, all endorsements shall be by a plurality vote.

Section 3: College Committee

- A. The College Committee shall be chaired by a President of a College Democrat Club at a 2 or 4 year college located in Orange County.
- B. The College Committee shall reach out to colleges in Orange County to establish College Young Democrats chapters
- C. The College Committee shall be the arm of OCYD targeting and recruiting members 18 to 22.

Section 4: High School Committee

- A. The High School Committee shall be chaired by the President of the Orange County High School Democrats
- B. The High School Committee shall reach out to high schools in Orange County to establish High School Young Democrats chapters
- C. The High School Committee shall be the arm of OCYD targeting and recruiting members 14 to 18
- D. The High School Committee shall work with the Board to develop and implement a mentorship program for High School Democrats

Section 5: Adding Committees

- A. At the request of members or officers the Chair shall have the authority to create new committees as needed.

Article IV: Amending the Bylaws

Section 1: Procedures

- A. Any member of the OCYD may propose any amendment to these bylaws
- B. Such amendments shall be presented to the membership for consideration
- C. The Communication Director shall include said amendments in the notice of meetings sent out prior to the next regularly scheduled meeting.
- D. The Board shall review the proposed amendments and make a recommendation either for, against, or no recommendation.

- E. The proposed amendments shall be read at the next regularly scheduled meeting, but no action may be taken on it at that time. The proposed amendments shall be scheduled for action on the agenda for the following regularly scheduled meeting.
- F. Changes in these bylaws shall become effective upon majority approval of the general membership.