

BYLAWS AND CONSTITUTION NEW YORK STATE YOUNG DEMOCRATS CAUCUS OF COLOR

ARTICLE I - NAME AND GOVERNANCE

The organization shall be known as the New York State Young Democrats Caucus of Color (NYSYDCOC). The organization shall operate in conformity with the Charter and Rules governing the New York State Young Democrats and the Young Democrats of America. The New York State Young Democrats Caucus of Color exists as a Caucus organization under the New York State Young Democrats, which is a chartered state of the Young Democrats of America. The New York State Young Democrats Caucus of Color operates under the general guidelines of the state and national organizations within the allowable freedoms. The New York State Young Democrats Caucus of Color adheres to the strict guidelines of neither endorsing nor providing funds for any political candidates engaged in a primary election cycle.

ARTICLE II - MISSION STATEMENT & PURPOSE

The New York State Young Democrats Caucus of Color (NYSYDCOC) recognizes the need for inclusive representation throughout the Democratic Party, and seeks to advance political participation among young people of color in the State of New York. The purpose of this organization shall be to advance the highest principles of the Democratic Party, as outlined in the national platform of the Young Democrats of America, to foster and maintain truly democratic procedures in the Democratic Party, to support Democratic candidates of integrity, ability, and conviction for public office and party positions, and to arouse and animate participation by all Democrats in the conduct of their party. The New York State Young Democrats Caucus of Color will seek to accomplish this in the following manner:

- By promoting the involvement of ethnic minorities in the political process and the activities of the Democratic Party at the local, state and national level;
- By supporting and working with local chapters throughout the State in diversifying their local memberships and developing and identifying pertinent issues that affect young professionals and students of color;
- By developing a state-wide message that speaks of the inclusiveness of indigenous people of color and their need to participate within the political structure within the Democratic Party;
- To nurture and strive for the advancement of ethnic minorities in elected positions throughout the State, and/or appointed positions throughout the Democratic Party;
- Holding elected representatives from the Democratic Party accountable to the needs of ethnically diverse communities

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ARTICLE III - MEMBERSHIP

Section 1: Membership

Membership in the New York State Young Democrats Caucus of Color is open to the following persons:

1. Any person who may identify themselves as a member of an ethnic minority, such has been distinguished under the explanation of “ethnic minority” as defined below:
 - *People of African descent [Black African, African American, Caribbean, Indo-Caribbean, and/or self-identification with the indigenous peoples of the African Diaspora]*
 - *People of Hispanic ancestry [Latin American, Spanish-speaking Caribbean Islands, and/or self-identification with the indigenous peoples of the Hispanic Diaspora]*
 - *Native American, Alaskan, and/or self-identification with the indigenous people of North America*
 - *People of Asian ancestry, Pacific Islander, and/or self identification with the indigenous people of the Asian continent*
2. Members should be registered to vote upon reaching the age of 18.

To be a member in good standing, the member must provide all relevant information requested on the membership application and members must attend at least three (3) Caucus qualifying events (not counting the General Election Meeting) per year. A Caucus qualifying event is defined as a Monthly General Membership Meeting, fundraiser, philanthropic event, or events that are coordinated by any standing committee of this Caucus. A consensus of the Leadership Committee shall have final determination on issues pertaining to Caucus qualifying events.

Section 2: Voting Membership

Voting membership in the New York State Young Democrats Caucus of Color shall be open to all members of color who are affiliated members in good standing in their respective state chartered local Young Democrat chapters.

Section 3: Honorary Membership

All enrolled Democrats over the age of thirty-six shall be eligible for honorary membership in the New York State Young Democrats Caucus of Color, under the auspice of Article IV – Section 4 of the New York State Young Democrats Constitution. Any Democrat between the ages of 16 and 36, both inclusive, shall be eligible for active membership. No honorary member shall be entitled to vote nor shall any honorary member be entitled to the privileges of the floor

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at any meeting for the purposes of speaking on any matter pertaining to the business of any New York State Young Democratic Club or Convention except when unanimous consent is given. No honorary member shall hold any appointive or elective office.

ARTICLE IV - ELECTION OF OFFICERS

Section 1: Elected Positions

The Offices of Chair, Vice Chairs (*Downstate, Upstate, Central, Hudson Valley, Capital Region and Western*), Treasurer, and Secretary shall be elected by the membership of the Caucus during the New York State Young Democrats Convention.

Section 2: Election's Committee

1. Will be formed after the New York State President has made a call to convention.
2. The committee must be made up of a minimum of 5 people
3. The Political Director shall serve as the Election Chair
 - Shall be responsible to collecting candidate application's and present them to the Executive Board
 - Facilitate a Candidate forum before the election's
 - Is responsible to keep a record of the results
4. The tabulator
 - Shall be responsible for counting the general membership votes
5. Committee Members
 - Will be any Caucus of Color member that is not running
 - Will work with the Election Chair to create programs necessary to the election

Section 3: Election Process

1. The Regional Vice Chairs will be voted on per region as directed by the Election Chair
2. Secretary & Treasure will be voted for after the Vice Chairs

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3. The Chair will be voted on Last, once elected will take on the responsibilities the same day.

ARTICLE V - DUTIES AND RESPONSIBILITIES

Section 1: Executive Board

- A. The Offices of Chair, Vice Chairs (*Downstate, Upstate, Central, Hudson Valley, Capital Region and Western*), Treasurer, and Secretary shall be elected by the membership of the Caucus during the New York State Young Democrats Convention. The Officers and Chairs of the respective Standing Committees shall make up the Executive Board of the New York State Young Democrats Caucus of Color.
- B. The Executive Board shall be responsible for voting to confirm all candidates that run at the convention.
- C. Shall be responsible to confirm directors nominated by the chair
- D. Each Executive Board member (Chair, Vice Chairs & Directors) can run for a position two times and each term will expire after serving for two years.

Section 2: Functions of Officers

A. Chair

The Chair shall conduct and preside over all New York State Young Democrats Caucus of Color membership meetings, and shall serve as the spokesperson of the Caucus with the media, public officials, the Executive Committee of the New York State Young Democrats and the citizenry, unless otherwise decided and delegated by the Chair and/or a consensus vote from the body of the Caucus. He/She is to serve as the official liaison and/or envoy to the Executive Committee of New York State Young Democrats. He/She shall insure that all other club officers perform the duties of their respective offices and shall be responsible for the welfare and dignity of the chapter during his/her term. The Chair shall coordinate the activities of the Caucus and shall have the authority to call meetings when necessary. The Chair shall appoint Chairpersons of Standing Committees, which he/she deems necessary to carry out the program of the New York State Young Democrats Caucus of Color. The Chair shall have the authority to create ad-hoc committees with the advice and consent of the Executive Committee, necessary to carry out the principle functions of the Caucus and to appoint members to those committees. The Chair shall be an ex-officio member of all standing committees. The Chair shall not hold the chair of any standing and/or ad-hoc committees.

B. Vice Chairs

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Section 1: Duties

The Vice Chairs shall assist the Chair in the performance of such Caucus duties as may be requested by the Chair. The Vice Chair must either work or live in the region they represent. The regions are as follows:

Downstate Vice Chair shall cover New York, Kings, Queens, Richmond, Bronx, Nassau and Suffolk Counties.

Hudson Valley Vice Chair shall cover Dutchess, Orange, Putnam, Rockland and Westchester Counties.

Capital Region Vice Chair shall cover Albany, Columbia, Delaware, Fulton, Greene, Montgomery, Otsego, Rensselaer, Saratoga, Schenectady, Schoharie, Sullivan, Ulster and Washington Counties.

Upstate Vice Chair shall cover Clinton, Essex, Franklin, Hamilton, Herkimer, Jefferson, Lewis, Oneida, Oswego, St. Lawrence and Warren Counties.

Western Region Vice Chair shall cover Allegany, Cattaraugus, Chautauqua, Chemung, Erie, Genesee, Livingston, Monroe, Niagara, Ontario, Orleans, Steuben and Wyoming Counties.

Central Vice Chair shall cover Broome, Cayuga, Chenango, Cortland, Madison, Onondaga, Schuyler, Seneca, Tioga, Tompkins, Wayne and Yates Counties.

Section 2: Responsibilities

In the event of the absence of the Chair, the Vice Chairs shall collectively assume the duties of the Chair until the Chair returns to the role as Chair. In the event of death, resignation, suspension, and/or removal, where the Chairmanship of the Caucus is vacant, the Vice Chairs shall collectively fulfill the duties of the Chair, and in accordance of respective succession. The Vice Chairs shall stimulate recruitment, outreach, and activity within their respective areas. Along with the Chair, the respective Vice Chairs shall set all general membership meeting. He/She shall preside at meetings of the Caucus in the absence of the Chair. The Vice Chairs shall perform such other duties as may be designated from time to time by the Chair. The Vice Chairs shall not hold the chair of any standing and/or ad-hoc committees.

Section 3 Regional Development

A. Regional Coordinator

1. Under the direction of the regional vice-chair, will lead the execution of policy and outreach strategies as designed by the Executive Board of the Caucus.

Shall represent the Caucus at meetings in place of the regional vice-chair.

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2. Shall be responsible for assisting in the development of coalitions with community organizations, executing regional events, fund raising and development, membership development and other duties as assigned by the regional vice-chair.
3. Shall be nominated by the respective regional vice chair and confirmed by the members of the region.

B. Committees

1. Shall assist in the develop of a standing committee (as a non-voting committee member) based on a area of interest
2. Vice chairs can create & dissolve subcommittee to help the development of their region

C. Secretary

1. The Secretary shall be the chief recorder and correspondent of the Caucus. He/She shall keep a true and accurate record of all matters pertaining to this Caucus and shall certify thereto when necessary. The Secretary shall be responsible for recording all minutes at all meetings, a current roster of active membership, a copy of the formal reports of Caucus Officers, the By-Laws of this Caucus. Further, the Secretary shall be responsible for oversight of all letters and gifts to invitees, speakers, and members. The Secretary, along with the Chair, shall be responsible for developing a Membership Application given to new, prospective and renewed members of this Caucus, developing any forms he/she deems relevant to the administration of the club, and developing and distributing the agenda to the General Membership at each General Membership Meeting. The Secretary shall not hold the chair of any standing and/or ad-hoc committees. He/She shall preside at meetings of the Caucus in the absence of the Chair, Vice Chairs, and Treasurer.

D. Treasurer

1. The Treasurer shall maintain the financial records of the Caucus. The Treasurer shall receive and disburse all funds of the Caucus. He shall keep records of all receipts and disbursements which may be audited upon demand of the Executive Committee of the New York State Young Democrats. The Treasurer shall not hold the chair of any standing and/or

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ad-hoc committees. He/She shall preside at meetings of the Caucus in the absence of the Chair and Vice Chairs.

ARTICLE VI – COMMITTEES

Section 1. Standing Committees

There shall be the following standing committees: Outreach, Communications, Finance, and Campaigns. Each Director of the respective standing committees {Communications, Political Affairs, Outreach and Finance} shall develop committee structure and hold committee meetings. The committees shall have the responsibility to develop and monitor programs and activities.

- Section 1.1: The Outreach Director and the Committee shall be responsible for implementing programs and activities designed to maximize participation of communities of color that have been traditionally under-represented in the Democratic Party and within the Young Democrats of New York State. They shall act as a resource for local chapters seeking to increase and diversify their membership enrollment by generating ideas and maintaining a catalog of membership-building programs and activities.
- Section 1.2: The Communications Director and Committee shall be responsible for working to disseminate our message to the press and public. The Committee shall develop methods of publicizing the various activities of the Caucus through the use of print, electronic and other cost-effective media. The Committee will aid the Caucus in attracting press to events and activities of the Caucus and will be responsible for the Caucus Listserv, and other articles for other media throughout the State.
- Section 1.3: The Finance Chair and Committee shall work with oversight and advice by the Treasurer. This Committee's main responsibility is to develop sources of revenue for the Caucus, in addition to advising the Treasurer on fiscal issues.
- Section 1.4: The Political Director and Campaign Committee shall monitor issues of importance to the Caucus and disseminate position papers regarding said issues of particular interest to young people of color throughout New York State. This Committee shall also coordinate campaign involvement of New York State Young Democrats Caucus of Color members and assist in candidate recruitment and development of Democratic candidates of color throughout the State. This Committee and Caucus, however, are beholden to the policy of non-endorsement of any candidate seeking Democratic support during a Primary Election.

Section 2. Duties & Responsibilities

1. Each officer and chair of the respective standing committees shall assign specified responsibilities to members of the committee to facilitate organization of committee

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activities and initiatives. Specified responsibilities include (a) co-chair to lead meetings or represent at functions in the absence of the Director & (b) secretary to write meeting minutes and maintain files in coordination with officer or chair (a copy of the minutes will be sent to the Chair and Secretary of the Caucus). The Co-chair and secretary only have authority within the committee structure.

2. The Director of the respective standing committee shall communicate activities at general body meetings.
3. The Director shall coordinate and collaborate on committee activities and initiatives with Regional Chairs and other Committee officers and chairs dependent on goals and activities of the respective committee and Caucus.

Section 3. Sub-Committees

1. A sub-committee group shall be nominated by the respective committee officer and chair and confirmed by members of the Executive Board. Each sub-committee will report to both the Vice Chair and corresponding director
2. Each standing committee shall be allowed to hold a sub-committee, up to two per standing committee and shall adhere to the committee sizes range as designated by the respective committee officer and chair.
3. Vice chairs can create & dissolve subcommittee to help the development of their region

ARTICLE VII - PARLIAMENTARY AUTHORITY

1. The position of Parliamentarian shall provide advice to the presiding officers on issues of parliamentary procedure.
2. Shall assist with planning, preparing and running of meetings.
3. Shall provide consultation on bylaws and Constitution

The latest edition of Robert's Rules of Order shall govern all proceedings except when inconsistent with the Bylaws of the New York State Young Democrats Caucus of Color, the Constitution of the New York State Young Democrats, and the Constitution of the Young Democrats of America. The President of the New York State Young Democrats shall be an ex-officio member of the New York State Young Democrats Caucus of Color. These by-laws supercede any conflicts with New York State Young Democrats and the Young Democrats of America rules and procedures.

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ARTICLE VIII – AMENDMENTS

These bylaws may be amended by majority vote at a General Election Membership meeting, to be held in December of every year. These bylaws may also be amended by a $\frac{3}{4}$ vote of the membership present at the December General Election Membership Caucus meeting. Any amendment must be ratified by a majority vote within thirty (30) days or by the January General Membership Meeting or shall be considered null and void. Amendments and/or new Articles shall be effective upon adoption, and a copy of these by-laws shall be maintained by the Secretary of the Caucus.

ARTICLE IX – ADOPTION

The bylaws were approved by the membership of the New York State Young Democrats Caucus of Color. These by-laws shall take effect upon adoption.

ARTICLE X – CERTIFICATION

We hereby certify the approval by and adoption of these By-Laws on the 22nd day of February 2002.