

Constitution of the Pennsylvania Young Democrats

Preamble

In order to stimulate in young people an active interest in governmental affairs, to increase the efficiency of popular government, to foster and perpetuate the ideals and principals of the Democratic Party, and to provide for the people through its administration the highest degrees of justice and social welfare and to recruit new members for the Democratic Party, we, the Pennsylvania Young Democrats, do associate ourselves together and establish these principles.

Article I – Policy

Section 1: It shall be the policy of this organization and any of its affiliates in all of its endeavors to contribute to the growth and influence of the Democratic Party, to develop leadership, to increase party responsibilities and to maintain and promote harmony and a continuing dialogue within party ranks.

Section 2: The Club shall seek, in all of its operations the advice and cooperation of the Democratic State and National Committees, shall be bound by the endorsements of the Pennsylvania Democratic State Committee and Democratic National Committee, and shall be bound by the results of the Primary Elections. The Pennsylvania Young Democrats may endorse candidates for statewide or multi-county elections in races where the Pennsylvania Democratic State Committee made no endorsement.

Section 3: All Clubs chartered pursuant to the authority herein contained shall be

considered an affiliate of the Pennsylvania Young Democrats, and in turn this organization and its affiliates shall become affiliated with the Pennsylvania Young Democrats. All college charters are first chartered through the Pennsylvania Young Democrats, then with the College Democrats of America.

Article II – Membership

Section 1: The membership of this organization shall be composed of duly organized and properly affiliated Young Democrat groups throughout Pennsylvania.

Section 2: County Young Democrat Clubs and Special Young Democrat Clubs (High School and College Charters) may become members of this organization and charters may be granted to such members upon fulfillment of the following:

- 1) The Submission of an application for membership to the Executive Committee of the organization by the presiding officers of the Club. Said application to the Executive Committee should include the proposed name of the organization, its location, a list of names and addresses of its officers, and the signature of the County Chairperson, or the signature of an appropriate officer of the school or university where a Special Club is in question.

- 2) Where there is no chartered County Club in a county, acceptance and approval of such application shall be acted upon by the Executive Committee of the Pennsylvania Young Democrats. A County Chairperson shall not have the

right to default a previously recognized Young Democrats Club without a hearing before the Pennsylvania Young Democrats Executive Committee at least thirty (30) days prior to the Convention/Conference.

3) Each charter application shall, within 120 days of acceptance and approval of its application, submit a copy of its Constitution and By-Laws to the Executive Committee of the Pennsylvania Young Democrats, no part of which shall be inconsistent with the State or National Constitution or By-Laws.

Section 3: Affiliation of Clubs shall be by charter, granted by the State Young Democratic Executive Committee, upon written application for charter by County club, executed by the President and Recording Secretary of said organization, and renewed biennially at the State Convention by the same said written application. Such applications shall be submitted to the President prior to forty-five (45) days before the Biennial State Convention, and answer on acceptance or rejection of said application shall be received at least thirty (30) days prior to the Biennial State Convention. Said application for charter, whether the original application or an application for renewal, shall contain a statement to the effect that the applicant is an active County Club of the Young Democrats, Club of College Democrats, or Club of High School Democrats and that an election of officers thereof has been held since the last Biennial State Convention. No Club shall be chartered unless the officers of such Club have been elected by a direct vote of the individual members thereof. If the Executive Committee fails to act within the prescribed time limits, the application shall be deemed approved.

Section 4: All affiliated Clubs are required to hold an election of officers each year or every other year, depending on their individual By-Laws, and the Secretary of said Club shall submit to the Executive Committee of the Pennsylvania Young Democrats an up-to-date listing of all county officers of the County Young Democrats on or before March 14th of each year.

Section 5: All voting members, officers, and delegates of all affiliated Clubs of the Pennsylvania Young Democrats must meet the age limit for membership, that being a maximum of the fortieth (40th) birthday, with no minimum age. The state officers and the members, officers and delegates of all affiliated clubs shall remain eligible for their respective memberships and their respective offices until the expiration of their current membership, or term of office, whichever occurs last. Members who are eighteen (18) years old and older must be registered Democrats. Persons who belong to another political party cannot be members of the Pennsylvania Young Democrats.

Section 6: Upon petition of the County Chairperson or on its own motion, the Executive Committee may, after due hearing and by a two-thirds (2/3rds) vote, revoke the charter of any affiliated Club. The action of said Committee shall be final.

Article III – Officers

Section 1: The officers of this organization shall be elected at the Biennial Convention of the Pennsylvania Young Democrats, and shall hold office for a term of two (2) years and not more than two (2) consecutive terms, or until their successors are duly elected or and shall consist of the following:

- 1.) President (must be 36 or under, as a National Committee Member),
- 2.) Vice-President, not from same county as the President
- 3.) National Committeeman (must be 36 or under, as a National Committee Member),
- 4.) National Committeewoman, (must be 36 or under, as a National Committee Member),
- 5.) Treasurer
- 6.) Secretary
- 7.) South Western Regional Director
- 8.) North Western Regional Director
- 9.) Central Regional Director
- 10.) South Western Regional Director
- 11.) North Western Regional Director

All such officers shall be official delegates to the next succeeding State Conference Convention.

Section 2: There shall be five (5) Regional Directors. The Regional Directors are appointed by the President and serve on the Executive Board. The regions will be central, southeast, northeast, southwest, and northwest.

Section 3: There shall be a High School Director and a College/University Director, appointed by the President and approved by majority vote of the Executive Committee, to assist in the implication of continuous outreach to their respective constituency.

Section 4: The above-mentioned officers in Sections 1, 2, and 3 of Article III, together with the immediate Past President and any officers appointed or elected by the Young Democrats of America and registered to vote in Pennsylvania shall constitute the Executive Committee of the Pennsylvania Young Democrats.

Section 5: The President and Vice-President and Regional Directors of this organization shall not serve more than two (2) consecutive terms and shall be two (2) years under the maximum age limit for membership in the Pennsylvania Young Democrats, as such age limit may be fixed at the time of election.

Section 6: The burden of proof as to age shall be on the nominee for any statewide office or as delegate to the State or National Convention, and proof must be furnished at the time of nomination upon request of the Credentials Committee or any member thereof.

Section 7: The President shall have the right to appoint chairpersons to any standing and/or special committees, for a fixed period of time and to run concurrently with the term of President. Chairpersons of all standing and special committees may be members of the Executive Committee, however chairpersons do not serve on the Executive Committee.

Section 8: The Executive Committee, as herein constituted, shall meet immediately following each Biennial Convention, quarterly thereafter, and other times at the call of the President, or by majority of the executive Committee to the President.

Section 9: Any officer absent from an executive Committee meeting shall submit his or her reasons in writing and after three (3) consecutive absences without valid excuse as determined by the President, Vice President, and Secretary, shall automatically cease to be an officer of this organization. Proxies shall not be accepted for any absent Executive Committee member.

Section 10: All vacancies for any office shall be filled by the President subject to a majority vote plus one of the total Executive Committee, following the order of succession, as outlined in Section 1 of Article III.

Section 11: Any officer or committee chairperson failing in performance of their duties, as outlined in Section 9 of Article IV, may be removed from their office upon two-thirds (2/3rds) majority vote of the Executive Committee after being given the opportunity of a

hearing by said Executive Committee. The President and/or Vice President will direct all hearings.

Section 12: Any Young Democratic Region by majority vote may remove their Regional Director. For purposes of this section each club shall be entitled to one vote. Upon the removal of any Regional Director, the Clubs of the region, by majority vote of their membership, will select the replacement. For the purposes of such replacement selection, each Club shall be entitled to one vote for each person, up to the maximum amount of votes for each Club permitted by the Pennsylvania Young Democrats Convention By-Laws.

Article IV – Duties of Officers

Section 1: It shall be the duty of the President:

- to call a minimum of one (1) Executive Committee meeting per quarter, or a total of 4 meetings, at minimum per year; and
- in conjunction with the Vice President determine the agenda for each meeting;
- to preside at all meetings; and
- to perform all other duties pertaining to the office;
- to act as Chairperson of the Executive Committee;
- to serve Ex Officio on all Committees and Ex Officio Chairperson of the Biennial or any other State Convention/Conference;
- to be the official liaison between the Pennsylvania Young Democrats and the Governor (if Democratic),
the Democratic State Chairperson and the Democratic State Committee,
the Senate Democratic Caucus, House Democratic Caucus; and

and shall serve as a representative to the Young Democrats of America National Committee

- Appoint the Pennsylvania Young Democrats State Committee member to serve a on (1) year term.
- Serve on the Pennsylvania Democratic State Committee Nominations Committee
- Oversee the caucuses organized within the Pennsylvania Young Democrats

Section 2: The Vice-President shall:

- assist the President in the performance of their duties;
- coordinate the Regional Directors and have the right to call regional meetings due to the inactivity of any Regional Director in the performance of their duties.
- The Vice President will assist the President in the oversight and approval of work submitted by the standing committees.
- In the event of a vacancy of the office of President, the Vice President shall succeed to the Presidency.
- Through the Regional, College, and High School Directors, the Vice President shall oversee and coordinate the outreach and recruitment program.
- Serve on the Pennsylvania Democratic State Committee Nominating Committee.

Section 3: The Secretary shall:

- Take and keep minutes and all such records of the organization as may be required; and
- In the event that they are unable to fulfill his or her duties, the Recording and Corresponding Secretary must find a replacement prior to the scheduled activity;
- Co- chair the Constitution and By-Laws Committee;

- Shall perform such other duties as required by the President and Executive Committee.
- Maintain the organization's statewide calendar, publishing any local chapter submissions;
- Inform all County and Special Clubs of date and place of Convention/Conference at least one hundred twenty (120) days prior to said Convention/Conference;
- Notify Clubs of any other State Young Democratic functions or events of interest;
- Send all clubs amended copies of the Constitution within ninety (90) days of duly approved changes;
- Send all clubs charter applications well in advance of deadlines connected with said forms;
- Inform all clubs about actions taken by the Executive Committee and perform other duties as may be required by the President and the Executive Committee.

Section 5: The Treasurer shall:

- Receive and disburse all funds of the organization;
- Keep a record of receipts and disbursements;
- Submit a quarterly report for audit;
- Co-chair the Finance Committee; and
- Remit properly all State and IRS tax forms as required under law.
- All disbursements and reimbursements over \$50.00 must have the consent of a majority of the Executive Committee.

Section 6: The National Committeeman and National Committeewoman shall:

- Serve as representatives for Pennsylvania on the National Young Democratic Committee meetings; and
- In the event of a pre-approved absence, ensure that his or her proxy is completed as pertaining to the rules prescribed by the National Young Democratic Committee;
- Present reports of the Young Democrats of America activities to the Executive Committee; and
- Act as a liaison between the Pennsylvania Young Democrats and the National Democratic Chairperson.

Section 7: The Chairperson of the standing and special committees shall perform such duties that are assigned to them by either the President or Executive Committee.

Section 8: The Regional Directors are responsible for:

- Communication and coordination with the local chapters in their respective regions.
- They shall submit a regional report during each quarterly business meeting.
- These reports will be sent to the President, Vice President, and Secretary the day prior to the scheduled quarterly meeting.

Article V – Conventions/Conferences

Section 1: In the odd-numbered years, on a date prior to October 1st, a statewide convention shall be held; the Executive Committee thereof shall set the date and place.

Section 2: The organization shall meet at such additional times of the call of the

Executive Committee. The Executive Committee shall have the power to call a Special Constitutional Convention by a majority vote of the members thereof. Notice of such shall be given to all affiliated Clubs at least ninety (90) days prior to the date of said Special Constitutional Convention by email.

Section 3:

A) Each county may be represented at the Convention/Conference by one delegate for each ten thousand (10,000) registered Democrats in that County as of the previous primary election of the Convention year. In counties with less than 10,000 registered Democrats, they will receive one (1) delegate. Delegate counts are to be rounded up if the number is above 5,000 (i.e. 15,001 registered Democrats, equals two (2) delegates). No Club may be represented by less than one (1) nor more than twenty (20) delegates. Each delegate shall be authorized one (1) vote and only one (1) vote on the Convention/Conference floor. No Proxies are allowed for any type of voting during conventions or conferences.

Section 4: Each club may send Young Democrats to the Convention/Conference as delegates. In an event that a County does not have a duly affiliated Club, the delegates must be approved by the Young Democrats Executive Committee acting in lieu of a local affiliated Club.

Section 5: Alternate delegates may be appointed to serve in the place of delegates who cannot attend. Credentials of delegates must be filed with the Recording Secretary at least forty five (45) days before the opening of the Convention/Conference. Alternates

must file fourteen (14) days before the opening of the convention/conference. All delegates and alternates must be members in good standing for six (6) months prior to the opening of the convention, unless those members are of a newly formed group during those the previous six (6) months to the convention.

Section 6: No officers of the Pennsylvania Young Democrats shall be elected at any State Convention/Conference unless he/she has received a majority of all delegate votes cast for such particular office.

Article VI – Committees

Section 1: There shall be Five (5) Standing Committees: Executive, Communications, Constitution, Membership, and Finance.

Section 2: Standing committees shall draw committee members from the Executive Committee or individually chartered clubs. Said committees shall make committee reports to the Executive Committee. Said reports shall be prepared with written summaries of activities and shall be presented quarterly to the Executive Committee.

Section 3: Communications Committee – Chaired by a member of the Executive Committee, the duty of this committee is to publish online and in written form a bi-annual report of concerning all aspects of the Pennsylvania Young Democrats. This committee is responsible for the construction and execution of all social media activities on behalf of the Pennsylvania Young Democrats, in addition to building an email list for communication within the Young Democrats,

and other interested parties. The president may also appoint a Digital Director to assist the Communications Chair in maintaining and presenting a quarterly digital and traditional media calendar.

Section 4: Constitution Committee – Chaired by a member of the Executive Committee, the duty of the committee is to study the existing constitution and make suggestions for changes that would benefit the Pennsylvania Young Democrats.

Section 5: Membership Committee – This committee shall be composed of all elected Executive Board members and Regional Directors. The duties shall be to review and approve or reject charter applications by Clubs.

Section 6: Finance Committee – This committee shall be established to aid the Treasurer in planning and running fundraising events. The Treasurer shall co-chair this committee with members being appointed by the Executive Board.

Article VII – National Conventions

Section 1: When the Pennsylvania Young Democrats shall send delegates to the National Conventions of the Young Democrats of America the delegates shall be:

1) The President, Vice-President, the National Committeeman, the National Committeewoman, the College/University Director, the High School Director, the Regional Directors, the Secretary, and Treasurer.

2) Any such other delegates who are duly appointed by the President and confirmed by a majority of the Executive Committee.

3) Conform delegate list to meet national delegate selection plan requirements.

The Pennsylvania Young Democrat President shall be the Chairperson of the delegation to the Young Democrats of America Convention, and as such, will assign specific duties and responsibilities to each delegate to fulfill at the National Convention.

Article VIII – Amending the Constitution

All proposed amendments must be forwarded to the Constitution Committee at least thirty (30) days before the scheduled meeting of the Convention/Conference. The Constitution Committee shall inform all affiliated Clubs on proposed amendments at least thirty(30) days before the scheduled meeting of the Convention/Conference. Amendments to this constitution shall become effective when said amendments have been approved by two (2) bodies:

1) The Convention Assembled

2) The Executive Committee

The vote required to pass is at least a simple majority of one body and a two-thirds (2/3rds) majority of the other body. After amendments are passed by the Convention/Conference assembled, they must be acted on by the Executive Committee at their first quarterly meeting following the Convention/Conference or the amendments will be automatically adopted.

By-Laws

Standing Rules for Conventions and Conferences

- 1) Voting under Unit Rules is prohibited.
- 2) Speeches by the candidates are limited to the following:
 - a. President, National Committeeman, National Committeewoman – Five (5) minutes
 - b. Vice-President, Secretary, Treasurer, Regional Directors – Three (3) minutes
- 3) Any National Officer residing in Pennsylvania shall be entitled to a vote on the floor.
- 4) The order by which officers shall be elected is as follows: President, National Committeeman, National Committeewoman, Vice-President, Secretary, and Treasurer.
- 5) Before running for any office or prior to running for a statewide office a person must have been a member in good standing of the Pennsylvania Young Democrats for a period of not less than 6 (6) months..

Amending the By-Laws

Amendments to the By-Laws may be made by a majority of members present at a general meeting or at a State Convention/Conference. An amendment to the By-Laws will be considered at the next General meeting or convention/conference.

Rules of Order

The latest edition of “Roberts Rules of Order” shall govern general meetings and convention/conferences. Any rule contained in “Roberts’ Rules of Order” may be temporarily suspended by a two-thirds (2/3rds) majority of members in attendance.