



BALTIMORE COUNTY YOUNG DEMOCRATS CONSTITUTION & BYLAWS

CONSTITUTION

ARTICLE I - NAME AND AFFILIATION

Section 1: The name of the organization shall be the Baltimore County Young Democrats, hereafter referred to as BCYD in this Constitution and Bylaws

Section 2: BCYD shall be chartered and affiliated with the Young Democrats of Maryland (YDM) and Young Democrats of America (YDA).

Section 3: BCYD shall have a cooperative relationship with the Maryland Democratic Party, Baltimore County Democratic Central Committee, and shall be guided by the actions of the Democratic Party assembled in state or national convention.

ARTICLE II - PURPOSE

Section 1: The BCYD shall be the young adult representative for the Baltimore County Democratic Party. Its membership shall work to stimulate in young people an active interest in federal, state, and local governmental affairs.

Section 2: This will include but is not limited to assisting/volunteering with current democratic campaigns, examining issues, learning political techniques, develop leadership skills, contribute to the growth of both the BCYD, and the Democratic Party, and to pioneer needed change in the political and governmental system.

ARTICLE III – MEMBERSHIP

Section 1: Any registered Democrat who has not yet reached his/her ~~thirty~~ ~~seventh~~ fortieth birthdays, and who resides or works in Baltimore County, is eligible for membership in the BCYD.

Section 2: There shall be three different types of memberships available each having different rights and privileges.

- a. *Voting Membership:* Voting membership shall require an annual dues fee that shall be set by the Executive Board. A voting



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- 29 member shall have the right to vote on club matters and to hold
30 executive office.
- 31 b. *General Membership:* General membership shall be free of cost.
32 However, a general member shall not be allowed to vote in club
33 matter, nor shall they be allowed to hold club office.
- 34 c. *Honorary Membership:* Honorary membership is for Democrats
35 who are thirty seven years of age or older and for local, state and
36 federally elected officials. Honorary members shall not be allowed
37 to vote in club matters, or to hold office.
- 38 **Section 3:** Democrats who meet the requirements specified in Article III Section I
39 of the Constitution, but who do not have enough persons or an established Young
40 Democrat Club in their geographic area may become a members of the BCYD but
41 may not become the President or Vice President of BCYD.

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43 ARTICLE IV - THE ASSEMBLY

- 44 **Section 1:** There shall be an Assembly, which shall be composed of the elected
45 officers and voting members.
- 46 **Section 2:** The Assembly shall meet at least ten times annually in different
47 calendar months at the call of the President.
- 48 **Section 3:** There shall be at least four officers and at least seven voting members
49 present at the a general meeting in order to constitute a quorum for the conduct of
50 business.

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52 ARTICLE V - EXECUTIVE BOARD

- 53 **Section 1:** There shall be an Executive Board, composed of the elected and
54 appointed officers of the BCYD.
- 55 **Section 2:** The elected officers of the BCYD shall be the President, Vice
56 President, Treasurer, and Secretary.



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57 **Section 3:** The Board shall function principally as the BCYD steering committee
58 concentrating upon the following areas:

- 59 a. Oversight of all organizational activities
- 60 b. Managing relationships with other clubs and affiliated
61 organizations
- 62 c. Membership outreach and recruitment
- 63 d. Management of the funding and expenditures of all activities both
64 specific and discretionary

65 **Section 4:** The elected officers shall serve for term of one year from their election
66 to that of their successors. The appointed members of the executive board shall
67 be appointed and may be removed by the President, with the advice and consent
68 of the Executive Board. In appointing executive members the President shall
69 strive to achieve racial, sexual, and geographical equity on the Executive Board.

70 **Section 5:** Any member of the Executive Board who has missed two meetings of
71 the Board, without excuse, shall be presumed to have resigned, and shall be
72 notified in writing of this provision.

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74 ARTICLE VI - COMMITTEES

75 **Section 1:** A programs, membership, and communications committee shall be
76 formed when determined necessary by the Executive Board.

77 **Section 2:** The directors mentioned in the bylaws shall be the chairs of their
78 respective committees. The committees shall meet as necessary or when called
79 upon by the chairs.

80 **Section 3:** The Executive Board and/or Assembly can create special or ad-hoc
81 committees as necessary.

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83 ARTICLE VII – REMOVAL OF OFFICERS



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84 **Section 1:** Grounds for removal shall be failure to perform officer duties, willful
85 violation of the BCYD Constitution or Bylaws, and/or inappropriate or illegal
86 conduct.

87 **Section 2:** The process for removal of an elected or appointed officer by the
88 Assembly shall be explained in detail within the bylaws of this document.

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90 ARTICLE VIII – AMENDMENT PROCEDURE

91 **Section 1:** Amendments to this Constitution can be introduced and discussed at a
92 at any monthly meeting of BCYD

93 **Section 2:** By a simple majority of the voting membership present, the
94 amendment in question can be called to special ballot for the following meeting.

95 **Section 3:** The amendment in question requires 2/3's majority approval of the
96 Assembly to be enacted and takes effect immediately following the adjournment
97 of the meeting of which it was approved.

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BYLAWS

100 ARTICLE I – MEMBERSHIP

101 **Section 1:** ~~BCYD members are required to pay an annual membership fee of ten~~
102 ~~dollars, except by full time students, who are required to pay an annual~~
103 ~~membership fee of five dollars. Dues are valid for one calendar year expiring~~
104 ~~every third Wednesday in February. Members joining before August 1 shall be~~
105 ~~charged 100% of dues but members joining on or after August 1 shall be charged~~
106 ~~50% of dues for that calendar year.~~

107 **Section 2:** BCYD members are required to provide an address, birth date, phone
108 number, and email address if available.

109 **Section 3:** Voting privileges shall be reserved for members who have attended at
110 least one BCYD meeting within the prior 12 months.

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112 ARTICLE II – EXECUTIVE OFFICERS

113 **Section 1:** The BCYD Executive Board shall be composed of 8 executive officers
114 which include the President, Vice President, Treasurer, Secretary,
115 Parliamentarian, Communications Director, Programs Director, and Political
116 Director

117 **Section 2:** The executive officers shall have the following duties:

118 *a. President*

- 119 ▪ Shall be the chief executive officer of the BCYD and plan a
120 program for BCYD growth, development, and leadership.
- 121 ▪ Shall represent the BCYD to the public.
- 122 ▪ Shall facilitate and direct BCYD meetings.
- 123 ▪ Shall appoint a Parliamentarian, Communications Director,
124 Program Director, and Political Director with the advice and
125 consent of the Assembly.
- 126 ▪ Shall direct the implementation of policies adopted and
127 authorized by the BCYD membership.
- 128 ▪ Shall represent the BCYD to the Young Democrats of
129 Maryland and or appoint a representative to carry his/her proxy
- 130 ▪ Shall serve as delegation chair of the BCYD delegation to State
131 YDM Convention meetings.
- 132 ▪ Shall fill through appointment all vacancies on the BCYD
133 committees and executive board.
- 134 ▪ Shall be ex-officio member of all standing and ad-hoc
135 committees.
- 136 ▪ Shall be a member of the Baltimore County Democratic
137 Central Committee and attend all meetings or appoint a
138 representative to attend on his/her behalf.
- 139 ▪ Shall perform other duties as assigned by the BCYD Assembly.



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140 *b. Vice President*

- 141 ▪ Shall assist the President in the performance of the President's
- 142 duties.
- 143 ▪ Shall serve as acting President in the event of the President's
- 144 absence and become the President of the BCYD if the
- 145 President is no longer able to hold the office.
- 146 ▪ Shall be chiefly responsible for new membership recruitment
- 147 and chair the membership committee.
- 148 ▪ Shall perform other duties as assigned by the President or
- 149 BCYD Assembly.

150 *c. Treasurer*

- 151 ▪ Shall be the chief financial officer of the BCYD.
- 152 ▪ Shall maintain records of all receipts and disbursements of the
- 153 funds of the organization in accordance with all local, state,
- 154 and federal laws and regulations.
- 155 ▪ Shall collect and record membership dues and give an updated
- 156 membership list to the parliamentarian and president monthly.
- 157 ▪ Shall deposit all received funds in an account in the name of
- 158 Baltimore County Young Democrats, Inc. in an accredited
- 159 banking institution within twenty days of their receipt.
- 160 ▪ Shall write checks and make deposits as directed by the
- 161 President with the advice and consent of the Executive Board.
- 162 ▪ Shall report all financial activity at each BCYD meeting, and
- 163 keep all organizational financial records in balance.
- 164 ▪ Shall submit a detailed report of budgetary plans by the second
- 165 month after taking office.
- 166 ▪ Shall coordinate with the Programs director all fundraising
- 167 needed.



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- 168 ▪ Shall perform other duties as assigned by the President or
169 BCYD Assembly.

170 *d. Secretary*

- 171 ▪ Shall record and distribute accurate minutes of all general and
172 executive board meetings in a timely manner.
173 ▪ Shall assist the President in the creation of meeting agendas.
174 ▪ Shall make copies for meetings as needed.
175 ▪ Shall oversee the creation of a newsletter as directed by the
176 President or BCYD Assembly.
177 ▪ Shall perform other duties as assigned by the President or
178 BCYD Assembly.

179 *e. Parliamentarian*

- 180 ▪ Shall attend executive and general meetings to give necessary
181 advice in parliamentary procedure.
182 ▪ Shall conduct all elections of Executive Board offices and give
183 instruction on procedure.
184 ▪ Who shall, if there is a question on the Presidents rulings or
185 decisions of his/her forgoing powers, make the final ruling.
186 ▪ Shall ensure that the meetings are being held in accordance
187 with Roberts Rules of Order.
188 ▪ Perform other duties as assigned by the President or BCYD
189 Assembly.

190 *f. Political Director*

- 191 ▪ Shall keep the BCYD membership up to date on all relevant
192 political issues facing Maryland and United States government.
193 ▪ Shall act as a constant liaison between the BCYD and elected
194 officials and report on the actions and upcoming events of
195 Baltimore County and Statewide elected officials.



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- 196 ▪ Shall organize events and participation in events facilitating a
197 connection between BCYD membership and elected officials.
198 ▪ Shall organize voter registration drives, campaign trainings,
199 and coordination with campaigns with the advice and consent
200 of the Programs Director.
201 ▪ Shall keep an updated directory of all Baltimore County
202 Democratic Clubs and democratic affiliated organizations.
203 ▪ Shall perform other duties as assigned by the President or
204 BCYD Assembly.
- 205 *g. Programs Director*
- 206 ▪ Shall serve as chair of the programs committee.
207 ▪ Shall plan and coordinate all programs of education, civic, and
208 social activities for the BCYD.
209 ▪ Shall work with the Treasurer to coordinate all fundraising
210 efforts of the BCYD.
211 ▪ Shall advise and coordinate with the political director in all
212 events he/she is planning.
213 ▪ Shall create a fundraising and programming plan by the second
214 meeting of the Assembly after taking office.
215 ▪ Shall perform other duties as assigned by the President or
216 BCYD Assembly.
- 217 *h. Communications Director*
- 218 ▪ Shall chair the communications committee of the BCYD
219 ▪ Shall assure the distribution of press releases, fliers, and
220 posters, etc., prior to BCYD events.
221 ▪ Shall maintain a media directory.
222 ▪ Shall maintain and administer the BCYD listserve and website



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250 the standing committees will assign duties to their committee members and call
251 meetings as necessary.

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253 ARTICLE IV- GENERAL MEETINGS

254 **Section 1:** The BCYD shall meet at the call of the President at least ten times an
255 election year and six times in none election year.

256 **Section 2:** At least ten days notice should be given for general club meetings and
257 should be communicated through all available venues. Each notice of a club
258 meeting shall include the time, date, and location.

259 **Section 3:** To conduct business a quorum of any BCYD meeting shall consist of
260 at least seven BCYD voting members, including at least four BCYD officers.

261 **Section 4:** No proxy voting shall be allowed.

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263 ARTICLE V – ELECTIONS

264 **Section 1:** Election of officers shall be held at an annual election meeting that will
265 be held in ~~February~~ January of every year.

266 **Section 2:** All declared and eligible candidates shall have the right to obtain a
267 copy of the club's membership list for the purpose only related to BCYD officer
268 elections.

269 **Section 3:** All candidates will be allowed to submit a platform that will be
270 emailed out on the listserve and posted on the website. The communications
271 director will combine all platforms into one email to be sent out no more than
272 twice to the listserve

273 **Section 4:** Officers must be elected by 50% + 1 of the assembly membership
274 present. In event that no candidate achieves majority in the first balloting, a run-
275 off balloting shall be held between the two candidate who received the largest
276 numbers of votes.



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277 **Section 5:** Terms for executive board members expire at the adjournment of the
278 election meeting.

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280 ARTICLE V – ENDORSEMENTS

281 **Section 1:** This club may choose to show its support of a candidate for office or
282 for any issue on the ballot by declaring an official endorsement subsequent to a
283 vote of the Assembly at a general meeting.

284 **Section 2:** Before at contested Democratic primary, the club may choose to
285 endorse one candidate solely or multiple candidate jointly. A sole endorsement or
286 a joint endorsement shall require a two-thirds majority vote.

287 **Section 3:** During a meeting prior to the endorsement meeting, scheduled by the
288 President, a candidate seeking office or a representative of the issue on the ballot
289 may appear before the membership to advocate for our endorsement.

290 **Section 4:** After the endorsements are decided by the BCYD Assembly the
291 executive board can utilize all of the BCYD resources, with the exception to a
292 direct financial contribution, to assist the candidates.

293 **Section 5:** The BCYD will neither hear from, nor endorse a Republican candidate.

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295 ARTICLE VI – REMOVAL FROM OFFICE

296 **Section 1:** A motion for the removal must be made by at least five Assembly
297 members and be sent to the BCYD President. If it is the President that the motion
298 wishes to consider for removal it must be sent to the parliamentarian. . The
299 Assembly shall be informed of the motion and the charges against the officer.

300 **Section 2:** Within seven days of the motion being filed the President and or
301 parliamentarian will call a meeting of the executive board to consider with or not
302 impeachment is necessary. If two-thirds of the Executive Board votes in favor of
303 the impeachment it will be scheduled for consideration at a special session of the



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304 club open only to Assembly members and the President of the YDM or appointed
305 representative.

306 **Section 3:** During the meeting of the Assembly the officer subject to removal
307 must be given the opportunity to respond. If the officer is not present at the
308 meeting, proof must be offered that the officer was notified by certified mail of
309 the meeting and chose not to attend. The accused may send a representative in their
310 place.

311 **Section 4:** A two-thirds affirmative vote of Assembly members present and
312 eligible to vote shall be required for removal of an officer.

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314 ARTICLE VII – PARLIAMENTARY PROCEDURE

315 **Section 1:** The rules contained in Roberts Rules of Order, newly revised shall
316 govern the actions of this organization in all cases where they do not conflict with
317 this constitution, the constitution of the Young Democrats of Maryland, or with
318 the charter of the Young Democrats of America.

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320 ARTICLE VI - FUNDRAISING EVENT

321 There shall be at least one major fundraiser held at a time and place organized and
322 directed by the Programs director and the Treasurer with the advice and consent
323 of the President and Assembly.