

**CALIFORNIA DEMOCRATIC PARTY
CHICANO LATINO CAUCUS**

PROPOSED REVISIONS OF CLC BYLAWS – November 13-15, 2009 San Diego CA

Mission Statement

The Chicano Latino Caucus of the California Democratic Party seeks to raise political and civic consciousness by electing Chicanos and Latinos to all levels of government. Our Caucus will accomplish this by increasing political participation of individuals in all activities of the California Democratic Party, in particular, expanding Chicano Latino representation in voter registration, candidate training, activist training, voter education, legislative tracking, outreach to Assembly Districts, County Central Committees, Democratic Clubs, community and civic organizations.

Article I- Policy and Goals

Section 1

It shall be the policy of this Caucus, in the execution of all endeavors, to contribute to the growth and influence of the CDP, establish and maintain an inclusive Chicano Latino presence in the party and to support the party candidates for Democratic leadership throughout the state and nation.

Section 2

The Caucus will hold workshops and training to educate and train interested members and Democrats to participate in candidate and activist training, voter registration, outreach, political education, legislative training, research and how to participate in the CDP. Student members will be a priority in all trainings and educational opportunities of the Chicano Latino Caucus.

Article II -Name

The name of this organization shall be the California Democratic Chicano Latino Caucus, herein referred as to the Caucus.

Article III- Purpose

Section 1

It will be the purpose of this caucus to promote and encourage full participation of Chicano Latino Democrats in the CDP and its affairs at all levels. Further, to initiate and support and advocate for party policies and issues which reflects the interest and welfare of the Chicano Latino community and to act as the vehicle for the implementation of these policies in the Chicano Latino community and to give guidance and/or advice regarding the Latino communities' concerns to the Democratic Party structure.

Section 2

This shall include, but not be limited to, participation in the Delegate and Democratic candidates; taking appropriate public stands on issues relevant to our communities; and posing, supporting, and when necessary, opposing legislation relevant to the community.

Section 3

The Caucus shall establish and implement a division of the Caucus as the Chicano Latino Caucus Young Adults which will serve as a presence for future Caucus leadership. The CLCYA will be established with students from within the Caucus Vice Chair's regional areas. No dues will be established for student membership participation.

~~Section 1: Membership shall be open to all registered Democrats who support the purpose as stated in Article III, Section 1~~

Section 1:

II. Section 2: Class of Members

Section 1

a. General Membership- A voting member is a Chicano Latino Caucus member who is a registered Democrat, supports and adheres to the platform and Bylaws of the CDP and the By-laws of this Caucus. Caucus dues shall be \$25.00 per calendar year. Dues renewals are due beginning January 1st of each calendar year and at the annual convention of the Democratic Party. Dues shall not be pro-rated.

b. A waiver of all dues will be provided to students with proper school ID

c. A waiver of all dues will be provided in cases of economic hardship.

d. The Treasurer neither raises nor disburses funds other than nominal dues, and standard or routine costs of regular meetings.

Section 3: A member is in good standing when his/her application has been accepted and the dues have paid. If the dues paid by the applicant is by check, and if check is returned by the banking institution, subsequently funds are not able to be credited to the Caucus bank account, the member shall not be entitled to the privileges of membership until the dues are paid by money order or cashier check, in addition a fee of \$15 must be included in the dues payment.

Section 4: Applications for membership shall be on a form adopted by the Chicano Latino Executive Board that provides the essential information necessary to the functioning of the Caucus.

Article V- Meetings

Section 1: There shall be at least four (4) meetings of the general membership held prior to or in conjunction with the quarterly meetings of the Executive Board of the ~~State Central Committee~~. CDP.

Section 2: Special and emergency meetings may be called by the Caucus chair; a majority of the Caucus Executive Committee, or by petition of those members in good standing. Petitions must consist of at least ten (10%) percent of the total membership and must be addressed to the Chair and Executive Board of the Caucus.

Section 3: Notice of the date, and locations of all meetings shall be mailed by the Corresponding Secretary at ten (10) days prior to the date of meeting. Notice of said meeting can be through electronic mail or postal mail.

Section 4: Email Notice: Publication of any notice provided for by these bylaws, may be given by means of e-mail provided that:

a. Members of this Caucus who have email may receive notice via email in a manner consistent with the CDP Bylaws for the use of email within the Democratic Organizations, including but not limited to, the requirements of the member to consent to notice via email. ~~must have consented, in writing or through email to receive Chicano Latino Caucus notice in this manner, shall agree on~~

b. Members of this Caucus have been advised of their obligation to inform the Secretary of any change in their e-mail address,

c. Any such notice is denominated "Official CLC Notice" in the subject line and

d. Members of this Caucus are given the option in writing or email of maintaining the confidentiality of their email address, or making same public.

Section 5: Five (5%) percent of the membership in good standing and at least three (3) of the Executive Committee shall constitute a quorum for conducting the business of the caucus at any meeting of the general membership.

Article VI- Organization

This Caucus is constituted in accordance with the by-laws of the California State Central Committee of the CDP.

The Caucus shall have the following organizational structures:

Section 1: Executive Committee

The Executive Committee of the Chicano Latino Caucus will be comprised of the Chairperson, Regional Vice-Chairpersons, Recording Secretary, Treasurer, Parliamentarian, Corresponding Secretary and the Chair or Co-Chairs of all Standing Committees.

The Executive Committee shall exercise all powers on behalf of the Caucus. The Executive Committee shall be composed of the Caucus officers duly elected by the Caucus membership or appointed by the Chair to fill a vacancy. In the event of the resignation or the removal of the Chair, the Executive Committee is mandated to meet within two (2) weeks and select a successor. Such meeting may be accomplished by a conference call or in person. For such a meeting, a quorum shall consist of five (5) of the remaining members.

Section 2: The Caucus shall be composed of all members in good standing. It shall receive and decide all recommendations from the Standing and Special Committees, in addition to the Executive Committee.

Section 3: There shall be the following Standing Committees:

- (a) . Vote by Mail- Registration/Education Committee
- (b) Resolutions Committee
- (c) Membership Committee
- (d) Young Adult Division Committee

Members of the Standing Committees shall be appointed by the Chair of the concurrence of the Caucus Executive Committee.

Section 4: Local Chapters of the Caucus may be formed upon the submission to the appropriate Regional Vice-Chair or the Chair, a request of at least twenty (20) members in good standing. The Chapter shall be authorized by the Chair upon receipt of:

- (a) . A request signed by at least twenty (20) in good standing.
- (b) . A membership list containing at least twenty (20) members in good standing.
- (c) . Copy of Meeting Agenda and minutes of local chapter meeting

Section 5: Local Chapters shall operate autonomously but in compliance with these By-Laws.

Article VII- Officers

Candidates for Chicano Latino Caucus Officer positions must be members in good standing of the Caucus prior to any election.

Section 1: Chair

The term of the office of Chairperson shall be set at two (2) years. The Chairperson shall be the representative of the Caucus on the CDP Executive Board. The Chairperson shall be the spokesperson for the Caucus. The Chairperson shall preside overall general meetings of the Caucus. The Chairperson shall serve as an Ex-officio member of all committees, with the power to vote in the event of a tie vote, and shall have such other powers to appoint Committee Chairperson and Ex-officio members to the Executive Committee. The Chairperson may not serve in this office for more than two (2) consecutive terms.

Section 2: Vice-Chairpersons

There will be Vice-Chairpersons for the following regions:

- (1). Northern-Bay Area
Del Norte -Humboldt-Mendocino-Lake-Sonoma-Napa-Solano-Contra Costa-Marin -Alameda
San Mateo-Santa Clara
- (2). Northern-Sacramento Area
Siskiyou-Modoc-Shasta-Lassen-Tehama-Plumas-Butte-Glenn-Colusa-Sierra-Sutter-Nevada
Placer-El Dorado-Alpine-Sacramento
- (3). Central Coast Region
Monterey-Santa Cruz-San Benito-San Luis Obispo
- (4). Central Valley
Mariposa-Mono-San Joaquin-Stanislaus-Madera-Fresno-Kings-Tulare-Inyo-Kern
- (5). Santa Barbara/Ventura
- (6). Los Angeles
- (7). Orange County
- (8). Inland Empire-San Bernardino County
- (9). Inland Empire-Riverside/Imperial Valley
- (10). San Diego

The Vice-Chairs shall exercise the responsibilities of the Chairperson in his/her areas, and upon request of the Chairperson, act in his/her behalf in chairing general meetings in their regions. Only those members living in the region shall vote for the Vice-Chair of that region. The Vice-chairs shall meet or otherwise communicate at least once a month with all local chapters Liaisons within his/her region, to share information, determine local Chapter activities and needs to assist in developing a strong and effective political base within their region.

The Caucus Chair shall designate three additional Vice Chair assistants to each region. In addition, the Vice Chair Assistants must include an additional young adult member from within the region.

Section 3: Recording Secretary

The recording secretary shall serve a term of two (2) years. The recording secretary shall attend and take minutes at all general meetings, online meetings, teleconference meetings and any executive meeting duly called. In addition, the recording secretary shall be responsible for the distribution of the minutes.

Section 4: Corresponding Secretary

The Corresponding Secretary will at the direction of the Chairperson or of the Executive Committee or of the Caucus issue all required notices except as specified, and prepare the official correspondence of the Caucus. The Corresponding Secretary is responsible for the membership list of the Caucus. The Corresponding Secretary shall be responsible for taking minutes if the Recording Secretary is not present.

The Secretary shall serve a term of two (2) years.

Section 5: Treasurer

The Treasurer shall serve a term of two (2) years, and shall account for all Caucus funds, follow appropriate bookkeeping procedures, formulate quarterly financial reports to the Caucus Chair and Executive Committee and the Finance Committee, and yearly reports to the general membership. The Treasurer shall also be responsible for developing a yearly budget at the request of the Party Treasurer Controller and to confer with the Caucus Chair and Executive Committee in its preparation. The Treasurer shall in case of a returned check, contact the maker of the check and allow 10 days for funds to be paid in a money order or cashier check. In addition, the maker must include a \$15 NSF fee imposed by the CDP. The Treasurer shall promptly submit all invoices to the CDP Financial office for payment in a designated form issued by the CDP and must include the signature of the Caucus Chair. ~~The Treasurer neither raises nor disburses funds other than nominal dues, and standard or routine costs of regular meetings.~~

Within ten (10) days of each regular meeting, the Treasurer shall cause a list of the membership in good standing to be sent to the Caucus Chair and the Corresponding Secretary. Each Regional Vice-Chair shall receive a copy of the membership list for their region.

The Office of the Parliamentarian will be filled by appointment of the Chairperson with consent of the majority of the Executive Committee.

The Parliamentarian will respond to all inquires made to him/her by the Chairperson concerning the interpretation of the by-laws of the Caucus and Roberts' Rules of Order. The interpretation and ruling of the Parliamentarian on the By-Laws or Roberts' Rule of Orders during any meeting shall be binding upon the Chairperson and all members at which such interpretation or ruling is made. Any appeal must be made to the Chairperson of the Central Committee of the CDP or the Chairperson of the Rules Committee of the State Central Committee of the California Democratic Party.

Section 6: Caucus Officer Accountability/Removal

The first absence of a Caucus officer from a quarterly meeting without a valid excuse may subject that officer to removal by a majority vote of the members in good standing in attendance during quarterly meetings. Two (2) consecutive absences without an excuse shall result in automatic removal. Any officer may also be removed for cause by the Executive Committee for failing to perform the duties of the office. Improper misconduct and dereliction of duties which may cause intention to discredit or embarrass the officers and membership of the Caucus will be deemed removal from office. At the next regular meeting of the membership, the reason for the removal shall be stated and a motion to confirm the removal shall be presented to the Executive Board.

Section 7: Officer Vacancy

Vacancies on the Executive Committee shall be filled by the Chair with the approval of the Executive Committee.

Section 8: Executive Committee Meeting Quorum

A quorum of the Caucus Executive Committee members shall consist of a majority of the Caucus Officers serving at that time.

Article VIII- Elections

The election of officers shall occur every two (2) years immediately preceding the CDP's Biennial Election Convention. If the elections are to be held at a time and place different from the Biennial Convention, the site and date must be approved by at least two-thirds (2/3) of those present and voting at the last general membership meeting held before the meeting for the election of officers.

Section 1: Election Procedures/Rules

At the last Caucus general membership meeting held in conjunction with the State Executive Board meeting, prior to the Biennial Election Convention, an elections Committee will be appointed by the Chairperson. This Committee is made up of a Chair and a maximum of four (4) members and will be responsible for the running of the election. No members of this Committee may be a candidate for any office in the Caucus. The Caucus Board ~~Committee~~ shall establish the rules for the election including the nomination and method of selection of candidates and voting.

Section 2: Any person wishing to have a vote in the Caucus election must have submitted their membership application and paid their dues for the term for which the officers are running, no later than one hour prior to the commencement of the meeting at which the elections will take place being called to order. Members must vote by a visible proof of membership.

Section 3: The Treasurer will provide a list of eligible voters to both the Chairperson and the Election Committee chair prior to the balloting.

Section 4: The Committee will prepare, or cause to be prepared, enough printed ballots for the eligible voters. It is recommended that these ballots be numbered a further safeguard.

Section 5: The Caucus will meet at or before ten (10) AM on the Saturday, the second (2nd) day of the Biennial Election Convention. Date and time will be decided at the last meeting prior to the election.

Section 6: The Election Committee will be responsible for the picking a site that is accessible to all members,

Section 7: The Chair will appoint a Sergeant-of Arms as needed to keep order during the election.

Section 8: The Chair will designate a visitor's area. No one without proof of membership will be allowed into the meeting area. Anyone attempting to cause disruption from the visitor's area will be removed by the Sergeant-of -Arms.

Section 9: The Chair of the Election Committee will chair this meeting. Except as modified herein, Robert's Rules of Order will be strictly adhered to and enforced. Any member not willing to abide by these rules will be removed by the Sergeant-of-Arms.

Section 10: Voting will be by secret ballot. Only officially printed ballots will be counted.

Section 11: In the case of a tie, a new vote will be taken immediately. The Caucus meeting may not be adjourned until the final tally is announced and certified by the Election Committee.

Section 12: The election for each office shall be won by the candidate who receives a plurality of all votes cast for that office.

Article IX- General Policies:

- a. The Chicano Latino Caucus specifically recognizes it's obligations to adhere to the General Provisions of the CDP Bylaws.
- b. All public Caucus meetings shall be open to all members of the CDP regardless of race, color, creed, national origin, sex, age, religion, ethnic identity, and sexual orientation, persons with disabilities as defined by the Americans with Disability Act of 1990 or economic status.
- c. The Caucus shall not discriminate on the grounds of race, color, creed, national origin, sex, age, religion, ethnic identity, and sexual orientation, persons with disabilities as defined by the Americans with Disability Act of 1990 or economic status.

Article X – Endorsements

The Chicano/Latino Caucus, as a body constituted within the California Democratic Party and subject to its by-laws, shall make no endorsement of any candidate for partisan or non-partisan public office unless that candidate has been endorsed by the California Democratic Party through its endorsement process. This shall not bind any member of the Chicano/Latino Caucus from making an individual public endorsement of any candidate whether endorsed or not endorsed by the Party.

This Caucus reserves the right, under the Federal and State Constitutional guarantees of free speech, to provide a hearing to any Democratic Candidate for public office whether endorsed or not endorsed by the California Democratic Party.

~~The Chicano/Latino Caucus reserves the right under the Federal and State Constitutional guarantees of free speech, to publish and disseminate views and opinions on all Democratic Candidates, whether endorsed or not endorsed, especially of those issues of particular interest to the Chicano/Latino Caucus and the Latino community.~~

Article XI - Amendments to the By-Laws

Section 1: The Chairperson may select one (1) or more persons from the Caucus membership to periodically review and update the By-laws and make recommendations for needed amendments.

Section 2: Whenever practical, the membership should receive proposed changes to these By-Laws, in writing, at least two (2) weeks before the meeting at which time they are considered.

Section 3: A change in the By-Laws may be approved by the affirmative vote of two-thirds (2/3) of those voting at a properly called meeting at which a quorum is known to be present.

Effective Date of Amended By-Laws

These amended by-laws will go into effect and become applicable immediately upon their adoption of the Chicano/Latino Caucus of the California Democratic State Central Committee and a copy to be filed with the Rules Committee of the California Democratic Party.

Approved by the CDP Rules Committee 1997
Amended January 2000
Amended by the Membership November 2000
Amended by Membership March, 2009
Amended by Membership November 2009