

CONSTITUTION OF THE YOUNG DEMOCRATS OF WASHINGTON

Presented to Convention for consideration in April 2015

Preamble

We, the Young Democrats of Washington, in order to stimulate in young people an active interest in governmental affairs and promote their involvement in the political process, to promote the acquisition of political power by young people, and to foster and perpetuate the ideals and principles of the highest degrees of justice and social welfare, do associate ourselves together and establish this Constitution.

Article I – Name

- 1 This organization shall be called the Young Democrats of Washington (YDWA).

Article II – Membership

- 1 Regular membership in the Young Democrats of Washington shall be limited to persons who declare themselves to be Democrats, and who have not yet turned thirty-six years old. No criteria other than age or party preference shall be an acceptable reason for exclusion from regular membership.
- 2 Alumni membership in the Young Democrats of Washington shall be available to persons who declare themselves to be Democrats, but have passed their thirty-sixth birthday or who choose to be affiliated with the alumni branch, although age thirty-five or under. No criterion other than party preference shall be an acceptable reason for exclusion from alumni membership.
 - a Alumni members will have no vote in official proceedings.
 - b All alumni members in good standing will receive notification of organization meetings, events, and activities in the same manner as regular members. Alumni members will also receive notification of alumni organization events.
- 3 Dues & Provisions
 - a Regular voting members are required to declare they are a Democrat, and must provide an address and birth date. Members are encouraged to provide a telephone number and e-mail address (if available).
 - b Local Organizations have the right to request organizational dues at any level they wish, but must provide for waiver of dues in the case of financial hardship.
 - c No criterion other than party preference shall be an acceptable reason for exclusion from regular membership.

Article III – Officers

- 1 Leadership Structure
 - a The leadership of the Young Democrats of Washington shall consist of the President and five departments, each of which shall be headed by a Vice President. Within each department, the Vice President shall be responsible for overall activities of the department, shall provide for all necessary training for Directors under their supervision, shall take reasonable steps to provide mentorship and growth opportunities for such Directors, and shall take ultimate responsibility for the success or failure of the department in its constitutional duties.
 - b The Executive Board shall consist of the President, the five Vice Presidents, the National Committee members, and the WSDCC Representative; the General Board shall consist of all the officers listed in this section, as well as the Chairs of all properly-charter chapters and caucuses.
 - c All officers of this organization, except those specified in Section III.1.c.i below, shall be elected every year at the State Convention by the general assembly and shall serve until the adjournment of the next State Convention.
 - i The National Committee members, and Washington State Democratic Central Committee Representative shall be elected by the general assembly at the State Convention immediately following each regular Congressional election, and shall serve until the adjournment of the State Convention immediately following the next regular Congressional election. Should a vacancy occur in any of these positions at the

State Convention during a non-Congressional election year, the position shall be filled by election by the general assembly.

2 Elected Officers

a **President**

- i Shall be the chief administrative officer of the Young Democrats of Washington;
- ii Shall direct the implementation of policies adopted and authorized by the organization;
- iii Shall chair the General Board and the Executive Board;
- iv Shall represent the state organization in public; and
- v Shall report on his or her activities at each General Board meeting.

b **Executive Vice President**

- i Shall assist the President in the performance of the President's duties;
- ii Shall serve as Vice Chair of the General Board and the Executive Board;
- iii Shall maintain relationships with former Young Democrats and alumni members;
- iv Shall chair the Constitution Committee; and
- v Shall work with the National Committee members and the WSDCC Representative to propose and enact policies to identify, recruit and mentor future leaders of both this organization and the broader Democratic community..

c **Vice President of Operations**

- i Shall work with the President to write and an annual budget;
- ii Shall manage the organization's day to day operations and expenditures;
- iii Shall maintain all organizational files and records in a safe and orderly manner;
- iv Shall assist the President and any Convention Coordinator(s) designated by the President with the annual State Convention; and
- v Shall oversee the Operations Department, consisting of the Development Director, Finance Director and Technology Director.

d **Vice President of Membership Engagement**

- i Shall be responsible for the support of existing chapters and expansion of new chapters;
- ii Shall serve as the liaison to all federal, statewide and legislative campaigns;
- iii Shall chair the Endorsements Committee; and
- iv Shall oversee the Membership Engagement Department, consisting of the Campaign Director, Eastern Washington Director and Western Washington Director.

e **Vice President of Government Affairs**

- i Shall direct legislative action and lobbying efforts on behalf of the organization throughout the year;
- ii Shall liaise with official offices and advocacy groups to track legislation, and shall seek opportunities for YDWA to play a role in crafting legislation; and
- iii Shall oversee the Government Affairs Department, which consists of the Caucus Director and Advocacy Director.

f **Vice President of Communications**

- i Shall develop and implement strategies for developing the brand of the organization;
- ii Shall work with the President to produce public statements on behalf of the organization;
- iii Shall ensure the website, social media tools, and email list are regularly used to advance the goals of the organization; and
- iv Shall oversee the Communications Department, which consists of the Current Affairs Director and the Digital Media Director.

g **National Committeewoman and National Committeeman:**

- i Shall, in coordination with the President, encourage and direct participation of members in regional and national activities;

- ii Shall attend all National Committee Meetings or designate a proxy when attendance is not possible, and shall deliver a concise report of their activities to the General Board;
 - iii Shall represent the interests and further the goals and priorities of the organization on the National Committee; and
 - iv Shall work with the Executive Vice President to provide mentorship opportunities.
- h Washington State Democratic Central Committee Representative**
- i Shall, in coordination with the President, encourage and direct participation of members in local and statewide senior Democratic Party activities;
 - ii Shall attend all meetings of the Washington State Democratic Central Committee and shall report upon the activities of the WSDCC to the General Board;
 - iii Shall organize YDWA activities at WSDCC meetings, including, but not limited to, tabling, hospitality suites, volunteer activities, forums, panels, and other activities to promote YDWA within the WSDCC;
 - iv Shall represent the interests and further the goals and priorities of the organization on the State Committee;
 - v Shall be the designated liaison to the State Party Chair, staff, and the elected members of the Washington State Democratic Central Committee; and,
 - vi Shall work with the Executive Vice President to provide mentorship opportunities.
- i Development Director**
- i Shall develop an annual fundraising goal for the organization, and shall work with the President and the Vice President of Operations to form a plan to meet that goal;
 - ii Shall be responsible for the raising of funds through personal, phone, electronic, and print solicitation;
 - iii Shall propose new revenue enhancement projects;
 - iv Shall coordinate fund-raising events; and
 - v Shall work to build and maintain strong relationships with current and potential donors;
 - vi Shall track donations with a database or similar sustainable method;
 - vii Shall report to the Vice President of Operations.
- j Finance Director**
- i Shall maintain records of all receipts and disbursements of funds of the organization in accordance with all local, state, and federal laws and regulations;
 - ii Shall report all financial activity at each General Board meeting;
 - iii Shall keep all organizational financial records in balance, shall file all Public Disclosure Commission reports as needed, and serve as chief compliance officer for the organization;
 - iv Shall report to the Vice President of Operations.
- k Technology Director**
- i Shall be responsible for maintenance of YDWA's website, domain name(s) and electronic mailing lists;
 - ii Shall assist other officers in implementing technological solutions for the organization;
 - iii Shall provide technological solutions to the Vice President of Operations for the purposes of record-keeping; and
 - iv Shall report to the Vice President of Operations..
- l Campaign Director**
- i Shall organize campaign activities on behalf of endorsed candidates;
 - ii Shall chair the Campaign Committee, consisting of one representative of each charter chapter, which shall select priority candidates;
 - iii Shall organize one YDWA Day of Action for each priority candidate; and
 - iv Shall report to the Vice President of Membership Engagement.
- m Eastern Washington Director**
- i Shall serve as leader and coordinator for chapters east of the Cascade Mountains;

- ii Shall recruit leaders for, assist in the formation of, and actively foster the development of chapters in Eastern Washington;
 - iii Shall be the primary source of mentorship and training for chapter leaders in Eastern Washington;
 - iv Shall keep an accurate electronic list of members of chapters in Eastern Washington, which shall include contact information;
 - v Shall assist the Campaign Director with Days of Action in Eastern Washington; and
 - vi Shall report to the Vice President of Membership Engagement.
- n **Western Washington Director**
- i Shall serve as leader and coordinator for chapters west of the Cascade Mountains;
 - ii Shall recruit and train leaders for, assist in the formation of, and actively foster the development of chapters in Western Washington;
 - iii Shall be the primary source of mentorship and training for chapter leaders in Western Washington;
 - iv Shall keep an accurate electronic list of members of chapters in Western Washington, which shall include contact information;
 - v Shall assist the Campaign Director with Days of Action in Western Washington; and
 - vi Shall report to the Vice President of Membership Engagement.
- o **Advocacy Director**
- i Shall serve as leader and coordinator for YDWA caucuses;
 - ii Shall recruit and train leaders for, assist in the formation of, and actively foster the development of caucuses;
 - iii Shall work with caucus leaders to develop and carry-out projects based on each caucus's topic of concern; and
 - iv Shall report to the Vice President of Government Affairs.
- p **Policy Director**
- i Shall organize an annual Lobby Day during legislative session;
 - ii Shall organize additional lobbying and issue education events as appropriate; and
 - iii Shall report to the Vice President of Government Affairs.
- q **Current Affairs Director**
- i Shall track news stories and current events to ensure communications reflect the topics of the day;
 - ii Shall work with caucus leaders to identify important pre-scheduled events, such as holidays, and plan appropriate messaging; and
 - iii Shall report to the Vice President of Communications.
- r **Digital Media Director**
- i Shall maintain the organization's digital media profile, including its Twitter feed and Facebook page;
 - ii Shall seek out opportunities to produce videos, graphics, and other media materials;
 - iii Shall organize YDWA's participation in media campaigns that engage young Democrats from across the state; and
 - iv Shall report to the Vice President of Communications.
- 3 All officers shall perform any additional duties assigned by the President; their supervising Vice President, if applicable; the Executive Board; or the General Board.
- 4 A vacancy in the office of the President shall be filled by a vote of the General Board members at the meeting immediately following the announcement of the vacancy. In the interim, the Executive Vice President shall serve as President.
- 5 Vacancies in all other offices shall be filled by nomination by the President and the confirmation by the General Board.
- 6 At no time shall any office be held by more than one person.
- 7 If any office is not filled at the State Convention, the position shall be treated as vacant and filled pursuant to Section 5.

Article IV – Chapters

- 1 The Young Democrats of Washington shall be composed of local chapters with commonalities as defined in Article II. Article II will not restrict membership procedures of individual clubs in the event of institutional requirements. Local organizations shall be the primary organizational structure in the Young Democrats of Washington.
- 2 Local chapters may apply for a charter with the General Board in accordance with the Constitution and By-Laws. Local chapter charters will expire at the State Convention immediately following regular Congressional elections. A representative from the chartering chapter must be present at the State Convention and provide sufficient documentation as per the requirements of the Vice President of Membership Engagement. Chapters who cannot be present at the convention but wish to maintain their charter may submit a request in writing to the Vice President of Membership Engagement prior to the convention. Charting will occur at the convention following congressional elections.
- 3 Vacancies in the position of the presiding officer of a local chapter shall be filled by election of the membership of said organization in a timely fashion. Another officer of the chapter may serve as an interim presiding officer in representing the chapter on the state board as per the procedures of the chapter.
- 4 The presiding officers of any chartered chapter are subject to the removal provisions in Article VI regarding their positions on the General Board.

Article V - Organizational Structure

- 1 General Board – Powers & Duties
 - a The principal power and decision-making authority of the organization between State Conventions shall be vested in a General Board of the Young Democrats of Washington.
 - b The General Board shall set organizational policy as needed, especially in the following areas:
 - i Oversee and approve all activities of the organization
 - ii Approve expenditures of the organization, both specific, and discretionary
 - iii Approve recommendations for endorsement made by the Endorsement Committee
 - iv Approve chartering request by local organizations
 - v Remove officers for just cause.
 - c In all cases, the General Board shall act in accordance with the decisions and resolutions of the State Convention.
- 2 General Board – Voting Membership
 - a The voting membership of the General Board shall consist of:
 - i All officers defined in Article III
 - ii The presiding officers or duly-appointed representatives of any properly chartered local organizations
 - iii The presiding officers or duly-appointed representatives of any properly chartered caucus
 - iv All Young Democrats of America Pacific Region officers who reside fulltime within the State of Washington, provided that persons eligible to vote pursuant to this clause may not proxy their vote
 - v All members of the Young Democrats of America Executive Committee who reside full-time within the State of Washington, provided that persons eligible to vote pursuant to this clause may not proxy their vote
 - vi Any additional individuals nominated by the President subject to the confirmed of the General Board.
 - b No member of the General Board shall be entitled to cast more than one vote by virtue of multiple offices or positions that are eligible for a vote. Those officers who hold a position on the General Board and serve as a chapter representative may vote twice to represent both constituencies.
 - c Proxy votes may be used at meetings of the General Board under the following conditions:
 - i If the proxy member has a vote pursuant to Section V.2.a.i, the proxy may only be carried by another state officer, and only if the proxy member is not present
 - ii If the proxy member has a vote pursuant to Section V.2.a.ii, the proxy may only be carried by a member of the same local organization
 - iii General Board members may cast only one proxy vote in addition to his or her own vote

- iv General Board members casting a proxy vote on behalf of an absent member must have a written and signed statement from the absent member granting permission for them to vote on the absent member's behalf, or the absent member may directly notify the presiding officer.
- v All proxy votes are subject to the approval of the General Board; and
- vi The Vice Chair of a properly chartered local organization may vote at General Board Meetings in the absence of their chair without holding a proxy from the absent member.

3 General Board – Meetings & Other Provisions

- a The General Board shall meet at the call of the President at least once every quarter. These meetings shall, whenever possible, coincide in time and place with the meetings of the Washington State Democratic Central Committee.
- b Failure to convene a General Board meeting at least once every one hundred and twenty (120) days shall be considered an official act of resignation on the part of the President.
 - i Upon such de facto resignation, the Executive Vice President, either National Committee Representative, or any combination of three Executive Board members shall immediately put out a call to a General Board meeting, convening within the next fourteen days.
- c At least fourteen days' notice of a General Board meeting shall be sent to each member and shall include the date, time, and specific location of the meeting, except in cases of emergency as defined by the president and two additional executive board members where 24 hour notice is required.
- d A quorum of the General Board shall consist of either 50% of the officers defined in Article III, or one-third (1/3) of the total membership of the General Board.
 - i Any meeting at which a quorum is not present shall be deemed a meeting of the committee of the whole.
 - ii Decisions made by a committee of the whole meeting shall be non-binding and shall not be implemented until approved at the next official Executive Board meeting at which a quorum is present. Decisions made by a committee of the whole must be included in the notice of the next Executive Board meeting.
- e Official meetings of the General Board shall not be held on the premises of businesses not open to minors.
- f The President is encouraged to distribute meeting calls to all members of the organization via e-mail, list-serves, and web sites.
- g All meetings of the General Board, Standing Committees, and Caucuses shall be open to any member of the organization in good standing, provided that each body may develop a process for entering into executive session. Any member attending such a meeting shall be entitled to speak only if yielded to by a member of the body or if recognized by the chair.
- h If any officer fails to attend or send a proxy to two (2) consecutive General Board or Committee meetings without being excused, such action shall make the office be considered vacant and a new officer will be appointed according to Article III.
- i Participation in General Board Meetings Via Teleconferencing
 - i General Board members may participate in said meeting via teleconference technology
 - ii Teleconferencing members shall count towards quorum and retain any and all voting rights.

4 Executive Board

- a The Executive Board shall exist as a committee of the General Board, and shall consist of the elected officers defined in Section II.2.a through Section II.2.h, as well as any additional individuals nominated by the President subject to the confirmation of the Executive Board.
- b The Executive Board shall meet once every over month at the call of the President, and shall act as the principal administrative body charged with carrying out the decisions of the General Board.
- c The Executive Board shall be vested with the following powers as well as any additional powers that are granted to it by the General Board:
 - i The expenditure of funds in accordance with an annual budget that has been prepared by the President and the Vice President of Operations, and approved by the General Board

- ii Provisional approval of the charters of new or existing local organizations, subject to the final approval of the General Board
 - iii Coordination and supervision of the activities of all state officers.
- d All decisions and actions of the Executive Board are subject to the review of the General Board, and may be vetoed by a majority of the General Board.

5 **Caucuses**

- a The caucuses of YDWA shall be organized around a specific issue of concern to YDWA membership. Caucuses shall track legislative and political matters relating to their area of concern, organize activities related to these matters, and advise the President and the General Board on all matters relating to their issue.
- b Caucuses shall be chartered on an annual basis by the State Convention or the General Board; once chartered a caucus remains active until the next State Convention, or until the caucus's charter is revoked by the General Board under Section V.5.e below.
 - i A caucus chartering application must be presented to the Vice President of Government Affairs, and must include the following materials: the names and contact information of no fewer than five active members; the name and contact information of a Chair and Vice Chair, who has been elected by the listed officers; a one-sentence summary of the caucus's area of concern and point of view; and a written description of activities the caucus might engage in, which shall be no shorter than one paragraph.
 - ii All caucus chartering applications will be reviewed by the State Convention, if the caucus chartering application is received no later than 5:00 p.m. on the day before the State Convention General Session, or at the next General Board meeting. In reviewing the chartering application, the relevant body will consider whether the charting application meets the technical aspects listed in Section V.5.b.i, whether there is sufficient interest among YDWA membership to support the caucus, and whether the caucus's issue area and point of view fit with the values of YDWA. A chartering application may be accepted by a majority vote of the relevant body.
 - iii The President shall take reasonable steps to provide rooms and meeting times for active and potential caucuses that wish to meet at State Convention on the day before General Session. In allocating rooms and meeting times, the President shall consider the likelihood of the caucus chartering successfully.
- c The chairs of all properly-chartered caucuses shall report to the Vice President of Legislative Affairs. The Vice President of Legislative Affairs shall provide support to caucus chairs.
- d Each caucus shall perform at least one caucus project relevant to the caucus's issue area, which shall be approved by the Vice President of Legislative Affairs. The President and the Vice President of Operations shall determine an appropriate amount of funding for caucus projects, which shall be divided evenly among all caucuses that are chartered at the time the budget is approved. The President and the Vice President of Operations shall make reasonable efforts to provide equal funds to caucuses that charter after the budget is approved, but shall not be required to provide funds if they are not available.
- e If, in the opinion of the General Board, a caucus is not making reasonable steps to complete a caucus project and fulfill the other duties defined in Section V.5.a, the General Board may revoke a caucus's charter by majority vote. A charter cannot be revoked within three months of being granted. The President and the Vice President of Legislative Affairs shall take reasonable steps to contact the caucus chair and vice chair prior to any meeting in which a caucus's charter is revoked. A caucus whose charter is revoked may apply to re-charter during or after the next State Convention.

Article VI - Removal of Officers

- 1 **Grounds for Removal**
 - a The grounds for removal of an officer shall be misfeasance, malfeasance, or nonfeasance in the performance of his or her duties.
- 2 The process for removal of an officer, either elected or appointed, shall be as follows:

- a A motion for removal must be made at a regular or special meeting of the Executive board. Charges demanding removal shall be referred to the General Board to ascertain, by majority vote, the validity of the charges and whether or not the charges are proper grounds for removal.
- b If the executive board cannot determine by majority vote that the charges are valid and are proper grounds for removal, the charges shall be dropped and stricken from the record.
- c Once the executive board has determined the charges before the body to be valid and proper grounds for removal, a detailed statement of the charges shall be mailed to each member of the General Board at least fifteen (15) days prior to the next General Board meeting, which shall be held no more than sixty (60) days following the day charges were first brought before the Board.
- d The officer subject to removal must be given the opportunity to respond at or before the meeting at which removal is considered.
- e Only General Board members in office before charges were brought before the General Board shall be eligible to vote on the motion for removal. A sixty percent (60%) affirmative vote of the General Board those present and eligible to vote shall be required for removal of an officer.

Article VII - Standing Committees

1 Endorsement Committee

- a The Endorsement Committee shall exist as a standing committee of the General Board and shall conduct interviews, prepare and review questionnaires, research candidates, and perform any other tasks necessary to evaluate Democratic candidates for public office.
- b The first meeting of the Endorsement Committee during each calendar year shall occur at the State Convention.
- c In all local primaries, a recommendation for the Endorsements Committee shall require a 2/3 majority vote of members present in the committee. A local chapter will be given the opportunity to present its official endorsement recommendation if one exists to the Endorsement Committee.
- d The committee shall prepare a preliminary report of their activities, including recommendations for endorsement, and shall present the report for review at the State Convention.
 - i The preliminary report may only include recommendations for endorsement of those individuals who have actively sought the endorsement of our organization. This policy may be waived in extreme circumstances at the discretion of the Endorsement Committee chair.
 - ii The General Board shall review the preliminary report as soon as possible after submission and shall consider the recommendations for endorsement contained within that report.
- e The Endorsement Committee shall be empowered to meet at the call of the Chair after the State Convention to consider additional endorsements.
 - i A final report, including all recommendations relating to endorsements by the organization, shall be prepared and submitted to the General Board for review no later than two weeks after the filing deadline each year.
 - ii Following the submission of the final report, the Endorsement Committee shall adjourn until the following calendar year.
- f Any recommendation by the Endorsement Committee shall be approved by the General Board upon a simple majority vote. No endorsement shall be issued on behalf of the organization except upon approval by the General Board.
- g The General Board shall be empowered to withdraw any endorsement issued upon a 3/4ths majority vote by the General Board.
- h Upon the issuance of an endorsement by the General Board, official notice shall be sent by the President or their designee.
- i The Endorsement Committee shall be chaired by the Vice President of Membership Engagement, who shall appoint a Vice Chair and a Secretary.

- j Voting members of the Endorsement Committee shall be limited to the Chair, the Vice Chair, the Secretary, and a representative from each properly chartered local organization.
 - k Quorum shall constitute six or more voting members.
- 2 Constitution Committee
- a The Constitution Committee shall exist as a standing committee of the General Board and shall conduct a thorough review of the YDWA Constitution and By-Laws, and prepare any proposed changes to be submitted to the general assembly of the State Convention. The committee should consider any proposals to remove unnecessary sections, add new sections relating to areas not currently addressed, improve clarity, and strengthen our organizational structure.
 - b The last meeting of the Constitution Committee during each calendar year shall occur at the State Convention.
 - c The committee shall prepare a preliminary report of their activities, including recommendations for changes, and shall present the report for consideration at the State Convention.
 - d The Constitution Committee shall be empowered to meet at the call of the Chair before the State Convention to consider preliminary amendments.
 - e The Constitution Committee shall be chaired by the Executive Vice President, who shall appoint a Vice Chair and a Secretary.
 - f Voting members of the Constitution Committee shall be limited to the Chair, the Vice Chair, the Secretary, and a representative from each properly chartered local organization.
 - g Quorum shall constitute four or more voting members.
- h
- 3 In all Standing Committees in which the President is otherwise not a member, the President shall be a member ex-officio without vote.

Article VIII - State Convention

- 1 The State Convention of the Young Democrats shall be held between February 1 and April 30 of each year, and shall have the highest authority over all organizational activities, subject to the provisions of this constitution.
- 2 In the interests of ensuring that each geographical region of the state shall have the opportunity to host a convention, the site of the convention shall rotate between the five geographical regions in the following order: Eastern (4th and 5th CDs), South-Central (3rd and 8th CDs), South Sound (6th and 10th CDs), Central Sound (7th and 9th CDs), and North Sound (1st and 2nd CDs).
 - a In the event of exigent circumstances, the General Board may, by three-fourths (3/4) majority vote, suspend the geographical site rotation defined above and select a site. The Board may not exercise this suspension more than twice consecutively.
 - b In the event that a site is selected pursuant to subsections A in a geographical region outside of the normal site rotation order, the rotation shall immediately resume the following year without regard for the exception.
 - c No region shall host the convention more than twice consecutively.
- 3 The bidding process for hosting the State Convention shall be open immediately following each State Convention in accordance with the provisions of Section 2.
- 4 The General Board shall determine the next convention site and Host Committee Chair by October of each year.
- 5 The official call for the State Convention shall be transmitted to all members of the Young Democrats in good standing and to all Washington State Democratic Central Committee County and Legislative District Chairs no later than sixty (60) days prior to the date of the Convention.
- 6 A General Board meeting shall be held not less than fourteen (14) days prior to the date of the State Convention to consider the following items:
 - a The President shall appoint, subject to confirmation by the Executive Board, chairs for the following convention standing committees: Constitution, Rules, Credentials, and Platform.
 - b Committee chairs shall appoint a Vice Chair and a Secretary, who shall be entitled to vote on that committee.

- c In the absence of the President the General Board shall elect a temporary convention chair until such time as the convention committee selects a permanent chair.
- 7 Proxy votes shall not be allowed at the State Convention. Delegates must be present to vote.
- 8 A simple majority of votes cast shall be required to elect a candidate for office. If no candidate receives a majority, the candidate receiving the least percentage of votes shall be dropped from the ballot, and another vote shall be taken. Balloting shall continue in this manner until a candidate receives a majority.
- 9 Delegation Voting
 - a All recognized delegates must meet YDWA Membership Requirements as defined in Article II of the YDWA Constitution
 - b All chapters attending the State Convention shall receive an automatic allotment of ten (10) votes
 - c All delegates shall receive an extra five one-thousandths (0.005) vote per mile multiplier using driving distance from the school or county seat to the site of the State Convention
 - d Each delegate can receive a maximum of four (4) votes.
- 10 The general board shall establish and implement a policy to address financial hardships of individuals intending to attend the State Convention at least thirty (30) days prior to convention.
- 11 The General Board shall adopt policies and procedures to ensure candidates for YDWA Executive Board limit campaign expenditures
 - a Campaign expenditures shall include any material that is used explicitly for the purpose of lobbying, advertising, or persuading YDWA convention delegates to vote for or against any candidate in a YDWA Executive Board position. This includes, but is not limited to: signs, stickers, hotel suites, food, and/or beverages. Hotel suite expenditures shall be assessed by the cost of the suite, minus the sum total of the negotiated hotel rate for each night of convention.
 - b Each candidate shall self-report to the Membership Committee campaign expenditures including those identified in paragraph 12(a) and other expenditures designated by the General Board, at least the day before the General Meeting at the YDWA convention. Expenditure reports shall be open to voting delegates prior to the general meeting of the convention.
 - c This section shall be construed to limit the influence of monetary and inkind contributions in all YDWA Executive Board officer elections, however it may not be construed to limit the ability of officers to conduct official business on behalf of YDWA or YDA.

Article IX - Amendment Procedure

- 1 Amendments to this constitution shall be adopted only by a three-fourths (3/4) affirmative vote of the delegates at a State Convention.
- 2 By-Laws governing this organization, not in conflict with this constitution, may be adopted by a simple majority vote of State Convention delegates or the General Board.
- 3 Amendments to this constitution shall become effective immediately after adjournment of the State Convention.

Article X - Policy

- 1 It shall be the policy of this organization to endeavor to uphold all ideals set forth in this constitution and by the Democratic Party.
- 2 This organization may charter and become a part of the Young Democrats of America and endeavor to carry on the work of that organization in the state of Washington.
 - a Voting members of the National Committee of the Young Democrats of America shall be the President, and the two National Committee members.
 - b In the event one of Washington's three voting members of the National Committee of the Young Democrats of America is entitled to receive a vote as the result of holding another office in the national organization, the President shall be entitled to appoint, with General Board confirmation, a permanent designee to the National Committee to ensure the state of Washington receives its maximum possible vote.

- 3 This organization seeks a cooperative relationship with the Washington State Democratic Central Committee and shall be guided by the actions of the Democratic Party assembled in state or national convention.

Article XI – Parliamentary Authority

The rules contained in the current edition of Roberts Rules of Order, Newly Revised, shall govern the organization in all cases to which they are applicable and do not conflict with the Constitution and By-Laws of this organization, the Charter of the Young Democrats of America, and any special rules of order that this organization may adopt.

BY-LAWS OF THE YOUNG DEMOCRATS OF WASHINGTON

Article I - Recognition of Clubs and Organizations

- 1 Chapters may apply to the General Board to be chartered by the Young Democrats of Washington (YDWA) provided that said chapters are in compliance with the Constitution and By-Laws of the Young Democrats of Washington.
- 2 Charter applications must include the following:
 - a The names, mailing addresses, birthdates, and available contact information, of at least five (5) voting members of the Young Democrats of Washington, as defined by Article II of the Constitution, who are also eligible to be members of said district organization or club.
 - b A district organization or club constitution governing their activities, not in conflict with the Constitution or By-Laws of the Young Democrats of Washington, which provides for a specifically defined geographic territory or common basis for membership such as students attending a specific school, the establishment of officers and regular meetings of the district organization or club.
 - c Proof that a properly held election and/or organizational meeting was held, as specified by Article IV, Section 2 of the YDWA Constitution. This proof may include a combination of the following: Original sign-in sheet from said meeting, minutes from said meeting, original recorder's notes from said meeting, original written ballots from said meeting, copies of notices and dates of posting/ mailing, etc.
- 3 The General Board may approve the charter application at any regular or special meeting, provided said charter application is in compliance with the Constitution and By-Laws.
- 4 Within a thirty (30) day notice from the president with approval from the Executive Board, a chartered unit must submit a list of officers or their organizational charter may be revoked based on Article 1 Section 5.
- 5 The Executive Board may revoke the charter of any district organization or club which fails to uphold the requirements specified in the Constitution or By-Laws of the Young Democrats of Washington. A two-thirds (2/3) majority vote of the Executive Board shall be required to revoke the charter of a district organization or club.

(Note: Amended at the YDWA State Conventions March 15, 2009, April 1, 1996 & January 27, 1991. Original Article Adopted by YDWA Executive Board, November, 1987.)

Article II - List Management

- 1 Computerized lists of YDWA members and supporters are valuable and private. They are intended for the private use of the Young Democrats of Washington, and may not be used for unauthorized purposes.
- 2 YDWA lists may be given to recognized Democratic candidates, regardless of whether they were specifically endorsed by the YDWA; to the Democratic Party and Democratic Party affiliate organizations, to committees for causes generally, but not necessarily specifically, supported by Democrats, or to vendors of campaign or political merchandise which would be of interest to YDWA members, but may not be given or sold to vendors of general merchandise (i.e. aluminum siding, carpet cleaning, filet mignon by mail, fruitcake-of -the-month, etc.)
- 3 It is the responsibility of each club chair to submit an updated copy of their membership list to the Vice President of Operations each quarter, so that the state database may be kept as current as possible. Club chairs may submit updated lists more frequently, if they wish.
- 4 A "negative option" box will be provided on all YDWA membership forms so that members may choose to have their name left off political vendors' lists. All YDWA members will be reported on lists given to the Democratic Party or to recognized candidates.
- 5 Members running for election to YDWA office may purchase gummed mailing labels of YDWA members to use for campaign purposes. Labels will be sold by zip code or alphabetical order for \$.05 each. Purchased labels may not be reproduced except for YDWA or local Democratic Party business.
- 6 Exceptions to the By-Laws regarding YDWA list management require a two-thirds (2/3) vote of the General Board.

(Note: Article II adopted by YDWA Executive Board December 3, 1988)

Article III – State Convention

- 1 The action committee for the State Convention shall be called the Host Committee.
 - a The members of the Host Committee are determined by the winning bid for the convention as decided by the Executive Board in October of each year in accordance with Article VIII of the YDWA Constitution. Additionally, each congressional district shall appoint a member to the host committee to assist with the convention, including but not limited to recruitment and publicity for the convention in their district.
 - b The original convention bid shall include a general budget, which includes an analysis of the best facilities for the convention, appropriate registration fees, discounts for early registration, mail-in registration requirements and reasonable hardship waiver cut-off dates and/or times. This budget is reviewed and approved by the General Board at the time the bid is selected. Minor revisions during the planning process are the responsibility of the Host Committee. Nothing in this section may be construed as preventing the Credentials Committee from awarding additional credentials and/or granting additional hardship waivers to any delegate on-site at the convention.
 - c It is the responsibility of the Host Committee to ensure that appropriate measures are taken to make the convention financially solvent.
 - d The further responsibilities of the Host Committee shall be: secure the chosen facilities for the event, notify the hotel that the event is a convention and as such, may have pockets of noise and conversation into the night so that our rooms are appropriately blocked away from the "regular" guests, schedule the activities for both days of the convention, obtain keynote speakers and workshop facilitators, working with the Communications Director, will coordinate publicity and press releases for the convention and will be responsible for the bulk mailing of the Convention Call to YDWA members and prospects. Will prepare and coordinate all official signage and documentation blanks for the convention, including but not limited to: directional and welcome signs, schedules and local attraction guide sheets, convention ballots, delegate badges or ID, guest badges, programs and convention folders.
 - e The Host Committee shall provide a progress report at each Executive Board meeting from October through April of each year, and shall provide a wrap-up report at the next Executive Board meeting following the convention. The final report shall specifically include convention income and expenditures.
- 2 The standing committees for the State Convention shall be: Constitution, Credentials, Platform and Rules. Each committee shall consist of the following voting members: Chair, Vice Chair, Secretary, and one representative from each of the properly chartered local organizations.
- 3 Standing Committee Responsibilities:
 - a Credentials: Determine the method by which the chapters are allocated votes at the State Convention, determine the number of votes allowed to each chapter in accordance with the YDWA Constitution, and prepare a report to be submitted to the general assembly of the State Convention. The committee should consider how delegates are to be registered on-site and what records must be kept.
 - b Platform: Develop a comprehensive document describing the position of the majority of Young Democrats on a wide variety of issues, and prepare a platform to be submitted to the general assembly of the State Convention. The committee should review the previous platform and consider any issues of importance to young people.
 - c Rules: Establish rules for the operation and conduct of the State Convention general assembly, and prepare a report to be submitted to the general assembly. The committee should consider how standing committee reports will be considered, and what our election process will be.
- 4 The standing committees shall provide the YDWA General Board with a draft of their report at the last Executive Board meeting before the convention, although no formal action will be taken.
- 5 The standing committees shall provide the YDWA General Board with a final copy of their report at the State Convention no later than 9:00 am Sunday.
- 6 The YDWA General Board shall review the reports, and may attach a recommendation to the report(s), but shall not alter or amend standing committee reports.
- 7 The Executive Board shall forward the standing committee reports, and any recommendations attached to them, to the general assembly of the State Convention no later than 10:00 am Sunday.

- 8 The general assembly may opt to take action on standing committee reports, or any Executive Board recommendations, or both. All action taken by the general assembly is final.

(Article III adopted by the YDWA Executive Board December 3, 1988. Amended at the YDWA State Conventions, May 1, 1994 & April 1, 1996)

Article IV – Environmental Responsibility

- 1 It shall be the policy of this organization to endeavor to preserve our environment and prevent damage to the ecosystem.
 - a Recognizing that young people are the stewards of the future, YDWA shall not contribute to nor abide waste of natural resources or contamination of the same where preventable through reasonable means such as recycling.
 - b YDWA shall use 100% recycled papers and paper products whenever available for official correspondence and records.
 - c YDWA shall not use disposable products at functions whenever other options are possible.
 - d YDWA shall, in the course of day-to-day operations, attempt to educate its members and the general public about environmental issues, solutions, and compromises as much as possible.

(Note: Article VI adopted at the YDWA State Convention on April 6, 1997.)

Article V – Fiscal Policy

- 1 It shall be the policy of this organization to endeavor to conduct business in a financially responsible fashion.
 - a Recognizing that overdue accounts receivable and bad debt is the source of failure of many businesses, and that when an employer dissolves, that the common worker suffers, YDWA shall not contract for credit nor incur bills on goods or services which the organization cannot reasonably and fairly expect to pay within the specified contract terms.
 - b In addition to monitoring a reasonable budget and positive cash flow, YDWA shall actively seek avenues of operational cost savings which will not impact the success of YDWA events, nor conflict with the ideals of YDWA.

(Note: Article V adopted at the YDWA State Convention, May 1, 1994).