

Constitution and Bylaws of the CALIFORNIA DEMOCRATIC COUNCIL

Draft for Review

CALIFORNIA DEMOCRATIC COUNCIL

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Contents	Page
Preamble.....	1
Article I – Name.....	1
Article II – Incorporation	1
Article III – Purpose.....	1
Article IV – Membership	1
Article V – Council Organization.....	2
Article VI – Committees.....	3
Article VII – Conventions.....	4
Article VII – Endorsements and Resolutions.....	4
Article IX – Amendments.....	4
Article X – Authority, Subordination, and Severability.....	4

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Constitution and Bylaws of the **CALIFORNIA DEMOCRATIC COUNCIL** *Draft for Review*

Preamble

In order to stimulate an active interest and participation in governmental affairs; to increase the efficiency of popular government; to foster and perpetuate the ideals and principles of the democratic process; and to provide for all the people the highest degree of justice and social welfare we do associate ourselves together to establish this Constitution.

Article I – Name

The name of this organization shall be the California Democratic Council (hereinafter CDC or Council).

Article II – Incorporation

The California Democratic Council shall be incorporated under the laws of California as a non-profit corporation.

Article III – Purpose

- To develop the fullest possible membership in chartered Democratic Clubs.
- To provide Democratic Clubs with resources and skills training to recruit and encourage individuals with a commitment to justice and equality to run for public office.
- To provide Democratic Clubs with a mechanism to leverage interclub cooperation.
- To promote recommendations and critiques of the California Democratic Party Platform.
- To establish a CDC Legislative Agenda to be communicated to elected Democratic officials and Democratic candidates for office.

Article IV – Membership

Section 1. Membership.

Membership in this council is open to all of the following:

- A. Democratic County Central Committees**
- B. Chartered Democratic Clubs**
- C. California Young Democrats (CYD)**
- D. Members-at-large**
 1. Any registered Democrat greater than 25 miles from the nearest chartered Democratic Club.

Section 2. Requirements for Affiliation.

- A. All Affiliates.** All affiliates shall:
 1. Subscribe to the state platform of the Democratic Party.
 2. Support only Democrats for partisan and non-partisan public office who best exemplify and subscribe to the philosophy and platform of this Council.
 3. Submit an affiliation application.
- B. Democratic Clubs.** Each member Club shall:
 1. Shall be duly chartered by a Democratic County Central Committee.
 2. Have a minimum of twenty (20) members in good standing.
 3. Provide current membership roster or latest CDP credentialing roster to include indicating elected officers, delegates and alternates, and date of latest re-chartering.
 4. In the event that the Chartering Agency refuses to certify, then an appeal may be made to this Council.
 5. If a Chartered Democratic Club decides to dissociate for cause from their respective County Central Committee, they may either seek or continue their affiliation with this Council.
- C. California Young Democrats (CYD).** Each member chapter shall:
 1. Shall be duly chartered by their governing organization.
 2. Shall have at least ten (10) members in good standing.
 3. Provide current membership roster to include indicating elected officers, delegates and alternates, and date of latest re-chartering.
- D. Members-at-large.** Members-at-large shall maintain their registration in the Democratic Party.

Section 3. Affiliation Renewal.

Affiliation renewal shall occur annually with submission of the current membership roster indicating elected officers, delegates and alternates; and date of annual re-charter.

Section 4. Affiliation Termination.

Affiliation termination occurs upon written notification by either party or through lapse of annual renewal by the affiliating organization.

Article V – Council Organization

Section 1. Annual Convention.

- A. Authority.** The Annual Convention is the supreme governing body of the California Democratic Council.
- B. Business.**
1. Annual Conventions held in **even-numbered** years shall be to endorse Democratic candidates for statewide partisan public office and adopt a Council Platform and Legislative Agenda.
 2. Annual Conventions held in **odd-numbered** years shall be to elect Council Officers.
 3. Annual Conventions in any year may amend this Constitution and Bylaws. It may transact such other business as may come before the convention.

Section 2. Steering Committee.

- A. Purpose.** The Steering Committee shall be the governing body between conventions with regard to all matters of state-wide policy, endorsements, and resolutions.
- B. Composition.** The Steering Committee of this Council shall consist of the elected officers, immediate past president of this Council, one appointee each from affiliated organizations (club, county central committee, or CYD designees), and CDC standing committee chairs.

Organization presidents and chairs are entitled to appoint a permanent representative in writing to serve in their place at Committee meetings.

- C. Meetings.** Regular meetings of the Steering Committee shall be held no less than two (2) times a year and shall be called by the President. Special Meetings of the Steering Committee may be called by the President at any time, or may be called by the President upon the request of 20% of the affiliated organizations.
- D. Business.** The Steering Committee shall be responsible for filling vacancies, adopting standing rules, and conducting other such transaction as may come before the body,
- E. Quorum.** One fifth (20%) of the Steering Committee shall constitute a quorum.

Section 3. Executive Committee.

- A. Purpose.** The Executive Committee shall be the governing body between meetings of the Steering Committee.
- B. Composition.** The Executive Committee shall consist of the CDC Officers and standing committee chairs.

- C. Business.** The Executive Committee shall be responsible to the Steering Committee for the general management of the Council's business.

Section 4. CDC Officers.

- A. Officers.** The CDC Officers shall be the president, vice president, secretary, treasurer, controller, and regional coordinators.

Regional Coordinators (3): Northern Region, Central Region, and Southern Region.

Convention

- Delegates from:
 - Chartered Democratic Clubs
 - Democratic County Central Committees, and
 - California Young Democrats
- Members at Large

Steering Committee

- Officers
- Immediate Past President
- Designees from Affiliated Organizations
- Standing Committee Chairs

Executive Committee

- Officers
- Standing Committee Chairs

Officers

- President
- Vice President
- Secretary
- Treasurer
- Controller
- Regional Coordinators (3)

- B. Eligibility.** Any at-large member or member of an affiliating organization is eligible to hold office in this Council.

- C. Terms.** Officers shall be elected for two (2) year terms.

Regional Coordinators shall be elected for three (3) year terms, rotating regions each year.

Standing Committee Chairs shall have terms concurrent with the elected officers.

- D. Election of Officers and Regional Coordinators.** Nominations and elections of Officers shall take place at the Annual Convention occurring in odd-numbered years and shall assume office upon conclusion of that Convention.

Regional Coordinators shall be elected on a rotating basis from one region each year at the Annual Convention.

E. Duties.

1. **The President** shall direct the affairs of the Council, act as the spokesperson and representative for this Council, appoint Standing and Ad-hoc Committee Chairs and additional officers as needed with Executive Committee approval, and shall preside over the annual Convention and periodic membership meetings between Conventions.
2. **The Vice-President** shall assist the President in the performance of their duties and shall assume the role of the President in the case of their absence, resignation, or incapacitation.
3. **The Secretary** shall keep all records of proceedings of the Council, distribute copies of the proceedings to the member organizations and individual members, notify members of the meetings and shall be responsible for correspondence of this Council.
4. **The Treasurer** shall have custody of the funds and pay all proper bills of the Council, shall make timely filings of state and federal reports as required by law, and provide a Treasurer's report at all meetings.
5. **The Controller** shall, in cooperation with the Treasurer, maintain the books of account of the Council.
6. **The Regional Coordinators** shall assist in appointing people to the standing committees; shall assist clubs and central committees with submitting rosters to the CDC and with credentialing the voting members for the state convention; and shall assist in the outreach and development of clubs and the training of officers in the clubs.

- F. Filling Vacancies.** The President shall appoint, with the approval of the Steering Committee, any vacancies which may occur.

If the office of President becomes vacant, such vacancy shall be filled by the succession of the Vice President and a new Vice President shall be elected by the Steering Committee.

In the event that the Steering Committee is unable to meet, an Interim Vice President shall be appointed by the Executive Committee until such time as an election may be held.

- G. Removal of Officers.** Any officer of the Executive Committee may be removed by a two-thirds (2/3) vote of the total membership of the Steering Committee at any meeting thereof, provided that written charges against the officer shall first be presented to the meeting of the Steering Committee immediately preceding, and the officer

shall be informed of such charges and be given an opportunity to answer them and be heard.

Article VI – Committees

- A. Membership and Authority.** Members of Standing and Ad-hoc Committees shall be either at-large members or members of affiliated organizations.

The duties of these committees and the chairs shall be defined by the Executive Committee.

Committees shall be responsible for developing programs in their area of operation.

The Executive Committee shall approve or reject by a majority vote all appointments made by the President. The Steering Committee shall have the authority to appoint when the President does not act within a reasonable period of time.

Bylaw.

- B. Standing Committees.**

1. **Fundraising** – responsible for developing fundraising projects and events to advance the Council.
2. **Communications/PR** – Public Relations, press corps, CDC newsletter, flyers, printed materials, and other communication vehicles.
3. **Constitution and Bylaws** – Responsible for maintaining and interpreting the Constitution and Bylaws of the CDC.
4. **Platform & Policy Development** – Responsible for developing vehicles to give voice to members' views on issues through events, speakers, on- and off-line activism, and issue discussion. In addition, the committee will work with the state party Platform and Resolutions Committee through development and consideration of platform items and resolutions.
5. **Membership Rosters & Credentialing** – Verification of affiliating organizations and delegate rosters, and maintenance of the Council delegate roster.
6. **Organizational Development** – Training and skill building, leadership development, and strategic planning. Developing and implementing a plan for membership recruitment and expansion that reflects the community. Helping clubs develop candidate recruitment.
7. **Legislative Tracking** – Track important bills during the legislative session with action alerts

to pressure legislators and/or committee members.

- 8. **IT/Webmaster** – Website maintenance. Membership database upkeep. Internet connectivity. Member organization website hosting management.

- C. **Ad Hoc Committees.** The Steering Committee may create Ad Hoc Committees as it deems necessary.

The President shall appoint the members of any Ad Hoc Committee.

Article VII – Conventions

Section 1. Time and Place.

The Annual Convention is the supreme governing body of the California Democratic Council.

The time and place shall be fixed by the Steering Committee and notice shall be made to all affiliated organizations two (2) months in advance of any cutoff date determined for credentials.

Section 2. Special Conventions.

Special state-wide conventions may be called by the President with the approval of the majority of the members of the Steering Committee, which may be polled in writing.

The call for a special convention shall specify the subjects to be considered and no other subjects shall be considered.

The time and place shall be fixed by the Executive Committee and affiliated organizations and members shall be notified thereof at least 15 days in advance of said convention.

Section 3. Representation.

- A. **All Affiliates.** All affiliates shall submit names of delegates and designated alternates at least thirty (30) days prior to the Annual Convention.
- B. **Democratic Clubs.** Each affiliated club shall be entitled to one delegate and one alternate for every twenty (20) members in good standing. The number of delegates for each club shall be determined by the club roster submitted for affiliation or annual renewal received least thirty (30) days prior to the Annual Convention.
- C. **County Central Committees.** Each affiliated central committee shall be entitled to two (2) duly elected delegates and two (2) alternates.
- D. **California Young Democrats.** Each affiliated chapter shall be entitled to one (1) delegate and one (1) alternate for every ten (10) members in good standing. The number of delegates for each

chapter shall be determined by the chapter roster submitted for affiliation or annual renewal received least thirty (30) days prior to the Annual Convention.

- E. **Members-at-Large.** Each individual at-large member of this Council shall be a delegate to the convention.

Section 4. Quorum.

A quorum at any Convention shall consist of one-third (1/3) of the duly accredited delegates at the Convention.

Section 5. Rules.

The Convention shall adopt its own rules of procedure.

Article VIII – Endorsements and Resolutions

Section 1. Candidates, Ballot Measures, and Bills.

The California Democratic Council shall exercise its right to make endorsements for candidates, ballot measures, and bills. Endorsements shall take place in even years or as defined in Article V, Section 1.

Endorsements of candidates, ballot measures, and bills shall require sixty-percent (60%) of those voting in favor of, or those opposed to, an endorsement position.

Section 2. Resolutions.

The formulation of official Council positions on major issues begins at the club and county committee level.

All resolutions passed at the club and county committee level should be promptly forwarded to the Platform and Policy Development Committee for review and inclusion in the CDC Legislative Agenda.

Article IX – Amendments

The Constitution and Bylaws may be amended by a majority vote of the delegates at any Annual Convention of the CDC. The Bylaws may be amended by a sixty-percent (60%) vote of the Steering Committee. Amendments will take effect upon adjournment of the Convention or meeting at which it was adopted.

Article X – Authority, Subordination, and Severability

This Constitution and Bylaws are subordinate to the United States Constitution and the Constitution of the State of California. If a provision is determined to be invalid only that specific provision will be set aside. This Constitution shall be effective upon the adjournment of the adopting Convention.

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