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Bylaws - Gwinnett County Young Democrats Constitution

Adopted at the General Body meeting 10/13/2025

Preamble to Our Constitution

Our purpose is to inspire the young people of Gwinnett County to actively engage in and promote leadership within governmental affairs and community involvement. We are dedicated to advancing the ideals of liberty, justice, and freedom for all, irrespective of race, gender, religion, or sexual orientation. Additionally, we are committed to nurturing and upholding the principles of the Democratic Party by supporting the party itself, its ideas, its members, and its candidates. With these principles in mind, we hereby establish this constitution.

Items in bold lettering are mandatory statements that must appear in all RSO constitutions.

Article I – Name and Purpose

Section 1: Gwinnett County Young Democrats shall be chartered with and affiliated with the Young Democrats of Georgia, and through the Young Democrats of Georgia, affiliated with the Young Democrats of America.

Section 2: The purpose of this organization shall be to enhance political awareness and community involvement among young people in Gwinnett County.

Section 3: Gwinnett County Young Democrats shall collaborate closely with all levels of the Democratic Party.

Article II – Membership

Section 1: Any Democrat may become a member of Gwinnett County Young Democrats by completing a basic application form and paying their dues. These members shall be referred to as "Regular Members" or "General Members." Dues shall be set by the Executive Board for every year.

Section 2: Membership shall not be influenced by race, color, national origin, sex, sexual orientation, gender identity, gender expression, or disability.

Section 3: Voting members shall consist of individuals aged between 14 and 40 who have paid their dues. Individuals aged more than 40 shall be considered non-voting members who have paid their dues. Individuals who are over 40 years of age and members of this organization shall not be eligible to hold Officer positions.

Section 4: Membership in Gwinnett County Young Democrats does not imply alignment with or endorsement of every viewpoint or opinion held by the organization. Members are encouraged to express their individual perspectives and opinions, recognizing that they may differ from those officially endorsed or promoted by the organization.

Article III – Officers

The Gwinnett County Young Democrats shall consist of the Gwinnett County Young Democratic Executive Board and the remaining members. The Executive Board shall comprise the following five Officers. The five voting Officers shall be:

- President
- Vice-President
- Secretary
- Treasurer
- Communications Director
- Membership Director
- External Membership Director
- Governmental Affairs Director
- Political Affairs Director
- Events Director

Article IV – Officer Duties

Section 1: The President shall serve as the organization's chief executive officer. He/She will preside over all chapter meetings. The President will have all of the following duties and powers. The absence of a specific power or duty from this list is not necessarily a denial of its existence.

- A. Establish administrative procedures not covered by the Constitution or By-Laws of this Chapter.
- B. Act for and on behalf of the county chapter when they're not in session.
- C. Attend all State Young Democrats meetings. When the attendance of the President is not possible, he/she will appoint a suitable replacement and give said person his/her voting proxy.
- D. Establish the agenda for all county chapter meetings (General or Executive).
- E. Serve as delegation chair at State Young Democrats state conventions.
- F. Have a two hundred dollar (\$200) transaction limit without Executive Board approval.
- G. Shall oversee the Rules and Compliance Review Committee.
- H. Be an ex-officio member of all committees.
- I. Appoint an Executive Director, without the approval of the Executive Board, to assist the President in executing presidential duties.

- J. Remove anyone from any appointed position without the Executive Board or the General Body approval.
- K. To work with the rest of the Executive Board to implement the goals and vision set out by the board.

Section 2: The Vice-President shall have the following duties:

- A. Serve as President Pro-Tempore in the absence of the President. In the case where the President's office becomes vacant, the Vice-President will automatically become the President and will assume all the powers, duties and responsibilities associated with the position. The office of the Vice-President then is vacant and will be filled by an appointment by the new President, pending the approval of the Executive Board and the General Body.
- B. Assist the President.
- C. Shall oversee the Charter and By-Laws Committee.
- D. To work with the rest of the Executive Board to implement the goals and vision set out by the board.

Section 3: The Chapter Secretary shall all of the have the following duties and powers:

- A. Maintain accurate minutes of all Chapter meetings (General and Executive Board).
- B. Handle the distribution of agendas, nametags, and related materials.
- C. Manage the ordering of supplies required for Chapter activities.
- D. Coordinate and confirm venue and speaker logistics.
- E. Keep the organization's calendar up to date.
- F. The Secretary shall serve as an ex-officio member of the Charter and By-Laws Committee, the Rules and Compliance Review Committee.
- G. To work with the rest of the Executive Board to implement the goals and vision set out by the board.

Section 4: The Communications Director shall have the following duties and powers:

- A. Ensure publicity for all upcoming events and meetings.
- B. Maintain an accurate mailing list and phone directory of all members.
- C. Maintain and update the organization's social media presence.
- D. Create presentations reflecting the board's goals and objectives.
- E. Organize and document all party connections and affiliations.
- F. Shall Chair the Communications Committee.
- G. To work with the rest of the Executive Board to implement the goals and vision set out by the board.

Section 5: The Treasurer shall have the following duties and powers:

- A. Shall maintain records of all financial transactions on a calendar year basis.
- B. Keep a list of unpaid obligations.
- C. Oversee the annual audit of all financial records.
- D. Perform all record-keeping and compliance filing, including reports to the Democratic Party of Georgia, the County of Gwinnett, the State of Georgia, the Democratic National Committee, and the United States government.
- E. Ensure compliance with all applicable rules and regulations, meeting in person with the Legal Counsel of the DPG no less than one time during his/her tenure to validate knowledge of compliance requirements.
- F. If deemed necessary by the Executive Board, the Treasurer will file any reports for the State Democratic Party or the State Ethics Commission.
- G. Shall serve as the Chair of the Finance Committee.
- H. To work with the rest of the Executive Board to implement the goals and vision set out by the board.

Section 6: The Membership Director shall have the following duties and powers:

- A. Co-Chair the Recruitment Committee.
- B. Shall keep and maintain records of all members.
- C. Shall work with the President on rechartering the Chapter.
- D. Shall oversee any internship programs GCYD engages in.
- E. Shall serve on the Events Committee.
- F. To work with the rest of the Executive Board to implement the goals and vision set out by the board.

Section 7: The External Membership Director shall have the following duties and powers:

- A. Co-Chair the Recruitment Committee.
- B. Oversee the Metrics Committee.
- C. Shall be responsible for recruiting new members to the organization.
- D. Shall be responsible for organizing GCYD's presence at external events.
- E. To organize and execute any membership trainings and orientations.
- F. To work with the rest of the Executive Board to implement the goals and vision set out by the board.

Section 8: Governmental Affairs Director shall have the following duties and powers:

- A. The Government Affairs Officer is the official liaison between the Gwinnett County Young Democrats (GCYD) and Gwinnett's local government bodies. This role is crucial for keeping our members informed and engaged in the civic process. The officer will serve as our "eyes and ears" in the community, tracking local issues and government actions to ensure GCYD can respond effectively and promote policies that align with our values.

- B. Monitor Local Government: When possible, attend key Gwinnett County government meetings—such as the Board of Commissioners, Planning Commission, and other relevant boards—to stay abreast of developments.
- C. Create Meeting Summaries: Collect and compile minutes from these government meetings. Summarize the key decisions and discussions in a clear, easy-to-digest format.
- D. Inform and Engage Members: Work with the GCYD Communications team to publish meeting summaries on our digital platforms. This includes sharing links to the official minutes and providing concise, compelling highlights for social media.
- E. Coordinate with Elected Officials: Act as a liaison for the GCYD by building and maintaining relationships with local elected officials to advance the organization's goals.
- F. Promote Civic Participation: Actively encourage and recruit GCYD members to attend government meetings and public hearings, ensuring that the voices of young Democrats are heard on important issues.
- G. Track Local Issues: Keep the GCYD leadership and members updated on current local issues and how Gwinnett's government is responding to them. This information will be used to inform our advocacy and community efforts.
- H. To work with the rest of the Executive Board to implement the goals and vision set out by the board.

Section 9: Political Affairs Director shall have the following duties and powers:

- A. Oversee the organization's Get out the Vote campaigns, canvases, phone banks, and other election-related activities.
- B. Shall work with the President on developing endorsement requirements and questionnaires for the various offices that GCYD can endorse in accordance with Article XI.
- C. Shall build working relationships with like-minded organizations and other organs of the Democratic Party.
- D. Shall conduct and oversee training for such get-out-the-vote efforts.
- E. Work with the Governmental Affairs Director on any lobbying campaigns/efforts.
- F. To work with the rest of the Executive Board to implement the goals and vision set out by the board.

Section 10: Events Director shall have the following duties and powers:

- A. Organize and oversee events hosted by the organization.
- B. Shall work with the External Membership Director on tabling at outside organization events.
- C. Shall work with the treasurer on organizing fundraisers.
- D. To work with the rest of the Executive Board to implement the goals and vision set out by the board.

Article V – Executive Board

The Gwinnett County Young Democrats Executive Board shall be the chief policy-making body for the chapter.

Section 1: The Executive Board will have all the following powers necessary for the proper and legal execution of all duties of the Gwinnett County Young Democrats.

Section 2: The Executive Board will meet no less than twelve (12) times during the course of one (1) fiscal year.

Section 3: Members of the Executive Board shall not miss more than two (2) Executive Board Meetings or two (2) General Membership meetings without providing a justified excuse to the rest of the board prior to the meeting occurring. Failure to comply, they shall be automatically removed from their position and considered vacant subject to Article 7 Section 4 (C).

Section 4: The Executive Board shall consist of all Officers of Gwinnett County Young Democrats, as well as Presidents or their representative of Gwinnett County Young Democrat Caucuses, President or their representative of College Democrat Chapters located in Gwinnett County and, President or their representative of High School Democrat Chapters located in Gwinnett County.

Section 5: Each member of the Executive Board shall have one (1) vote. If a member of the Executive Board holds two or more voting positions they shall be considered to have one vote. They may appoint a representative to sit on the board with their additional vote.

Section 6: For the purposes of establishing quorum, Presidents or their representatives of College Young Democrat Chapters and/or High School Young Democrat Chapters shall not count towards quorum.

Section 7: For the Executive Board to be able to conduct a meeting a quorum of at least half ($\frac{1}{2}$) of Executive Board members must be in attendance, except as provided in Section 6.

Article VI – General Body

The Gwinnett County Young Democrats general body shall meet no less than eight (8) times during the course of one (1) year.

Meetings shall be held in-person and virtually to accommodate all members.

Article VII – Elections

Section 1: Elections of officers shall be held at the first meeting in December of each year. All terms are for two years. No office shall be held by one person, no more than two consecutive terms.

Section 2: For national membership and the position of President, eligibility shall be restricted to individuals aged between fourteen (14) and less than thirty-six (36) years.

Section 3: The order of elections shall be as follows: President, Vice-President, Secretary, Treasurer, Communications Director, Membership Director, External Membership Director, Governmental Affairs Director, Political Affairs Director, and Events Director.

Section 4:

- A. If an officer resigns or is impeached, the President has the power to appoint a temporary officer.
- B. A special election for the vacant seat shall be held by nomination from the general body. This election will take place two (2) months after the officer has resigned or been impeached.
- C. In the event that a position is not filled at the election of officers. The position shall be considered vacant, and the President shall have the power to appoint a temporary officer. That Officer must be approved by the membership at the next general meeting by a majority vote.

Section 5: Votes will be conducted with a private ballot.

Section 6: If more than two people are running for an office, ranked-choice voting (instant-runoff voting) shall be used.

Article VIII – Number of Offices

No single person may hold more than one officer position within the Gwinnett County Young Democrats organization. Individuals may hold more than one non-officer position in the organization.

Article IX – Forming New Committees

The President or the Executive Board can establish adjunct committees at any time for any reason they deem necessary.

Article X – Revenue

Section 1: All funds collected from membership dues and all fundraisers must be deposited into the organization's dues account. These deposits will be made as soon as possible after the funds have been collected.

Section 2: Petty Cash may be kept by the President and or Treasurer.

Article XI – Supporting Candidates

Section 1: The Gwinnett County Young Democrats shall never support a non-Democrat against a democrat in a partisan election.

Section 2: Gwinnett Young Democrats may make endorsements in races in accordance with the Young Democrats of Georgia By-Laws.

Section 3: The Chapter may support/endorse candidates in non-partisan races that align with the values and vision of the Democratic Party and of the Chapter.

Article XII – Standing Committee

Section 1: There shall be six (6) standing committees of the Gwinnett County Democrats: Finance, Recruiting, Communications, Events, Charter and By-Laws, Metrics, Rules and Compliance Review Committees.

- A. The Chairs of Standing Committees, unless otherwise stated in the bylaws, shall be appointed by the Executive Board with a majority vote of the board.
- B. They shall report to their respective Officer ahead of Board Meetings with updates on the work of the Committee.
- C. Committee chairs may attend Executive Board meetings, but do not have a vote on the Board and do not count towards a quorum.

Article XIII – Constitutional Amendments

Amendments to this constitution must be submitted in writing to the Chapter President and Chapter Secretary at least two weeks (14 days) prior to the meeting at which the amendment will be considered. The President is obligated to include the amendment on the agenda for that meeting. The amendment will be considered approved if two-thirds (2/3) of the Executive Board and two-thirds (2/3) of the general body (in attendance) vote in favor of the amendment.

Article XIV – Caucuses

The Gwinnett County Young Democrats shall oversee all local Caucuses of the Gwinnett County Young Democrats.

Section 1: There shall be two (2) permanent standing caucuses, the LGBTQ+ (Stonewall) Caucus and the Women's Caucus.

Section 2: New Caucuses may be created upon petition of at least three members of the organization and a vote of 2/3rds of the Executive Board. Petitions must be submitted to the President and Secretary.

- a. Upon the creation of a new Caucus, the Executive Board shall select the interim chair of the Caucus by Majority Vote. The interim chair shall organize the first meeting and advertise to the wider membership. An election will be held at the first meeting of the Caucus to elect their Chair.

Section 3: Chairs of Caucuses shall serve on the Executive Board of the Gwinnett County Young Democrats as a voting member and count towards quorum.

Section 4: Duties and responsibilities of Caucuses are as follows:

- a. All caucuses must host at least one event and at least three membership meetings a year.
- b. Caucuses shall maintain a membership list of GCYD members who wish to affiliate with the Caucus.
- c. Caucuses shall elect officers for the Caucus, President, Vice President, and Secretary. They may create other officers as needed, barring the Treasurer.
- d. Caucuses may create their own governing documents that are consistent with the Gwinnett County Young Democrats By-Laws and the By-Laws of the Young Democrats of Georgia.

Article XV – Impeachment

Impeachment of elected officers is a serious matter and shall be conducted with the utmost diligence and fairness. Procedures for impeachment shall be as follows:

Section 1: Grounds for Impeachment

- A. Any person holding an elected office within the chapter may be subject to impeachment if they are found guilty of a significant failure to fulfill their duties and responsibilities or engage in conduct that severely undermines the integrity and mission of the organization.

Section 2: Impeachment Process

- A. The impeachment process shall begin upon receipt of a formal written complaint submitted to the Executive Board, signed by no less than two-thirds (2/3) of the

active General Body members. The person shall be notified of the charges against them no less than 30 days

- B. Upon receipt of the complaint, the Executive Board shall appoint an independent Impeachment Committee consisting of three (3) members of the Executive Board, who are not facing impeachment charges, and designate one member as the chairperson.
- C. The Impeachment Committee shall conduct a thorough investigation into the allegations, including interviews with witnesses and examination of relevant evidence. This investigation shall be completed within 30 days from the date of receiving the complaint.
- D. The accused officer shall be afforded the opportunity to present a defense during the investigation. The accused may also be represented by legal counsel if they wish.
- E. Following the investigation, the Impeachment Committee shall submit a comprehensive report of their findings to the General Body. The report shall include a summary of evidence, witness statements, and a recommendation regarding impeachment.

Section 3: Impeachment Vote

- A. A General Body meeting shall be convened within two weeks (14 days) of receiving the Impeachment Committee's report to discuss and vote on impeachment.
- B. The impeachment vote shall require a supermajority vote of two-thirds (2/3) of the General Body members present at the meeting to pass.

Section 4: Consequences of Impeachment

- A. If an elected officer is impeached, they shall immediately forfeit their office and all associated responsibilities.
- B. The chapter shall hold a special election to fill the vacant position as soon as possible, following the procedures outlined in Article VII.