

## **Bylaws - Gwinnett County Young Democrats Constitution**

### **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 be chartered with Gwinnett County's Democratic Party and 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. These members shall be referred to as "Regular Members" or "General Members."

Section 2: Membership shall not be influenced by race, color, national origin, sex, sexual orientation, or physical handicap.

Section 3: Voting members shall consist of individuals aged between 14 and 40 who have paid their dues and attended a minimum of three meetings within the preceding year.

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

### **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. Appoint committee chairpersons and vice-chairpersons for all committees, excluding the Recruiting and the Fund-raising Committees.
- 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.

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

- A. Chair the Recruiting Committee.
- B. Appoint a co-chairperson for the Recruiting Committee, pending the approval of the Executive Board.
- C. 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.
- D. Assist the President.

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 Committee, and the Compliance Review Committee.

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.

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.

## **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.

## **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 August 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, and Communications 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 and by nomination from the general body. This election will take place two (2) months after the officer has resigned or been impeached.

Section 5:

A. Votes will be conducted with a private ballot

## **Article VIII - Number of Offices**

No single person may hold more than one office within the Gwinnett County Young Democrats 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: No petty cash or discretionary funds shall be kept by any member or advisor of this organization.

### **Article XI - Supporting Candidates**

Section 1: The Gwinnett County Young Democrats shall never oppose a Democratic candidate for political office, either by supporting non-Democratic candidates or by not supporting all Democratic candidates in a primary election. The chapter shall not support a non-Democratic candidate, even if no Democratic opponent exists.

Section 2: In non-partisan elections, the Gwinnett County Young Democrats shall only support a candidate if that person is currently a registered Democrat.

### **Article XII - Standing Committee**

There shall be two (2) standing committees: the Fund-raising Committee and the Recruiting Committee. Each of these committees shall have five (5) or seven (7) members, depending on the preference of the committee chair.

### **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 - Local Chapters**

The Gwinnett County Young Democrats shall oversee all Local Chapters. Local Chapters must be chartered by the Gwinnett County Young Democrats, affiliated with the Young Democrats of Georgia, and, through the Young Democrats of Georgia, affiliated with the Young Democrats of America.

## **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.