

# CALIFORNIA DEMOCRATIC PARTY WOMEN'S CAUCUS BY-LAWS

## Article I: Name

The name of this organization is the Women's Caucus of the California Democratic Party (the "Women's Caucus").

## Article II: Purpose

The purpose of the Women's Caucus is:

- A. To encourage and assist Democratic women candidates who are pro-choice and who support and embrace democratic values; and who run for state and federal public office by providing campaign assistance and recruitment of volunteers;
- B. To assist, whenever possible, in the appointment of pro-choice Democratic women to local, state and national leadership position;
- C. To identify those issues affecting women and families and to make the political and legislative system more responsive to the needs of women; and to ensure that these issues are included in the Democratic Party Platform;
- D. To secure full legal equality of women;
- E. To insure that Democratic women are an integral part of the decision making process within the California Democratic Party including at least 50% female membership on all standing and all other special CDP committees.

## Article III: Membership

- A. Voting Membership: A voting member shall be any Democrat currently registered to vote in California, who believes in and supports the purpose of the Women's Caucus and has paid the prescribed dues, unless exempted from such dues as in cases of financial hardship.

## Article IV: Dues

Dues of \$5.00 shall be payable annually to the California Democratic Party Women's Caucus, except that payment of dues shall not be obligatory for any member to whom it constitutes an economic hardship.

## Article V: Organization

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

The Executive Committee of the Women's Caucus shall be composed of the Women's Caucus officers duly elected by the voting membership. The Executive Committee shall exercise all executive powers on behalf of the Women's Caucus between meetings. The Executive Committee shall inform the members of the Women's Caucus of all decisions and recommendations made by the Executive Committee and any such standing or special committees of the Women's Caucus. Such information shall be made at Women's Caucus meetings.

Committees. The Chairperson shall appoint the chairs of all committees, after consultation with the other members of the Women's Caucus Executive Committee.

Special and AD Hoc Committees may be established as necessary by the Chairperson.

Article VI: Officers

A. Chair: The Chair shall preside over all general meetings of the Caucus and represent the Caucus on the Executive Board of the Democratic State Central Committee.

B. Northern Vice-Chair: The Northern Vice-Chair shall assume the responsibility of the Chair if the Chair is absent for meetings in her region. The Northern Vice-Chair shall direct the activities of the Caucus in her region.

C. Southern Vice-Chair: The Southern Vice-Chair shall assume the responsibility of the Chair if the Chair is absent for meetings in her region. The Southern Vice-Chair shall direct the activities of the Caucus in her region.

D. Recording Secretary: The Recording Secretary shall keep the minutes of the Caucus.

E. Corresponding Secretary: The Corresponding Secretary shall keep the correspondence of the Caucus and be responsible for sending out correspondence as directed by the Committee.

F. Treasurer:- The Treasurer shall account for all Caucus funds and prepare financial reports as required by the Democratic State Central Committee.

G. Legislative and Policy Issues Chair – The Legislative and Policy Issues Chair shall work with the Democratic State Central Committee to ensure the inclusion of women's issues in their efforts.

II. Political Development Chair-- The Political Development Chair shall develop a Statewide program for women candidates, appointees, campaign staff and volunteers.

I. Ex-Officio Officer: The Caucus shall have as a non-voting member of the Executive Committee, a member from the California State Legislative Women's Caucus. The Ex-Officio Officer shall be the ranking Democratic woman of the California State Legislative Women's Caucus or her designee.

Officer Removal Clause

Any officer of the Caucus may be removed prior to the expiration of her term for cause, including to, but not limited to, malfeasance, misuse of the Caucus funds, and such other conduct as may hereafter be determined by amendment to the By-laws or the Executive Committee and ratified by the Caucus, provided that the due process rights of any officer sought to be removed shall be observed.

Article VII: Elections

A. The election of officers shall occur at the Caucus meeting every two years at the time and place that the California Democratic Party holds its biennial convention.

- B. All officers shall be voting members of the Caucus, and the Chair and Vice Chairs shall be members of the Democratic State Central Committee.
- C. Officers shall be elected by secret ballot in contested elections and by a majority of the members present and voting.
- D. All vacancies shall be filled by election at the next Caucus meeting after the vacancy occurs.

Article VIII: Voting

- A. A quorum for any meeting for the general membership shall consist of 20 voting members of the Women's Caucus.
- B. All decisions shall be made by a majority vote of those present and voting
- C. A voting member must be present to cast a vote.

Article IX: Meetings

- A. There shall be at least four meetings of the membership annually coinciding with the meetings of the Executive Board of the California Democratic Party.
- B. All meetings shall be conducted in accordance with Roberts Rules of Order, Newly Revised.
- C. All members shall be informed of each Caucus meeting in addition to those described in Section A above.
- D. All meetings shall be fully accessible to people with disabilities in compliance with the applicable State and Federal laws as well as the rules of the California Democratic Party.

Article X: Endorsements

This Caucus shall not endorse candidates who have not received the endorsement of the California Democratic Party.

Article XI: Amendments to the By-Laws

- A. Proposed amendments to these by-laws must be in writing and must be mailed to all current voting members of the Women's Caucus at least two weeks before any vote can be taken on such amendments.
- B. Amendments to these by-laws must be approved by the affirmative vote of two-thirds of those voting members who are voting on such proposed amendments. Voting may occur at a properly called meeting of the Women's Caucus at which a quorum is present. Any changes to these by-laws that are necessary to conform with Democratic State Central Committee by-laws shall be automatic and shall not require a vote of the membership.