

**CALIFORNIA DEMOCRATIC PARTY
CHILDREN'S CAUCUS**

Parents, educators, and child advocates organizing on behalf of children

BYLAWS

Article I NAME

The name of this organization shall be the Children's Caucus of the California Democratic Party, otherwise known as the "Children's Caucus."

Article II PURPOSE

Section 1 - To identify those issues affecting children including, but not limited to, education, child abuse, juvenile justice, childcare, health care, and poverty; to make the political and legislative systems more responsive to the needs of children; and to give children a voice within the political process.

Section 2 - To promote the interests of, and be a strong voice for, children within the Democratic Party.

Article III MEMBERSHIP

Section 1 - Membership shall be comprised of:

- A. Any registered Democrat in the State of California who is the parent or legal guardian of at least one child, or,
- B. Any registered Democrat in the State of California who supports the purposes of this Caucus and is in compliance with Section 2 of this Article, or
- C. Persons of voting registration/preregistration age (as defined in the Elections Code), who meet the eligibility requirements for Caucus membership, and who are either (i) registered Democrats or (ii) ineligible to register as Democrats, but who have expressed an intent to register as a Democrat upon becoming eligible.

Section 2 - All members, as defined in Article III, Section 1, A, B, and C, must be current in their dues, or have received a waiver of dues, in order to be eligible to vote in meetings of this Caucus or to be a candidate for office of this Caucus.

Section 3 - For purposes of the demographic or similar identity clause of the State Party Bylaws, only members described in Article III sections A, B and C above shall be counted towards meeting minimum membership requirements of the California Democratic Party.

Section 4 - This Caucus supports non-discrimination in membership, including gender, race, sexual orientation, age, persons with disabilities as defined by the Americans with Disabilities Act of 1990, religion, national origins, ethnicity, or economic status.

Article IV DUES

Section 1 - The Caucus shall neither raise nor disburse funds other than nominal dues for standard or routine costs of regular meetings.

Section 2 - Dues shall be paid annually. The amount is set at the Caucus meeting of the State Party Convention each year. The dues are currently fifteen dollars (\$15.00) per year.

Section 3 - Individuals for whom payment of dues would constitute a financial hardship may request a waiver from the Executive Board of the Caucus. Under most circumstances such request will be processed upon receipt.

Article V MEETINGS

Section 1 - Regular meetings of this Caucus shall be held in conjunction with the regularly scheduled meetings of the Democratic State Central Committee and the Executive Board of that Committee. Members shall be considered properly noticed of a Caucus meeting upon mailing the agenda seven days prior to the meeting by mail or email.

Section 2 - Special Meetings of this Caucus may be called in the following manner:

- A. By the Chairperson of this Caucus.
- B. By written request to the Chairperson. Such request shall be signed by at least one-tenth of the voting members of this Caucus. Notification of the special meeting must be postally mailed or emailed within 15 days immediately following receipt of the written request.
- C. Upon call of three members of the Executive Board of this Caucus.
- D. Notice of special meetings shall be mailed or emailed to all Caucus members.
- E. Special meetings shall be scheduled at least 30 days, but no later than 60 days, following the mailing of the notification.
- F. A quorum of this Caucus shall be ten per cent (10%) of the duly credentialed, dues-paying members of this Caucus, or a number equal to one per cent (1%) of the duly credentialed, dues-paying members of the Democratic State Central Committee, whichever is smaller.

Article VI OFFICERS

Section 1 - The elected officers of this Caucus shall be:

- A. Chairperson.

- B. Northern Vice-Chairperson.
The Northern California area shall be comprised of the counties not contained in the description of the Southern California area.
- C. Southern Vice-Chairperson.
The Southern California area shall be comprised of the counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego, and Ventura.
- D. Secretary.
- E. Treasurer.

Section 2 - The appointed officers of this Caucus shall be:

- A. Parliamentarian - Appointed officers shall serve at the pleasure of the Chairperson
- B. The Chairperson, the Vice-Chairpersons, and the Treasurer must be members of the Democratic State Central Committee.
- C. The duties of the officers shall be as follows:
 - 1. The Chairperson shall preside over all meetings of the Caucus, shall be the official voice of the Caucus, and shall carry out the policies of the Caucus as mandated by the membership and the Executive Committee. By State Party Bylaws, the Chairperson becomes a member of the State Executive Board.
 - 2. The Vice-Chairpersons shall assist the Chairperson in the performance of his or her duties, and shall represent this Caucus in their respective sections of the state when the Chairperson is unable to do so. The Vice-Chairperson shall serve as the Chairperson's alternate to the State Executive Board.
 - 3. The Secretary shall maintain the minutes of the meeting of the Caucus and shall be responsible for maintaining current lists of Caucus members, including online signups and those joining at a Caucus meeting.
 - 4. The Treasurer shall take custody of and account for all funds received at meetings of this Caucus, prepare and submit the financial reports as required by the State Democratic Party within the designated timelines. The Treasurer must be a member of the Democratic State Central Committee at the time of election.

Article VII ELECTION OF OFFICERS

Section 1 - All officers shall be elected to two-year terms at the Democratic State

Central Committee meeting held odd-number years. Upcoming elections shall be announced at the Caucus meeting preceding the election, on appropriate social media, and in meeting notices to members

Section 2 - Any member of this Caucus interested in running for office may provide the Secretary with a statement of candidacy of twenty-five (25) word or less, at least thirty (30) days prior to the annual meeting. A compilation of all such statements received prior to thirty days before the election shall be mailed or emailed to the membership at least two weeks before the meeting. Candidates, including incumbents, may not have access to the Caucus Membership List for campaign purposes.

Section 3 - Nomination for officers shall also be accepted at the election meeting and election shall be by a simple majority of members present and voting at the election meeting.

Section 4 - Election shall be conducted by a secret ballot unless there is only one candidate and a vote can be taken by acclamation.

Section 5 - There shall be no proxy voting in the election of officers.

Section 6 – Provisional ballots: There shall be pre-printed provisional ballots, of a different color than the regular, to allow any person whose ballot/membership status is contested to cast a vote. Provisional ballots shall be placed in an envelope upon which the voter’s name and circumstances surrounding the casting of such a ballot are printed. Provisional ballots shall be cast by placing them in the ballot box/receptacle with all other ballots. Provisional ballots shall be segregated and shall be opened and counted only when the issue requiring the vote to be cast provisionally is resolved and only if potentially outcome determinative.

The sole basis for a ballot to be cast provisionally shall be because the member’s name is not on the roster, or because another member of the caucus contends that the member is ineligible for Caucus membership as defined in Article III of these Bylaws.

Section 7– In order to be eligible to vote or hold office, a new member must have joined the Caucus at least 30 days prior to the election. Continuing members must have renewed their membership by the time of the election meeting in order to vote or be a candidate for Caucus office.

Section 8—All ballots for the election shall be kept by the Parliamentarian until the conclusion of any challenge or appeal, or until the next regularly scheduled Caucus meeting at a CDP Executive Board or State Central Committee meeting, whichever is longer.

Section 9 - A vacancy in the office of Chairperson shall be filled by the Vice-

Chairperson of the same section as the Chairperson, which shall then create a vacancy in the office of that Vice-Chairperson.

Section 10 - A vacancy in any other office shall be filled by appointment by the Chairperson and ratified by the remaining officers.

Article VIII COMMITTEES

Section 1 - Standing committees may exist and their Chairs shall be appointed by the Executive Board of this Caucus.

Section 2 - Other committees may from time to time be requested by this Caucus. The Chairs of the committees shall also be appointed by the Executive Board of this Caucus.

Article IX EXECUTIVE COMMITTEE

Section 1 - The Executive Committee of the Caucus shall be comprised of the elected officers and the chairs of all standing committees.

Section 2 - The duties of the Executive Committee shall be as follows:

- A. To exercise all executive power on behalf of this Caucus between meetings.
- B. To appoint the chairs of standing and other committees.
- C. To plan the agenda of all meetings of this Caucus.

Section 3 - The Executive Committee shall communicate prior to the regularly scheduled meetings of the Caucus. This may be conducted by email.

Section 4 - A quorum of the Executive Committee shall be a majority of the officers, excluding vacancies.

Section 5 - The Executive Committee shall inform the members of this Caucus of all decisions and recommendations made by the Executive Committee or any standing or other committee of the Caucus.

Article X ENDORSEMENTS

Section 1 - This Caucus, as a body constituted within the California Democratic Party and subject to its bylaws, shall make no independent endorsement of any candidate for partisan or non-partisan public office unless that candidate has been endorsed by the California Democratic Party through its endorsement process. This shall not bind any member of the Caucus from making an individual, public endorsement of any candidate of the Democratic Party, whether endorsed or not endorsed by the Party.

Section 2 - This Caucus reserves its right, under the Constitutional guarantee of free speech, to provide a hearing to any Democratic candidate for public office whether endorsed or not endorsed by the California Democratic Party.

Article XI GENERAL POLICIES

Section 1 – The Children’s Caucus recognizes its obligation under the CDP Bylaws, Article XII General Policies, Section 10. In particular: publication of any notice of this caucus provided for by these bylaws, may be given by means of e-mail to those members who have email, provided it is given in a manner consistent with CDP Bylaws for the use of e-mail within Democratic Organizations. This Children’s Caucus shall also endeavor to post such notice on the caucus website and caucus social networking site, i.e. Facebook or any other site chosen by this Caucus.

The Children’s Caucus shall provide for consent, in writing, to sending and receiving notice in this manner on the Caucus membership application, and hereby consents to receive notice via email from those members who consent to receive notice for The Children’s Caucus on the membership form.

The Children’s Caucus will provide for sending and receiving notice from those members who do not have or do not provide an email address by “snail-mail”. The sender is the party responsible for all associated costs.

It is the responsibility of the individual member to inform the Caucus Secretary in the event he/she has a new email address.

As long as the Caucus uses an on-line email service such as Constant Contact or Mail Chimp, any member who unsubscribes, blocks, or otherwise prevents delivery of email notice, waives his/her right of notice.

Section 2 - All public meetings of This Caucus are open to any registered Democrat. Non-members may speak with the permission of the membership of the Caucus.

Section 3 - Any issues not specifically covered by these bylaws shall be governed by the bylaws of the California Democratic Party. In case of conflict in the bylaws, the CDP bylaws will be the governing document. The Children’s Caucus specifically recognizes its obligations to adhere to the General Provisions of the CDP Bylaws.

Article XII AMENDMENTS

Section 1 - These bylaws may be amended at any meeting of this Caucus, by a simple majority of the members present and voting.

Section 2 - The amendment(s) shall be effective immediately upon adoption.

Section 3 - The proposed amendment or amendments must be submitted in writing to, and received by, the Chairperson of the Caucus not less than forty-five (45) days prior to the meeting at which the proposed amendment(s) are to be voted upon.

Section 4 - A copy of the proposed amendment(s) must be mailed or emailed to the Caucus membership at least thirty (30) days prior to the meeting at which the proposed amendments(s) are to be voted upon.

ARTICLE XIII – Parliamentary Procedures

All proceedings not covered by these Bylaws or the Bylaws of the California Democratic Party shall be governed by the latest edition of *Robert’s Rules of Order, newly revised*.

Adopted 7 April 1995

Amended 20 January 1996 to remove minors as members

Amended 13 November 2009 and November, 2013.

Amendments presented for first Reading March 2018

Amended, November 2018

Amended, May 2019