

ENVIRONMENTAL CAUCUS OF THE CALIFORNIA DEMOCRATIC PARTY BYLAWS

(last amended 11/09)

Article I: Name and Purpose

Section 1. Name

The name of this organization is the Environmental Caucus of the California Democratic Party (Environmental Caucus).

Section 2. Purpose

The purpose of the Environmental Caucus shall be to promote issues relating to the environment and to represent those interested in environmental concerns within and for the Democratic State Party of California.

The caucus is prohibited from endorsing candidates for partisan or non-partisan electoral office unless the candidate has received the official endorsement of the California Democratic Party, as provided in its by-laws. Furthermore, unless a candidate for elective office has received the official endorsement of the CDP, all motions or support, recommendation, or other expressions of approval, no matter how denominated, are to be considered out of order at any meeting of this caucus.

However, the caucus may endorse candidates for non-elective office, such as gubernatorial appointments. This recommendation or endorsement must receive an affirmative 2/3rds vote in favor of all those voting, whether done at a Convention, Executive Board meeting or by the Executive Board of the Environmental Caucus in between meetings. Any such endorsement or statement of support must be noticed as an official item on the meeting agenda and may not be considered as New Business or a motion from the floor.

Article II: Organization

Section 1. Relationship to the Democratic State Central Committee

The Environmental Caucus is a "Special Group Caucus" within the Democratic State Central Committee. The Environmental Caucus shall operate within the by-laws of both the caucus and the Democratic State Central Committee. In case of conflict, the by-laws of the Democratic State Central Committee shall prevail.

Section 2. Rules

These by-laws shall govern the organization, operation and function of the Environmental Caucus, except as noted in Article II, Section 1.

Section 3. Membership

The Environmental Caucus shall be open to all registered Democrats who subscribe to the purpose of the caucus upon payment of dues in effect at the time the person joins.

The Environmental Caucus is prohibited from discriminating on the grounds of race, color, creed, national origin, sex, age, religion, ethnicity, sexual orientation, disabilities as defined by the Americans with Disabilities Act of 1990, or economic status.

Section 4. Dues

Dues are for the calendar year. They are to be set by the Executive Board of the Environmental Caucus at its discretion.

Any individual claiming financial hardship may be excused from any dues requirement for membership at the discretion of the chair.

Article III: Officers

Section 1. Officers

The Officers of the Environmental Caucus shall be a Chair, Vice-Chair, Vice-Chair, a Secretary and a Treasurer. The Officers shall comprise the Executive Board.

Section 2. Duties

The duties of the Officers are as follows:

- a). Chair: The chair shall be Chief Executive Officer and official voice of the Environmental Caucus, shall further the purpose of the Environmental Caucus. The chair shall serve as a member of the Executive Board of the State Democratic Central Committee.
- b). Vice-Chair: The Vice-Chair shall assist the chair in carrying out his/her duties and shall serve as the chair in the chair's absence.
- c). Vice-Chair for Legislation: The Vice-Chair for Legislation shall serve as the second Vice-Chair and shall assist the chair in carrying out his/her duties and shall bring information concerning environmentally-related issues, pending legislation and potential nominees and candidates to the attention of the caucus.
- d). Secretary: The Secretary shall maintain the minutes of the meetings of the caucus and shall maintain current lists of caucus members. In addition, the secretary shall maintain the caucus

list-serve.

e. Treasurer: The Treasurer shall take custody of the account for all funds raised by the Environmental Caucus consistent with the procedures of the State Democratic Central Committee, shall submit a quarterly financial report to the Treasurer of the California Democratic Party, prepare a financial report for each meeting of the caucus and submit budgets and/or financial reports as directed by the Caucus or the State Democratic Committee.

Section 3. Election of Officers

a). All officers shall be elected at the meeting of the Environmental Caucus held at the State Democratic Convention in odd numbered years. The Chair, Vice-Chair, Vice-Chair for Legislation, Treasurer and Secretary shall be elected by the entire membership present at the meeting.

b). Nominations for officers shall be accepted at the meeting and election shall be based on majority vote of members of the Caucus who are present. Members who join the Caucus at the meeting are eligible to nominate and vote for officers.

Section 4. Term of office and Vacancies

a). The term of office shall be for two years or until the close of a meeting where a successor is elected.

b). A vacancy in any officer position, except chair, shall be filled by appointment by the Caucus Chair and ratified by a majority vote of the all officers.

c). A vacancy in the position of chair shall be filled by majority vote of the remaining officers.

Article IV. Procedures

Section 1. Meetings

All meetings of the Environmental Caucus shall be governed by Robert's Rules of Order, in the absence of specific procedures identified in these by-laws.

b). Caucus Meetings shall be held every year at the State Convention of the Democratic Party and during the weekend of the regularly scheduled meetings of the State Party Executive Board.

c). In between Caucus meetings, the officers who comprise the Executive Board of the Caucus shall have the full authority to act on behalf of the Caucus.

Section 2. Quorum and Voting

- a) Five voting members at a regularly scheduled meeting under Article IV, Section 1 (b) shall be considered a quorum to do business.
- b). Except as may be otherwise specifically provided herein, all decisions shall be made by a majority vote of those present and voting. There shall be no secret ballots in any elections.
- c). A voting member must be present to cast a vote, no proxies are permitted.

Section 3. Amendments to By-Laws

These by-laws may be amended by any of following methods:

- a). A 2/3rds vote of those members present at the first meeting after January 1st in odd numbered years, provided that notice is given to members at least 14 days in advance of the meeting by emailing all members who have provided an email, posting the proposed amendments on the website and sending them out via the caucus list-serve. Membership will be determined under the provisions of Article II.
- b). A 2/3rds vote of those present, at any other regularly scheduled meeting of the Caucus, provided at least 14% of the membership is present, provided that notice is given to members at least 14 days in advance of the meeting by emailing all members who have provided an email, posting the proposed amendments on the website and sending them out via the caucus list-serve. or
- c). By a 2/3rds vote of those participating in email or mail ballots sent to all members of the Environmental Caucus. All ballots returned within 10 days of the mailing shall be counted.

Approved Unanimously by the CDP Environmental Caucus at the CDP Executive Board meeting on November 14, 2009 in San Diego, CA.