BYLAWS OF THE
LESBIAN, GAY, BISEXUAL AND TRANSGENDER CAUCUS
OF THE CALIFORNIA DEMOCRATIC PARTY

Article I: Name

The name of this organization is the Lesbian, Gay, Bisexual and Transgender (LGBT) Caucus of the California Democratic Party (the Caucus).

Article II: Purpose

The purpose of the Caucus is to work within the California Democratic Party, providing a strong voice and representation within the party structure; securing full equal rights of LGBT Citizens through effective legislation and policies; and encouraging LGBT persons to participate fully as Democrats at all levels of policy making and public service.

Article III: Voting Membership:

A voting member shall be any Democrat currently registered to vote in California who has either paid their dues or been granted a waiver for economic hardship and:

A. Identifies as lesbian, gay, bisexual or transgender, or,

B. Who believes in and supports the purpose of the LGBT Caucus

Article IV: Dues

A. The Caucus shall raise funds only through dues. Expenditures of the caucus shall be limited to the costs associated with regular membership meetings and communications with caucus members.

B. Members may select from the following annual dues amounts: fifteen dollars ($15.00), twenty-five dollars ($25), fifty dollars ($50), or one hundred dollars ($100). A waiver of dues is provided for on the grounds of economic hardship. Such waiver requests shall be submitted to one or both of the caucus co-chairs.

Article V: Organization

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

Article VI: Executive Committee

A. Membership of the Executive Committee of the Caucus shall be composed of the officers and at-large executive committee members duly elected by the voting membership.

B. Duties of the Executive Committee shall be to exercise all executive powers on behalf of the Caucus between meetings. The Executive Committee shall inform the members of the Caucus of all decisions and recommendations made by the Executive Committee. Such information shall be

made available at the next Caucus meeting or through electronic or printed communications.

C. Quorum of any meeting of the Executive Committee shall consist of fifty percent (50%) of the executive committee members.

D. At least five (5) days written notice shall be given of all meetings of the Executive Committee.

E. As the Executive Committee is representative of the membership, no vote may be taken by secret ballot.

Article VII: Committees

Special and AD Hoc Committees may be established as necessary by the Co-chairs who shall appoint the chair(s) of such committees, after consulting with the other members of the Executive Committee.

Article VIII: Officers and At-Large Executive Committee Members

A. The Co-chairs shall initiate and facilitate internal organization, communications, coordination and outreach, and shall share the role of Caucus spokesperson. The Co-Chairs in a fashion to be decided by the Co-Chairs shall share the Party Executive Board seat due a caucus chair. The Co-Chairs shall preside over meetings of the caucus and caucus executive committee.

B. The Vice Co-Chairs shall assist the Co-Chairs in their duties and facilitate grassroots contact with the Caucus.

C. Secretary: The Secretary shall keep all records for the Caucus, as well as record and disseminate minutes of Caucus meetings. The Secretary shall also ensure that Caucus action is in compliance with legal statutes and Party rules.

D. Treasurer: The Treasurer shall manage the finances and coordinate dues collection for the Caucus. The Treasurer shall promptly account for all Caucus funds and shall make quarterly financial reports to the Treasurer of the California State Central Committee, as well as make all other financial reports, which may be required by the Finance Committee of the California State Central Committee.

E. At-Large Executive Committee Members: The At-Large Executive Committee Members shall support the efforts of the caucus, assist with outreach to members and other organizations and to assist in furthering the purposes of the caucus.

Article IX: Officer and At-Large Executive Committee Member Elections

A. Officers and At-Large Executive Committee Members shall serve two-year terms and shall be elected at the caucus meeting held at the State Party convention of odd-numbered years.

B. Officers and At-Large Executive Committee Members shall be limited to serving two consecutive terms in their respective office or at-large executive committee position.

C. All officers shall be voting members of the Caucus, and the Co-Chairs and Co-Vice Chairs shall be members of the Democratic State Central Committee.

D. Officers shall be nominated from the floor and elected by secret ballot in contested elections and by a majority of the members present and voting. In the case that no candidate gets the majority of votes, there would be a runoff with the two candidates with the highest vote total. Immediately following the election of officers, the newly elected co-chairs shall assume the role of presiding officers.

E. All vacancies shall be filled by election at the next Caucus meeting after the vacancy occurs.

F. Co-Chairs: One (1) male and one (1) female, one of which will be from the Northern section, the other from the Southern section.

G. Vice Co-Chairs: One (1) male and one (1) female to be from separate sections. The male Vice Co-Chair will be from the section in which the female Co-Chair resides. The female Vice Co-Chair will be from the section in which the male Co-Chair resides.

H. Sections shall be defined as follows: The Southern section shall be comprised of the counties of Imperial, Kern, Los Angeles, Orange, Riverside, San Bernardino, San Diego, Santa Barbara, and Ventura. The Northern section shall be comprised of the remaining counties in the state.

I. At-Large Executive Committee Member Elections: There shall be three (3) At-Large Executive Committee Members. Nomination and election shall take place immediately following the election of the officers. Voting on all nominations for At-Large Executive Committee Member shall take place on the same ballot. In determining the winner of the first At-Large Executive Committee Member position, the candidate who receives the most votes will be declared the winner. The remaining two winners shall be the top vote-getting candidates of the genders necessary to provide that no more than five members of the Executive Committee shall consist of either gender.

Article X: Removal of Executive Committee Members

A. An Executive Committee member may be removed for cause by the following procedure: Written charges of failure to perform duties, of misfeasance, and/or of excessive absence, brought by no fewer than 10 members of the Caucus, shall be submitted to the Secretary, or if the charge(s) is(are) against the Secretary, to a Chair, who will notify the accused member, and all members of the Executive Committee, of the charges. The Executive Committee shall then determine whether the charges and the evidence supporting the charges are sufficient to justify proceedings against the officer.

B. If the Executive Committee finds, after a review, that the evidence is insufficient to warrant proceedings, the charges shall be dismissed by the Executive Committee.

C. If the Executive Committee finds, after a review, that the evidence is sufficient to warrant proceedings, the Executive Committee shall hold a hearing, in person or via teleconference, with at least 10 days' notice, to conduct a fact-finding of the charges and any written response of the accused. Witnesses may give testimony at the hearing. After submission of all the evidence and proper deliberations thereon, the Executive Committee will consider resolution of the dispute.

D. A two-thirds vote of those Executive Committee members present and voting, excluding the accused, shall be required to punish or remove from office the Executive Committee member charged.

E. If any party to the dispute is unhappy or dissatisfied with the resolution of the dispute by the Executive Committee, they may appeal the decision of the Executive Committee to the full Caucus at its next regular or special session.

F. If the decision of the Executive Committee is appealed to the full Caucus, a two-thirds vote of those Caucus members present and voting shall be required to overrule the decision of the Executive Committee. No further appeal may be made of the decision of the Caucus in such matters.

Article XI: Meetings and Voting

A. Regular meetings of the membership shall coincide with the annual California Democratic Party Convention and the meetings of the Executive Board of the California Democratic Party.

B. A quorum for any meeting for the general membership shall consist of fifteen voting members of the Caucus.

C. All meetings must be conducted in accordance with Roberts Rules of Order, Newly Revised.

D. All members shall be informed of each Caucus meeting.

E. Proxy or absentee voting shall not be permitted.

F. 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.

G. Except as may be otherwise provided herein, and with regard to amendments of these bylaws, at least ten (10) days written notice shall be given of all meetings of the Caucus. Written notice given by the CDP for its meetings, if a meeting of this Caucus is noted thereon, shall suffice if given within this time frame.

H. Those members who have email may receive notice via email in a manner consistent with California Democratic Party Bylaws for the use of email within the Democratic Organizations, including but not limited to, the requirements of the member to consent to notice via email.

I. All public Caucus meetings shall be open to all members of the Democratic Party regardless of race, color, creed, national origin, sex, age, religion, ethnic identity, and sexual orientation, persons with disability as defined by the Americans with Disabilities Act of 1990, or economic status.

Article XII: Endorsements

This Caucus shall not endorse candidates for partisan or non-partisan office unless a candidate has received the official endorsement of the California Democratic Party, as provided by its bylaws. Furthermore, unless a candidate has received the official endorsement of the California Democratic Party, all motions of support, recommendation, or other expressions of approval, no matter how denominated, are deemed to be out of order at any meeting of the Caucus.

Article XIII: Non-Discrimination

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

Article XIV: California Democratic Party By-Laws

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

Article XV: 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 Caucus at least two weeks before any vote can be taken on such amendments. Those members who have email may receive their copy via email.

B. Amendments to these by-laws including those necessary to conform to Democratic State Central Committee rules must be approved by the affirmative vote of two-thirds of those voting members who are voting on such proposed amendments. Voting will occur at a regularly scheduled meeting of the Caucus.

C. These by-laws or any amendment thereto shall become effective immediately upon their adoption.