

BYLAWS

SENIOR CITIZEN CAUCUS OF THE CALIFORNIA DEMOCRATIC PARTY Amended November 23, 2013

Article I: Name

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

Article II: Purpose

The purpose of the Senior Caucus is to work within the California Democratic Party, providing a strong voice and representation within the party structure; promoting the welfare of Senior Citizens through effective legislation, encouraging older 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 believes in and supports the purpose of the Senior Caucus and who has paid dues. The Senior Caucus shall permit the use of secret ballots.

Article IV: Dues

The Caucus shall neither raise funds other than dues nor disburse funds other than standard or routine costs of regular meetings. All Caucus funds shall be promptly accounted for and processed according to the rules promulgated by the Finance Committee of the California Democratic Party.

Through December 31, 2014, dues shall be \$5 annually.

Effective as of the start of the 2015 California Democratic Party convention, dues shall be paid on a biennial basis from the beginning of the convention of odd-numbered years. Dues shall not exceed \$20 biennially. The amount of dues shall be set by the caucus' Executive Committee at least thirty days before the beginning of the term and shall not be increased during the term.

A waiver of dues is provided for on the grounds of 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.

Article VI: Executive Committee:

A: Membership of the Executive Committee of the Senior Caucus shall be composed of Senior Caucus officers duly elected by the voting membership.

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

C: Quorum of any meeting of the Executive Committee shall consist of 3 members.

Article VII: Committees:

There are no standing committees of the Senior Caucus. Special and AD Hoc Committees may be established as necessary by the Chair who shall appoint the chair(s) of such committees, after consulting with the other members of the Executive Committee.

Article VIII: 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. The Chair shall provide required documentation to the Rules Committee of the California Democratic Party including a membership list and a copy of the current bylaws.
- B. Vice-Chair: The Vice-Chair shall assume the responsibility of the Chair if the Chair is absent for regularly scheduled meetings or other function that requires Chair's attendance or upon the occasion of a vacancy in the position of Chair.
- C. Secretary: The Secretary shall keep the minutes of the Caucus and be responsible for sending out correspondence as directed by the Executive Committee.
- D. Treasurer: The Treasurer shall promptly account for all Caucus funds, prepare financial reports as required by the Democratic State Central Committee. The Treasurer is responsible to maintain the list of voting members at meetings.

Article IX: Officer Removal Clause

Any officer of the Caucus may be removed prior to the expiration of term for malfeasance, misfeasance and nonfeasance provided that the due process rights of any officer sought to be removed shall be observed.

Article X: Elections

- A. The election of officers shall occur at the Caucus meeting during odd-numbered 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 Chair shall be members of the Democratic State Central Committee.
- C. Officers shall be nominated from the floor and elected by a majority of the members present and voting on the day and date determined for the first meeting of the Caucus of each odd-numbered year. Immediately following the election of officers, the newly elected Chair shall assume the role of presiding officer.
- D. All vacancies shall be filled by election at the next Caucus meeting after the vacancy occurs.

Article XI: Voting

- A. A quorum for any meeting for the general membership shall consist of 5 voting members of the Senior 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, no proxies are permitted.

Article XII: Meetings

- 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. Quorum for a membership meeting must be 5.
- C. All meetings shall be conducted in accordance with Roberts Rules of Order, Newly Revised.
- D. All members shall be informed of each Caucus meeting.
- E. 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.
- F. 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 General Membership and Executive Committee 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.

Article XIII: 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 Senior Caucus.

Article XIV: Non-Discrimination

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

Article XV: 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 Senior Caucus specifically recognizes its obligations to adhere to the General Provisions of the CDP Bylaws.

Article XVI: 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 Senior 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 Senior Caucus.

Article XVII: General Policies

Public Meetings: All 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 disabilities as defined by the Americans with Disabilities Act of 1990 or economic status.

Amended by the Senior Caucus 11/23/2013