

CONSTITUTION OF THE TENNESSEE YOUNG DEMOCRATS

Updated at the Tennessee Young Democrats Constitutional Convention
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ARTICLE I-NAME

Section 1: The name of this organization shall be the "Tennessee Young Democrats." Local chapters will be governed by their local by-laws except when silent or in conflict with the State Constitution or the National Constitution.

Section 2: The Tennessee Young Democrats, hereinafter referred to as "this organization," shall be affiliated with the Young Democrats of America.

ARTICLE II-PURPOSE

Section 1: The purpose of this organization shall be to stimulate in young people an active interest in governmental affairs, to provide opportunities for its members to acquire practical political experience in the operation of the Democratic Party, to represent the point of view of Democratic young people in the counsels of our party, to recruit new members and provide a ready means of entry into the party for all young people, to actively nourish a climate protective of minority rights and conducive to the practice of democratic liberties and to foster, encourage and support the candidacy of qualified young people for public office and positions of responsibility within the Democratic Party.

ARTICLE III-NON-DISCRIMINATION POLICIES

Section 1: Membership of the Tennessee Young Democrats, at all levels of the organization, shall be open to all persons regardless of race, gender, sexual orientation, color, creed, national origin, religions, ethnic identity, economic status, disability, philosophical persuasion, or past political activity.

Section 2: State Conventions, Executive Board, and Committee Meetings, and all official functions of the Tennessee Young Democrats shall be held only at sites which are accessible to the physically challenged.

ARTICLE IV-MEMBERSHIP

Section 1: The active membership of this organization shall be composed of Democrats domiciled in, employed, or attending school in the State of Tennessee who have reached the age (13) but who have not reached the age of thirty six (36). All individuals regardless of age shall attain a membership as directed in the Constitution of the Tennessee Young Democrats.

Section 2: Honorary members of this organization shall be any individuals who are over the age of thirty-six (36). Associate members of this shall be under the age of thirteen (13). Lifetime Honorary Membership can be bestowed upon anyone who reaches the age of thirty-six (36) with the unanimous vote of the State Executive Board when a quorum is present. Neither honorary members nor associate members shall be entitled to a vote hereunder. The foregoing shall in no way limit the rights of honorary or associate members to participate and, if permitted, to vote under the National Constitution.

Section 3: Membership in all chapters shall be obtained by submitting to the Membership Director of this organization a membership application along with dues and by submitting copies of the membership application to the State President. The amount of membership dues shall be determined annually by the State Executive Board. Membership dues shall be submitted annually no fewer than thirty (30) days before the State Convention. Local chapter membership can be updated at any time. All chapter membership lists shall be submitted to the Secretary and to the President, postmarked no fewer than thirty (30) days, prior to the State Convention, and with a minimum of ten (10) members per chapter unit.

Section 4: Any person otherwise qualified can, by submitting to the Membership Director of this organization a membership application along with dues and by submitting copies of the membership application to the State President, become a member at large of the Tennessee Young Democrats, or in the alternative join another chartered county or charter a new chapter for the State Convention. Membership dues may be waived for otherwise eligible members by discretion of the Statewide President. Members at large must file membership applications as described above, before the opening session of the convention. One vote shall be awarded each member at large whose application is on file with the Membership Director by midnight of the Friday night immediately prior to the State Convention.

Section 5: Membership shall run biennially from State Convention to State Convention. Membership application shall be made available to the Tennessee Young Democrats at no cost to the applicant. No person shall be a member of the Tennessee Young Democrats until his/her local group has submitted its charter containing the name, birth date, and address of each paid member of its organization, or as an at-large member he, she, or they has submitted chartering information and dues to the Tennessee Young Democrats. Valid identification shall be required at the convention.

Section 6: Any local chapter from a county or other area, which included portions of more than one Divisional District, must identify the district in which each member resides. This may be submitted as part of the membership application or appended to it at any time before the State Convention. Any member for whom a Divisional District is not specified shall be considered an active member and included in chapter membership totals but shall not be permitted to cast a vote in any Divisional District Caucus.

Section 7: All local chapters must convene a meeting of the chapter board and membership to review all governing documents for suitability, including but not limited to the chapter charter or constitution and bylaws. Such a meeting must occur prior to chartering or rechartering. At said meeting, proposed revisions may be submitted for consideration by officers and membership. All governing documents must be submitted to the State Executive Board Secretary or State Membership Director no later than 30 days after chartering or rechartering of any local chapter.

Section 8: All chapters must have established grievance procedures wherein disputes can be heard and resolved. Grievance procedures must include rights to legal counsel, rights to a hearing before the local chapter board noticed to all parties at least 30 days prior to said hearing, and a right of appeal for matters heard through local chapter grievance processes to the State Executive Board.

Section 9: A member of the State Executive Board designated by the State President in coordination with the State Membership Director must be present at all chapter elections and has a duty to certify the results of said election to the State Executive Board. Certifying Board Member must make a written report of election results to the State President and the State Membership Director immediately following any certified local chapter election. Witnessing State Board Member must remain available to address any questions or disputes with results of election where applicable.

Section 10: Legislative Affairs. Any officer of the State Executive Board or of a local chapter shall notify the President or their designee in a timely manner regarding legislative proposals being introduced or endorsed by Young Democrats Officers or chapters when acting in the capacity of or on behalf of the Tennessee Young Democrats and/ or any caucus or chapter unit. This section shall enact and require coordinated communications related to legislative affairs.

ARTICLE V- CHARTERED CHAPTERS ORGANIZATIONAL UNIT

Section 1: The chartered units of the state organization will consist of established county chapters, at-large membership, and multi-county chapters. County and multi-county chapters have the authority to define active membership for their chapter insofar as it does not conflict with the bylaws or constitution. No two chapters may serve the same county nor may one chapter specifically serve only a fraction of a county.

Section 2: Any ten (10) members of more of this organization in good standing who desire to work to further the policies and purposes of this organization may petition the State Executive Board for recognition as a chartered chapter. Such chapters, or units, shall be chartered by the State Executive Board. Further requirements for prospective chapters to be chartered shall be detailed in the Bylaws.

Section 3: Any organization with fewer than ten (10) members may form a provisional chapter until a chartered chapter can be established. The provisional chapter will not receive voting privileges or be subject to membership dues as a chartered chapter. Individuals who are at-large, dues-paying members will receive voting privileges at meetings and conventions.

Section 4: Local organizations, which are formed after the election of the State Executive Board, may submit a Congressional representative for the Congressional district for the remainder of that term, provided that the position is not filled. Said committee person would be subject to the approval of the State Executive Board.

Section 5: The State Executive Board shall be the sole judge in regard to chartering all chapters and may require that certain minimum provisions be included in chapter governing documents as detailed within the Bylaws.

Section 6: Unit charters or individual memberships shall be revoked for inactivity, noncompliance with this constitution or violation of any law or rule of the Democratic Party. The revocation of a unit or individual membership may not be considered by the State Executive Board until it has been considered by the Standing Committee on Credentials. Said committee may not consider such revocation unless the subject unit shall have been notified by the Chair of Credentials Committee of such noncompliance or violation in writing at least thirty (30) days prior to revocation. Said notice shall contain the grounds for revocation and the date, time and place of the first consideration thereof by the said committee. The consideration of the Standing Committee for revocation of a unit or a charter or individual membership may be initiated by any of the following, methods:

- A. The State President may direct the Credentials Committee to consider revocation by not notifying the Chair of the Credentials Committee in writing which shall set forth the grounds thereof or,
- B. A petition signed by not fewer than fifteen (15) members of the State Executive Board, which sets forth the grounds for revocation and directs the Credentials Committee to consider revocation.

Upon the concurrence of any of the above, the Chair of the Credentials Committee shall immediately schedule consideration of the matter and cause an appropriate notice to be sent to the subject unit or individual member of the State Executive Board. The Credentials Committee shall convene an open meeting for the purpose of considering such revocation. Not fewer than twenty (20) nor more than sixty (60) days subsequent to the service of the notice sent to the subject unit or individual member, the Chair of the Credentials Committee shall convene a hearing of the Credentials Committee for the purpose of hearing such charges. The affected unit or member shall have the right to be accompanied by counsel and to present and cross-examine witnesses and present evidence in defense. The Credentials Committee may upon majority vote dismiss the notice for revocation or recommend to the State Executive Board that revocation be made. Such recommendation shall be accompanied by its findings of fault and conclusions of law. The decision of

the Credentials Committee shall be served upon the affected unit or individual and the State President by registered mail within five (5) days.

ARTICLE VI-STATE EXECUTIVE BOARD

Section 1: The officers of this organization, as provided in Article VI, shall constitute the State Executive Board. The immediate past State President, provided he or she has not been removed from office under Article VIII hereof and unless holding a voting position on the State Executive Board, shall be a voting member. The current State President shall have voting power. A list of the Executive Board shall be supplied to the presidents of all chartered local Young Democrat chapters, to the members of the Executive Board, and to the Tennessee Democratic Party.

Section 2: If a vacancy occurs in any of the positions defined as a Statewide Officer, the President shall appoint someone to fill the position for an interim period. This interim period shall last for no more than 60 days from the time of appointment is made. A special election must be called within that period, and that the voters of the special election shall only consist of the members of the State Executive Board. Nominations shall be submitted in advance to the secretary, and also nominations can be made on the floor. The person with the highest total number of votes is elected to the position until the next statewide election. If a vacancy of the President occurs, then Vice-President shall assume that position automatically, and the board will appoint someone to fill the vacancy of the Vice-President. For all other Non-Statewide Officer positions on the State Executive Board, the President shall have the ability to appoint someone to fill such vacancies, however that appointment must be approved by a simple majority of the State Executive Board.

Section 3: The State Executive Board shall direct and act as the governing body of this organization. It shall encourage the organization of local units or chapters and individual members. It shall cause to be published a list of the membership of each organization unit at its final meeting prior to each convention. It shall charter local units and determine the policy of its organization. It shall inform the senior party in the state.

Section 4: Any officer missing two consecutive state Executive Board meetings, after proper notification, may be required to show cause at the next meeting why that officer should not be replaced. Upon a majority vote of the State Executive Board, that officer shall be removed.

Section 5: Proxies may be issued, held, and voted at any meeting of the State Executive Board. Proxies may be voted by any member of the State Executive Board. Congressional Representative proxies may be issued, held and voted by any Tennessee Young Democrat member living in the officer's Congressional district. The proxy of a Divisional Vice President may be issued, held, and voted by any Tennessee Young Democrat' member living in that officer's Divisional district. All proxies shall be written and include the name of the person to whom the proxy is given and the period of time for which the proxy is valid. Proxies shall be valid if either of the following conditions are satisfied: (1) the proxy is notarized; (2) the signature on the proxy matches the member's signature as previously placed on file with the President or Secretary, either in person or by notarized statement. All proxies are to be presented to the presiding state officer during the roll call.

Section 6: A quorum for any meeting of the Executive Board shall consist of one or both of the following:

- A. A majority of the voting members of the Executive Board present, either in person or by proxy or;
- B. over 25% of the voting members of the Executive Board present in person. The Executive Board may conduct any business without determining whether a quorum is present, but any member (voting or not-voting) may call for a quorum at any time, and no business may be conducted once it has been established that a quorum is present except for declaring the meeting in recess or adjourned.

Section 7: If the President fails to call an Executive Board meeting in any given quarter, any six (6) members of the Executive Board may call a meeting of the State Executive Board by sending to all the Executive Board members, in writing or by email, a notice listing the date, time/and location of said meeting.

ARTICLE VII- OFFICERS

Section 1: The duly elected statewide officers of this organization shall hold office for two (2) years effective at the commencement of the elections at the 1999 state convention. A statewide officer may serve no more than two consecutive terms in the same post. The term "statewide officer" refers to those officers who are elected by the full convention rather than appointed or chosen in the district caucus, and to any successors in those offices chosen in accordance with Article V, Section 2, to fill such positions when vacated. All other officers shall hold office for two (2) years. No more than two of the five statewide officers shall be from the same grand division. No more than two Statewide Officers shall be elected from the same Grand Division. If a vacancy in a Statewide Officer position occurs, then the State Executive Board may waive this rule 30 days after notifying all members of Tennessee Young Democrats of this vacancy. This waiver shall apply only to a vacancy that occurs between statewide elections. The officers and their qualifications shall consist of the following:

- A. The President, who shall have been a resident of the State at least two (2) years prior to his or her election and a member of the organization for a period of not less than two (2) years;
- B. An Executive Vice President, a Secretary, a Treasurer, and a Membership Director. No person shall be eligible for these offices that has not been a resident of the State for one (1) year and a member of this organization for six (6) months;
- C. The President of the Tennessee College Democrats or their designee, who shall also serve as the Chair of the College Caucus of Tennessee Young Democrats;
- D. Congressional Representative. One representative shall be elected from each Congressional District by the membership of said district. No person shall be eligible for this office who has not been a resident of state for at least one (1) year;
- E. Two National Committee persons, of differing genders, to be appointed by the President and State Executive Board. Criteria for eligibility shall be: (1) a resident of the State for at least one (1) year and a member of this organization for at least one (1) year prior to his or her appointment;
- F. An Executive Director, nominated by the President and subject to the approval of the Executive Board. No person shall be eligible for this office who has not been a resident of this State for at least one (1) year and a member of this organization for at least one (1) year prior to his or her appointment. If a paid position, the State Executive Board shall create a hiring committee for the purposes of selection and hiring process, in coordination with the National Young Democrats of America office;
- G. The Chapter Presidents Association will have one rotating chair on the State Executive Board who shall be the president of a county chapter or a State Executive Board member. Association chair is appointed to a one year term or until their term on the county level ends. No association chair shall serve more than two consecutive terms. Association chair is appointed by the President and confirmed by the State Executive Board. All meetings of the association are open to any Executive Board member and a State Executive Board offer must be present to conduct such said meetings and;
- H. The President shall appoint a Legal Counsel and may appoint a Political Director, a Development Director, and a Communications Director or any other office representative deemed necessary. These representatives shall be the ex-officio members of the State Executive Board with non-voting status. These members shall be appointed by the President with approval of the State Executive Board.

ARTICLE VIII-DUTIES

Section 1: It shall be the duties of the State President: to call at least one State Executive Board meeting per quarter at such location in the State as he or she designates and to preside at all meetings; to administer and execute all laws and by-laws of this organization and to have general charge and supervision of organization of local units in the State; to work with and maintain liaison with the Democratic Party Executive Committee; to perform any and all duties that logically develop upon him/her in keeping with the purpose of this organization. The State President shall be the principal administrative officer of the Tennessee Young Democrats and shall chair meetings of the State Convention and the State Executive Board. The State President shall propose a budget to the State Executive Board no more than ninety (90) days following the election, and except as otherwise may be provided, shall appoint all administrative officers, committee chairs, and Standing Committees, subject to reconsideration by the State Executive Board at its first meeting subsequent to said appointment. The State President shall be one of Tennessee's three (3) votes at the National Committee. If the State President is over the age of thirty-five (35) or holds any other position on the National Committee, he or she shall appoint a permanent designee to cast the State's President's vote on the Committee. The State President shall serve as a liaison between the State Democratic Party, State Democratic Executive Committee, and the Tennessee Federation of Democratic Women. The State President shall be the official representative of the organization and cannot support or endorse any candidate prior to the contested Democratic primary on either the local, county, or state, or national level without the approval of a 2/3rd vote by the Executive Committee. The State President shall be one (1) of two (2) required signatures of disbursement of funds. If the office of Treasurer is vacant, the State President is the sole required signature of disbursement of funds only if the State Executive Board has not approved the operating budget. If the State Executive Board has not approved the budget, the State President must get approval of the State Executive Board for funds over \$300. Except as specified in Article V, Section 7, and Article IX, Section 2, the State President shall notify in writing and/or email all members of any committee, board and other bodies of this organization of any meeting to be held, unless otherwise delegated at the express direction of the President.

- A. The President, upon declaration of a civil emergency by governmental authorities, or by resolution of the Tennessee Young Democrats Executive Board, may establish alternative meeting schedules and formats to provide for the safe, orderly, and timely administration of Tennessee Young Democrats organizational business.

Section 2: State Executive Vice President. The State Executive Vice President shall assist the State President in the performance of presidential duties and shall act as State President during the State President's absence and shall perform such other duties as may be assigned by the State President or the State Executive Board. The State Executive Vice President shall be the coordinator for the Divisional caucuses and the Divisional functions across the state and shall be in close contact with the State Divisional Vice Presidents.

Section 3: State Secretary. The State Secretary shall be responsible for all non-financial records of the Tennessee Young Democrats; including, but not limited to, the minutes of the State Convention, the Rules Committee, the reports of the State Divisional Vice Presidents, the Resolutions Committee, all of which shall be filed as a permanent record of the organization. The State Secretary shall also be responsible for compiling and distributing a membership list of the State Executive Board pursuant to Article V, Section 1. The State Secretary shall also perform other duties assigned by the State President and the State Executive Board or are customarily performed by a secretary. If designated by the State President, the State Secretary shall send a written notice to all members of the State Executive Board specifying the location, date, and time of any scheduled meeting. Said date is not to be fewer than fourteen (14) days, from the date of said notice (said date being recognized by the postmark). The Secretary shall also file a copy of all minutes with the State

President of the Party, and the Executive Board within fifteen (15) days after such a meeting is held.

Section 4: State Treasurer. The State Treasurer shall have charge of all funds of this organization and he/she shall make bond in the amount of One Thousand Dollars (\$1000.00) before receiving any funds of the organization. The State Treasurer shall not pay any amount from said funds in his/her custody except by order of the State Executive Board. The State Treasurer shall be one (1) of two (2) requires signatures on drafts of the funds of this organization, the other required signature being that of the State President. The State Treasurer shall report to the State Executive Director with all fundraisers and financial undertakings of this organization. An annual audit at the end of the officer's terms shall be authorized by the State Executive Board at the final meeting of the State Executive Board before the election. The State Treasurer shall serve until all matters and requests for payments of the convention have been disbursed. The final audit report shall be supplied to all outgoing members of the State Executive Board for their approval. With the approval of the audit report, the State Treasurer shall release all-checkbooks, bank statements, canceled checks and dates concerning the financial condition of said organization to the newly elected Treasurer at the first regularly scheduled State Executive Board meeting following the State Convention.

Section 5: The Membership Director shall maintain a membership list which shall be available to anyone, at any time, requesting it at a nominal cost to be determined by the State Membership Director for said cost of copying and postage. This list shall be available seven (7) days prior to any State Convention, and said list being the official membership of this organization for the purpose of voting at the State Convention. The State Membership Director shall have available the following: membership forms, chartering applications, officer forms, chartering information, and state charters available for areas upon requesting chartering information. A membership program shall be presented within thirty (30) days of the State Convention designating targeted areas for chartering units for this organization. The State Membership Director shall coordinate with each of the State Divisional Vice Presidents in a county that does not currently have a Young Democrats Chapter and plan for organizing units in each county of the State. The State Membership Director shall file with the State Executive Board each quarter a written report on new chapter charters and membership activities currently under way. The State Membership Director shall be responsible for the coordination with the organizing officers or members of the chartering county.

Section 6: State Divisional Vice President(s). The State Divisional Vice President(s) shall assist the State President. They shall supervise the organization and maintain a liaison with local units in their district to ensure a maximum attendance at statewide meetings. They shall make reports to the State Executive Board on activities and functions conducted and on plans in their districts. They shall serve as chairpersons of the Divisional caucus, which shall be held annually during the state convention. Additionally, the State Divisional Vice President(s) shall actively promote additional local organizational units to the Tennessee Young Democrats in their district.

Section 7: National Committeeman and National Committeewoman. A National Committeeman and National Committeewoman shall represent the Tennessee Young Democrats on the Young Democrats of America Committee. They shall advise the state organization of activities and events being planned, conducted, or considered by the national organization. Any person missing two consecutive National committee meetings shall advise the State Executive Board of the reasons for absence for possible removal from office by the State Executive Board.

Section 8: State Congressional Representative. The active members of each Congressional District shall be entitled to choose one (1) State Congressional Representative who resides in the district which he or she represents. The State Congressional Representative shall be responsible for chartering units within said district and assist the wider Expansion Team as necessary. The State Congressional Representative shall be

responsible for chartering units within the said district. The State Congressional Representative shall be responsible for coordinating representation to all state and national meetings for units in their district. The State Congressional Representatives shall report to the Executive Vice President any activities and/or events that are happening in the area. The State Congressional Representative shall be the representatives of the State Executive Board for the district. [Amended from 1 male and 1 female representative, effective at the 2013 State Convention.]

Section 9: State Executive Director. The State Executive Director shall assist in advising the State President. The State Executive Director in conjunction with the development director and finance committee shall be responsible for all fundraising for the organization. The State Executive Director shall coordinate and plan all activities of the State Convention.

Section 10: Legal Counsel. The Legal Counsel must be an attorney licensed to practice law in the State of Tennessee. The Legal Counsel shall give legal opinions to the State President, State Executive Board, and local units. The Legal Counsel shall represent the Tennessee Young Democrats in such forums as it may be required- and shall be a non-voting member of the State Executive Board. The Legal Counsel shall serve at the pleasure of the State President. The State Executive Board reserves the right to hire, fire, and negotiate fees of the Legal Counsel.

ARTICLE IX-REMOVAL FROM OFFICE

Section 1: Officers of the Tennessee Young Democrats are subject to the impeachment and removal from office for misfeasance, malfeasance of assigned duties or of violation of any laws or rules of the Tennessee Young Democrats, Young Democrats of America, the Democratic Party, or for the commission of higher crimes or misdemeanors. Specific actions that could result in the removal from office may include but are not limited to:

- 1) failing to attend two or more meetings of which the official was duly notified without being excused by the Executive Board;
- 2) failing to call Executive Board meetings as provided on Article VII, Section 1;
- 3) failing to supply notice of meetings to Executive Board and other committee members;
- 4) failing to supply notice, of meetings of the state convention to State Executive Board and other committee members, each chartered local chapter, the Tennessee Democratic Party, and each county party chair;
- 5) failure to compile and provide a list of Executive Board members as specified in Article V, Section 1; or
- 6) spending organization funds above \$300.00 without Executive Board approval Section 2: impeachment proceedings may be initiated upon a written petition signed by a majority of the State Executive Board and submitted to the State President and State Secretary by certified mail. Within ten (10) days of the receipt of the written petition, the State President shall notify the accused in writing of the impending impeachment hearing. The State Executive Board shall appoint an Impeachment Hearing Committee which shall consist of two (2) members from each grand division and the Legal Counsel for the Tennessee Young Democrats, who shall chair the committee.

Section 2: Not less than twenty (20) days nor more than sixty (60) days subsequent to the service of the impeachment hearing notice upon the accused, the chairman of the Impeachment Hearing Committee shall convene an open hearing. The accused shall have the right to be accompanied by counsel and to present and cross examine witnesses and present evidence in his/her defense. The impeachment Hearing Committee may upon-majority vote dismiss the impeachment or recommend to the State Executive Board removal from office of the accused. Such recommendation shall be accompanied with its findings of fault and conclusions

of law. The notice of dismissal or recommendation for removal shall be served upon the accused and the State President by registered mail within five (5) calendar days.

Section 3: Upon receipt of an affirmative recommendation for removal of an Officer, the State Executive Board, meeting not less than thirty (30) days after such notice, shall consider said removal as a specific order. The State Executive Board shall be empowered to remove officers, following the procedures above, by a two-thirds (2/3) vote.

ARTICLE X-CONVENTION

Section 1: This organization shall hold a State Convention between March 1 and September 30 of each year. The President shall be responsible for soliciting, collecting, and reporting all convention bids from interested parties. The parties that make a bid to host the State Convention shall be given an opportunity to present its bid. The President will have the authority to choose a convention site. If the State President fails to set a time and place for the convention by April 1, a majority of the Executive Board may set the convention time and place. Notices of the convention must be sent out 60 days prior to the convention to the president of each local chapter chartered during the previous year, each Executive Board member, the Tennessee Democratic Party, and each county party chair. The convention shall be hosted by the Tennessee Young Democrats with all profits from the convention being the same property of the Tennessee Young Democrats.

- A. Elections of all statewide officers shall be held every other year;
- B. Candidates for statewide elected office shall be required to file an intent to run with both President and Secretary of the Tennessee Young Democrats. This intent may take the form of a signed letter stating the office being sought. There is no limit to the number of offices one person may declare an intent to run for;
- C. The intent to run must be postmarked no later than thirty (30) days prior to the Tennessee Young Democrats state convention. If there are no candidates for a specific office by the deadline, or if none of the declared candidates meet the requirements set forth in Article VI, Section 1, then nominations for that office may be taken from the floor;
- D. The convention held in odd-numbered years, which shall include election of statewide officers, shall be held in the grand division of Middle Tennessee;
- E. The convention held in even numbered years, which shall be a constitutional convention, shall be held in Middle Tennessee unless a chartered or provisional chapter in West Tennessee or East Tennessee submits or accepts a proposal to act as sponsoring host. At the annual convention, the organization covers all business in regard to the constitution, platform, and resolution, and awards. Elections to be held in odd number years and;
- F. Convention region must be determined by December 31st of the previous year before the convention year.

Section 2: Voting at the State Convention shall be based on the paid membership of each local chapter or individual with one (1) vote allocated to the delegation for member of the chapter. The number of members in each chapter shall be determined by the membership list on file with the State membership secretary postmarked thirty (30) days before the convention. Any chapter with an outstanding debt to the state organization shall be enjoined from its voting until the said debt is paid.

- A. Election of officers at a Tennessee Young Democrats Convention shall be governed by the DNC Charter and By-laws; specifically section 12, Article. 11 and By-law sections. Each delegation shall make a public declaration of its vote from the floor of the convention after being polled by its delegation leader.

Section 3: Each chapter's delegation shall be composed of all bona fide members who attend the convention

and paying convention fees. In the event that all members of a local chapter do not attend, the entire vote allocated to the chapter shall be voted by those delegates in the following manner.

- A. When the county seat of a county or residence of the local unit or chapter is 60 miles or less from the convention site, the local unit for chapter may cast up to a maximum of two (2) votes for every delegate present at the convention, not to exceed the full membership of the local chapter or unit;
- B. When the county seat of the county or residence of the local chapter or unit is at least 61 miles and less than 121 miles from the convention site, that local unit or chapter may cast up to a maximum of three votes for every delegate present, not to exceed the full membership of the local unit or chapter;
- C. When the county seat or residence of the local chapter or unit is at least 121 miles and less than 181 miles from the convention site, that local chapter or unit may cast up to a maximum of four votes for every delegate present, not to exceed the full membership of the local unit or chapter;
- D. When the county seat of the county or resident of the local chapter or unit is at least 181 miles from the convention site, that local chapter or unit may cast up to a maximum of five votes for every delegate present, not to exceed the full membership of the local chapter or unit and;
- E. Members at large present may cast one vote per person regardless of their county of residence.

Section 4: Elections for statewide officers shall be held by a vote of the full convention. Elections for the Divisional Vice Presidents and Congressional Representatives shall be held by a vote in the caucus of the delegates present from each respective district.

Section 5: The State Membership Director or his or her designee shall examine membership credentials seven days prior to the convention to determine any errors. The Credential Committee shall meet at the convention to review the submitted charters and individual memberships and make recommendations to the State Executive Board. The State Executive Board will meet at the convention and review the recommendations of the Credentials Committee and record its approval or disapproval by causing the State President and the State Membership Director to indicate so by placing their signatures on the official local unit or chapter charter.

Section 6: The State Executive Board shall have the authority to provide the procedure and administration of the convention subject to the by-laws of this organization and the rules of the Democratic Party as promulgated by the Democratic National Convention. In order to be a member of the Tennessee Young Democrats for purposes of voting at a State Convention, a person must either be: (1) a proper member of the local unit or chapter which has been properly chartered, or (2) an at-large member who is properly recorded as required by Article III, Section 5.

ARTICLE XI- STANDING COMMITTEES

Section 1: Standing Committee on Credentials. The Credentials Committee shall review the credentials of all members and make recommendations to the State Executive Board. All matters pertaining to the issuance of or revocation of unit chapters or individual membership shall be considered by the Credentials Committee prior to their consideration by the State Executive Board.

Section 2: The Standing Committee on Rules and Constitution shall meet in conjunction with every State Convention and shall review and recommend the adoption or deletion of rules governing the State Executive Board and State Convention if determined as a need by the State Executive Board. The Standing Committee on Rules and Constitution shall recommend changes to the Constitution. No change shall be submitted until it has been reported out of this committee.

Section 3: Standing Committee on Constitution. The Standing Committee on Constitution shall meet and

shall review and recommend changes to the Constitution.

Section 4: Standing Committee on Resolutions. The Standing Committee on Resolutions shall meet in conjunction with every State Convention and shall review every resolution on matters of policy and program which does not fall within the jurisdiction of any other standing or select committees prior to action by convention.

Section 5: Standing Committee on Finance. The Standing Committee on Finance shall assist the President, Executive Director, Treasurer, and Development Director in planning and executing any and all fundraising activities. The Treasurer shall chair the Standing Committee on Finance unless the President appoints another chair.

Section 6: Officers of Standing Committees. The President within ninety (90) days of assuming office shall appoint a chairperson for each Standing Committee who shall serve at the pleasure of the State President if determined as a need by the State Executive Board. Chairpersons of Standing Committees shall be ex-officio, non-voting members of the State Executive Board. The President shall also appoint a minimum of three (3) other members to each Standing Committee. Each Standing Committee shall have at least one member from each of the three grand divisions of the state if we have representation from each grand division.

Section 7: Standing Committee on Community Service. The Standing Committee on Community Service shall meet and plan a community service project in conjunction with state conventions and State Executive Board meetings. The standing committee shall notify the State President of the project before the deadline of notification for state convention as set by Article X, Section 1.

Section 8: Standing Committee on Expansion. The President shall appoint a Standing Committee on Expansion, chaired by the State Membership Director. The Standing Committee on Expansion shall be responsible for working under the coordination of the Membership Director to enact local chapter expansion efforts. Committee must include Grand Divisional Vice Presidents, State Congressional District Representatives, Chairperson of the Chapter Presidents Association, and others as determined by the State President.

Section 8: Standing Committee on Expansion. The President shall appoint a Standing Committee on Expansion, chaired by the State Membership Director. The Standing Committee on Expansion shall be responsible for working under the coordination of the Membership Director to enact local chapter expansion efforts. Committee must include Grand Divisional Vice Presidents, State Congressional District Representatives, Chairperson of the Chapter Presidents Association, and others as determined by the State President.

Section 9: All standing committee meetings shall be open for observation to any valid member of the Tennessee Young Democrats.

ARTICLE XII-AMENDMENTS

This Constitution may be amended by two-thirds (2/3) majority vote at the biennial State Constitutional Convention (held in even-numbered years) or at a special open meeting of the State Executive Board. Notice of the proposed amendment and the special meeting shall be provided to the membership of the Tennessee Young Democrats no sooner than 30 days prior to the scheduled special meeting. During these 30 days, the membership may offer feedback on the proposed amendment. A three-fourths (3/4) majority of the State Executive Board must vote in favor of the amendment in order to adopt it during this special meeting.

ARTICLE XIII-ENACTMENT

Section 1: This Constitution and by-laws shall become effective immediately after the adjournment of the Constitutional Convention as the date below.

ARTICLE XIV. CAUCUS STRUCTURE AND BY-LAWS

Section 1: Formation of a Constituency Caucus

- A. A caucus structure shall be put into place if five or more members of the Tennessee Young Democrats would like to form an issue or constituency based caucus.
- B. Caucus must have a stated goal and mission.
- C. Each Constituency Caucus shall establish bylaws and rules necessary for operation, not in conflict with this Constitution, and subject to the approval of the State Executive Board. These bylaws shall follow the Model Caucus Bylaws as determined by the State Executive Board. The bylaws and rules must contain provisions for definition of membership, definition of voting privileges, procedures for election for officers, duties of officers, and procedures for removal of officers.
- D. The caucus must be approved by majority vote of the TNYD Executive Board.
- E. Provisional Officers of a newly formed caucus may be elected by majority vote of the TNYD Executive Board.

Section 2: Membership in a Caucus

A. The requirements for both Caucus membership and voting rights shall be to be an active member as defined in Article IV and a recognized member of the caucus or constituency defined as agreed by a majority of the Caucus membership.

Section 3: Officers

The officers of a Caucus shall be:

- A. Chair, Vice Chair, and Secretary;
- B. A Caucus Chair shall ensure that quarterly teleconference meetings of the caucus are held;
- C. Represent the caucus at State Executive Board meetings or send a representative, ensure that the caucus develops and implements a plan for political action reflective of the ideas of Young Democrats and the Democratic Party, provide regular updates to the State Executive Board at their quarterly meeting, guide the Caucus to recruit new members and provide avenues for them to participate in the Democratic Party, keep all financial records of donations and expenses;
- D. A Caucus Vice Chair shall discharge duties at the discretion of the Chair, shall serve as Chair in the absence of the Chair for any of the above duties and;
- E. A Caucus Secretary shall discharge any duties at the discretion of the Chair, shall maintain the minutes of each caucus meeting, shall store/save all important files on behalf of the caucus, shall maintain the caucus membership roster, shall maintain all records, serve all required notices, and discharge any other duties at the discretion of the Chair.

Section 4: Election and Selection of Caucus Officers

- A. Caucus officers shall be elected every two years at an election meeting at the Biannual Tennessee Young Democrats State Convention or when vacancies in such positions exist;

- B. Candidates for office can file their candidacy in a letter of intent with the Secretary and Caucus Secretary prior to the opening of the meeting in which the election is being held. If no one has filed for their candidacy then floor nominations of officers shall be allowed;
- C. Caucus officers shall be elected by a majority vote of the Caucus members present;
- D. Officers elected at the TNYD Biennial State Convention shall take office immediately after the adjournment of the Convention;
- E. Every Officer shall hold office until the adjournment of the next TNYD Biennial State Convention or until removed pursuant to Section 6 of this Article;
- F. Vacancy in any of Caucus offices shall be filled by a majority vote at a teleconference meeting of the Caucus members, which shall be summoned upon with at least three weeks, or twenty-one (21) days notice;
- G. The Statewide President or Caucus Chair may appoint a person or persons to a position or positions as s/he deems necessary, subject to confirmation by the Caucus membership and;
- H. If the Chair position is vacant, the Vice Chair shall serve as acting chair until an election can be held.

Section 5: Removal of Officers

A majority vote of the State Executive Board may remove an officer of a Caucus. Those under removal proceedings shall not vote. Otherwise officers may be removed per caucus model bylaws.

Section 6: Caucus Meetings

- A. Caucus meetings shall be conducted by teleconference unless otherwise approved by a majority vote of the Caucus membership;
- B. There shall be at least one Caucus meeting per quarter as defined Jan., Feb, & Mar. (Q1); Apr., May & June (Q2); July, Aug. and Sept. (Q3); and Oct., Nov. and Dec. (Q4) and;
- C. Notification of caucus teleconference meetings shall be sent to the membership at least (10) days prior to the meeting. Notifications of physical caucus meetings shall be sent to the membership at least (21) days prior to the meeting.

Section 7: Finances

- A. All funds raised by the Caucus specifically for the Caucus shall be held in trust by the Statewide Treasurer in this organization's bank account(s);
- B. All fundraising plans or efforts must have the prior approval of the Statewide President and the Statewide Treasurer. Appeals regarding disapproval may be made to the State Executive Board who by majority vote may choose to accept the appeal and approve fundraising plans or efforts;
- C. Expenditures in excess of twenty dollars (\$20.00) shall be subject to prior approval of the Chair;
- D. Expenditures in excess of one hundred dollars (\$100.00) shall be subject to prior approval by a majority of the membership by electronic vote or at a Caucus meeting;
- E. Requests for disbursement of funds for expenditures must be sent to the Statewide Treasurer at least five business days prior to the disbursement. For amounts over (\$50.00) the Statewide President shall be copied on the request and;
- F. All expenditures must be reported at the next regularly scheduled Caucus meeting.

Section 8: Certification

At each meeting subsequent to the biennial Tennessee Young Democrats Convention, each Constituency

Caucus will submit an application to be certified as an active Caucus. Each Caucus will submit a plan to guide its activities over the course of the biennium. Said plan may include a budget, fundraising goals, proposed training programs, and other action items. At the TNYD Constitutional Convention each Caucus may make amendments to their previously submitted plan.

ENACTMENT

This Constitution was enacted and amended on September 27, 2020 at the Tennessee Young Democrats Constitutional Convention held virtually and hosted in Savannah, Tennessee.