

1 **Constitution of the Virginia Young Democrats**

2  
3 **Preamble:** We, the members of the Virginia Young Democrats, in order to further the ideals and  
4 principles of the Democratic Party, improve our society through peaceful reform and effective  
5 government, grow the voice of young people in our political processes, and serve those in need  
6 in our community, establish this Constitution for the Virginia Young Democrats.  
7

8 **Article I: Name, Affiliation, Object**

9  
10 Section 1: The name of this organization shall be the Virginia Young Democrats.

11  
12 Section 2: The Virginia Young Democrats shall be affiliated with the Democratic Party of  
13 Virginia and the Young Democrats of America, but shall maintain autonomy over its policies,  
14 operations and advocacy activities.  
15

16 Section 3: The objects of the Virginia Young Democrats shall be:

- 17 i. To support and elect Democratic candidates for public office;
- 18 ii. To widen and increase the interest and knowledge of young people in government  
19 and the political process;
- 20 iii. To train and develop young people for positions of leadership as elected leaders  
21 and within the Democratic Party of Virginia;
- 22 iv. To increase the role of underrepresented persons in our Party, government, and  
23 society;
- 24 v. To advocate for policies and legislation that are identified by the membership of  
25 the Virginia Young Democrats; and
- 26 vi. To serve those in need in our community  
27

28 **Article II: Membership and Clubs**

29  
30 Section 1: Membership in the Virginia Young Democrats shall be open to every resident of the  
31 Commonwealth of Virginia who is 13 to 35 years old and who believes in the principles of the  
32 Democratic Party. No person shall be denied membership on the basis of race, ethnicity, gender,  
33 gender identity, religion, economic status, national origin, sexual orientation, disability,  
34 immigration status or voting eligibility.  
35

36 Section 2: An honorary member may be elected by a majority vote of the Executive Committee  
37 or an annual Convention. Honorary members shall have none of the obligations of membership  
38 in the organization but shall be entitled to all of the privileges except those of making motions,  
39 voting, and holding office.  
40

41 Section 3: Any group of 10 or more individuals may apply to the Virginia Young Democrats to  
42 become a chartered club, with the exception for high schools with a population under 1,500  
43 students. Any high school-based club which seeks to charter with the Virginia Young Democrats  
44 must meet the following membership threshold:

- 45 i. a school with a student body population of 1,500 or higher, a club must have at least  
46 10 members,

- 47 ii. a school with a student body population between 800 to 1500, a club must have at
- 48 least 7 members,
- 49 iii. a school with a student body population under 800 students, a club must have at least
- 50 5 members.

51  
52 Chartered clubs shall be autonomous and may operate in any manner not inconsistent with this  
53 Constitution, any Bylaw of the organization, or the Democratic Party Plan of Virginia. Each  
54 chartered club must have a written constitution and/or bylaws duly ratified by its members. No  
55 person may be chartered with two or more clubs at the same time. However, one person may be a  
56 voting member of two or more clubs at the same time for the purposes of those clubs’  
57 autonomous business.

58  
59 Section 4: Any group of 10 or fewer individuals may apply to the Virginia Young Democrats to  
60 become a non-chartered club. Non-chartered clubs shall be autonomous and may operate in any  
61 manner not inconsistent with this Constitution, any Bylaw of the organization, or the Democratic  
62 Party Plan of Virginia. Non-chartered clubs are not required to have a written constitution or  
63 bylaws duly ratified by its members. The Outreach Director shall engage with non-chartered  
64 clubs to provide resources and counseling from the Virginia Young Democrats in order to grow  
65 the club until it satisfies the requirements of a chartered club, at which point the non-chartered  
66 club shall apply for a charter.

67  
68 Section 5: Club charters may be awarded by a majority vote of an annual Convention or,  
69 between Conventions, by a majority vote of the Executive Committee. Each charter shall remain  
70 in effect until action is taken on their charter at the annual Convention. The members of each  
71 chartered club who meet the membership requirements in Article II, Section 1 of this  
72 Constitution shall be members of the Virginia Young Democrats. Each charter application must  
73 be received by the Membership Director at least 1 calendar days prior to the Executive  
74 Committee meeting, or at least 10 calendar days prior to the annual Convention, at which such  
75 application will be considered.

76  
77 Section 6: Each charter application must include the items listed in this section. The items must  
78 be provided in any written format or formats approved by the chair of the Credentials Committee  
79 since the adjournment of the last annual Convention. The chair of the Credentials Committee  
80 shall provide at least one approved format for each item to the president of each chartered club  
81 and to each member of the Executive Committee, no later than six weeks before each annual  
82 convention.

- 83 i. A list of all club officers with current contact information and term expiration date;
- 84 ii. A copy of the club's constitution and/or bylaws;
- 85 iii. A membership list that includes each member. Any official membership list shall
- 86 include:
  - 87 1) The name of the club to which the member belongs;
  - 88 2) The first and last name, optional mailing address (including city, state, and zip
  - 89 code), contact telephone number (including area code) and electronic mail
  - 90 address; and
  - 91 3) The date of birth (including month, day and year)

92       iv.     The name of the faculty or staff advisors with current contact information, including  
93             electronic mailing address and telephone number for High School, College and  
94             University clubs.  
95

96 Section 7: Upon receipt of a complete and timely charter application, the Membership Director  
97 shall cause the charter application to be heard at the next Executive Committee meeting or  
98 annual Convention, as appropriate and as specified by this Constitution.  
99

100 Section 8: The charter of any club may be revoked for cause by a two-thirds vote of the  
101 Executive Committee following at least two weeks previous notice and an opportunity to be  
102 heard provided to the club. Causes for de-chartering a club shall be:

- 103       i.       Violation of this Constitution or the Bylaws of the Virginia Young Democrats,  
104             including the Virginia Young Democrats Code of Conduct.
- 105       ii.      Malfeasance, misfeasance, or nonfeasance of duties.
- 106       iii.     Conduct injurious to the good name of the Virginia Young Democrats.
- 107       iv.     Use or implication of the name or resources of the Virginia Young Democrats to  
108             promote a candidate for public office who is not the Democratic nominee or endorsee,  
109             unless such candidate does not face opposition for the nomination or endorsement.
- 110       v.       Active opposition to any Democratic nominee or endorsee for public office.

111  
112

113 Section 9: No club may require its members or officers to be affiliated with any other  
114 organization, provided that this provision shall not be construed to prohibit a club from requiring  
115 that its members or officers be members of the Democratic Party or adhere to its principles, and  
116 provided that this provision shall not be interpreted to prohibit ex officio offices.  
117

### 118 **Article III: Officers and Officeholders**

119

120 Section 1: The officers of the Virginia Young Democrats shall be comprised of a President, an  
121 Executive Vice-President, a Finance Director, a Membership Director, a Political Director, a  
122 Media Director, a Campaign Director, a Secretary, a Treasurer, two (2) National Committee  
123 Representatives, an Outreach Director, a City/County Caucus Chair, a College Caucus Chair, a  
124 Teen Caucus Chair, Council of Presidents Chair, and the immediate past president. These  
125 officers shall perform the duties prescribed by this Constitution and by the parliamentary  
126 authority adopted by the organization and shall together comprise the Executive Committee.  
127

128 Section 2: No person shall hold more than one position on the Executive Committee unless  
129 permitted by a two-thirds vote of the Executive Committee to do so. Each person who is a  
130 member of the Executive Committee shall be entitled to exactly one vote on all questions before  
131 the Committee. No person shall be elected as an officer of the Virginia Young Democrats who is  
132 not a member of the Virginia Young Democrats at the time of the election.  
133

134 Section 3: The President, Executive Vice-President, Finance Director, Membership Director,  
135 Political Director, Media Director, Campaign Director, Secretary, Treasurer, National Committee  
136 Representatives and Outreach Director shall each be elected by a majority vote at each annual  
137 Convention. The two (2) National Committee Representatives for the Virginia Young Democrats

138 shall be of two (2) different gender identities. Each officer shall serve until his or her successor  
139 takes the oath of office and each officer's term shall begin upon taking the oath of office.  
140

141 Section 4: Before entering upon the performance of his or her duties, each member of the  
142 Executive Committee shall take or subscribe to the following oath or affirmation: "I do solemnly  
143 swear (or affirm) that I will support the Constitution of the United States, the Constitution of the  
144 Commonwealth of Virginia, the Constitution of the Virginia Young Democrats, and the  
145 Democratic Party Plan of Virginia, and that I will faithfully and impartially discharge all the  
146 duties incumbent upon my office in the Virginia Young Democrats, according to the best of my  
147 ability." If the oath or affirmation is not subscribed to in writing, it shall be administered by a  
148 former officer of the organization, by a current or former officer of local, state, or federal  
149 government in the United States, or by any person authorized by law to administer oaths.  
150

151 Section 5: In the event of a vacancy, temporary absence in, inability to carry out the duties of, or  
152 removal from office the office of President, the Executive Vice-President shall assume the office.  
153 In the event of a vacancy, temporary absence in, or inability to carry out the duties of the office  
154 of City/County, College, or Teen Caucus Chair, the appropriate caucus shall elect a replacement  
155 in a manner not inconsistent with its bylaws. In the event of a vacancy, temporary absence in, or  
156 inability to carry out the duties of any other officer, or if a caucus fails to properly elect a  
157 replacement upon a vacancy, temporary absence in, or inability to carry out the duties of the  
158 office of caucus chair or vice chair, the Executive Committee may elect a replacement, provided  
159 that, other than in an emergency, the position has been vacant for at least 72 hours. The President  
160 may make an interim appointment to fill a vacancy between meetings of the Executive  
161 Committee.  
162

163 Section 6: The President shall be the chief executive officer of the Virginia Young Democrats  
164 and shall supervise the affairs of the Virginia Young Democrats between meetings of the  
165 Executive Committee.  
166

167 Section 7: The President may appoint an executive director, subject to the approval and terms of  
168 the Executive Committee, who shall be the chief administrative officer of the Virginia Young  
169 Democrats.  
170

171 Section 8: The Executive Vice President shall serve as chair of the Executive Committee in the  
172 absence of the President and assist the President in all of his or her duties.  
173

174 Section 9: The Finance Director shall oversee the fundraising programs of the Virginia Young  
175 Democrats. The Finance Director shall submit a fundraising plan to the Executive Committee  
176 within 60 days of assuming office.  
177

178 Section 10: The Membership Director shall oversee the chartering of new clubs in coordination  
179 with the region chairs and manage the membership list of the Virginia Young Democrats. The  
180 Membership Director shall serve as Chair of the Membership Committee and shall work with the  
181 members of said Committee to develop and implement a chapter retention plan.  
182

183 Section 11: The Political Director shall oversee the operations of the Issue and Identity Caucuses  
184 as Chair of the Issues and Advocacy Committee, manage the annual Virginia Young Democrats  
185 Lobby Day, and track relevant legislation at the federal and state level.  
186

187 Section 12: The Media Director shall oversee the communications efforts of the Virginia Young  
188 Democrats and work with the other officers of the Virginia Young Democrats to coordinate  
189 communications efforts. The Media Director shall be responsible for maintaining an active social  
190 media presence for the organization and informing the community of the efforts of the Virginia  
191 Young Democrats.  
192

193 Section 13: The Campaign Director shall oversee the political operations of the Virginia Young  
194 Democrats and serve as the chief point-of-contact between the Virginia Young Democrats and  
195 Democratic nominees.  
196

197 Section 14: The Treasurer shall oversee the funds, accounts, and financials of the Virginia Young  
198 Democrats. The Treasurer shall serve as the Chair of the Budget Committee and shall present a  
199 report at each Executive Committee meeting including, but not be limited to, the balance of  
200 funds in the organization's financial accounts and any reports from the Budget Committee. The  
201 organization's financial records shall be open to inspection by any member at any reasonable  
202 time.  
203

204 Section 15: The Secretary shall maintain a list of the information required to be collected under  
205 Article II, Section 6, Subsection iii of this Constitution. Each person on the list shall be  
206 responsible for promptly reporting any new contact information to the Secretary, who shall then  
207 promptly update the list. Written notice, whenever required by this Constitution, by any other  
208 rule of the organization, or by the parliamentary authority adopted by the organization, and  
209 unless otherwise restricted thereby, may be provided by postal mail or electronic mail sent to the  
210 appropriate address submitted by each member. The Secretary shall be responsible for any  
211 disciplinary or judicial processes related to the organization and shall chair the Judicial  
212 Committee. The Secretary shall also cause an Internet web site to be maintained and regularly  
213 updated for the organization with the cooperation of the Public Affairs and Technology  
214 Directors. In addition to any other Internet electronic mail discussion lists maintained for the  
215 organization, the Secretary shall cause an Internet electronic mail list to be maintained for the  
216 organization that includes the electronic mail addresses required to be collected and updated  
217 under Article II, Section 6, Subsection iii of this Constitution.  
218

219 Section 16: The Outreach Director shall assist chapters in developing outreach plans to increase  
220 membership and shall serve as a member of the Membership Committee and shall be the Chair  
221 of the Outreach Committee. In conjunction with the Political Director, he or she will assist in  
222 coordination with outside allied groups. The Outreach Director shall also engage with non-  
223 chartered chapters as specified in Article II, Section 4.  
224

225 Section 17: The two (2) National Committee Representatives shall serve as liaisons between the  
226 Virginia Young Democrats and the Young Democrats of America.  
227

228 Section 18: The duties listed for each aforementioned office are not to be an exclusive  
229 description of the duties of the President, Executive Vice-President, Finance Director,  
230 Membership Director, Political Director, Media Director, Campaign Director, Secretary,  
231 Treasurer, Outreach Director, National Committeeman, and National Committeewoman.

232

#### 233 **Article IV: Caucuses**

234

235 Section 1: Any group of 10 or more members of the Virginia Young Democrats with common  
236 interests may apply to the Executive Committee to form a caucus. The application shall include  
237 proposed bylaws, which shall not be inconsistent with this Constitution, with any standing rules  
238 of the organization, or with the Democratic Party Plan of Virginia. A caucus shall be created  
239 upon a majority vote of the Executive Committee or of the annual Convention.

240

241 Section 2: If the Executive Committee creates a caucus, it shall remain in existence until  
242 terminated by a majority vote of the Executive Committee or an annual Convention. Upon a  
243 motion or other request by the chair of a caucus, the Executive Committee may change the name  
244 of that caucus. Any caucus not established by this Constitution may be terminated by a majority  
245 vote of an annual Convention.

246

247 Section 3: Each caucus shall elect a chair and vice chair from among its members by a majority  
248 vote of the members of the caucus at an annual Convention or within the 30 days following an  
249 annual Convention, as directed by the bylaws of that caucus. No election for any office within a  
250 regional caucus, other than elections at an annual meeting during an annual Convention, shall be  
251 valid unless the meeting at which the election took place was held in the region represented by  
252 the caucus, or in a virtual Internet format, and at least five days written notice of the meeting was  
253 provided to each member of the caucus.

254

255 Section 4: The City/County, College, and Teen caucuses are hereby created. These caucuses may  
256 establish bylaws and rules necessary for operation, not in conflict with this Constitution, and  
257 subject to the approval of the Executive Committee.

258

259 Section 5: The City/County, College, and Teen Caucus chairs shall each be responsible for  
260 maintaining an up-to-date list of every city and county; college and university; and high school  
261 in Virginia, respectively. Each list shall indicate whether the unit on the list has a Democratic  
262 youth organization, whether that organization is affiliated with the respective Caucus and  
263 chartered with the Virginia Young Democrats, whether the organization has chartered with the  
264 Virginia Young Democrats in the past, and the current contact information for the leadership of  
265 the organization. Each chair shall present any changes to such list at each Executive Committee  
266 meeting and shall provide the regional caucus chairs with up-to-date lists of Democratic youth  
267 organizations at the units in their region.

268

269

270

271

- i. The Virginia College Democrats shall be the recognized College Caucus of the Virginia Young Democrats, with the President and Vice President of the Virginia College Democrats serving as the Chair and Vice Chair of the College Caucus, respectively.

272 ii. The Chairs of each Caucus in this Section shall serve on the Membership Committee  
273 and, with the assistance of the Membership Director, shall engage in efforts to  
274 increase the number of chartered units within their constituency.  
275

276 Section 6: Members of Virginia Young Democrats shall be members of one of the six regional  
277 caucuses in accordance with this section. Each member of any regional caucus must be a resident  
278 of the region represented by the Caucus.

279 i. The Northern Region shall consist of the cities of Alexandria, Fairfax, Falls Church,  
280 Fredericksburg Manassas, and Manassas Park; and the counties of Arlington,  
281 Culpeper, Fairfax, Fauquier, Loudoun, Madison, Prince William and Rappahannock,  
282 Stafford.

283 ii. The Valley Region shall consist of the cities of Buena Vista, Covington,  
284 Harrisonburg, Lexington, Staunton, Waynesboro and Winchester; and the counties of  
285 Alleghany, Augusta, Bath, Botetourt, Clarke, Frederick, Highland, Page, Rockbridge,  
286 Rockingham, Shenandoah, and Warren.

287 iii. The Southwest Region shall consist of the cities of Bristol, Galax, Norton, Radford,  
288 Roanoke, and Salem; and the counties of Bland, Carroll, Craig, Dickenson, Floyd,  
289 Giles, Grayson, Lee, Montgomery, Patrick, Pulaski, Roanoke, Russell, Scott, Smyth,  
290 Tazewell, Washington, Wise, and Wythe.

291 iv. The Southeast Region shall consist of the cities of Chesapeake, Franklin, Hampton,  
292 Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach, and  
293 Williamsburg; and the counties of Accomack, Gloucester, Isle of Wight, James City,  
294 Matthews, Northampton, Southampton, Surry, Sussex, and York.

295 v. The Southside Region shall consist of the cities of Bedford, Charlottesville, Danville,  
296 Emporia, Lynchburg, and Martinsville; and the counties of Albemarle, Amherst,  
297 Appomattox, Bedford, Brunswick, Buckingham, Campbell, Charlotte, Cumberland,  
298 Fluvanna, Franklin, Greene, Greensville, Halifax, Henry, Lunenburg, Mecklenburg,  
299 Nelson, Pittsylvania, and Prince Edward County.

300 vi. The Central Region shall consist of the cities of Colonial Heights, Hopewell,  
301 Petersburg, and Richmond; and the counties of Amelia, Caroline, Charles City,  
302 Chesterfield, Dinwiddie, Essex, Goochland, Hanover, Henrico, King and Queen,  
303 King George, King William, Lancaster, Louisa, Middlesex, New Kent,  
304 Northumberland, Nottoway, Orange, Powhatan, Prince George, Richmond,  
305 Spotsylvania and Westmoreland County.  
306

307 Section 7: The Chairs of the Regional Caucuses shall serve on the Membership Committee and  
308 shall, with the assistance of the Membership Director, engage in efforts to increase the number of  
309 chartered units in their respective regions. Each Regional Caucus Chair shall be responsible for  
310 organizing monthly calls to the chapter presidents of chartered clubs of the Virginia Young  
311 Democrats in order to maintain lines of communication with clubs, disseminate information, and  
312 share best practices and ideas between clubs.  
313

314 Section 8: Each regional caucus shall elect a chair, a vice-chair, and other officers as shall be  
315 determined by the region's bylaws. The chair and vice-chair of each regional caucus shall not be  
316 members of the same chartered club, except in the case where every member of the regional  
317 caucus is a member of the same chartered club. Each regional caucus may appoint a

318 Congressional District representative for congressional districts in their region. In the event that a  
319 Congressional District spans more than one region, the Executive Committee shall decide which  
320 region has jurisdiction.

321

322 Section 9: The following Issue Caucuses: DisAbility Issues, Environmental Issues, Education  
323 Issues, Labor Issues, Rural Issues, Faith Issues, Veteran’s Affairs, Public Health, and Housing  
324 and Urban Affairs, and the following Identity Caucuses: Asian American & Pacific Islander,  
325 Black, Indigenous, Latino, LGBTQIA+ and Women’s are hereby created.

326 i. The Chairs of the Issue and Identity Caucuses in this section – as well as any others  
327 properly approved as required by Article IV, Sections 1-3 of this Constitution – shall  
328 constitute the Issues and Advocacy Committee.

329

330 Section 10: The presidents of the chartered clubs of the Virginia Young Democrats shall  
331 comprise a caucus known as the Council of Presidents. The Council of Presidents shall select, by  
332 popular election at the annual Convention, a chairperson to serve as an officer of the Virginia  
333 Young Democrats on the Executive Committee. The Council of Presidents Chair shall not be  
334 required to be a current chapter president, but they must complete their term as Chair within  
335 three years of leaving the office of chapter president. The Council of Presidents shall meet at  
336 least four times each year. No more than three of these meetings may be by phone or by virtual  
337 Internet platform, except in the case of a national emergency that prohibits the safe meeting of  
338 the Council. The meeting that is held in person must be moved from region to region each year.

339 i. The Chair of the Council of Presidents shall serve on the Membership Committee and  
340 shall, with the assistance of the Membership Director, engage in efforts to increase  
341 the number of chartered units.

342

343 Section 11: No later than 45 days after each annual Convention, each caucus shall duly ratify and  
344 submit to the Executive Committee for approval bylaws which shall not be inconsistent with this  
345 Constitution, with any standing rules of the organization, or with the Democratic Party Plan of  
346 Virginia. The Executive Committee may assign bylaws to any caucus that fails to meet the  
347 requirements of this section.

348

349

350 Section 12: No person may be elected to an office in any caucus who is not a member of that  
351 caucus.

352

353 Section 13: No person may be a voting member of more than one regional caucus or more than  
354 one of the City/County, College, or Teen caucuses at the same time.

355

## 356 **Article V: Governing Bodies**

357

358 Section 1: The Executive Board shall direct, consent, and advise the organization on all issues  
359 related to the Virginia Young Democrats. The Executive Board shall consist of:

- 360 i. The Executive Committee of the Virginia Young Democrats,  
361 ii. The Chairs of each Regional Caucus  
362 iii. The statewide elected officials, members of the Democratic National Committee,  
363 members of the Executive Board of the Young Democrats of America, and members

364 of the Steering Committee of the Democratic Party of Virginia, who are members of  
365 the Virginia Young Democrats.

366 iv. And up to four additional persons, upon appointment by the President and approval  
367 by the Executive Committee, not including those identified in Article V, Section 3 of  
368 this Constitution. Members of the Executive Board may suggest positions or  
369 individuals to the President who will bring a unique skillset to the work of the  
370 Executive Board.

371

372 Section 2: The purpose of the Executive Board shall be as follows:

- 373 i. To increase chapter membership by chartering units
- 374 ii. To increase the membership of individual chapters
- 375 iii. To create and advocate in favor of progressive legislation that align with the values of  
376 the membership
- 377 iv. To aggressively campaign for Democratic nominees throughout the Commonwealth,  
378 including urban, suburban, and rural areas

379

380 Section 3: The President may appoint four additional persons to the Executive Board and each  
381 appointment shall require the approval of the Executive Committee. The following positions  
382 shall be filled by Presidential appointment, but shall not be counted towards the four additional  
383 appointments:

- 384 i. Technology Director
  - 385 a. The Technology Director shall be responsible, in partnership with the Secretary  
386 and the Public Affairs Director, for causing an internet website to be maintained  
387 and regularly updated, as well as an electronic mail list consisting of email  
388 addresses of the organization's members. The Technology Director shall also be  
389 responsible for ensuring the security of all technology used by the organization.
- 390 ii. Deputy Media Director

391

392 Section 4: The Executive Committee shall be comprised of the officers of the Virginia Young  
393 Democrats, and shall have general supervision and control over the affairs of the Virginia Young  
394 Democrats between annual Convention and shall perform such other duties as are specified in  
395 this Constitution. The Executive Committee shall be subject to the orders of any annual  
396 Convention, and none of its acts shall conflict with this Constitution or with any action taken by  
397 an annual Convention.

398

399 Section 5: The Executive Board and Committee shall meet, as necessary, between annual  
400 conventions including teleconference or Internet video conference. Special meetings of the  
401 Executive Board may be called by the President, at any time, and shall be called upon the written  
402 request of any seven members of the Executive Board or five members of the Executive  
403 Committee. Except in an emergency, the Secretary shall provide at least seven days written  
404 notice to each member of the Executive Board prior to any meeting thereof.

405

406 Section 6: Thirty percent of the members of the Executive Board or Committee shall constitute a  
407 quorum for the purpose of conducting the body's business.

408

409 Section 7: The Executive Board and Committee shall be the judge, respectively, of the  
410 qualifications of its own members.

411  
412 Section 8: Business of the Executive Board or Committee may be conducted by telephone or  
413 Internet video conference in accordance with the following procedures:

414 i. Members may participate in an in-person meeting of the Executive Board by  
415 telephone or Internet video conference service. Participation by telephone or Internet  
416 video conference service must be requested to the President by the member no fewer  
417 than 48 hours prior to the start of the meeting and must be approved by the President  
418 within that time period.

419 ii. Meetings may be held entirely by phone in a teleconference format or Internet video  
420 conference service.

421

## 422 **Article VI: Standing and Special Committees**

423

424 Section 1: An Outreach Committee shall be responsible for formulating outreach guidelines for  
425 the Virginia Young Democrats and local clubs and shall assist the Outreach Chair with outreach  
426 efforts. The guidelines shall not include quotas but shall require affirmative actions to increase  
427 participation by under-represented Young Democrats and to actively recruit new members. The  
428 Outreach Chair shall be the committee chair. The committee shall be comprised, to the extent  
429 practicable, of one resident of each congressional district in Virginia (not including the chair).

430

431 Section 2: A Budget Committee shall be responsible for making recommendations concerning  
432 the financial operations of the Virginia Young Democrats. The Treasurer shall serve as the  
433 Committee chair. The Committee shall be comprised of not more than four people, not including  
434 the chair, and no two of whom shall be residents of the same congressional district. It shall be the  
435 duty of the Committee to prepare a budget for the coming year, beginning the first day of June  
436 each year. The Committee shall solicit requests for budget allocations from the Executive Board  
437 no later than the first day of May. The Committee shall present the budget to the Executive  
438 Committee no later than the 30<sup>th</sup> of May. The recommended budget shall include anticipated  
439 revenues and expenditures and shall clearly state the officer, chair, or other position responsible  
440 for overseeing each line of expenditures. The committee shall meet prior to one Executive  
441 Committee meeting each quarter to review the budget and shall have the authority to investigate  
442 alleged budget irregularities.

443

444 Section 3: A Membership Committee shall be responsible for coordinating the retention and  
445 promotion of existing chapters of the Virginia Young Democrats and for chartering new  
446 chapters. The Membership Director shall serve as the committee chair, and the committee shall  
447 be comprised of the Teen Caucus Chair, College Caucus Chair, City/County Caucus Chair, Chair  
448 of the Council of Presidents, Outreach Director, and the Regional Caucus Chairs of the Virginia  
449 Young Democrats. The Membership Committee shall establish a goal for chapter growth within  
450 one month of each annual Convention.

451

452 Section 4: An Issues and Advocacy Committee shall be responsible for coordinating the political  
453 outreach efforts of the Virginia Young Democrats. The Political Director shall serve as the  
454 committee chair, and the committee shall be comprised of the Outreach Director and Issue and

455 Identity Caucus Chairs of the Virginia Young Democrats. The Issues and Advocacy Committee  
456 shall be responsible for preparing the legislative agenda for the Virginia Young Democrats,  
457 creating political outreach materials for dissemination to chapters, coordinating political events  
458 with allied constituency organizations and causes, and planning the Virginia Young Democrats  
459 Annual Lobby Day. This Committee will meet at least four times a year.  
460

461 Section 5: A Judicial Committee shall be responsible for any disciplinary actions involving  
462 members of the VAYD Executive Board or the VAYD Membership. The Committee shall be  
463 chaired by the Secretary and shall include one member from each Regional Caucus, with two  
464 members from the College Caucus and two members from the Teen Caucus.

- 465 i. Members of the Judicial Committee shall be appointed by the President and  
466 confirmed by a majority vote of the Executive Board and the Council of Presidents.
- 467 ii. The Judicial Committee shall elect a Vice Chair from its membership, who shall serve  
468 as Chair in the case that the Secretary has a conflict of interest in a matter before the  
469 Committee.
- 470 iii. The Judicial Committee shall create an accessible and standard procedure for the  
471 reporting of any violations of this Constitution or Bylaws.
- 472 iv. The Judicial Committee shall create a Code of Conduct for the organization, and  
473 shall, by September 1<sup>st</sup> of each year, submit recommendations to the Executive  
474 Committee of changes and updates to the Code of Conduct.  
475

476 Section 6: A Finance Committee shall be responsible for formulating a fundraising plan for the  
477 Virginia Young Democrats and shall assist the Teen, College, and City/County Caucuses with  
478 developing their fundraising plans and goals. A fundraising plan shall be presented and sent to  
479 the Executive Committee of the Virginia Young Democrats no later than the 30th of May. The  
480 Finance Director shall be the committee chair. The committee membership shall be made up of  
481 up to five additional members, including the Treasurer, a member of the Teen and College  
482 Caucus, and two other members from different geographic regions. This Committee will meet at  
483 least once a fiscal quarter and communicate with the Budget Committee on other, related  
484 financial matters. All committee meetings shall be open to all members of the Virginia Young  
485 Democrats unless otherwise restricted by this Constitution or by the parliamentary authority  
486 adopted by the organization.  
487

488 Section 7: Such other committees, standing or special, shall be appointed by the President upon  
489 approval of the Executive Committee or at annual Convention as deemed necessary to carry on  
490 the work of the organization. The President shall be ex officio a member of all committees so  
491 appointed.  
492

493 Section 8: No later than 60 days after each annual Convention, each committee, whether standing  
494 or special, shall duly ratify and submit to the Executive Committee for approval bylaws which  
495 shall not be inconsistent with this Constitution, with any standing rules of the organization, or  
496 with the Democratic Party Plan of Virginia. The Executive Committee may assign bylaws to any  
497 committee that fails to meet the requirements of this section.  
498

499 **Article VII: Annual Convention**

500

501 Section 1: The members of the Virginia Young Democrats shall assemble in annual Convention  
502 for the purpose of considering charter applications, resolutions, and constitutional amendments;  
503 electing officers; and conducting such other business as the Convention directs.  
504

505 Section 2: On or before January 1 of each year, the Executive Committee shall determine the  
506 date and location of that year's annual Convention. Each Convention shall be at least eight weeks  
507 after the date on which its date was determined.  
508

509 Section 3: The Convention committees shall be Awards, Credentials, Rules, Resolutions, and any  
510 others designated by the Executive Committee. The President shall appoint the temporary chair  
511 of each Convention committee, except in the case of the Credentials Committee chair, subject to  
512 the approval of the Executive Committee, no later than six weeks before each annual  
513 Convention. In addition to the chair, each committee shall be comprised of one appointee from  
514 each region caucus, provided that the President shall fill any committee vacancies that exist four  
515 weeks before any annual Convention. No two members of the Credentials or Awards convention  
516 committees, including the chair, shall be members of the same club. All committee meetings  
517 shall be open to all members of the Virginia Young Democrats unless otherwise restricted by this  
518 Constitution or parliamentary actions of the Convention.  
519

520 Section 4: The Rules Committee shall meet at least two weeks prior to each annual Convention  
521 and shall immediately thereafter report the temporary rules of the Convention to the President.  
522 The Temporary Rules Report shall clearly outline the process for filing to run for office and the  
523 election of officers. The report shall also address the order of business at the convention. The  
524 committee may revise its report until the temporary rules are adopted by the Convention. The  
525 adopted temporary rules shall govern all conduct at the Convention until the permanent rules are  
526 adopted.  
527

528 Section 5: At least six weeks, but not more than eight weeks, prior to each Convention, the  
529 President, at the direction of the Executive Committee, shall issue a written Call to Convention  
530 to the president of each chartered club, each member of the Executive Board, and other  
531 interested parties. The Call shall include the date and location of the Convention, the purposes of  
532 the Convention as set forth in this Constitution; a call for Convention committee appointments  
533 pursuant to Article VII, Section 3, and a copy of this Constitution.  
534

535 Section 6: A Credentials Committee shall be responsible for performing duties related to charter  
536 applications as specified by this Constitution. The Secretary shall appoint the chair of the  
537 Credentials Committee, subject to the approval of the Executive Committee. In an emergency in  
538 which the Executive Committee cannot meet to approve the appointment, the chair may be  
539 approved by a majority of the officers by electronic means. The chair of the Credentials  
540 Committee shall not be a candidate for any elected position in the Virginia Young Democrats. In  
541 addition to the chair, the committee shall be comprised of two members of the City/County  
542 Caucus, two members of the College Caucus, and two members of the Teen Caucus, and none of  
543 the aforementioned appointees shall be from the same regional caucus, provided that the  
544 President shall fill any committee vacancies that exist three weeks before any annual  
545 Convention. All committee meetings shall be open to all members of the Virginia Young

546 Democrats unless otherwise restricted by this Constitution or by the parliamentary authority  
547 adopted by the organization.

548  
549 Section 7: At least two weeks, but not more than three weeks, before the annual Convention, the  
550 Credentials Committee shall ascertain that each charter application received pursuant to Article  
551 II of this Constitution complies with the requirements therein. The committee shall have the  
552 power to investigate alleged violations of this Constitution pertaining to club charters. In all  
553 deliberations concerning alleged violations, the accused (or a representative of the club if no  
554 individual is accused) shall have the right to be present and offer a defense. Such deliberations  
555 may be held in executive session unless the accused otherwise desires. The committee shall not  
556 recognize any portion of a charter application found to be in violation, except that the committee  
557 may recognize portions of charter applications received after the applicable deadline specified by  
558 this Constitution if the committee finds and reports good cause for so doing. If the committee  
559 finds a violation, it shall include a specific description of the same in its report, along with any  
560 recommended sanctions. The committee shall recommend an up to four-percent reduction in  
561 voting strength under Article VII, Section 16 of this Constitution for each calendar day a portion  
562 of a charter application is late. All other recommended sanctions shall be limited to censure,  
563 denial of charter application, or a reduction of not more than 75 percent of voting strength under  
564 Article VII, Section 16 of this Constitution.

565  
566 Section 8: At least two weeks prior to each Convention, the chair of the Credentials Committee  
567 shall submit the committee's written preliminary report to the members of the Executive  
568 Committee and to the presidents of each club named in the report. The Credentials Committee  
569 may revise its report until it is adopted by the annual Convention.

570  
571 Section 9: At each annual Convention, the chair of the Credentials Committee shall present and  
572 thereby move the adoption of the report of the Credentials Committee. The report shall be  
573 adopted by a majority vote of the Convention, which adoption shall grant all charters and order  
574 all sanctions recommended in the report. The motion to adopt the report shall be debatable but  
575 not amendable. If the report is not adopted, the Convention shall immediately suspend all  
576 business while the Credentials Committee meets to submit a revised report.

577  
578 Section 10: The Secretary shall retain and make available for inspection for not less than five  
579 years all written materials related to the deliberations of the Credentials Committee.

580  
581 Section 11: At least three weeks before each annual Convention, the chair of the Credentials  
582 Committee shall submit to the chair of the Outreach Committee copies of the outreach plans  
583 submitted pursuant to Article II, Section 6 of this Constitution. Not less than 12 hours before the  
584 Convention, the Outreach Committee shall ascertain that each plan complies with the guidelines  
585 issued pursuant to Article VI, Section 1 of this Constitution. The committee shall recommend  
586 sanctions to the Credentials Committee for any club whose plan is in substantial noncompliance  
587 with the guidelines. Such recommended sanctions shall be limited to censure, denial of charter  
588 application, or reduction of voting strength under Article VII, Section 7 of this Constitution.

589  
590 Section 12: The Convention Chair shall preside over all business of the Convention, subject to  
591 the provisions of the parliamentary authority adopted by the organization. The President, or his

592 or her designee, shall serve as the temporary Convention Chair until the permanent Convention  
593 Chair is elected by the Convention. The President shall also designate a temporary Convention  
594 Parliamentarian until the permanent Convention Parliamentarian is elected by the Convention.  
595 The Secretary, or his or her designee, shall serve as the temporary Convention Secretary until the  
596 permanent Convention Secretary is elected by the Convention.  
597

598 Section 13: At each annual Convention, the chair of the Resolutions Committee shall present and  
599 thereby move the adoption of the committee's report concerning recommended resolutions to be  
600 adopted by the organization. The annual Convention will debate and consider each resolution  
601 individually. Any Convention delegate may move to introduce a resolution from the Convention  
602 floor given the written support of any 15 Convention delegates.  
603

604 Section 14: The Awards Committee shall consider and report such awards as the committee,  
605 subject to any guidelines issued by the Executive Committee, shall determine are appropriate to  
606 recognize outstanding members of the Virginia Young Democrats, chartered clubs of the  
607 Virginia Young Democrats, and individuals who have provided support to the Virginia Young  
608 Democrats. Nominations shall be received by the chair of the committee and shall remain sealed  
609 until the committee begins its deliberations. The committee shall meet in executive session. No  
610 member of the committee shall be considered for or shall receive any award given to an  
611 individual and reported by the committee, provided that the committee may in all cases consider  
612 and report an award recognizing the service of an outgoing president of the Virginia Young  
613 Democrats.  
614

615 Section 15: Each club shall have the authority to determine the manner in which its delegation  
616 chair is chosen, consistent with its bylaws and with this Constitution. Any member of a chartered  
617 club registered for and present at the Convention will make up part of the club's delegation. No  
618 person shall have a voice or a vote on the Convention floor unless:

- 619 i. He or she is an accredited delegate duly representing a chartered club of which he or  
620 she is a voting member; or
- 621 ii. He or she is not eligible to be a member of any chartered club within 50 miles of his  
622 or her residence and he or she is an accredited delegate and has submitted the  
623 information required by Article II, Section 6, Subsections iii (2-3) of this  
624 Constitution; or
- 625 iii. He or she has been granted the privilege of the floor by a two-thirds vote of the  
626 Convention.  
627

628 Section 16: Subject to any sanctions ordered pursuant to Article VII of this Constitution, each  
629 chartered club shall be entitled to the total number of votes provided for in this section for each  
630 question at each annual Convention. No chartered club shall be entitled to more votes than are  
631 possible by obtaining the maximum number of votes provided for in this Section. Each chartered  
632 club's votes shall be apportioned equally among its delegates to the Convention. Notwithstanding  
633 any other provision of this section, no individual delegate shall cast more than five votes if he or  
634 she is representing a club whose membership area, as defined in its bylaws, includes any part of  
635 the region in which the Convention site is located, or more than 10 votes if he or she is  
636 representing any other club. No delegate's votes shall be directed by any other person or group.  
637 Each person qualified to vote under Article VII, Section 15 of this Constitution shall be entitled

638 to one vote. As used in this section, “Secretary” shall mean Secretary of the Virginia Young  
639 Democrats.

640 i. Based on the membership totals in the approved report of the Credentials Committee,  
641 the largest 20 percent of chartered clubs shall each receive 20 votes, the next largest  
642 20 percent of chartered clubs shall each receive 15 votes, the next largest 20 percent  
643 of chartered clubs shall each receive 10 votes, the next largest 20 percent of chartered  
644 clubs shall each receive 7 votes, and the smallest 20 percent of chartered clubs shall  
645 each receive 5 votes. It will be up to the discretion of the Credentials Committee to  
646 determine the number of clubs in each classification.

647 ii. Each chartered club shall receive three votes, up to a maximum of 9 votes under this  
648 subsection, for each meeting of the Council of Presidents attended by the club  
649 president, or his or her designee, since the last annual Convention, as certified in  
650 writing by the chair of the Council of Presidents to the Credentials Committee. For  
651 the purposes of this subsection, attendance may include participation by telephone or  
652 virtual Internet platform.

653 iii. Each chartered club shall receive up to a maximum of 24 votes under this subsection.  
654 Chartered clubs shall receive six votes for each campaign of a Democratic nominee or  
655 Democratic endorsee for public office for which the club held an official campaign  
656 participation event since the last annual Convention, as certified in writing to the  
657 Credentials Committee by:

658 i. a candidate,  
659 ii. an official of a candidate’s campaign,  
660 iii. a member of the Executive Board who was also in attendance,  
661 iv. the chair of the region caucus in which the event was held, or  
662 v. by the representatives of an allied organization, as determined by the  
663 Credentials Committees.

664 iv. Chartered clubs shall receive four votes for each charitable or philanthropic event for  
665 which their club held an official participation event since the last annual convention.  
666 Each event shall have been held on a different calendar day. A certifying official,  
667 other than the candidate, may not be a member of the chartered club unless every  
668 other official listed in this section is a member of the chartered club. Official  
669 participation events must be certified in writing to the Credentials Committee by:

670 i. a representative of the charitable organization who benefitted from the event,  
671 ii. a member of the Executive Board who was also in attendance, or  
672 iii. the chair of the caucus of the region in which the event was held.

673 v. Each chartered club shall receive five votes for maintaining an up-to-date, official  
674 club web site, as determined by the Credentials Committee.

675 vi. Each chartered club shall receive five votes for maintaining its membership  
676 information in a central database established by the Secretary.. The submission of a  
677 chapter roster pursuant to Article II, Section 6, Subsection iii of this Constitution shall  
678 not satisfy this subsection.

679 vii. Each chartered club shall receive two votes for each of the last two immediate past  
680 annual Conventions at which the club was granted a charter and attended.

681 viii. Each newly chartered club, which has not been chartered in any of the previous four  
682 calendar years, as certified by the Secretary, shall receive four votes. No club may  
683 receive votes under both this subsection and subsection vii of this section.

684 ix. Each chartered club shall receive five votes if the club's charter application met the  
685 appropriate deadline for the application specified in Article II, Section 4 of this  
686 Constitution.  
687

688 Section 17: No club will be allowed to charter with the Virginia Young Democrats if that club  
689 owes more than \$100 in debts to the Virginia Young Democrats. Once the debts are paid, the  
690 club will be allowed to charter. Debts are determined by the Executive Committee, subject to the  
691 approval of the annual Convention.  
692

### 693 **Article VIII: Disciplinary Proceedings** 694

695 Section 1: The following shall constitute grounds for removal from office and/or revocation of  
696 membership:

- 697 i. Violation of this Constitution or the Bylaws of the Virginia Young Democrats,  
698 including the Virginia Young Democrats Code of Conduct.
- 699 ii. Malfeasance, misfeasance, or nonfeasance of duties.
- 700 iii. Conduct injurious to the good name of the Virginia Young Democrats.
- 701 iv. Use or implication of the name or resources of the Virginia Young Democrats to  
702 promote a candidate for public office who is not the Democratic nominee or endorsee,  
703 unless such candidate does not face opposition for the nomination or endorsement.
- 704 v. Active opposition to any Democratic nominee or endorsee for public office.
- 705 vi. Failure to attend three or more Executive Board meetings during a Board Member's  
706 term without the Board's approval.  
707

708 Section 2: Any and all violations of this Constitution or the Bylaws of the Virginia Young  
709 Democrats shall be reported to the Judicial Committee.  
710

711 Section 3: No impeachment or removal procedure may proceed until a written indictment  
712 submitted by the Judicial Committee is approved by the Executive Committee or by an annual  
713 Convention. Such indictment shall have been provided to the Executive Committee and the  
714 accused at least ten calendar days prior to the meeting at which the indictment was approved.  
715 The indictment shall include the charges against the accused, details of the investigation,  
716 evidence related to the charges, conclusions of the investigation, and recommended actions to be  
717 taken by the Executive Committee.  
718

719 Section 4: Upon approval of the indictment, the Executive Committee shall conduct a formal  
720 hearing of the charges. The President shall preside, or the next highest-ranking Officer in the  
721 case of a conflict of interest.  
722

723 Section 5: The Executive Committee shall take action against the accused if the findings of the  
724 Judicial Committee's indictment are accepted. Actions to be taken shall be decided at the same  
725 formal hearing of the charges.  
726

727 Section 6: All formal hearings shall take place at a special meeting of the Executive Committee.  
728 All formal hearings shall take place in Executive Session. If an accused so requests, their formal

729 hearing shall take place outside of Executive Session and be open to all members of the Virginia  
730 Young Democrats and all votes shall be publicly cast and recorded.

731

732 **Article IX: Parliamentary Authority**

733

734 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern  
735 the Virginia Young Democrats in all cases to which they are applicable and in which they are not  
736 inconsistent with this Constitution, with any rule of the organization, with the Democratic Party  
737 Plan of Virginia, or the facilitation of debate.

738

739 **Article X: Amendment of Constitution**

740

741 Section 1: Prior to issuing a Call to the Annual Convention, the President or a majority vote of  
742 the Executive Committee may decide to form a Constitution & Bylaws Committee to consider  
743 amendments. If so, the process as outlined in Article VII Sections 3 and 5 shall be followed.

744

745 Section 2: At an annual Convention, the chair of the Constitution and Bylaws Committee may  
746 present and thereby move the adoption of the committee's report concerning recommended  
747 amendments to this Constitution. Each such recommendation shall clearly state the text of the  
748 Constitution to be amended and the text that would result if the amendment were to be ratified.

749

750 Section 3: This Constitution may be amended by a two-thirds vote of any annual Convention  
751 acting on the report of the Constitution and Bylaws Committee, except in the case of actions  
752 under Article X, Section 4 of this Constitution. The Constitution and Bylaws Committee's report  
753 shall be recommended to the annual Convention with a two-thirds supermajority of the  
754 Committee.

755

756 Section 4: Amendments to this Constitution may be introduced at any annual Convention by any  
757 delegate, provided the amendment has the written support of twenty Convention delegates  
758 representing at least four different chartered clubs. Passage of the amendment will still require a  
759 two-thirds vote of any annual Convention.

760

761 Section 5: This Constitution may be amended by a two-thirds vote of a special Constitutional  
762 Convention, called by a three-fourths vote of an annual Convention, the Executive Committee, or  
763 Council of Presidents to be held not more than seven months after any annual Convention. The  
764 relevant provisions of this Constitution and other rules and credentials pertaining to annual  
765 Conventions that governed the last annual Convention shall govern any special Constitutional  
766 Convention held pursuant to this section.

767

768 Section 6: This Constitution may be amended by the Council of Presidents and Executive  
769 Committee in the case of special circumstances. If two-thirds of the Council of Presidents finds  
770 that special circumstances exist, the Executive Committee shall consider amendments to this  
771 Constitution. This Constitution shall be amended if three-quarters of the Executive Committee  
772 approves of the amendments and three-quarters of the Council of Presidents ratify the  
773 amendments. Constitutional amendments ratified under this section shall remain in effect until

774 the next annual Convention is adjourned, at which point the amendments shall be removed  
775 unless they are made permanent by the processes in Article X, Sections 1-4 of this Constitution.  
776

777 **Article XI: Amendment of Bylaws**

778  
779 Section 1: The Bylaws of this Constitution shall be amended by a simple majority of the  
780 Executive Committee.  
781

782 Section 2: Every Caucus and Committee, whether standing or special, shall submit Bylaws to the  
783 Executive Committee by the time prescribed in the relevant provisions of this Constitution.

784 i. Should any Caucus or Committee fail to submit Bylaws in a timely manner, the  
785 Executive Committee shall create and approve Bylaws on behalf of the Caucus or  
786 Committee.  
787

788 Section 3: The Executive Committee shall create any Bylaws that are necessary and proper for  
789 the organization.  
790

791 Section 4: No Bylaws of the Virginia Young Democrats shall be inconsistent with this  
792 Constitution or the Party Plan of the Democratic Party of Virginia.  
793  
794  
795

796 Adopted March 27, 1999, by Convention at Williamsburg, Virginia.

797 Amended March 25, 2000, by Convention at Roanoke, Virginia.

798 Amended March 31, 2001, by Convention at Norfolk, Virginia.

799 Amended April 13, 2002, by Convention at Fredericksburg, Virginia.

800 Amended March 29, 2003, by Convention at Harrisonburg, Virginia.

801 Amended March 27, 2004, by Convention at Arlington, Virginia.

802 Amended April 8, 2005, by Convention at Williamsburg, Virginia.

803 Amended March 25, 2006, by Convention at Richmond, Virginia.

804 Amended March 31, 2007, by Convention at Harrisonburg, Virginia.

805 Amended March 29, 2008, by Convention at Blacksburg, Virginia.

806 Amended March 28, 2009, by Convention at Charlottesville, Virginia.

807 Amended April 16, 2010, by Convention at Alexandria, Virginia.

808 Amended April 9, 2011, by Convention at Williamsburg, Virginia.

809 Amended March 31, 2012, by Convention at Richmond, Virginia.

810 Amended April 20, 2013, by Convention at Norfolk, Virginia.

811 Amended September 6, 2014, by Constitutional Convention at Fredericksburg, Virginia.

812 Amended March 21, 2015, by Convention at Fredericksburg, Virginia.

813 Amended April 7, 2018, by Convention at Charlottesville, Virginia

814 Amended April 16, 2021 by Convention held Virtually due to the COVID-19 Pandemic.