LATINX YOUNG DEMOCRATS OF SAN FRANCISCO
BYLAWS

ARTICLE I

NAME

Section 1. The organization shall be known as the LatinX Young Democrats of San Francisco, hereinafter called LXYD.

Section 2: LXYD will be chartered with the California Democratic Party, and the Democratic Central Committee (“DCCC”), and will work as closely as possible with all levels of the Democratic Party.

ARTICLE II

FUNCTION AND PURPOSE

Mission

Section 1. The purpose of LXYD is to create a space that fosters civic engagement for young Latinx folks in the San Francisco Bay Area. The club will provide a safe, inclusive space for youth to activate, build, and organize around issues that directly affect them and their communities.

Vision

Section 2a. To engage young Latinx folks effectively in public service to ensure our community’s socio-economic and ecological development, as well as create pathways to leadership, education, and resources.

Section 2b. To empower Latinx youth to work in solidarity with other marginalized and oppressed communities to move towards the communal dream of self-actualization and liberation.

Section 2c. To inform and activate the Latinx community through the leadership of our young people in the San Francisco Bay Area to drive systemic change through policy and political means.
ARTICLE III

MEMBERSHIP

Section 1. All duly registered Democrats shall be eligible for membership. The general membership shall be predicated on the payment of dues. Voting privileges will be extended to members in accordance with LXYD bylaws.

Section 2. Dues will be $5.00 for young adults aged 18-35 years old. Dues will be $1.00 for students and youth under 17 years old.

Section 3. The membership year shall run for twelve months from the month in which dues are paid.

Section 4. Voting privileges will be extended to members in good standing between the ages of 14-35 who have attended 3 qualifying events within the calendar year. Voting privileges will be extended at the third qualifying event. A qualifying event is a general membership meeting or an event that is deemed as qualified by the Executive Board.

A new Member’s voting privileges related to matters covering bylaw amendments, endorsements, and Executive Board elections go into effect at the third regularly-scheduled general membership meeting occurring after that person first pays dues.

Section 5. The annual dues for Members of this Club shall be as follows:

A. Regular Members, $5.00.

B. Student Youth (18 and under) / Senior Members, $1.00 (senior members cannot vote)

1. At the discretion of the Executive Board, a Member may be excused from payment of dues, if such payment would create an economic hardship.

Section 6.

All new and expired Members must attend three General Membership Meetings and/or Membership-qualifying events before receiving the right to vote on
ARTICLE IV

BOARD OF DIRECTORS

Section 1. Elective officers of LXYD shall be diverse, including but not limited to Afro-Latinx, Indigenous, Youth, Women, DACA recipients, undocumented, LGBTQ+, those with disabilities, and other marginalized communities.

The following positions of the LXYD SF Board of Directors will be as follows:

(With the option to split positions,)

Presidents
Vice President of Political Affairs
Treasurer
Historian
Director of Membership
Director of Youth Engagement
Director of Fundraisers/ Events
Youth Liaison (appointed)
Director of Governance
Director of Communications
Director of Community Engagement

Three at-large positions will assist one of the following committees of their choice:

- Political Affairs
- Membership
- Community Engagement
- Youth Initiatives
- Fundraising/ Events

All officers will at the time of elections not be holding any state or city office, and will not be an appointed statewide commissioner.

Section 2. The Executive Board shall consist of all officers in forgoing Section 1.
ARTICLE V

DUTIES OF OFFICERS

Section 1. Presidency

A. Shall preside at all regular and special meetings of LXYD and the Board of Directors.

B. Shall preserve order and enforce the by-laws of LXYD.

C. Shall be ex-officio members of all committees.

D. Shall preside for a two-year term consecutively at maximum, with the opportunity to fill a vacancy if necessary.

F. Shall be a delegate to all bodies to which LXYD sends a delegate or shall appoint delegates to attend functions or meetings of other organizations as official representatives of LXYD unless a membership meeting decides an election shall be held.

G. Shall represent this organization at public and/or political functions within San Francisco City and County or will appoint members of the Board of Directors to attend events.

H. Shall have the power to appoint members and officers in the event of a vacancy for a period of no more than two meetings with the approval of the Board of Directors.

Section 2. The Vice President of Political Affairs

A. Chair of the Political Action committee

A. Shall assist the President in the performance of all duties and act in their absence.

B. Shall become the acting President on the vacancy of the President until a special election can be held at the second regular meeting after the vacancy in the Presidency.

C. Shall coordinate outreach efforts in regards to co-sponsored activities, and events.

D. Shall develop LXYD policies as they pertain to the Latino community and the Democratic Party issues.

Section 3. The Treasurer
A. Shall collect dues, donations, or other funds and shall keep and maintain an accurate record of all financial transactions of this organization and summarize such transactions in a report at the regular membership meeting.

B. Shall pay all bills and disbursements authorized by the Executive Board.

C. Shall prepare a report of the financial status of the organization annually in written form which shall be kept in a file accessible to all members for at least seven (7) years.

D. Shall complete and file all financial reports required by law and government regulations.

E. Shall maintain an accurate membership list.

Section 4. The Historian

A. Shall take minutes and distribute the agenda of regular, special, annual, and Executive Board meetings.

B. Shall ensure that all members sign an attendance sheet at each meeting.

C. Shall conduct correspondence as directed by the President, Executive Board, or by the majority of the membership, and to read all correspondence or summary thereof at meetings.

D. Shall perform any other such duties with the approval of the Executive Board as may be necessary for the proper and effective administration of the affairs of LXYD.

Section 5. Director of Membership

A. Chair the membership committee. Hi

B. Recruit, retain, and organize members.

C. Shall maintain an accurate membership list.

Section 6. The Director of Community Engagement

A. Chair community engagement committee.

B. Research and develop LXYD policies as they pertain to Latinx communities and the Democratic Party issues.

Section 6. Director of Youth Engagement

A. Chair of the Youth Caucus committee.

B. Research and inform the club on issues that pertain to San Francisco Latino youth 18 and younger.

C. Develop Youth Leadership initiative.

[Seems like a position title should be here]
A. Act as the liaison for official LXYD business at the state and local level, as determined by the Executive Board.

B. Will assist all in coordinating events, speakers, and venues as determined by the Executive Board.

Section 8: **Director of Fundraisers/ Events**

Develop, organize, and execute events, including weekly, monthly, and annual events, and special events that are aimed at recruiting, retaining, and engaging members.

Section 9: **Director of Governance**

A. Respond to inquiries concerning the interpretation of the by-laws or Robert’s Rules of Order.

Section 10: **Director of Communications**

a. Chair of the Communications Committee (optional).
b. Develop and implement the communication plan to promote and inform the membership.
c. Assist in the logistics of all communications.
d. Notice meetings of the membership.
e. Post and distribute meeting agendas five (5) days in advance of any meeting.

Section 11: **Youth Liaison (appointed)**

ARTICLE VI

**ELECTION OF THE BOARD OF DIRECTORS**

Section 1. The Board of Directors shall have the power to regulate and supervise all LXYD elections.

Section 2: The nominating committee, appointed by the President, shall submit its report at the general meeting prior to the November election meeting. Nominations for all officer positions may be made from the floor at the election endorsement meeting. All candidates shall have full and prompt access to the current mailing list of all members.

Section 3. The election shall be held at the regular meeting held in November of each year.
Section 4. Contested elections shall be conducted by a written ballot. A majority of votes is required (50+1%). The candidate with that total shall be declared the winner.

Section 5. Newly elected officers shall assume their duties on January 1st, following the election in November.

Section 6. The Board of Directors shall have the power to fill all vacancies, which is subject to confirmation by the membership by majority vote.

Section 8. Vacancy in Office.

A. If an office is vacated voluntarily, the Presidency or presiding shall appoint the successor subject to confirmation by a majority of the Board of Directors.

B. If an office is vacated involuntarily, the President or presiding officer shall appoint the successor subject to confirmation by a majority of the membership at the next membership meeting. If the membership does not confirm the President’s appointment, the members may nominate and elect the successor at the same membership meeting.

C. If the office of the President becomes vacant, an election shall be called and held within 60 days.

Section 9. Voting Rights of Members

A. If a member who has previously achieved voting rights status is not able to participate in the January election meeting, they forfeit that voting rights status and must requalify by the procedure outlined in Article III, Section 4.

B. The LXYD will make voting as easy as is technologically possible. This may include voting via the club website, by email, or by some other method agreed upon by the Board of Directors.

ARTICLE VII

THE BOARD OF DIRECTORS

Section 1. Between membership meetings, the Board of Directors shall perform all the duties necessary to the proper administration of the affairs of LXYD consistent with the by-laws.

Section 2. All decisions of the Board of Directors shall be by a majority vote of the members present.

Section 3. At least half of the Board of Directors shall constitute a quorum.

Section 4. The Board of Directors at any time may require from an officer a full and detailed statement of account of any action or business done in the name of LXYD.

Section 5. The Board of Directors shall ensure that membership meetings are held on a regular basis, as required in Article IX, with the time and location well-publicized to members a week in advance.
Section 6. The Board of Directors shall notify the membership of the date, time, and place of all Board meetings at the regular monthly meetings. It shall notify all members of the date, time, and place of any emergency meetings (with a minimum of 72-hour notice to all members). All members in good standing may attend all Board meetings.

ARTICLE IX

MEETINGS

Section 1. Regular membership meetings shall be held at least monthly, at a time and place determined by the Board of Directors. When special circumstances require, the President may change the date and time of a regular meeting, provided at least seventy-two (72) hours’ notice is given to the members.

Section 2. Special meetings may be called by the President, the Board of Directors, or on a petition by the majority of the members at a general membership meeting shall be subject to 2/3 vote.

Section 3. A quorum shall be the lesser of ten (10) voting members or twenty-five percent (25%) of the general membership, one of whom shall be an officer, and no official business of the YLD shall be taken in the absence of a quorum.

Section 4. Proxy voting shall be allowed with a 72-hour notice, submitted for approval by the Board of the Directors via form pre-meeting that meets extraordinary circumstances (death in family, illness, etc.)

Section 5. Reasonable effort shall be made by the Board to notify all members of meetings.

Section 6. The Club shall use the newly revised Roberts Rules of Order to govern parliamentary procedure at all official meetings of the organization, except as specifically noted in these bylaws.

ARTICLE X

COMMITTEES

Section 1. The Board of Directors or the membership shall have the power to establish standing, select, or ad hoc committees. Such committees may formulate plans, investigate issues, and conduct business and affairs. Each committee shall report to the general membership at all regular meetings.

Section 2. Meetings of standing committees shall be held as necessary.

Section 3. A standing committee shall publish a newsletter or website which shall report on all the activities of the LXYD, as well as report on areas of concern on state and national issues.

Section 4. Chairs of committees shall have no vote in committee meetings, except to break a tie.
Section 5. The following will constitute active committees:

- Political Affairs
- Membership
- Community Engagement
- Youth Initiatives
- Fundraising/ Events

ARTICLE XI

ENDORSEMENTS

Section 1. The LXYD may endorse any nominee or candidate for public office who is a registered Democrat, and may endorse or support any position on any issue, provided such an endorsement falls within the function and purposes of the organization and its members and is not in conflict with rules governing endorsements of the California Democratic Party.

Section 2. Endorsements shall require a 51% vote of members in attendance at a regularly scheduled meeting after due notice has been given to the entire membership of LXYD. Such notice shall be given no less than 15 days prior to the meeting, an additional notice is to be sent out at least 3 days before the actual proposed meeting.

Section 3. All endorsements shall be given active support. The type of support to be given an endorsement may be determined at the time of the endorsement or may be established at subsequent meetings.

Section 4. In the event that a LXYD event must take place via an electronic platform due to extenuating circumstances, the voting process shall be conducted in break-out groups wherein candidates and nonvoting members shall be recused from the general membership while discussion and votes are submitted/tallied (i.e. Zoom Polls). A polling person shall be a Director of Membership or shall be delegated by thereof.

ARTICLE XII

AMENDMENTS

Section 1. The by-laws of LXYD may be amended by a two thirds (2/3) vote of the members present after due notice has been given to the entire membership of LXYD. Such notice shall be given not less than five (5) days prior to the said meeting at which the amendment proposal shall be submitted.