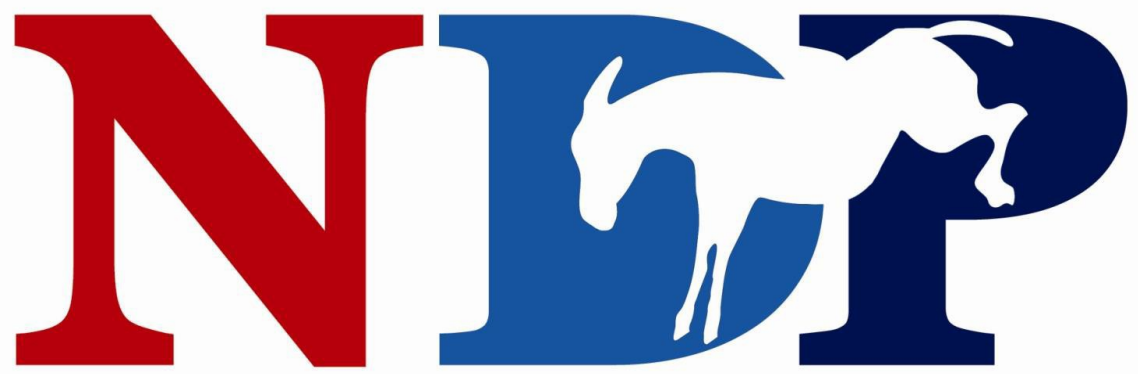


2017 Nebraska Democratic Party Latinx Caucus BYLAWS

Nebraska Democratic Party Latinx Caucus



Final Revision: 08.15.17
APPROVED: 11.11.17

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ARTICLE I

Authority, Name, Mission, and Purpose

Section 1.01 Authority

These bylaws supersede all other prior versions of the Bylaws of the Nebraska Democratic Party Latinx Caucus unless in violation of any laws of The United States or the State of Nebraska or any charter, constitution, or bylaws of the Democratic National Committee or the Nebraska Democratic Party (NDP)

Section 1.02 Name

The name of this caucus shall be the Nebraska Democratic Party Latinx Caucus, and shall be referred to here-in-after as the Caucus.

Section 1.03 *NDP* Latinx Caucus Mission:

- A. Advocate for public policies that speak to the needs and concerns of Latinx identifying with Democratic Values.
- B. Promote the active involvement and participation of Latinx in the civic and political process.
- C. Support the inclusion of Latinx within the leadership of the Democratic Party.
- D. Develop a state-wide message that speaks to the needs, concerns, and the vision of Latinx voters and communities in Nebraska.

Section 1.04 Purpose

The purpose of the Caucus shall be:

- A. The purpose of our Nebraska Democratic Party Latinx Caucus is to advocate for public policies that speak to the needs of Latinx and promote participation to influence such change.

ARTICLE II

Membership

Section 2.01 Non-Discrimination Statement

Any registered voter, regardless of race, creed, religion, sex, gender, sexual orientation, gender identity, disability, socio-economic status or national origin, or any other protected class, who professes and demonstrates allegiance to the philosophic principles and goals of the Democratic Party, and who is not registered or affiliated with any political party other than the Democratic Party, shall be eligible to become a member of the caucus.

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Section 2.02 Membership

A. Voting Membership

Voting membership in the Caucus shall be restricted to any active registered Democrat who identifies themselves as any of the following:

Latinx, Hispanic, Chicanx, Mexican-American, Latinx-American, and/or self-identified as a descendant or first generation immigrant from a country from the Americas south of the United States and/or the Caribbean Islands.

B. Non-Voting Membership

Any Democrat who does not meet the criteria set forth in Section 2.02(A) "Voting Membership" who supports the Mission and Purpose of this Caucus may become a non-voting member.

C. Active Status

Active voting members shall be those that do not miss more than 3 consecutive meetings.

D. MEMBERSHIP CONFIRMATION

Is state-wide within Nebraska and established by completion of a membership form.

ARTICLE III

Structure, Meetings, and NDP State Convention

Section 3.01 Structure

A. The Executive Board shall serve as the governing body to the Caucus between NDP State Convention, as outlined in Article IV.

B. The full voting membership of the Caucus shall serve as the governing body at the NDP State Convention (Section 2.02(A)).

Section 3.02 Caucus Meetings

A. The full membership of the Caucus shall meet at the State Central Committee meeting of the Nebraska Democratic Party.

B. 40 percent of the total number of active voting members of the Caucus shall constitute quorum.

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- C. The purpose of the meetings at the SCC is to enable Latinx from across the state to conduct the business of the Caucus, plan and share accomplishments from their local areas. For Latinx members to participate in the civic and political process within the NDP to fulfill the inclusion part of the mission.
- D. Meetings can be attended via conference call or additional web-based media.
- E. If a Caucus member will be absent, they must notify the Latinx Caucus Secretary by email prior to the meeting to be excused. Any clarification of an excused absence, the Latinx Caucus Secretary will confirm with the Latinx Caucus Chairperson.

Section 3.03 NDP State Convention

- A. The full membership of the Caucus shall convene at each NDP State Convention to carry out the business of the Caucus, including the election of officers, the amending of Caucus Bylaws, **and** the consideration of Caucus resolutions and Platform positions.
- B. 40 percent of active voting members of the Caucus shall constitute a quorum.

ARTICLE IV

Executive Board, Meetings, Election, and Jurisdiction

Section 4.01 Executive Board

The elected officers of this organization shall be:

1. Chair
2. Vice Chair
3. Secretary
4. Treasurer
5. 1st Congressional District Chair
6. 2nd Congressional District Chair
7. 3rd Congressional District Chair

Section 4.02 Executive Officer Duties and Responsibilities

Caucus officers shall work to increase the visibility and efficacy of the Caucus within the NDP by regularly attending Caucus meetings and fulfilling the duties and responsibilities of office. Officers shall not miss more than 3 consecutive meetings of the Executive Board. All Executive Officers shall be voting members of this Caucus. The duties, powers, and responsibilities of each office shall be as follows:

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A. Chair

The Chair shall preside over all Caucus membership meetings and serve as the official liaison to the Nebraska Democratic Party. The Chair shall coordinate the activities of the Caucus and shall have the authority to call meetings when necessary. The Chair shall have the authority to create committees and to appoint members to those Committees. The Chair shall have the power to fill Committee vacancies when necessary. The Chair shall have the authority to appoint a parliamentarian, who shall provide the organization with direction regarding procedures.

B. Vice-Chair

The Vice Chair shall be of the opposite gender or gender identity of the Chair. The Vice-Chair shall serve as Chair in the event of absence of the Chair. Should a vacancy occur in the Chair position, the Vice-Chair shall automatically become Chair until the next voting convention.

C. Secretary

The Secretary shall be responsible for official communication to the Latinx Caucus general membership and Executive Board at the direction of the Chair. The Secretary shall be solely responsible for direct correspondence on behalf of the Caucus, keeper of the official Caucus membership rolls, responsible for holding current editions of the Caucus Bylaws, conducting Caucus mailings, phone calls, and email communication. The Secretary shall be responsible for taking minutes at all meetings, official conference calls, and hold the official membership roll of the Latinx Caucus of the Nebraska Democratic Party.

D. Treasurer

The Treasurer shall maintain the financial records of the Caucus, with the NDP State Treasurer. The Treasurer shall keep a written report of all receipts and disbursements, and submit a detailed report to the Executive Board and the general membership, at the regular meetings of the Caucus.

E. Congressional District Chair

The Congressional District Chair shall be a voting member of the Congressional District they represent. *The District Chair shall be responsible to develop, assist, coordinate, and communicate with local Latinx Caucus committees of the Latinx Caucus members within their respective congressional district.*

Section 4.03 Election of Officers

All officers shall be elected by majority of the **Voting Members present** at the Meeting of the Caucus to be held at the NDP State Convention. If a majority vote is not reached, the top two candidates for office receiving the most votes will move to a run-off election to immediately follow the first election. Members voting for the Congressional District (CD) Chairs must reside in the Congressional District in which they are voting.

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Section 4.04. Terms of Office

The terms of office for all elected officer positions of the Caucus shall be a period to begin at the conclusion of the election of officers at the NDP State Convention and concluding at the conclusion of the next NDP State Convention.

Section 4.05 Vacancy of the Chair

In the event that the Chair is no longer able to fulfill the duties of the office, the Vice-Chair shall immediately assume the duties of the Chair and serve the remainder of the predecessor's term.

Section 4.06 Officer Vacancy

All **vacancies**, other than the Chair, shall be filled by a two-thirds (2/3) vote of the Executive Board, from nominations made by active voting members of the Caucus, at the next regular meeting of the Caucus. New officers shall take office immediately and serve the remainder of their predecessors' term.

Section 4.07 Meetings of the Executive Board

- A. The Executive Board shall meet a minimum of once (1) per quarter.
- B. All meetings of the Caucus Executive Board shall be open to the full membership of the Caucus, except when moved into Executive Session.
- C. One-half (1/2) of the Executive Board shall constitute a quorum.
- D. The Executive Board shall serve as the voice of the Caucus, and shall coordinate, finalize, and distribute all resolutions, platforms, press releases, and other communications on behalf of the Caucus.
- E. The Executive Board shall coordinate all Executive Board meetings, State-Central-Committee meetings, and State Convention meetings, for the Caucus.

ARTICLE V

Caucus Committees

Section 5.01 Committees

Committees may be created by a simple majority decision of the Executive Board. Committee Chairs shall report committee progress at every State Central Committee meeting, and State Convention, and may call committee meetings at their discretion, between these meetings. Any voting or non-voting member shall be eligible to join a committee, but only active voting members are eligible to vote within committee meetings. Committees may advance recommendations to the state Executive Board by majority vote.

- A. County Caucus Committees may be created by District Chairs, with the approval of the Executive Committee. County Caucus Committees shall coordinate local meetings and events for the Caucus, with the District Chair. All County Caucus committee activities shall be in compliance with the Caucus Bylaws.

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ARTICLE VI

Impeachment of Officers and Revocation of Membership

Section 6.01 Authority

The Executive Board shall be the presiding body in investigations and enforcement of impeachment, and the revocation of membership of any Executive Board or Caucus member.

Section 6.02 Grounds for Impeachment and Revocation of Membership

The following shall constitute grounds for impeachment and removal from office or revocation of membership:

- A. Malfeasance, misfeasance, or nonfeasance of office or membership;
- B. Theft or unauthorized use of Caucus property or monetary funds;
- C. Illegal activity and/ or abuse of relationship with Caucus.

Section 6.03. Proceedings

A. To begin impeachment proceedings, a member of the Caucus must submit a signed Petition stating the grounds for impeachment or revocation of membership to the Executive Board.

B. The first order of business at the following Executive Board meeting shall be a determination as to whether the Petition complies with proper procedures for submission. Failure to comply with proper procedures for submission shall result in dismissal of the Petition.

C. Upon a finding that such Petition was properly submitted, a hearing shall be scheduled before the Executive Committee within thirty days.

a. A statement by the accuser shall be made first, to include all relevant matters to be considered for impeachment or revocation of membership.

b. Thereafter, the accused shall defend against the allegations raised at the hearing by the accuser.

c. The matter will then be put to a vote by the Executive Committee. The Executive Committee may vote in any of the following manners:

c.i. The allegations are unfounded.

c.ii. The allegations are substantially correct.

d. If the allegations are unfounded, the Petition shall be dismissed. Further, the Executive Committee shall advise the Caucus Membership of the Petition, the accusers, and the finding by the board.

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e. If the allegations are found to be substantially correct, the board shall proceed to determine the penalty. Such penalties shall include:

e.i. Public reprimand, to include notification of the specific reprimand(s), and shall advise Caucus Membership of the specific reprimand.

e.ii. Removal of officers from office, which shall be effective immediately. Further, the Executive Committee shall advise the Caucus Membership of the Petition, the accusers, and the finding by the board. The vacancy created shall be filled pursuant to Article IV herein.

e.iii. Revocation of Caucus membership, which shall be effective immediately. Further, the Executive Committee shall advise the Caucus Membership of the Petition, the accusers, and the finding by the board.

e.iv. Officers shall be removed and membership shall be revoked only by a two-thirds vote of the Executive Board.

Section 6.04 Petitioning Ruling

The decision of the Executive Board shall be final, except that an individual whose membership has been revoked, may petition at the next meeting of the Caucus, or at the Meeting of the Caucus at the NDP State Convention, to confirm or to overrule the decision of the Executive Board.

ARTICLE VII

Resolutions and Platform Positions

Section 7.01 Caucus Resolutions

Resolutions and proclamations by the Caucus may be passed by a majority vote, at the Meeting of the Caucus at the NDP State Convention. Resolutions and proclamations by the Caucus may be passed by a two-thirds (2/3) majority vote. To encourage proactive communication within the caucus, a proper format to submit a resolution and appropriate protocol is required and available via attached appendix.

Section 7.02 NDP Platform Positions

This Caucus may consider endorsement of additions and changes to the NDP Platform, and Resolutions. Such endorsements shall require a majority vote of the membership at the Meeting of the Caucus or at the Meeting of the Caucus at the NDP State Convention.

ARTICLE VIII

Amendment of Bylaws

Any proposals to amend the Bylaws, which power is limited to active members, must be submitted to the Executive Board, in writing, 45 days prior to the State Central Committee quarterly meeting, or State Convention Meeting. Upon receiving said request to ratify the Bylaws, the Executive Board shall then notify all members at least 30 days in advance of the next meeting to inform them of the request. Any proposals to

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amend these Bylaws shall be adopted by 2/3 vote of active, voting Caucus members **at a regular meeting of the Caucus.**

ARTICLE IX

Parliamentary Authority

The Eleventh edition of *Robert's Rules of Order* shall govern all deliberations not otherwise included herein.

Revised: 08.15.17

Approved: 11.11.18