

Constitution of the Young Democrats of Oklahoma

Article I Name

The Organization shall be called “Young Democrats of Oklahoma” and shall be affiliated and chartered with the Young Democrats of America.

Article II Objective

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 councils 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 Membership

Section 1.

Membership shall be composed of all registered Democrats in the State of Oklahoma through the age of thirty-five inclusive of and all persons from the age of thirteen to the age of eighteen who profess support for the ideals of the Democratic Party.

Membership of the Young Democrats of Oklahoma, 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.

Active Membership shall be composed of all registered Democrats through the age of thirty-five (35) and all persons from thirteen (13) through seventeen (17) professing support for democratic principals, who are members of a recognized chapter or are recognized as Individual Petitioners.

Section 3.

Members may petition individually to become active at large members by making application to the Executive Committee. No person shall be recognized as an Individual Petitioner who shall have access to a Chapter in his or her municipality, county, college, or school. No more than nine persons shall be recognized as Individual Petitioners from the same municipality, county, college, or university.

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Article IV

Chapters

Section 1.

- A. Any five (5) members or more of this organization in good standing who desire to work to further the policies and purpose of this organization may petition the State Executive Committee for recognition as a chartered club. Such clubs, or units, shall be chartered by a majority vote of the State Executive Committee.
- B. Chapters which have established a membership basis of at least five (5) members shall submit a list of those members' names, email addresses, telephone numbers, mailing addresses, and dates of birth, along with a list of elected officers as well as a copy of the chapters constitution to the Secretary of the Young Democrats of Oklahoma every year at least forty five (45) days prior to the spring convention. If a chapter wishes to be recognized after convention then it must submit these documents immediately to the Secretary and will be approved at the next Executive Committee meeting.
- C. Municipality and county chapters may officially name themselves Democratic Future chapters while still being affiliated with the Young Democrats of Oklahoma.
- D. College chapters may officially name themselves College Democrats while still being affiliated with the Young Democrats of Oklahoma. YDO shall encourage college chapters to coordinate with College Democrats of Oklahoma and College Democrats of America.
- E. A recognized chapter shall be deemed dissolved if it fails to recharter with the state organization (YDO) every year prior to the annual spring convention. As stated in Section B.

Section 2.

- A. A person shall be a member of no more than two chapters.
- B. Chapter membership of chapters at colleges, universities, and schools shall be limited to students at those institutions provided that a person may continue to be a member a maximum of six months after ending his or her enrollment.
- C. Chapter membership in municipalities or counties shall be limited to those who are registered to vote there, if over the age of eighteen, or those who reside there, if under the age of eighteen.

Section 3.

The State Executive Committee shall be the sole judge in regard to approving the chartering of all chapters.

Section 4.

Unit charters or individual memberships that are found to be inactive, noncompliant with this constitution or in violation of any law, or rule of the Democratic Party, shall be issued a Notice of Suspension by the Standing Committee on Credentials. The notice shall contain a copy of this Section, as well as the grounds for suspension and the date, time and place of the first consideration thereof by the Standing Committee on Credentials. Any unit charter or individual member who has been issued a Notice of Suspension shall immediately cease all official business that does not pertain to the adjudication of the suspension, including but not limited to fundraising, communications, expenditures, elections, and seating of delegates at an official YDO function. Members of the Credentials Committee shall disqualify themselves from participation in suspension proceedings that involve their local or college club or a fellow member of their club.

The consideration of the Standing Committee on Credentials for suspension of a unit charter or individual membership may be initiated by any of the following methods.

1. The State President may direct the Credentials Committee to consider suspension by notifying the Chair of the Credentials Committee in writing which shall set forth the grounds thereof or,
1. A petition signed by not less than one half of the members of the State Executive Committee, which sets forth the grounds for suspension and directs the Credentials Committee to consider suspension.

Upon the occurrence of any of the above, the Chair of the Credentials Committee shall convene the committee to hear evidence for suspension from the State President, his or her designate, or the designate of the Executive Committee. The committee, by a majority vote, may then approve a Notice of Suspension. If a notice is approved, the chair shall immediately schedule a hearing and cause a Notice of Suspension to be sent to the subject unit or individual member. Not fewer than thirty (30) nor more than sixty (60) days subsequent to the Notice of Suspension being 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 may request an expedited hearing to take place in fewer than 30 days. 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 of Suspension, or recommend to the State Executive Committee that final revocation of the unit's charter or individual membership status be made. Such recommendation shall be accompanied by its findings of fault and conclusions of the adjudication ~~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. The State Executive Committee during its following meeting shall consider the recommendation, findings, conclusions and evidentiary record, and by a two-thirds majority vote either to dismiss the suspension or fully revoke charter or membership status. The affected unit or member shall remain on suspension until final action is taken by the State Executive Committee.

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Article V

Executive Committee and Board of Directors

Section 1.

The Executive Committee of this organization shall be: the President, Executive Vice President, President of College Democrats of Oklahoma, Vice President for Membership, Treasurer, Secretary, National Committeewoman, National Committeeman, and the Chair of the Chapter Presidents Association. The Board of Directors shall include the members of the Executive Committee in addition to the Chairs of High School, Women's, Minorities, Labor, Rural, Veterans and Military Affairs, and LGBT Caucuses.

The immediate past State President, provided he or she has not been removed from office and unless already holding a voting position on the State Board of Directors, shall be a voting member of the Board of Directors.

Chapter presidents, voting members of the YDA National Executive Committee, and voting members of the State Party Executive Committee who are Young Democrats are also voting members of the Board of Directors.

Administrative officers appointed by the President, as well as committee chairs shall be members of the Board of Directors. These members shall hold all speaking privileges as well as requirements of attending Executive Committee and Board of Director meetings, but will not hold voting privileges within the Executive Committee or Board of Directors.

Section 2.

Executive Committee shall have general supervision of the affairs of the Organization. The Executive Committee shall submit a budget to be approved each year by the Board of Directors. The Board of Directors shall meet a minimum of once a quarter and the Executive Committee a minimum of twice a quarter. The Board shall approve the Organization's program of work and budget. The Executive Committee shall be subject to the orders of the Organization and it shall be superior to all Officers and may direct them in the execution of their duties.

Section 3.

The President shall be the chief executive officer of the Organization and shall preside over meetings of the Organization and Executive Committee provided that he or she may designate another member to do so as he or she deems appropriate.

Section 4.

The Executive Vice President shall assist the President in administrative matters and shall assume the duties of the President in the absence of the President. The Executive Vice President shall initiate activities and programs that promote the organization and advance membership, and address issues relating to the retention of current membership.

Section 5.

The President of College Democrats of Oklahoma shall be recognized by the Organization as a voting member of the Executive Committee and third in the gavel order. The President of College Democrats of Oklahoma shall assist the President and the Executive Vice President in the development of programs and expansion of membership on college campuses and shall be the administrator of college chapters. The President of College Democrats of Oklahoma shall

encourage all chapters to charter with the Young Democrats of Oklahoma as set forth in Article IV Section 1.

Section 6.

The Vice President for Membership shall assist the President and the Executive Vice President in the development of programs and expansion of membership in all areas not on college campuses. The Vice President for Membership shall encourage all chapters to charter with the Young Democrats of Oklahoma as set forth in Article IV Section 1.

Section 7.

The Treasurer shall be the chief financial officer of the Organization and shall be responsible for the collection and accounting of all Organizational funds. The Treasurer shall submit all necessary reports required by law and the Democratic Party.

Section 8.

The Secretary shall be the chief clerical officer of the Organization. The Secretary shall maintain all records of approved chartered chapters. The Secretary shall also submit to the Executive Committee all chapters wishing to charter for a vote of approval.

Section 9.

One of the two Vice Presidents must be of the opposite gender of the President.

Section 10.

The National Committeeman and National Committeewoman shall represent the Organization at meetings of the Young Democrats of America. They shall attend at least one half of all Young Democrats of America meetings annually and shall report to The Organization and its Executive Committee. They shall coordinate all activities between the Organization and the Young Democrats of America.

Section 11.

Caucus Chairs shall work to expand the Organization in their caucus. Caucus chairs shall preside over caucus meetings during the annual spring convention.

Section 12

Elections for all members of the executive committee and caucus chairs shall take place during the spring convention except the President of College Democrats of Oklahoma, which will take place at the Fall Conference. All of these offices shall be one-year terms. The term of all officers shall begin immediately upon the election.

Section 13

All members of the Executive Committee and/or Board of Directors, except chapter presidents, will be considered resigned from the Executive Committee and/or Board of Directors after two missed meetings where the member is required to attend and has not given notice to the President and Secretary in advance of the meeting.

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Section 14

- A. Executive Committee and Board of Director members 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 Young Democrats of Oklahoma, Young Democrats of America, the Democratic Party, or for the commission of higher crimes or misdemeanors.

- B. Impeachment proceedings may be initiated upon a written petition signed by six members of the State Executive Committee and submitted to the State President and State Secretary. The State President (or, in proceedings against the State President, the State Secretary) shall notify the accused in writing of the impending impeachment hearing no later than (7) days prior to the next Board of Director meeting. A motion for a vote of no confidence shall then be made by the President (or, in proceedings against the State President, the State Secretary) at the meeting. Ten minutes shall be allotted to the accused in opposition of the motion and the same amount of time shall be allocated to those in favor of the motion. The motion shall carry with a 2/3 majority and the member shall then be removed from office.

- C. The member in question may request a change of date for this hearing no less than (3) days prior to the scheduled Board meeting. This request may be granted in writing by four members of the Executive Committee.

Section 15

The Executive Committee shall confirm any Presidential appointment of voting members by majority vote.

Section 16

The gavel order for the organization shall follow the same order as named in this constitution: the President, Executive Vice President, President of College Democrats of Oklahoma, Vice President for Membership, Treasurer, Secretary, National Committeewoman, National Committeeman, and the Chair of the Chapter Presidents Association.

Section 17

Quorum for the Executive Committee shall be six (6) voting members. Quorum for the Board of Directors shall be 50% plus 1 of voting members, Chapter presidents shall be ex-officio voting members of the Board of Directors.

Section 18

The President of College Democrats of Oklahoma shall serve as a member of the Executive Committee and third in the gavel order, in order to further build close relations with the College Democrats of Oklahoma.

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Article VI Meetings

Section 1

The active members of the Organization shall hold a convention during the spring of each year and a Conference in the fall of each year. Official meetings of the organization shall be called by the President or a majority vote of the Executive Committee.

Section 2

For participation in a convention each chapter shall be allowed fifteen delegates. Each delegate shall have only one vote and no proxies shall be allowed. For every delegate allowed, each chapter may bring one alternate who shall have no vote. Individual Petitioners shall have one vote per individual petitioner in a convention.

Section 3

All officers established in this constitution, executive, caucus, and administrative officers, shall be considered voting delegates at the Fall Conference and Spring Convention and they shall not count against any chapter's allotment of delegates or alternates.

Section 4

As much as possible, all meetings of the Organization shall be held in facilities that are accessible to the disabled.

Section 5

As much as possible, all meetings of the Organization shall utilize facilities staffed by union workers.

Article VII Financial Responsibility and Accountability

Section 1

Budget:

- A. A budget shall be presented by the Executive Committee and submitted to the Board of Directors at the first meeting following the Spring Convention.
- B. In the event a budget is not submitted or not approved no money disbursements shall be made except those not related to the budget as specified in Section 3 of this article.

Section 2

The Organization Bank Account:

- A. Three officers shall be on file with the bank as signatories at all times, the President, the Executive Vice President, and the Treasurer.
- B. All checks dispersed by the organization shall have two signatures, the signatures of the President and the Treasurer. The Executive Vice President may only sign a check for disbursement if the President is absent and has given written approval or six members of the Executive Committee have given written approval of the disbursement.
- C. It shall be the responsibility of the outgoing signatories to inform the bank of the addition of the incoming signatories to be added to the account. If these officers fail to do so, minutes from a

meeting of the organization, or it's Board, may be provided to the bank declaring the past officers removed and new officers elected.

Section 3

Disbursement of funds:

- A. The President shall be allowed no more than \$150 per month, in non-accumulating amounts, for expenditures made at his or her discretion, provided that the expenditures assist in accomplishing the objective of the Organization. During each Executive Committee meeting, the president must report all of his or her expenditures made since the previous Executive Committee meeting
- B. The Treasurer shall be allowed no more than \$75 per month, in non-accumulating amounts, for expenditures made at his or her discretion, provided that the expenditures assist in accomplishing the objective of the Organization. During each Executive Committee meeting, the treasurer must report all of his or her expenditures made since the previous Executive Committee meeting
- C. The approval of disbursements in accordance with the Budget shall rest in the Executive Committee.
- D. The Executive Committee shall be allowed no more than \$500 per quarter, in non-accumulating amounts, for expenditures made at the committee's discretion, provided that the expenditures assist in accomplishing the objective of the Organization. During each Board of Directors meeting, the president must report all Executive Committee expenditures made since the previous Board of Directors meeting
- E. All expenses relating to the Ethics Commission and the U.S. Postal Service shall be allocated immediately even if not a specified in the Budget.

Article VIII

Constitutional Supremacy, Non Discrimination, Bylaws, Amendment and Parliamentary Authority

Section 1

No rule of the Organization shall conflict with this Constitution, the constitution of the Oklahoma Democratic Party or the Constitution of the Young Democrats of America and any rule so doing shall be void. No rule or action of any Chapter shall conflict with this Constitution or any rules or procedures made in the pursuance thereof, and any rule or action so doing shall be void.

Section 2

Neither the Organization nor any subdivision thereof shall discriminate on the basis of race, gender, sexual orientation, color, creed, national origin, religions, ethnic identity, economic status, disability, philosophical persuasion, or past political activity.

Section 3

No chapter shall affiliate with any other organization, other than College Democrats, without the approval of the Executive Committee of the Organization.

Section 4

The Organization may from time to time establish rules and procedures, which shall be necessary for the administration of the Organization and the execution of its purposes.

Section 5

This Constitution may be amended by a two-thirds vote of all delegates registered and in attendance of the general assembly at the Fall Conference or Spring Convention of the organization provided that all proposed amendments shall have been submitted and approved by the Rules Committee.

As amended March 27, 2010 and April 9, 2011.

Bylaws for the Young Democrats of Oklahoma

Chapter One Application, Interpretation, Amendment

Section 1

The following shall be the Bylaws for the Young Democrats of Oklahoma, and shall be referred where the Constitution is silent, except where such shall violate the Constitution in which case such provision of these bylaws shall be void

Section 2

The purpose of the Bylaws is to aid fulfillment of the purposes of the Young Democrats of Oklahoma by serving a uniform body of rules for the administration of the Organization

Section 3

These Bylaws may be amended by a majority of all delegates registered at a convention. Any proposed amendment must be submitted to the Secretary of the Organization no later than two (2) weeks prior to a convention

Chapter Two Officers, National Committee Members and Caucus Chairs

Section 1

The President shall:

- A. Be the Chief Executive Officer of the Organization and shall make all policies and procedures not otherwise provided for by the Constitution, Bylaws, Executive Committee, or the Organization when assembled in convention.
- B. Be empowered to act for the Executive Committee when adjourned.
- C. Establish the agenda of items to be considered for each meeting of the Executive Committee, provided that the Executive Committee may suspend this rule with a majority vote.
- D. Serve as Delegation Chairman of the Young Democrats of Oklahoma Delegation to the National Convention of the Young Democrats of America, provided that the delegation may elect a Chairman in the absence of the President.

Section 2

The Executive Vice President:

- A: Shall assist in the development and implementation of recruitment and retention programs for the Organization.
- B: The 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 Committee. The Executive Vice President shall communicate with all caucus chairs a minimum of once a quarter.
- C. The Executive Vice President shall be responsible for planning, scheduling and organizing the Fall Conference and shall give notice to the Board of Directors of the conference date and venue no later than sixty-five (65) days prior to the meeting.

Section 3

President of College Democrats of Oklahoma:

- A. Shall assist the President in the development of programs and membership on college campuses and he or she shall communicate with college chapters a minimum of once a quarter.
- B. Shall encourage all chapters to charter with the Young Democrats of Oklahoma.

Section 4

Vice President for Membership:

- A. Shall assist the President in the development of programs and membership of those members not on college campuses and he or she shall communicate with those chapters a minimum of once a quarter.
- B. Shall encourage all chapters to charter with the Young Democrats of Oklahoma.

Section 5

The Secretary shall:

- A. See that accurate records are kept of each meeting of the Executive Committee, Board of Directors, Convention, and other meetings
- B. Send notices of all meetings of the Executive Committee and Board of Directors to all of its members no later than two weeks prior to such meeting
- C. Ensure that all chapters have a copy of the Constitution, Bylaws, State Officer list, and list of Chapter Presidents.
- D. Collect and maintain a copy of each chapter's constitution, officer list, and membership list.
- E. Publish the Platform as directed by the Executive Committee.
- F. See that all correspondence of the Organization is handled properly.
- G. Send out the official call to the Fall Conference and Spring Convention no later than sixty (60) days prior to each meeting.
- H. Keep an accurate mailing list of all active members and chapters of the organization.

The State Secretary shall be responsible for all non-financial records of the Young Democrats of Oklahoma; including, but not limited to, the minutes of Executive Committee meetings, meetings of the State Convention, the Rules Committee, the reports of 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 Committee and Board of Directors. The State Secretary shall also perform other duties assigned by the State President and the State Executive Committee 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 Committee and the State Party Chair, 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 and Chair of the State Party, and the Executive Committee within fifteen (15) days after such meeting is held.

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Section 6

The Treasurer shall:

- A. Keep accurate records of the financial business of the Organization.
- B. See that all fees and other moneys are collected and accounted for.
- C. Develop fundraising programs, refer them to the President, and serve as chief adviser to the Executive Committee and the Board of Directors on the financial condition of the Organization.
- D. Upon taking office prepare a budget, in coordination with the President, which shall list expected revenues and expected expenditures for his or her term in office and present the same to the members of the Board of Directors for approval.
- E. An annual financial review at the end of the officer's terms shall be authorized by the State Executive Committee at the final meeting of the State Executive Committee before the election. The final review report shall be supplied to all outgoing members of the State Executive Committee for their approval. With the approval of the report, the Treasurer shall release all checkbooks, bank statements, account passwords, canceled checks and dates concerning the financial condition of said organization to the newly elected Treasurer at the first regularly scheduled State Executive Committee meeting following the State Convention.

Section 7

National Committee Members shall:

A National Committeeman and National Committeewoman shall represent the Young Democrats of Oklahoma on the Young Democrats of America National Committee. They shall report to and keep the Executive Committee advised of all Young Democrats of America matters of pertinence to the Young Democrats of Oklahoma. National Committee members shall also ensure that the Young Democrats of Oklahoma apply for and be a part of any appropriate programs, grants, or initiatives of the national organization. While attending National Committee meetings and conferences, YDO representatives shall attend committee and caucus meetings, with members alternating meetings as to maximize benefit of information. Any National Committee member missing two consecutive National committee meetings shall advise the State Executive Committee of the reasons for absence. In the event that no reason is given the National Committee member can be removed from office, by a majority vote of the State Executive Committee.

Section 8

Caucus Chairs shall:

- A. Assist the Executive Vice President in the development of statewide recruiting plans.
- B. Recruit and develop new membership in their caucuses,
- C. Under the direction of the Executive Vice President, implement the programs established by the Executive Committee in their district.
- D. Submit quarterly reports to the Executive Committee on the recruitment, activities, awareness, and fundraising work undertaken in their Caucus.

Section 9

Meetings

- A. Young Democrats of Oklahoma will hold two Board of Director meetings in alternate locations outside Oklahoma County each year.

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Chapter Three Administrative Officers

Section 1

The Chief of Staff shall be appointed by the President and assist him or her in the execution of that office. The Chief of Staff shall have charge over all administrative officers and may direct them in the performance of their duties.

Section 2

The Parliamentarian shall:

- A. Be appointed by The President.
- B. Serve as the chief parliamentary counsel to the Executive Committee, Spring Convention, and the Organization in general.
- C. Be familiar with the Constitution, Bylaws and rules of the organization, as well as rules set forth in Roberts Rules of Order.
- D. When requested, issue advisory opinions on the conduct of business to the President or chairperson during formal proceedings and to the membership at large the remainder of the time.

Section 3

The Communications Director shall:

- A. Be appointed by the President.
- B. Serve as chief communications officer and spokesperson for the Young Democrats of Oklahoma.
- C. Be the administrator of the organization's website and social networking sites, unless otherwise assigned.
- D. Maintain a list of news outlets' contact information.

Section 4

The president shall be authorized to appoint and designate duties, with the consent of the Executive Committee, of any and all other administrative officers and assistants to administrative officers deemed necessary.

Section 5

Legal Counsel:

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

Section 6

The Administrative Officers named herein are considered ex-officio non-voting members of the Executive Committee and Board of Directors.

Chapter Four Elections

Section 1

All persons wishing to run for President, Executive Vice President, President of College Democrats of Oklahoma, Vice President for Membership, Treasurer, Secretary, National Committeewoman, or National Committeeman must declare their candidacy as outlined in this chapter.

Section 2

Such declarations shall be in a form outlined in Chapter 4 Section 3 and must be filed with the Secretary no later than (30) days prior to the election. Individuals may not declare candidacies for multiple offices.

Section 3

Declarations of candidacy shall state the candidates name, e-mail and postal address, telephone number, gender, date of birth, chapter affiliation, the office for which he or she is running, and the name and chapter affiliation of the nominator.

All elections must be facilitated by any two (2) Young Democrats, of opposite gender, appointed by the Executive Committee. These Election Officials shall: produce election ballots in coordination with the Executive Committee, disperse and collect all election ballots, and tabulate official election results. Each candidate may designate a witness, who must be allowed to observe the dispersion, collection and tabulation of ballots for that candidate's election.

Section 5

The election of officers shall proceed in gavel order from President to the National Committeeman.

Section 6

The Chair of the Chapter Presidents Association shall be elected in a caucus of all chapter presidents in attendance at the annual Spring Convention.

Section 7

Only those persons who have received a delegate credential are entitled to vote. Individuals who have not received credentials may attend, but shall remain physically separated from those areas where credentialed delegates are seated.

Section 8

A delegate who arrives late shall be allowed to participate regardless of whether the convention's credentials committee has reported to the body. However, a delegate arriving late shall not be allowed to vote on any issue decided prior to arrival or any vote underway at the time of arrival.

Section 9

Each candidate for president will select 2 members not running in any election to be vote counters. They will serve in this capacity for the entire convention. They will also be allowed to observe any tabulation of votes. These counters will be considered approved by the Executive Committee if no objection is heard by a committee member.

Section 10

Votes for Constitution or Bylaws amendments will be done by voice vote first. If the chair cannot determine the majority they shall instruct the counters in a hand-raising vote pursuant to Section 9 of this rule.

Section 11

Votes will be cast, except in the case of a voice vote, by hand-raising. Those in favor of the motion or candidate will signify by raising their hand, those opposed will keep their hands down.

Section 12

All officer elections will be taken by a vote of hand raising in accordance with section 11 of this rule.

Section 13

All caucuses and the chapter presidents association will have the authority to set rules and procedures to facilitate their elections.

Chapter Five Conventions

Section 1

This organization shall hold a State Convention in the spring of each year. The President will have the authority to choose a convention site. If the State President fails to set, by January 15, a time and place for the convention, a majority of the Executive Committee may set the convention time and place. Notices of the convention must be sent out sixty (60) days prior to the convention to the president of each local club chartered during the previous year, each Executive Committee member, and the Oklahoma Democratic Party.

Section 2

The Organization shall have three standing Committees at each Convention to write Rules, Credentials, and Resolutions.

A. Rules Committee:

1. The Rules Committee shall consider and propose a set of rules and an agenda for the conduct of the convention.
2. Further, it shall consider and report on all amendments to the Constitution and these Bylaws.
3. No change shall be submitted until it has been reported out of this committee.

B. Credentials Committee:

1. The Credentials Committee shall review the credentials of all members and make recommendations to the State Executive Committee. 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 Committee. The Credentials Committee shall render a report to each Convention on the credentials of all alternates and the credentials and eligibility to vote of all delegates from chapters.

2. For any chapter to have credentialed voting delegates it must submit a membership list (including name, email address, physical address, phone number, and date of birth) and a list of its officers to the Secretary of the Organization at least forty-five (45) days prior to the convention. Each delegate must be ready to present upon request his or her original voter identification card.

C. Resolutions:

1. The Resolutions Committee shall consider all resolutions pending before the Convention, provided that such resolutions are not changes in the Constitution, Bylaws, or not assigned to any other Committee, either permanent or temporary in nature.

Section 3

All Chapters shall be afforded two members, of opposite gender, on all convention standing committees. Additionally, each chapter may send four alternates to the Resolutions Committee

Section 4

The President shall appoint the Chair, Vice Chair and Secretary of all committees. Such persons shall be considered full members of the committee but shall not count against their total members allotted from their chapter.

Section 5

All standing committee meetings shall be open for observation to any valid member of the Young Democrats of Oklahoma.

**Chapter Six
Local Chapters**

Section 1

All Chapters of the Organization shall submit, in writing, a list, of at least five (5) names, mailing addresses, phone numbers, and dates of birth of its members and officers, as well as a copy of the chapter's constitution to the Secretary no later than forty-five (45) days prior to the annual spring convention. The organization shall not recognize any officer of any chapter that fails to meet this rule.

Section 2

All Chapters shall submit a copy of their constitution to the Secretary of the Organization. Further, each Chapter shall submit an amended copy of their Constitution any time such is amended within 30 days. The copy submitted to the Secretary shall be the only copy that is recognized by the Organization as official and authentic.

Section 3

The Executive Committee shall be the arbitrator of any dispute inside of any Chapter or between Chapters.

Chapter Seven Endorsements

It shall be the policy of the Young Democrats of Oklahoma organization, Executive Committee, and Board of Directors to not provide official endorsements to any candidate in a contested primary election.

As amended March 27, 2010 and April 9, 2011.