

Article I: Name and Affiliation

Section 1. Name

The name of this organization shall be the Virginia Young Democrats Teen Caucus; it may be abbreviated herein to "VAYDTC."

Section 2. Affiliation

VAYDTC shall be a subsidiary of both the Virginia Young Democrats (herein referred to as "VAYD") and the High School Democrats of America (herein referred to as "HSDA") and shall serve as that Democratic Party's official branch for teen Democrats in Virginia, with recognition from and representation to the Democratic Party of Virginia.

Article II: Structure and Board of Officers

Section 1. State Leadership

VAYDTC State Leadership shall be composed of the Board of Officers and any appointed staff seen fit by the Chair.

Section 2. Role of the Board of Officers

The Board of Officers shall work towards the functioning and growth of the organization and programs, and shall endeavor to make VAYDTC an instrument for positive change in communities around the Commonwealth.

Section 3. Composition

The Board of Officers shall be composed of the following voting members:

1. Chair, elected by the Caucus in accordance with Article IV, Section 3 of the Virginia Young Democrats Constitution

2. Vice-Chair, elected by the Caucus in accordance with Article IV, Section 3 of the Virginia Young Democrats Constitution
3. Programs Director, appointed by the Chair and serving at the pleasure of the Chair
4. Political Director, appointed by the Chair and serving at the pleasure of the Chair
5. Membership Director, appointed by the Chair and serving at the pleasure of the Chair
6. Communications Director, appointed by the Chair and serving at the pleasure of the Chair
7. Members of the VAYD Executive Committee and HSDA National Committee who happen to be members of the Teen Caucus

Section 4. Description of Positions

The members of the Board of Officers shall have the following responsibilities:

Subsection a. Chair

Clause 1. Set the agenda and chair all meetings of the Board of Officers and the Caucus.

Clause 2. Serve as the official voice of the VAYDTC at political events and represent VAYDTC to VAYD, HSDA and the Democratic Party of Virginia.

Clause 3. Serve on the HSDA National Committee, the VAYD Executive Committee and the Democratic Party of Virginia Central Committee.

Subsection b. Vice-Chair

Clause 1. Preside at all meetings of the Board of Officers in the absence of the Chair.

Clause 2. Shall handle and ensure the completion of all assignments and tasks delegated by the Chair.

Clause 3. Serve on the HSDA National Committee

Subsection c. Programs Director

Clause 1. Organize all Teen Caucus events, including campaign events.

Clause 2. Handle assignments and tasks delegated by the Chair.

Subsection d. Political Director

Clause 1. Track legislation important to high schoolers at the state and federal level.

Clause 2. Work with the VAYD Political Director, the Chair, the Board of Officers, VAYD issue caucuses, and HSDA stakeholders to lobby for legislation important to young people.

Clause 3. Represent the Teen Caucus to the VAYD Issues and Advocacy Caucus Committee.

Subsection e. Membership Director

Clause 1. Serve as the primary point of contact for recruitment

Clause 2. Alongside the VAYD Membership Director, work to recruit and charter new clubs

Subsection f. Communications Director

Clause 1. Manage social media and newsletters

Clause 2. Work alongside the Membership Director to recruit new members

Clause 3: The Communications Director will work alongside the VAYD Public Affairs Director to coordinate communications policy.

Article III: Membership

Section 1. General Membership.

General membership shall be granted to individuals who are currently teens residing in the Commonwealth of Virginia and affiliate themselves with the Democratic Party. Membership can begin at age 13 and will remain valid until the day of their 20th birthday.

Section 2. Vacancies

Subsection a. If a vacancy shall occur in the position of Chair or Vice Chair, the VAYD Executive Committee shall be notified within forty-eight (48) hours.

Subsection b. In the event of a vacancy of the Chair, the Vice-Chair shall become acting Chair, and elections for a replacement shall be held within 7 days.

Subsection c. In the event of a vacancy of the Vice-Chair, the Chair shall appoint a new Vice-Chair.

Section 3. Requirements of Board of Officers

All members of the Board of Officers are required to represent VAYDTC with a positive image. Failure may be used as grounds for removal as an Officer.

Article V: Regional Organization

Section 1. Organization

Subsection a. VAYDTC will be organized regionally in accordance with the regions outlined in Article IV, Section 6 of the VAYD Constitution.

Section 2. Regional Directors

Subsection a. The Chair will be permitted to appoint a Regional Director for each region.

Subsection b. Regional Directors are responsible for chapter membership and outreach in their respective regions and report to the Chair.

Article VI: Committees

Section 1. The Chair or the Board of Officers will be permitted to create and dispose of both standing and special committees. The Caucus Chair and the Vice-Chair shall serve as ex officio members of any committees, and the Caucus Chair shall be responsible for appointing the other members to comprise the committee, and shall name one of the members the Committee Chair.

Article VII: Elections

Section 1. Elections shall take place at the Teen Caucus Meeting at the annual VAYD Convention.

Section 2. Voting

Subsection a. Elections for Chair shall occur, followed by elections for Vice-Chair

Subsection b. The floor shall be open for nominations and any member of the Teen Caucus may nominate a candidate. Every nomination must be seconded in order for that candidate's name to appear on the ballot. Every candidate nominated must accept their nomination.

Subsection c. In the event of one candidate, the Caucus shall proceed to a vote by acclamation.

Subsection d. Following a vote by acclamation, the newly elected Chair will be permitted to speak.

Subsection e. In the event of two or more candidates, each candidate will be allotted an equal amount of speaking time followed by a vote.

Subsection f. In the event of three or more candidates, and that a candidate does not acquire 50% (one-half) of the vote, the top two receivers of the vote shall advance to a runoff election.

Subsection g. Elections shall be conducted by the Teen Caucus Chair unless the Chair is a candidate.

Subsection h. In the event that the Teen Caucus Chair is a candidate, the election shall be conducted by the VAYD Secretary, VAYD Convention Chair, or the VAYD Convention Secretary.

Section 3. These rules may be waived in whole or in part by the VAYD Executive Committee or the VAYD Convention Rules Committee.

Section 4. The newly elected Chair and Vice-Chair shall take office following the end of the Teen Caucus Meeting and upon taking their oath of office.

Article VIII: Annual Convention

Section 1: The Chair shall oversee the planning and agenda of the Teen Caucus Meeting at Convention.

Section 2: The Chair will appoint a member of VAYDTC to each of the VAYD Convention Committees.

Article IX: Resolutions

Section 1: VAYDTC may adopt resolutions.

Section 2: Members who wish to propose a resolution shall make that resolution available to the Chair or Vice Chair. The Chair shall add the resolution to the agenda of the next meeting.

Section 3: If the caucus Chair considers a resolution time-sensitive, he or she shall move to adopt the resolution by unanimous consent in lieu of a meeting.

- i. For resolutions subject to this section, the resolution shall be emailed to each member of the caucus, and if any member of the caucus objects to the resolution within 24 hours, the Chair shall either table the resolution until the next meeting or call an electronic vote on the resolution. In the event of an electronic vote, a google form shall be sent to each member of the caucus and, if a majority of the members vote in the affirmative, the resolution shall be adopted.
- ii. At the Chair's discretion, the Caucus may also vote on resolutions entirely by google form emailed to all members of the Caucus, provided the form be open for 24 hours.

Article X: Finances

Section 1. VAYDTC is permitted to fundraise, but the revenues of all fundraisers shall be under the management of VAYD.

Article XI: Amendments

Section 1. These bylaws may be amended by a unanimous vote of the Board of Officers or a $\frac{2}{3}$ vote of the general membership of the Caucus. Per the VAYD constitution, amendments must be approved by the Executive Committee.

Article XII: Jurisdiction

Section 1. This document shall be appended to the Constitution, but shall be superseded by the Constitution of VAYD in any conflicts.

Article XIII: Adoption

Section 1. This document shall take effect upon approval of the VAYD Executive Committee.

