



Lesbian, Gay, Bisexual, Transgender and Queer/Questioning (LGBTQ) Democrats of North Carolina Bylaws

ARTICLE I: NAME AND AFFILIATIONS

Section 1. Name. The official name of this organization shall be the Lesbian, Gay, Bisexual, Transgender and Queer/Questioning (LGBTQ) Democrats of North Carolina. Informally and for marketing purposes, the organization shall be known as the “LGBTQ+ Democrats of North Carolina” or LGBTQ+ “Caucus” or “Auxiliary”

Section 2. Affiliations. As an Affiliated Organization of the North Carolina Democratic Party, this organization shall work in partnership with the party, in accordance with its platforms, policies, and procedures, on the local, state and national levels. This organization shall support the Democratic party with its efforts, expertise, and resources, in mutual reliance upon reciprocity in that support when needed. This organization shall not take any action which is in conflict with these Bylaws, with the Constitution of the United States, with the North Carolina Constitution, or with the Plan of Organization of the North Carolina Democratic Party.

ARTICLE II: OBJECT AND POLICY

Section 1. Object & Vision. This organization shall take an active interest in local, state, and national affairs, while striving to influence and shape the policies and values of the North Carolina Democratic Party through a commitment to civil justice, community engagement, and voter education.

Section 2. Charge. This organization shall promote the rights and dignity of the LGBTQ+ community through representation on committees and boards, adoption of platforms and resolutions, provision of campaign or candidate training, and expansion of an inclusive membership that correlates to a strong voting base.

Section 3. Party Nominees. This organization shall work to foster equitable representation in elected office for the LGBTQ+ community by supporting candidates that have demonstrated their commitment to uplifting and defending LGBTQ+ policies and issues. In elections where there is a Democratic candidate on the ballot, this organization shall not endorse any other candidate. As an affiliated organization of the North Carolina Democratic party, this organization shall presumptively endorse the Democratic nominee in any general election.

Section 4. Code of Conduct. All chapter and state officers of this organization shall abide by the established Code of Conduct for the North Carolina Democratic Party (in its current and future form). Behavior which is unlawful, dishonest, deceitful, violent, or threatening will be considered to bring the Democratic Party and this auxiliary into disrepute and can possibly constitute grounds for disciplinary action by way of the LGBTQ Democrats of North Carolina's Grievance Committee. This organization reserves the right to refer any activity which breaks criminal law to law enforcement.

ARTICLE III: MEMBERSHIP

Section 1. Dues. This organization may assess nominal dues as a condition of membership. Membership shall be on an annual basis ending June 30th.

Section 2. Active. An Active (voting) member of this organization is any North Carolina registered Democrat who has currently paid annual dues and:

i. Who publicly self-identifies as lesbian, gay, bisexual, transgender, queer/questioning, or belonging to the broader spectrum of our community

- or -

ii. Who publicly supports this community as an Ally

Section 3. Honorary. Any person who is not an Active member of this organization, who professes and demonstrates allegiance with the principles of the Democratic Party, shall be eligible for honorary membership.

ARTICLE IV: EXECUTIVE COMMITTEE

Section 1. Duties. The affairs of this organization shall be conducted between state conventions or general body meetings by its Executive Committee.

Section 2. Voting members. Voting members of the Executive Committee shall consist of the President, Vice-President, Secretary, Communications Director, Treasurer, each Regional Chair as established in Article VI, each Committee Chair as established in Article VII, and the Presidents of each Chartered Chapter.

Section 3. One voice, one vote. If a member of the Executive Committee holds two or more positions on said committee, by virtue of holding statewide office and being Chair of a Region, that member shall have only one vote on the Executive Committee and the Region Vice-Chair shall vote to represent the Region.

Section 4. Non-voting, ex-officio members. Past Presidents shall serve as non-voting ex-officio members of the Executive Committee. The current President may appoint Legal Counsel or other relevant positions as approved by the Executive Committee as non-voting ex-officio members of said committee.

Section 5. Frequency, time, place of meetings. The Executive Committee shall meet at least two times a year. Such meetings shall be called by the President or upon written request of the majority of the members of the Executive Committee. The time and place for such meetings shall be determined by the President.

Section 6. Quorum. Quorum shall exist at any meeting of the Executive Committee when one-third (1/3) of the members of the Executive Committee, including at a minimum one (1) member who is not also a member of the President's Council, are present.

Section 7. Removal of members. Members of the Executive Committee may be removed from office under the following provisions:

- a. The member is no longer an Active member; or,
- b. The member misses two (2) Executive Committee meetings without sending a proxy vote; or,
- c. The President may recommend to the Executive Committee that any member be removed from office. The President shall state the nature of the charges in writing to the Executive Committee at least twenty (20) days prior to any Executive Committee meeting. A two-thirds (2/3) vote of those present at the Executive Committee meeting shall be necessary to remove any officer.

d. All documentation of removal of officers shall be forwarded to the Secretary for safekeeping and a copy sent to the North Carolina Democratic Party Chair. An individual who has been removed from office may appeal to the Executive Committee for reinstatement. A vote of two-thirds (2/3) of those present at the Committee meeting shall be necessary for reinstatement. If, however, the individual is not reinstated and wishes to appeal, they are entitled to file a formal grievance, as described in Article VII, Section 9. Grievance Committee.

Section 8. Proxy Votes. Any member may designate an Active Member from the group they represent to serve as their alternate for an Executive Committee meeting by notifying, in writing, the presiding officer prior to the call to order for such meeting; provided, however, no person may serve as an alternate for more than one member at any meeting and no one may cast more than one vote.

ARTICLE V: PRESIDENT'S COUNCIL

Section 1. Officers. At all times there shall be a President's Council, consisting of the elected officers of this organization: the President, the Vice-President, the Secretary, the Communications Director, and the Treasurer.

The President's Council is concerned with the overall operation of this organization during periods between Executive Committee meetings and has such powers as the Executive Committee, except for those powers related to the amendment of the Bylaws, removal of officers, or replacement of executive officers. Meetings of the President's Council may be called by a majority of its membership at a time and place approved by a majority of its membership.

Section 2. Duties of the President. The duties of the President shall be to uphold and enforce the provisions of these Bylaws; to organize and administer the organization; to preside over all meetings; to appoint chairpersons of standing and select committees; to represent the organization at all official functions; to serve on the North Carolina Democratic Party Executive Council; to submit a final report to the Chair of the North Carolina Democratic Party at the conclusion of each year; and to chair this organization's Executive Committee. All appointments by the President shall be submitted to the Executive Committee, which may veto any appointment within 10 days by majority vote.

Section 3. Duties of Vice-President. The duties of the Vice-President shall be to advise and assist the President in the administration of the organization and to assume the duties of the executive office in the absence of the President.

Section 4. Duties of the Secretary. The duties of the Secretary shall be to maintain the files of the organization; to record the minutes of all meetings; verify memberships; maintain an accurate membership list of the organization; and submit all official records to the state archives. Persons, as specified by the Caucus Executive Committee, will be sent notices of

each Caucus Executive Committee meeting. The Secretary should send notices at least two (2) weeks in advance of the meeting. Notices will be accompanied by the proposed minutes of the most recent meeting and by an agenda for the upcoming meeting.

Section 5. Duties of the Communications Director. The duties of the Communications Director shall be to manage the digital and social presence of the organization, and with approval of the President may conduct the official correspondence of the Caucus. They shall also serve as the Chair of the Communications Committee..

Section 6. Duties of the Treasurer. The duties of the Treasurer shall be to keep an accurate account of all financial transactions; to compile periodic financial status reports; to file financial reports as required with the State Board of Elections; to furnish a bond in an amount determined by the Executive Committee; and to conduct all financial affairs of the organization. The Treasurer will forward a copy of State Board of Elections financial reports to the State Party staff for their records..

Section 7. Eligibility for office. Any Active member in good standing shall be eligible to hold elected office in this organization.

Section 8. Election of state officers. All state officers shall be elected at a state convention to be held in odd numbered years.

Section 9. Term of state officers. State officers shall serve for a period of two years following their election and until their successors are elected and installed.

Section 10. Minutes of the Executive Committee. During each Executive Committee Meeting, a written report of action taken must be submitted by each officer to the Secretary. These reports shall be included in the official minutes.

Section 11. Vacancies. Any vacancy among the officers shall be filled by the Executive Committee; provided, however, that the Vice-President shall succeed the President.

Section 12. Diversity and Inclusion: In the election of officers this organization shall make every effort to balance the Executive Committee to reflect all the interest groups of its membership, especially with respect to race, gender, gender identity, gender expression, ethnicity, and age.

ARTICLE VI: ORGANIZATION

Section 1. Regional Organizations. The Executive Committee shall designate six (6) Regions to encompass all of the counties within the state. Regions shall be composed of contiguous groups of whole counties.

a. Regions function as subunits of the State Caucus for the purposes of greater coordination of efforts among the Chapters and At-Large Members of that area.

b. Each Region shall have, at minimum, a Chair, elected by the Members of the State Organization residing in the counties that comprise the Region, in attendance at the State Convention during which the State Executive Officers are elected.. Each Region Chair shall serve on the Executive Committee.

c. Elected Region officers shall serve for a term of two (2) years, ending at the following State Convention where elections are held, or the remainder of such term for the filling of vacancies.

d. The State President shall be empowered to make appointments to fill any vacancy of a Region Chair, with approval of the remaining Executive Committee, until a new person is elected by the Members of the State Organization residing in the counties that comprise the region. Any region for which there is not an elected or Appointed Chair shall become a shared responsibility of adjacent Regions.

f. Chapters may petition the Executive Committee to have the county moved to a different region, so long as the Regions remain geographically contiguous and no multi-county chapter is split between Regions.

Section 2. Congressional Executive Committee. The President may appoint members to represent the organization on Congressional District Executive Committees.

Section 3. County and Multi-County Chapters and their scope. Local units of this organization shall be known as a Chapter.

a. **County Chapter.** Only one Chapter may become Organized in any County; however, Chapters may Charter on a Multi-County basis, provided the following conditions are met:

i. **Multi-County Chapters.** In forming a Multi-County Chapter, two or more contiguous Counties that share a geographic boundary with at least one other County may be formed. Each County represented must have at least one active member from each respective County.

ii. **Chartering.** The chartering for any Multi-County Chapter will be governed by Article VI, Section 6.

Section 4. Minimum membership. An Organized Chapter must have at least one (1) Active Members to organize, and a Chartered Chapter must have at least five (5) Active Members to charter.

Section 5. Official Name of each Chapter. The official name of each Chapter shall be the LGBTQ Democrats [the County in which the Chapter exists], such as the “LGBTQ Democrats of Wake County”. The official name of each Multi-County Chapter shall include the names of those Counties, such as the “LGBTQ Democrats of Person and Caldwell Counties”. Informally and for marketing purposes, the organization shall be known as the “LGBTQ+ Democrats of [the County or Counties in which the Chapter exists]”, LGBTQ+ “Caucus” or “Auxiliary.”

Section 6. Chartering. The state President, with the approval of the State Executive Committee or President’s Council, shall have the authority to Organize or Charter County Chapters. A Chapter may apply for a Charter by;

- a. Submitting a copy of its Bylaws to the Secretary; and,
- b. Submitting a members list to the Secretary, along with a list of elected Officers, included an elected President of the Chapter; and,
- c. Submitting a membership fee for each Active Member at the then current amount in accordance with Article III, Section 3 of these Bylaws to the Treasurer.

ARTICLE VII: COMMITTEES

Section 1. Permanent Committees. The permanent committees of this organization shall be the following: Bylaws, Candidate/Campaign, Communications/Publicity, Finance/Fundraising, Grievance, Legislative, Membership, and Platform/Resolutions. Each standing committee will meet as frequently as necessary, but at least two times per year.

Section 2. Presidential Appointments. The President shall appoint the chairpersons of all permanent committees.

Section 3. Bylaws Committee. The Bylaws Committee shall consider and report on all proposed bylaws amendments.

Section 4. Candidate and Campaign Committee. The Candidate and Campaign Committee will be responsible for recruiting and providing access to training for people interested in running for office or serving as campaign staff. They shall also serve as Co-Lead on reports related to candidate scorecards and endorsements.

Section 5. Communications/Publicity Committee. The Communications/Publicity Committee shall be responsible for communications and publicity by utilizing this organization’s website and media accounts, enhancing the organization’s media coverage, and making the activities of the organization known to the public through issuance of press releases and publishing a periodic newsletter.

Section 6. Finance/Fundraising Committee. The Finance/Fundraising Committee shall be responsible for developing a budget and raising funds for the Treasury of this organization. The Treasurer shall serve as an ex- officio member of the Fundraising Committee.

Section 7. Legislative Committee. The Legislative Committee shall be responsible for researching, drafting, and promoting sound legislative proposals that promote LGBTQ+ equity and equality. This can be accomplished through passing local NDOs, providing community feedback to State legislators, or spreading awareness on federal policies. They shall also serve as Co-Lead on reports related to candidate scorecards and endorsements.

Section 8. Membership Committee. The Membership Committee shall be in charge of strengthening existing membership and engaging with other Affiliated Organizations of the Democratic Party or other LGBTQ+ Organizations. They shall strive to engage and recruit members representative of the full LGBTQ+ community.

Section 9. Platform/Resolutions Committee. The Platform/Resolutions Committee shall propose and publicize a platform that reflects the positions and principles of the members. The committee shall also consider and report on all proposed resolutions and platform amendments.

A resolution or amendment may be considered from the floor at a state convention following all resolutions from the Platform/Resolutions Committee by a two-thirds (2/3) vote of voting members at the state convention. The Platform/Resolutions Chair shall submit in writing all resolutions or platform amendments proposed by the Platform/Resolutions committee to the Executive Committee ten (10) days prior to any General Body meeting or Convention.

Section 10. Grievance Committee. The purpose of the Grievance Committee is to hear and render fair and impartial decisions on disputes and controversies which may arise within the LGBTQ Democrats of North Carolina.

The Vice President shall serve on this Committee. The President, with majority approval of the Executive Committee, shall appoint the Chair of the Grievance Committee and at least four (4) other non-officer members to serve on the Committee. The appointments shall be made in odd-numbered years and the members shall serve for a term of two (2) years.

a. The Committee shall convene if a member of the organization has a complaint they wish to file or if a County Chapter has a complaint they wish to file to this Grievance Committee.

b. If the Vice President recused themselves from the Committee on a specific grievance due to personal involvement, the Secretary shall become the Officer on the Committee. If the Secretary recuses themselves, the Treasurer will become the Officer on the

Committee. If the Treasurer and Secretary both recuse themselves, the President shall appoint a Congressional District Chair to be the Officer serving on the Committee.

c. This Grievance Committee shall function as a Council of Review and shall provide for the internal resolution of grievances and shall not be subject to the North Carolina Democratic Party Council of Review 9.01

d. The Grievance Committee procedures shall be:

i. The Chair shall preside over meetings of the Grievance Committee.

ii. A County Chapter or any aggrieved member [Petitioner(s)] shall submit their grievance in writing to the Grievance Committee Chair

iii. The Chair shall send copies of the grievance to the Committee and to the President immediately upon receipt of said grievance.

iv. The Committee Chair shall convene a meeting of the Grievance Committee and discuss the grievance within thirty (30) days of initially receiving the grievance. A majority decision of the Committee shall constitute a resolution of the grievance.

v. The aggrieved person shall be given a copy of Article VII, Section 9 of the Bylaws without comment.

vi. If the final decision is appealed, a formal hearing will be held to hear the evidence, witnesses and any other information relevant for reaching a decision.

vii. A Formal Hearing by the Grievance Committee shall be held base on the outlined below:

a. Presentation of the Case by the Petitioner(s), no longer than thirty (30) minutes.

1. Opening statement concerning the Grievance, if desired.
2. Petitioner's witnesses are called, examined and cross-examined
3. Petitioner's non-testimonial evidence is presented

b. Presentation of the Case by Respondent(s), no longer than thirty (30) minutes

1. Opening statement concerning Answer, if desired.
2. Respondent(s) witnesses are called, examined and cross-examined.

3. Respondent(s) non-testimonial evidence is presented.
- c. Closing Statement by each Party, no longer than five (5) minutes each
- d. Grievance Committee closes to deliberate in Executive Session. Grievance Committee Chair will announce its decision in open session before all parties and will, upon request, announce a numerical vote.
- e. The Grievance Committee, by majority vote of those present and voting, may extend the lengths of time for presentations and closing statements, outlined in I-III above
- f. All decisions are final and are to be handled within the framework of the LGBTQ Democrats of North Carolina only.

Section 11. Committee Agendas. Committee Chairs shall submit a written agenda for their upcoming term within 30 days of taking office to the Executive Committee. These Committee Chairs shall also submit a final report to the Secretary within 30 days of leaving office to be submitted to the state archives.

Section 12. Special Committees. The President with majority approval of the Executive Committee may form special committees.

ARTICLE VIII: LGBTQ DEMOCRATIC STATE ANNUAL MEETINGS

Section 1. Frequency; Time; Place. This organization shall assemble as a state convention at least every two (2) years, in odd numbered years, however is not prohibited from having a State Convention every year. In even numbered years, the organization must have a General Body Meeting if a state convention is not held. The time and place of a General Body Meeting or a State Convention will be determined by the Executive Committee.

Section 2. State General Body Meeting or Convention Delegate. Any Active member, upon being duly registered at an General Body Meeting or State Convention, shall be considered a delegate and entitled to vote. Honorary members shall be duly registered as non-voting delegates.

Section 3. Registration: To be duly registered as a delegate at a General Body Meeting or State Convention, a person shall have paid their membership fee 30 days prior to the date of the General Body Meeting or State Convention, however, this requirement may be waived during a state convention, by a majority vote of the members of the Executive Committee present at any state convention.

Section 4. Quorum. A quorum for a General Body Meeting or State Convention shall be fifty percent (50%) plus one (1) of the duly registered delegates.

Section 5. Calling of General Body Meeting or State Convention. A General Body Meeting or State Convention may be called by the President upon the recommendation of two-thirds (2/3) of the Executive Committee.

Section 6. Bylaws Amendments. These Bylaws may be amended by a two-thirds (2/3) vote of the delegates at a General Body Meeting or State Convention. Bylaws amendments may be considered only after they have been approved by the Bylaws Committee. The Bylaws Committee Chair or LGBTQ President shall submit, in writing, or via email, all Bylaws amendments proposed by the Bylaws Committee to the President's Council for approval to bring before the Executive Committee prior to or at a General Body Meeting or State Convention.

ARTICLE IX: PARLIAMENTARY AUTHORITY

Section 1. Robert's Rules of Order Newly Revised; Bylaws; Special rules. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the organization may adopt.

Adopted. August 6, 2011

Amended. October 6, 2012

Amended. November 9, 2013

Amended. October 14, 2017

Amended. August 11, 2018

Amended. June 2, 2019

Amended. October 3, 2020 (President, Ginger Walker; VP, Arsidez Leon)

Amended. July 30th, 2022

