Constitution of the Salt Lake County Democrats Black Caucus

Adopted:

Last Amended:

ARTICLE I

Name and Chartering

Section 1: The official and recognized name of this organization shall be “The Salt Lake County Democrats Black Caucus,” hereinafter “the Caucus.”

Section 2: The Caucus shall operate as an official caucus of the Salt Lake County Democratic Party, as authorized under Article VII of the Salt Lake County Democratic Party Constitution.

Section 3: The Caucus shall dually operate as an auxiliary of the Utah Democratic Black Caucus, as authorized under \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Section 3: The Caucus shall be additionally affiliated with the Utah Democratic Party and the Democratic Party.

ARTICLE II

Purpose

Section 1: The purpose of The Salt Lake County Democratic Black Caucus is to:

1. Recruit, organize, and mobilize delegates to the Salt Lake County Democratic Party to ensure that the Party reflects the interests of the Black/ African-American community;
2. Endorse candidates at the Salt Lake County Democratic Party’s conventions as the caucus members deem appropriate;
3. Register and organize Black/ African-American Democratic voters throughout Salt Lake County to help elect Black/ African-American Democrats to public office (partisan or non-partisan) in Salt Lake County;
4. Assist Democratic candidates throughout Salt Lake County, generally;
5. Organize and mobilize the Black/ African-American community in Salt Lake County to advocate for those issues that affect the Black/ African-American community and reflect Democratic values; and
6. Educate the Black/African-American community in Salt Lake County on the political process, the importance of voting, and the Democratic Party.

ARTICLE III

Membership

Section 1: The Salt Lake County Democrats Black Caucus shall have the following classes of members;

1. Black Members: Any self-identifying Black person who:
	1. Is registered as a Democrat or unaffiliated voter,
	2. Resides in Salt Lake County, and
	3. Is devoted to bringing about positive change in the Salt Lake County Democratic Party, or one of its parent or affiliate entities, for the advancement of Black people.
2. Associate Members: Any person who:
	1. Is registered as a Democrat or unaffiliated voter,
	2. Resides in Salt Lake County, and
	3. Has a sincere interest in advancing the stated goals of the Caucus, as defined by its leadership.

Section 2: Associate members have the right to attend and participate in all meetings of the Caucus, but will have no vote in meetings of the Caucus, or any of its committees.

Section 3: All members must be registered with the Caucus through the Secretary.

Section 4: Other than as described herein, the Caucus does not exclude on the basis of race, color, ethnic identity, national origin, religion, economic status, gender, gender identity, sex, sexual orientation, or ability.

ARTICLE IV

Executive Committee

Section 1: The affairs of the Salt Lake County Black Democrats Caucus shall be managed by, or under the direction of, the Executive Committee.

Section 2: The Executive Committee shall consist of five elected voting members and two appointed voting members. The Executive Committee may also invite to any meeting a parliamentarian, the Chair of the Utah Democrats Black Caucus, or any other individuals, as needed, as non-voting participants.

Section 3: The five elected members of the Executive Committee shall be the Chair, First Vice Chair, Second Vice Chair, Secretary, and Treasurer.

Section 4: The two appointed members of the Executive Committee shall be the Outreach Director and Youth Coordinator.

Section 5: Quorum for the Executive Committee shall be a majority of currently serving members.

Section 6: In order to serve on the Caucus’s Executive Committee, individuals must:

1. Reside in Salt Lake County,
2. Self-identify as Black,
3. Be registered as a Democrat, and
4. Support the mission of the Caucus and act in its best interest

Section 7: The Chair, First Vice Chair, Second Vice Chair, Secretary, and Treasurer shall be elected every odd year at a Caucus meeting to be held between fourteen and twenty-one days prior to the Salt Lake County Democratic Party Convention, with terms to expire at the next odd-year Caucus election meeting.

1. Individuals seeking to be elected must submit their name to the Caucus Secretary no fewer than two weeks prior to the election.
2. Should no persons register in a timely fashion for a position, nominations may be accepted from the floor.

Section 8: By the second meeting of the Executive Committee following their election, the Chair shall present candidates for the offices of Outreach Director and Youth Coordinator, to be confirmed by a majority of the currently serving members of the Executive Committee. These terms shall last until the next odd year Salt Lake County Democratic Party Convention, or designated Caucus election meeting.

Section 9: Duties of Officers

1. The Chair
	1. Shall provide the executive leadership for the Caucus
	2. Shall call and preside over meetings of the Executive Committee and the Caucus
	3. Shall act as a liaison between the Caucus and the Salt Lake County Democratic Party
	4. Shall have the authority to establish ad hoc committees and to appoint their chairs, and shall serve as an ex officio officer on all ad hoc committees.
2. The First Vice Chair
	1. Shall assume all duties and responsibilities of the Chair upon their absence, resignation, or inability to perform such duties
	2. Shall remain current on public policy initiatives affecting Salt Lake City that may be of interest to the Caucus
	3. Shall work with the Chair to set the direction and focus for the Caucus
	4. Shall work with the Outreach Director on candidate and member recruitment efforts
3. The Second Vice Chair
	1. Shall remain current on public policy initiatives within Salt Lake County that may be of interest to the Caucus
	2. Shall maintain all Caucus social media accounts
	3. Shall provide drafts of official statements for review by the Executive Committee
	4. Shall coordinate with the Chair to make sure that all official messaging is advancing the goals of the Caucus and reflecting well upon the character of the Caucus and its members.
4. The Secretary
	1. Shall issue notices for all meetings and preserve all minutes, including attendance, notices, and copies of communications, publications, and documents of importance to the Caucus
	2. Shall keep records of membership
	3. Shall work with all necessary individuals to plan and execute events
	4. Shall send an agenda to Executive Committee members at least 24 hours prior to the relevant meeting
5. The Treasurer
	1. Shall work with the SLCO Black Dems Chair in establishing fundraising goals
	2. Shall work with the Treasurer of the Utah Democratic Black Caucus to establish joint goals and metrics
	3. Shall oversee accounts and issues payments as necessary
6. The Outreach Director
	1. Shall create a strategy to bring more members into the Caucus
	2. Shall assist the Treasurer in fundraising
	3. Shall assist the Secretary in event planning and coordination
7. The Youth Coordinator
	1. Shall create an outreach strategy to bring more Black youth into the Caucus
	2. Shall work on youth voter engagement in Salt Lake County
	3. Shall work with the Vice Chair on voter education initiatives

Section 10: No voting member of the Executive Committee shall concurrently hold any other voting position with the Caucus.

Section 11: The Executive Committee shall meet at least once per month. Meetings may be held electronically, at the discretion of the Chair.

Section 12: The Executive Committee may authorize any social media accounts, or websites, as needed.

Section 13: All voting members of the Executive Committee are required to attend all Caucus and Executive Committee meetings unless previous arrangements are made with the Chair and/or Vice Chair. Failure to meet this requirement may subject the member to removal.

Section 14: Any vacancy on the Executive Committee shall be filled by the Chair, with the approval of a majority of the currently serving members of the Executive Committee.

Section 15: The Executive Committee may create other non-voting positions on the committee, as needed.

ARTICLE V

General Provisions

Section 1: The Caucus shall meet at least twice per year. Meetings held at the Salt Lake County Democratic Party’s annual convention may count toward this number.

Section 2: All official business of the Caucus will follow the most current version of Robert’s Rules of Order.

Section 3: Voting by proxy shall not be permitted at election meetings, elections regarding the endorsement of any candidate, or changes to the Constitution.

ARTICLE VI

Impeachment

Section 1: Any person holding an elected office within the Caucus may be impeached if found guilty of failure to adequately perform their duties as outlined in this document by a majority vote of all currently serving voting members of the Executive Committee in good standing.

Section 2: A two-thirds vote of all currently serving voting members of the Executive Committee in good standing shall be necessary to remove an individual from office for all other matters.

Section 3: Appointed members may be removed with cause by a majority vote of all currently serving members of the Executive Committee in good standing.

Section 4: The board and accused party shall be notified in writing of the charges levied no fewer than fifteen days prior to the Executive Committee meeting in which the impeachment will be discussed.

ARTICLE VI

Constitutional Amendments

Section 1: Amendments may be submitted to the Executive Committee by any member in good standing.

Amendments to this constitution must be submitted in writing to the Chair or Vice Chair at least thirty days prior to the meeting at which the amendment will be considered.

Section 2: Amendments shall be considered at the next official meeting of the Salt Lake County Democrats Black Caucus.

Section 3: Amendments require an affirmative vote by two-thirds of the members present in order to be adopted.