



Constitution and Bylaws  
of the  
Progressive Democrats of New Jersey

*Revision B*

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# Constitution

## PREAMBLE

**Motivation.** The Progressive Democrats of New Jersey's motivation is to promote democracy and egalitarianism in the government and economy of the State of New Jersey through the nomination and election of progressive leftist candidates for public office throughout the state, its counties, and its municipalities, as well as to advocate for working people, social, economic, racial, and environmental justice.

**Statement.** We, the concerned community members of the Democratic Party, in order to foster community, active leadership, equal justice and opportunity, and responsive governance in our state, do establish and maintain this Constitution for the Progressive Democrats of New Jersey.

## ARTICLE I. Name and Organization

**Section 1. Name.** The name of this Organization will be Progressive Democrats of New Jersey, Inc. or PDNJ in short form, hereafter referred to as the Organization.

**Section 2. Organization.** This Organization is organized exclusively for nonprofit purposes as defined under chapter 501(c)4 of the U.S. Internal Revenue Code of 1986, as amended. The organization is authorized to create the following wholly-owned entities:

Subsection A. *Non-Profit Funds.* The Organization may create separate segregated non-profit funds under chapter 501(c)3 of the U.S. Internal Revenue Code of 1986, as amended.

Subsection B. *Federal 527 Committee.* The Organization may create one or more Organizations as a separate segregated fund defined under federal law and regulations to support New Jersey candidates for national office.

Subsection C. *New Jersey Continuing Political Committee.* The Organization may create one or more Organizations as a separate segregated fund defined by state law and regulations to support New Jersey candidates for state, county, and local office (Generally defined as a Continuing Political Committee).

## ARTICLE II. Purpose and Statement of Values

**Section 1. Purpose.** The various purposes and mission of the Organization will be to:

Subsection A. elect progressive leaders to local, state, and federal government positions

Subsection B. train progressive community members in the areas of organizing, policy, advocacy, electoral politics, communications, fundraising, programming, community development, and all other areas necessary for the continued growth of the progressive movement;

Subsection C. involve community members in the process of governance;

Subsection D. provide a forum for progressive community leaders to communicate and exchange ideas, as well as voice concerns;

Subsection E. represent and advocate for the interests and concerns of New Jersey residents and other decision-makers;

Subsection F. promote and foster a sense of community;

Subsection G. organize programs, events, and activities through which community members may have the opportunity to grow and develop;

Subsection H. disseminate pertinent information to community members and serve as a resource of progressive knowledge and guidance; and

Subsection I. establish free resources to aid the efforts of candidates, activists, organizers, and community members in securing progressive representation in government.

**Section 2. Values.** The Organization is dedicated to providing a safe, inclusive, welcoming, and harassment-free space and experience for all community participants, regardless of gender identity and expression, sexual orientation, disability, physical appearance, socioeconomic status, body size, ethnicity, nationality, level of experience, age, or religion (or lack thereof).

## Article III. Membership

**Section 1. General Active Members.** General membership will be open to anyone who believes in and supports the mission and purpose of the Organization. Any member of the public is a general member if they meet the following criteria:

Subsection 1. Dues. All members of the Organization will pay annual or monthly uniform dues to the Organization as determined by the Board of Delegates in the Organization's regulations as outlined in Article II of these Bylaws. Dues will be paid once annually or once monthly to the state Organization and cannot be charged by any chapter of the Organization. The Organization may grant due waivers for financial hardship up to 30 days after membership request.

Subsection 2. Good faith. The community member has been determined to have sought membership in good faith.

Subsection 3. Standing. The member continues to follow the Organization's code of conduct as outlined in Article I of the standing rules.

Subsection 4. Youth. General members under the age of 18-years may not sign contracts that bind the Organization, under New Jersey law.

Subsection 5. Location. All members must live in the United States of America.

Organization membership will further entitle community members to the right to serve on any committee of the Organization.

**Section 2. Chapter Members.** All Organization members who additionally fit the following requirement will be considered members of their Chapter:

Subsection A. Chapter purview. A member of a chapter is a resident in the area defined by the bylaws of the high school, college, county, or joint-county chapter.

Subsection B. Active Status. A chapter member has attended at least one regularly-scheduled meeting of their chapter.

Chapter Membership will further entitle such community members to the right to serve as a leader in their Chapter, to be one of two chapter members to represent the Chapter in the Board of Delegates, and to suffrage in all chapter petitions and elections.

**Section 3. Youth Members.** Any member of the public under eighteen (18) years of age, can be a youth member. Youth members are entitled to serve on committees, in the high school student council, and to select representation to the Board of Delegates. Youth members will not be entitled to suffrage.

**Section 4. Pending Members.** Pending membership is granted to all applicants when they apply. After thirty (30) days, all members must be made into a general active member or denied membership. The grounds for denial are the same as those for removal outlined in Article VIII of this document.

**Section 5. Honorary Members.** An honorary member of the Organization is one that has been granted membership to the Organization, based on their contribution to the community, but is not required to pay dues. The Organization may create additional honorary membership classes.

Subsection A. Lifetime Members. A chapter or Member may nominate a person for lifetime membership by making an application to the Organization.

Honorary members will not be entitled to run for office in the Organization or to suffrage in the Organization.

## Article IV. Chapters

**Section 1. Purpose and Responsibilities.** A Chapter will be particularly responsible for the pursuit of all enumerated purposes of the Organization, as described in Article II of this Constitution, on behalf of, and for the benefit and well-being of, all community members within their purview.

**Section 2. Purview.** A Chapter will have purview over a campus or geographic area, as defined by the state Organization, and the students on that campus or residents of the area. All business of the Organization particular to that campus or area will exist originally within the purview of that Chapter. No two chapters may have overlapping purviews. No Chapter may represent a purview that is smaller than a county or campus.

**Section 3. Names.** To minimize confusion for community members, a Chapter that has purview of exactly one campus or county will be named after that campus or county, by adding "Progressive Democrats of" to the formal name of the county or campus, as appropriate (e.g., Progressive Democrats of Hudson County, Progressive Democrats of Rutgers-Newark, Progressive Democrats of The Hudson School). A Chapter that has purview over neighboring counties may elect their own name, which includes "Progressive Democrats of". Any Chapter wishing to change its name after establishment must pass a resolution of petition to the Board of Delegates, by a two-thirds majority of its members.

**Section 4. New Chapters.** The Organization will include county chapters, college chapters, and high school chapters. An organization wishing to be recognized as a chapter will be designated an interim chapter as defined by Article VI of the Bylaws. An interim chapter will be recognized as a chartered chapter upon successful petition to the Board of Delegates, provided that it meets the requirements defined in Article VI of the Bylaws, its proposed purview is clearly defined in the petition and fits the purview requirements of Section 2, and that there are at least six (6) members of the Organization that would fit the requirements for Chapter membership, were the Organization formally recognized as a Chapter. The Board of Delegates will respond to such a petition within fourteen (14) days of receipt of the petition, and if the petition is rejected by the party, the party will indicate clearly the reasons for such rejection.

**Section 5. Chapter Bylaws.** A Chapter may write and approve bylaws for its own operation, provided that those bylaws do not explicitly contradict or contravene the provisions of the Constitution or Bylaws of the Organization.

**Section 6. Petitions.** Any conflicts pertaining to the Chapter may be resolved as follows:

Subsection A. A Chapter may petition against a decision or action of the Organization that proves a detriment to its effective operation.

Subsection B. A Chapter may petition against a decision or action of another Chapter that proves a detriment to its effective operation.

Subsection C. A member of a Chapter may petition in appeal of a decision of the Board of Delegates.

The Board of Delegates will have original jurisdiction over all such petitions and will have all necessary and proper authority to adjudicate such petitions and to enforce their decision. The Board of Delegates will not grant a review of any petition specifically regarding the business of one or more Chapters, but not submitted in one of the above categories. Final jurisdiction on all petition appeals will lie in all cases with the Executive Committee.

**Section 7. Meetings.** Chapters will meet regularly, as described in Article III of the Bylaws. Additionally, one member from each college chapter will meet together to form the College Student Council and one member from each high school chapter will meet together to form the High School Student Council, as described in Article VIII of the Bylaws.

## Article V. Delegates

**Section 1. Purpose and authority.** The Board of Delegates is the Board of Trustees of the Organization. It is the principal governing body of the Organization, as well as the representative body for the recognized chartered chapters. The Board of Delegates and its members will promote the Organization, generate good-will for the Organization and its goals, and actively solicit financial support for the Organization.

**Section 2. Duties and Responsibilities of the Board of Delegates.** The duties and responsibilities of the Board of Delegates include, but are not limited to, the following:

Subsection A. consider and conduct legislative business;

Subsection B. act upon proposed amendments and Bylaws to this Constitution, and amendments to Bylaws, per Article XII;

Subsection C. act upon petitions and appeals under the original legislative jurisdiction of the Board of Delegates submitted by general active members and chapters, including but not limited to creating of interim chapters or charting of existing interim chapters, or such petitions and appeals under the original jurisdiction of the Executive Committee transferred for consideration to the Board of Delegates at large;

Subsection D. approve of nomination and endorsement of statewide or federal candidates

Subsection E. plan and execute the annual meeting as described in Article X of the Bylaws;

Subsection F. set the dues and grant waivers;

Subsection G. review potential conflicts of interests in association with other Organizations and issue non-disclosure agreements

Subsection H. vote on the revocation of a member in the case of a split vote in the Executive Committee;

Subsection I. remove a director or delegate of their position;

Subsection J. impose disciplinary action on members, delegates, officers, and directors;

Subsection K. fill vacant positions resulting from the resignation, impeachment, or revocation of an Organization officer or director; with the exception of the Executive Director and Deputy Executive Director;

Subsection L. suggest amendments to the annual budget and approve it;

Subsection M. upon a simple majority vote, override the decision of an Organization officer;

Subsection N. staff, in part, Organization committees, and

Subsection O. perform other legislative operations as defined by the Organization's governing documents or required by the parliamentary authority.

**Section 3. Composition.** The Board of Delegates of the Organization will consist of two (2) appointed representatives from each recognized chartered county or joint-county chapter, two (2) appointed representatives from the high school student council, and two (2) appointed representatives from the college student council. *Ex officio* members of the Board of Delegates will include the Constitutional Officers of the Organization.

**Section 4. Suffrage and Eligibility.** On all matters of procedure and resolution before the Board of Delegates, each delegate will have one vote, and no other persons will have suffrage.

Constitutional Officers will not have suffrage, except in the result of a second tiebreaker, as one collective vote on behalf of the Executive Committee. All Organization members who are duly chosen voting members of the Board of Delegates will be entitled to the right to suffrage in all elections of Constitutional Officers. All Organization members who are duly chosen voting members of the Board of Delegates or who are currently serving as Constitutional or Regional Officers, as described below, will be entitled to the right to run for any Constitutional Office.

Subsection A. Age Limitations. Members under the age of 18 are not granted suffrage, according to [NJ Rev Stat § 15A:6-1 \(2019\)](#).

Subsection B. No Dual Capacity. Members may not serve in more than one office as Constitutional Officers, Regional Officers, or Delegates of the Board of Delegates.

**Section 5. Meetings.** The Board of Delegates will meet regularly at a time and place to be determined by two-thirds of its members. The Board of Delegates will meet at least once each month.

**Section 6. Order.** All Board of Delegates Meetings will be governed by Robert's Rules of Order - Newly Revised, except where otherwise noted herein or in standing rules.

**Section 7. Attendance.** Attendance at the regular Board of Delegates meetings and annual meetings is expected. A delegate who fails to attend three (3) or more meetings in any calendar year without a valid excuse, except for special meetings, will be considered to have abandoned their office and created a vacancy.

**Section 8. Chair.** Board of Delegates meetings of the Organization will be chaired by the Chairperson of the Organization. Should the Chairperson be absent or otherwise unable to preside, the next highest ranking officer will preside.

**Section 9. Quora.** Quorum is defined as one-half (1/2) of the board of delegates and at least one (1) representative from two-thirds (2/3) of active county chapters. A lesser number may adjourn to a specified later date without notice. An act of half (1/2) of the members of the Board of Delegates present at a meeting with a quorum will be the act of the whole Board of Delegates, unless the act of a greater number is required by law or these bylaws.

## **Article VI. Executive Committee - Constitutional Officers and Regional Officers**

**Section 1. Purpose and authority.** Executive powers herein granted to the Organization in Article II will rest with the Constitutional Officers. These are the principal officers of the Organization. Each region of the state of New Jersey will additionally select, at the annual meeting, one chapter leader from each respective region to serve as the regional officers representing their interests. These Regional Officers will be responsible for coordinating activities between the chapters in their respective regions. The Constitutional Officers, with the Regional Officers, Deputy Executive Director, and Executive Director will steer the Organization in accordance with the Board of Delegates and transact business referred to it by the Board of Delegates and Board of Directors. Together, they form the Executive Committee.

**Section 2. Duties and Responsibilities of the Officers.** The duties and responsibilities of the officers of the Organization include, but are not limited to, the following:

Subsection A. consider and conduct Executive business;

Subsection B. establish standing rules;

Subsection C. propose and vote on amendments to the Constitution and Bylaws;

Subsection D. act upon petitions and appeals under the original, Executive jurisdiction of the Executive Committee submitted by general active members and chapters, including but not limited to the case of the denying, revoking, or reinstating membership and forming an interim chapter;

Subsection E. assess college and high school chapter ability to pay their dues, as well as individuals and their fee waiver applications;

Subsection F. approve the time, and location of the annual meeting;

Subsection G. fill vacant positions resulting from the resignation, impeachment, or revocation of an Organization officer or director, including, but not limited to, appointing an Interim Executive Director or Interim Deputy Executive Director;

Subsection H. determine the salaries of employees upon recommendation from relevant committees;

Subsection I. investigate financial conflicts of interest

Subsection J. serve as moderators and approve code of conduct moderators;

Subsection K. serve on the nomination committee

Subsection L. refer and report business to the Board and Delegates or Board of Directors;

Subsection M. act in emergencies between regular meetings of the Board of Delegates;

Subsection N. create, veto, or reauthorize Ad Hoc Committees;

Subsection O. work with general counsel to ensure the legality of the Organization and its actions; and



Subsection P. appoint annually a person qualified to audit the financial records of the Organization; and

Subsection Q. perform other executive operations as defined by the Organization's governing documents or required by the parliamentary authority.

**Section 3. Composition of the Constitutional Officers.** The Constitutional Officers will be, in order of rank, the Chairperson, Vice-Chairperson, Treasurer, and Secretary.

Subsection A. Responsibilities of the Chairperson of the Organization. The Chairperson will:

1. chair all Board of Delegates meetings;
2. serve as an ex-officio member of all committees except where prohibited;
3. preside at the annual meeting/convention;
4. request special meetings of the Board of Delegates;
5. determine time of Executive Committee meetings;
6. appoint code of conduct moderators;
7. receive leave of absence requests from delegates;
8. Preside over impeachment, removal, and revocation hearings for the Organization,
  - a. with exception to their own hearing, which would be presided by the Executive Director;
9. receive intent to organize petitions and invite potential interim chapters to an informational session;
10. Officiate new chapter charters;
11. chair the budget committee;
12. select the chair for the nominations committee; and
13. perform other duties as defined by the Organization's governing documents, required by the parliamentary authority, or directed by the Organization's various bodies.

Subsection B. Responsibilities of the Vice-Chairperson of the Organization. The Vice-Chairperson will:

1. in the absence of the Chairperson, perform the duties of the Chairperson;
2. assist the Chairperson in the execution of their duties; and
3. perform other duties as defined by the Organization's governing documents, required by the parliamentary authority, or directed by the Organization's various bodies.

Subsection C. Responsibilities of the Treasurer of the Organization. The Treasurer of the Organization will:

1. keep, maintain, and verify a full account of the funds of the Organization;
2. keep a full and accurate account of the receipts and disbursements of the Organization;
3. approve the disbursement of all Organization funds;
4. coordinate with the General Counsel to facilitate filings of forms and other statutory requirements;
5. serve on the budget committee;
6. present an annual report of the financial condition of the organization; and
7. perform other duties as defined by the Organization's governing documents, required by the parliamentary authority, or directed by the Organization's various bodies.

Subsection D. Responsibilities of the Secretary of the Organization. The Secretary of the Organization will:

1. keep an accurate record of meetings of the Board of Delegates;
2. act as parliamentarian during meetings of the Board of Delegates;
3. maintain the Organization's filing system of records;
4. keep member residency status up to date;
5. coordinate with the General Counsel to keep a record of all legal documents and proceedings for the Organization, as well as filings of forms and other statutory requirements;

6. prepare items for inspection, upon request;
7. officiate new chapter charters; and
8. perform other duties as defined by the Organization's governing documents, required by the parliamentary authority, or directed by the Organization's various bodies.

**Section 4. Composition of the Regional Officers.** The Regional Officers will be, in no particular order, the Northwest region officer, Northeast region officer, Central region officer, and the South region officer.

Subsection A. Northwest Region Defined. The Northwest Region will consist of Hunterdon, Morris, Sussex, and Warren counties.

Subsection B. Northeast Region Defined. The Northeast Region will consist of Bergen, Essex, Hudson, Passaic, and Union counties.

Subsection C. Central Region Defined. The Central Jersey region will consist of Mercer, Middlesex, Monmouth, Ocean, and Somerset counties.

Subsection D. South Region Defined. The South Jersey region will consist of the following counties: Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, and Salem counties.

Subsection E. Responsibilities of Regional Officers of the Organization. The Regional Officers of the Organization will:

1. promote the purpose and mission of the Organization and its chapters in the region;
2. chair their regional council meetings;
3. initiate action in matters of common interest within their region upon majority vote of regional council. These actions will be entirely voluntary for chapters and their members;
4. recruit community members in the region in order to support or create chapters in the region;
5. serve on the Nominations committee;
6. support regional chapter leaders and membership; and
7. provide for conference, coordination, and cooperation among the membership of the regions.

**Section 5. Meetings.** Meetings of the Executive Committee will be held at least monthly at a time and location to be determined by the Chairperson. Executive committee meetings include the Constitutional Officers, Regional Officers, Deputy Executive Director, and Executive Director of the Organization. Special meetings of the Executive Committee may be called with twenty-four (24) hours' notice via electronic means. Regional Council meetings will consist of four representatives from the leadership of each chapter in the associated region, typically made up of the chairperson, vice-chairperson, secretary, and treasurer or equivalent leadership positions. Each regional council will meet at least quarterly. Each regional council may additionally host a summit each year open to all members of its constituent chapters.

**Section 6. Order.** All Executive Committee meetings and regional council meetings will be governed by Robert's Rules of Order - Newly Revised, except where otherwise noted herein or in standing rules.

**Section 7. Chair.** Executive Committee meetings of the Organization will be chaired by the Chairperson of the Organization. Should the Chairperson be absent or otherwise unable to preside, the next highest ranking Constitutional officer will preside. Regional Council meetings of the Organization will be chaired by the Regional Officer of the region. Should the Regional Officer of the region be absent or otherwise unable to preside, the Vice-Chairperson of the Organization will preside.

**Section 8. Quora.** A simple majority of the members of the Executive Committee or the Regional council will be considered a quorum for meetings of each body.

## Article VII. Directors

**Section 1. Purpose and Authority.** Administrative powers herein granted to the Organization will rest with a body known as the Board of Directors. The Board of Directors are the executors of the Organization's purpose and mission as outlined in Article II. They are responsible for coordinating, leading, and executing the day-to-day operations of the Organization at the state level.

**Section 2. Duties and Responsibilities of the Directors.** The duties and responsibilities of the Board of Directors include, but are not limited, to the following:

Subsection A. suggest amendments to the budget;

Subsection B. conduct all work of the Organization;

Subsection C. report the progress and direction of their work to the Board of Delegates and Chairperson

Subsection D. create ad hoc committees; and

Subsection E. govern standing Organization committees;

**Section 3. Appointment and Compensation.** All directors will be appointed by a simple majority vote of the Board of Delegates. A member of the Board of Delegates may serve on the Board of Directors if appointed. No person may hold two roles on the Board of Directors. As the directors are a hired position, the compensation of each will be determined by the Executive Committee and Board of Delegates, with the approval of the annual budget.

**Section 4. Committees.** Committees will be established for the purpose of assuring that the business of the Organization is conducted in a representative and efficient manner.

Subsection A. Types of Committees. Standing committees will be established for conducting the regular business of the Organization; ad hoc committees will be established to accomplish a particular, temporary task.

Subsection B. Membership. All general members will be eligible for membership to Organization committees. The number of members of a committee will be left to the discretion of that committee's chairperson(s), subject to the advice and consent of the Executive Director.

Subsection C. Establishment of New Committees. Standing committees require an amendment to the Bylaws, while Ad Hoc committees may be created with the approval of the Chairperson or the Executive Director.

**Section 5. Composition.** The Directors of the Organization will be, in order of rank, the Executive Director, the Deputy Executive Director, Political Director, Policy Director, Field Director, Education and Training Director, General Counsel, Communications Director, Finance Director, and Technology Director, followed by any Deputy Director positions in the same order.

Subsection A. Responsibilities of the Executive Director. The Executive Director will:

1. execute and set the agenda for accomplishing the mission and purpose of the Organization, as outlined in Article II;
2. preside over the Board of Directors meetings;
3. delegate assignments to the Board of Directors;
4. create partnerships and relationships with other Organizations
5. call special meetings of the Board of Delegates;
6. attend Executive Committee meetings;
7. serve as a member of all standing committees;
8. appoint interim directors; and
9. perform all other duties devolving from the office.

Subsection B. Responsibilities of the Deputy Executive Director. The Deputy Executive Director will:

1. aid the Executive Director in carrying out their duties;
2. attend Executive Committee meetings;
3. serve as chair of the Membership Committee;
4. serve as a member of all standing committees; and
5. perform all other duties devolving from the office.

Subsection C. Responsibilities of the Political Director. The Political Director will:

1. manage the research and identification of electoral opportunities across the state;
2. identify and recruit potential candidates for various seats across the state;
3. provide educational resources on campaign structures, strategies, and best practice GOTV plans;
4. oversee coordination between endorsed campaigns and the Organization;
5. foster relationships with national Organizations and state Organizations that financially and strategically support similar goals and objectives;
6. engage existing partner Organizations and new activist Organizations to integrate their programs and volunteer capacities into endorsed campaigns;
7. build communication structures to collaborate, share information, and track progress toward goals with partnering campaigns, local parties, state and national allies;
8. serve as the chair of the electoral committee; and
9. perform all other duties devolving from the office.

Subsection D. Responsibilities of the Policy Director. The Policy Director will:

1. Develop a standard research procedure for collecting information on policy points across the state
2. research, write, & edit key policy reports & other materials as needed;
3. Produce policy briefs, position papers, & related materials as needed
4. Assist in the curation of news, studies, papers, and materials for the Organization;
5. represent PDNJ in diverse settings, including meetings with members of state elected officials & their staff; media outreach & appearances; conferences; & panel discussions;
6. track federal and state policy and political developments and direct the Organization's strategic response to those developments as appropriate;
7. Participate in the education of members, endorsed candidates, and the general public on policy topics
8. coordinate public education campaigns with strategic partners;
9. author or commission original research or analyses;
10. author or commission original policy proposals;
11. Serve as the chair of the Policy and Research Committee; and
12. perform all other duties devolving from the office.

Subsection E. Responsibilities of the Field Director. The Field Director will:

1. Develop and execute a field strategy to increase progressive turnout in elections;
2. Educate endorsed campaigns and potential campaign staff on best practices for field organizing;
3. Work with partnered Organizations and activist groups on field campaigns and strategies;
4. manage the recruitment, training & development of staff;
5. collaborate with statewide & local leadership teams to create a strategic political plan;
6. Participate in determining which electoral seats to target & build towards;
7. Guide endorsed candidates and community leaders in creating a field strategy
8. engage in voter contact as needed.
9. serve as chair of the Field Organizing and Outreach Committee; and
10. perform all other duties devolving from the office.

Subsection F. Responsibilities of the Education and Training Director. The Education and Training Director will:

1. assess, develop, & oversee education program goals and outcomes in alignment with PDNJ policies;
2. perform ongoing curriculum assessment, development, & implementation in coordination with Organizational needs, educational policies, and partnerships;
3. design effective & impactful professional training programs;

4. maintain a constant view for the educational continuum that exists in providing opportunities for Organizational growth & advancement;
5. advance inclusion, diversity, equity, & access initiatives that serve the community and promote the values & mission of the Organization;
6. identify & seek educational programs for Organization staff development;
7. actively network to participate in broad discussions & convenings around progressive education & training;
8. Serve as the chair of the Training and Education Committee; and
9. perform all other duties devolving from the office.

Subsection G. Responsibilities of the General Counsel. The General Counsel will:

1. Manage all legal affairs of the Organization;
2. Represent the Organization in all legal procedures;
3. advise the Executive Committee on new laws, existing laws & legal decisions that would impact functionality of the Organization;
4. maintain knowledge of the company's legal documents and operations;
5. craft & review legal strategy in response to any litigation;
6. keep a record of all legal documents and proceedings for the company in coordination with the secretary;
7. facilitate filings of forms and other statutory requirements in coordination with the secretary and treasurer;
8. Coordinate communication with outside counsel;
9. Ensure that the Organization, and it's subsidiaries are following the law; and
10. perform all other duties devolving from the office.

Subsection H. Responsibilities of the Finance Director. The Finance Director will:

1. Manage the Organization's financial and fundraising operations;
2. direct financial planning & strategy;
3. analyze & report on financial performance;
4. Educate endorsed campaigns and campaign staff on fundraising procedure and best practices;
5. oversee audit & tax functions;
6. develop & implement accounting policies;
7. prepare forecasts & comprehensive budgets;
8. train accounting staff;
9. review departmental budgets;
10. develop and execute fundraising strategies, including but not limited to email campaigns, phone banking, and events;
11. formulate solicitation procedure;
12. serve on the budget committee to propose an annual budget to the Board of Delegates;
13. serve as the chair of the fundraising and finance committee;
14. liaison with fundraising partners & partnered Organization;
15. lead grant-writing efforts; and
16. perform all other duties devolving from the office.

Subsection I. Responsibilities of the Communications Director. The Communications Director will:

1. monitor the media & coordinate the Organization's relations with the press;
2. develop & implement a multi-channel communications strategy;
3. prepare & manage the development of all communications material;
4. develop brand voice & maintain brand integrity across all platforms;
5. manage media relations & develop contacts with media members, influencers, & community leaders;
6. assist in the creation of digital, video, audio & print content;
7. track engagement across various platforms & make data-driven decisions;
8. direct & oversee communications programs that effectively describe & promote the Organization & its message;
9. Serve as the chair of the Communications and Digital Media Committee; and

10. perform all other duties devolving from the office.

Subsection J. Responsibilities of the Technology Director. The Technology Director will:

1. lead the development & implementation process of IT systems;
2. develop & implement business continuity protocols to minimize disruption to business operations in the event of emergency situations or data loss;
3. provide recommendations for improvement of IT infrastructure;
4. analyze IT infrastructure & systems performance to assess operating cost, productivity level, upgrade requirements, & other metrics & needs;
5. oversee security of systems, networks, & enterprise information;
6. develop & maintain relationships with external IT vendors & service providers;
7. Serve as the chair of the technology committee; and
8. perform other related duties devolving from the office, as assigned, including, but not limited to, helpdesk & troubleshooting

Subsection K. Deputy Directors. The Executive Director may create deputy director roles for any authorized director role. The creation of a deputy director role must be approved by a simple majority of the Executive Committee. Deputy directors are subject to the same rights and standards outlined in the bylaws and in the standing rules as regular directors.

**Section 6. Meetings.** The Board of Directors will meet regularly at a time and place to be determined by two-thirds of its members. The Board of Directors will meet at least twice each month.

**Section 7. Order.** All Board of Directors meetings will be governed by Robert's Rules of Order - Newly Revised, except where otherwise noted herein or in standing rules.

**Section 8. Chair.** Board of Directors meetings of the Organization will be chaired by the Executive Director of the Organization. Should the Executive Director be absent or otherwise unable to preside, the next highest ranking officer will preside.

**Section 9. Quora.** A simple majority of the members of the Board of Directors will be considered a quorum for meetings.

## Article VIII. Impeachment and Removal

**Section 1. Grounds for Impeachment, Removal, or Revocation.** Grounds for impeachment of any Officer or removal from any position of trust include, but are not limited, to:

Subsection A. Egregious Acts.

1. Engagement in treason, sedition, insurrection, or rebellion against the United States;
2. engagement in violence;
3. violation of federal, state, county, or municipal law; or
4. engagement in prejudiced behavior based on race, color, ethnicity, nationality, region, language, socioeconomic status, familial status, reproductive choice, sex, sexual orientation, gender, gender expression, physical appearance, physical or mental difference, age, religion or lack thereof, or any marginalized identity.

Subsection B. Acts Directly Harming the Organization.

1. Engagement in slander, libel, or any behavior that could open the Organization to litigious action;
2. engagement in financial malfeasance with the Organization's property;
3. engagement in acts that reflect poorly on the Organization; or
4. engagement in behavior detrimental to the operations and reputation of the Organization.

Subsection C. Violations of Organizational Guidelines.

1. Failure to adhere to the guidelines of the Organization established herein or in the Bylaws;
2. violation of the Organization code of conduct, found in the standing rules;
3. failure to perform duties and responsibilities of an office designated herein; or
4. violation of a non-disclosure agreement.

Subsection D. Acts Against the Organization and its Members.

1. Engagement in behavior which is detrimental to the health and safety of the Organization's members;
2. engagement in behavior which is meant to support or defend the Organization's opponents;
3. engagement in behavior which is detrimental to the Organization or its goals, mission, or vision;
4. Participating in the Organization's operations in bad faith.

## **Section 2. Impeachment of Constitutional Officers and Chapter Officers.**

Subsection A. Impeachment Initiation. The impeachment of an Officer of the Organization or chapter will occur when a petition to such an end, stating the charges against the officer, is approved by a simple majority vote of the Board of Delegates or the voting membership of the Chapter present at a regularly scheduled meeting. (Note: a Chapter Officer may be impeached by either their Chapter or the Organization Board of Delegates).

Subsection B. Impeachment Hearing. After investigation of the charges, the Board of Delegates will hold a hearing on the impeachment, at which time the accused officer and the individual(s) who filed the petition may present their arguments. The Board of Delegates will have the power to open or close such hearing to the public, provided both parties agree. Except in the case where they are the impeached party, the Chairperson will preside over such hearing; in the case where they are the impeached party, the Executive Director will preside over such hearing.

Subsection C. Dismissal. The dismissal of any officer of the Organization or chapter will occur upon a two-thirds ( $\frac{2}{3}$ ) majority vote of the Board of Delegates or the respective chapter members present at the impeachment hearing. No vote concerning the dismissal of an officer will occur without due process as outlined herein.

## **Section 3. Removal of Delegates.**

Subsection A. Removal Initiation. The removal of a delegate will occur when a petition to such an end, stating the charges against the member, is brought to and approved by a two-thirds ( $\frac{2}{3}$ ) majority vote of the voting membership of the Board of Delegates at a regularly scheduled meeting.

Subsection B. Removal Hearing. After investigation of the charges, the Board of Delegates will hold a hearing on the removal, at which time the accused member and the individual(s) who filed the petition may present their arguments. The Chairperson of the Organization will preside over such hearing.

Subsection C. Dismissal. The dismissal of a Delegate will occur upon a two-thirds ( $\frac{2}{3}$ ) majority vote of the voting membership of the Board of Delegates present at the removal hearing. No vote concerning the dismissal of a member will occur without due process as outlined herein.

## **Section 4. Removal of Directors**

Subsection A. Removal Initiation. The removal of a director will occur when a petition to such an end, stating the charges against the director, is brought to and approved by a two-thirds ( $\frac{2}{3}$ ) majority vote of the voting membership of the Board of Delegates at a regularly scheduled meeting. (Note: the Executive Director and Deputy Executive Director may unilaterally remove a director).

Subsection B. Removal Hearing. After investigation of the charges, the Board of Delegates will hold a hearing on the removal, at which time the accused member and the individual(s) who filed the petition may present their arguments. The Chairperson of the Organization will preside over such hearing.

Subsection C. Dismissal. The dismissal of a Director will occur upon a two-thirds ( $\frac{2}{3}$ ) majority vote of the voting membership of the Board of Delegates present at the removal hearing. No vote concerning the dismissal of a member will occur without due process as outlined herein.

## **Section 5. Revocation of General Active Membership.**

Subsection A. Revocation Initiation. The revocation of a general member of the Organization will occur when a petition, stating the charges against the member, is

brought to the Executive Committee by any three (3) general members or a two-thirds ( $\frac{2}{3}$ ) majority of a chapter's leadership.

Subsection B. Executive Vote on Revocation. A general member's membership status will be revoked upon an Executive Committee unanimous vote, within forty-eight (48) hours of receiving the petition.

Subsection C. Removal Hearing. If no decision is made within forty-eight (48) hours or the Executive Committee fails to vote unanimously, the petition will be taken up by the Board of Delegates. After investigation of the charges, the Board will hold a hearing on the revocation, at which time the accused member and the individual(s) who filed the petition may present their arguments. The accused member will receive a minimum of five (5) minutes to make their case. They may also submit a written statement in their defense up to seven (7) days before the next regular meeting of the Board of Delegates. The Chairperson will preside over such hearing.

Subsection D. Dismissal. The dismissal of any member of the Organization will occur upon a two-thirds ( $\frac{2}{3}$ ) majority vote of the voting membership of the Board of Delegates present at the revocation hearing. The revokee's membership and all the associated rights, privileges, and access are immediately ended. The revokee is not entitled to a refund of their membership dues. The revokee must be immediately removed from the Organization's digital forums. The revokee is immediately barred from all future activities within the Organization and its bodies.

Subsection E. Appeal. A general member dismissed under this process may appeal their dismissal to the Organization and petition for reinstatement one (1) year from the date of their original membership revocation. The reinstatement of any general member will occur upon a two-thirds ( $\frac{2}{3}$ ) vote of the Executive Committee.

**Section 6. Dismissal Finalty and double jeopardy.** All dismissal decisions made at the Organization level are final and cannot be appealed. No person will twice be impeached for the same offense.

**Section 7. Terms of filled offices.** All officers and directors who are completing the term of another, will only inherit the remaining time left of the original term of the officer or director previously in that office.

**Section 8. Disciplinary Action against an officer, delegate, director, or member.**

Subsection A. Grounds. If a petition to impeach, remove, or revoke fails to pass the Board of Delegates, the Board of Delegates reserves the right to impose disciplinary action against the accused.

Subsection B. Initiation and Procedure. The initiation and procedure for disciplinary action for officers, delegates, directors, and members will be the same as stipulated in Article VIII.

Subsection C. Forms of Disciplinary Action. Disciplinary action may include but is not limited to:

1. censure;
2. formal request for an apology in writing;
3. referral for mental health treatment;
4. referral for sensitivity training;
5. removal from the Organization's digital forums; or
6. a punitive suspension from the Organization's activities which may last no longer than thirty (30) days.

**Section 9. Temporary suspension of an officer, delegate, director, chapter member, or general member.** Temporary suspension may be imposed as prelude to future removal or disciplinary action.

Subsection A. Grounds for temporary suspension are the same those outlined in Article VIII Section 1.

Subsection B. Temporary Suspension Initiation. The temporary suspension of a Constitutional Officer will occur upon a two-thirds ( $\frac{2}{3}$ ) majority vote of the Board of Delegates. The suspension of the Executive Director or Deputy Executive Director will occur upon an unanimous vote of the Constitutional Officers. The suspension of a Director will occur by the request of the Executive Director or Deputy Executive Director.



Suspension of general active members will occur upon a simple majority vote of the Executive Committee. All temporary suspensions must be immediately reported to the Board of Delegates.

Subsection C. Suspension. A temporary suspension is executed by the temporary removal of the suspended from all communication channels, meeting invitations, and access to Organization documents or materials for the duration of the suspension.

Temporarily suspended officers will only require a special election upon completion of resignation, impeachment, or removal.

Subsection D. Temporary Suspension Limitations. Temporary suspension may not last more than thirty (30) days. Any member of the Organization will be reinstated automatically after thirty (30) days.

**Section 10. Restrictions on the Accused's Access to Resources.** Any person who has been petitioned to be impeached or removed from an office within the Organization or its chapters or to have their membership revoked will immediately lose access to all Organizational resources, be suspended from all positions of trust or authority, and be prohibited from attending any meetings of the Organization's bodies without invitation from the respective bodies of the Organization until and unless the final motion to dismiss or revoke fails.

**Section 11. Notice.** The Board of Delegates must be immediately notified of petitions for impeachment or disciplinary action adopted and final action taken by Regional Councils or Chapters. Regional Councils and Chapters must also make the results of any investigation available to the Board of Delegates.

**Section 12. Protections for the Affected or Harmed.** Individuals who believe they have been affected or harmed by the conduct of the accused may request that identifying information be stricken from the record.

## Article IX. Elections

**Section 1. Regular Annual Organization Elections.** Elections for Officers of the Organization will take place at the annual meeting. At the Annual Meeting, all Delegates and current Constitutional and Regional Officers who wish to be candidates will be afforded three (3) minutes to speak on their candidacy and platform with a five minute period for question and answer. The time may be extended up to twice. Candidates for Constitutional Officers and Regional Officers will not engage in any spending, or in any additional campaigning for their position, leading up to or during the annual meeting. No delegate will apply for candidacy to more than one office.

Subsection A. Procedure. A vote by secret ballot will be conducted if more than one candidate is running for the same position. A voice vote or acclamation may be conducted if only one candidate is running for the same position. A majority is required to elect, except, if no candidate is elected after the second ballot, a plurality will elect on the third ballot. The elected officer will take office on January 1<sup>st</sup> following their election, declaring their delegate position vacant.

**Section 2. Regular Chapter Elections.** Chapters elect their leaders, according to their own bylaws, provided that the total value of candidate expenditures is \$0 and there is no campaigning up to or during the meeting where the election will take place.

**Section 3. Term Limits.** The constitutional officers will serve two (2) year terms. The regional officers, chapter leadership, and delegates will serve two (2) year terms. No officer will be eligible to serve more than two (2) consecutive terms in the same office. *Partial Term.* An officer who has served more than half of a full term is considered to have served a full term.

Subsection A. Leave of Absence. Any officer or member of the Board of Delegates may take a leave of absence of up to three (3) months, if they so choose for any reason. A Delegate who wishes to take a leave of absence must send a timely written notice to the Chair and Vice-Chair. This office will only be considered vacant after the three months after said written notice was given or upon resignation, impeachment, or removal of the officer.

**Section 4. Vacancies in the Constitutional Offices and Regional Offices.** Vacancy will be here defined as a permanent removal, impeachment, or resignation of an officer, in need of a special election. In the event of a vacancy of the Chairperson, the Vice-Chairperson will assume that office, declaring the office of the Vice-Chairperson vacant. In the event that both offices are vacant, the remaining officers and the Board of Delegates will appoint an interim Chairperson. In the event of a vacancy in any other office, The Board of Delegates will appoint someone to fill the vacancies of the constitutional offices at their next meeting. In the event of a vacancy in a regional office, the Regional Council will appoint someone to fill the vacancy in at their next meeting.

Subsection A. Interim Appointments (3 months). Interim appointments may be made to positions left vacant, positions where an individual is taking a leave of absence, or positions where an individual is suspended. These appointments are temporary and do not affect the terms nor status of the individual.

**Section 5. Filling Constitutional Offices previously filled on an interim basis.** All Organization offices filled on an interim basis will be filled by special election of the Board of Delegates within two (2) Board meetings of the Organization after the original vacancy was announced.

**Section 6. Special Organization Elections.** With the exception of non-interim Chairperson succession and non-interim Vice-Chairperson succession as described above, if an Organization office becomes vacant, special elections will be held within two regularly scheduled Board of Delegates meetings, as appropriate, with notification of any such elections provided to voting members of the electoral body and all Organization members eligible for vacant and interim-filled positions at least one (1) week in advance.

Subsection A. Interim Officers. If an interim officer has been appointed to the position and notified the Board of Delegates at least four (4) days in advance of such election that they wish to continue in that position, the order of business will be to first consider and then confirm or reject that appointment; then, if the appointment is confirmed, that position will be filled, but if the appointment is rejected, that position will be open for election.

Subsection B. Candidacy and Speeches. Delegates will be permitted to run either on the ballot by submitting an application to the Board of Delegates within four (4) days in advance or from the floor; write-in candidates will be recognized. Each candidate will be afforded three (3) minutes to speak on their candidacy and platform with a five minute period for question and answer. The time may be extended up to twice. Candidates for Constitutional Officers or Regional Officers will not engage in any spending, or in any additional campaigning for their position, leading up to or during the special election. No delegate will apply for candidacy to more than one office.

Subsection C. Procedure. A vote by secret ballot will be conducted if more than one candidate is running for the same position. A voice vote or acclamation may be conducted if only one candidate is running for the same position. A majority is required to elect, except, if no candidate is elected after the second ballot, a plurality will elect on the third ballot. Officers elected in special elections assume their offices immediately.

**Section 7. Vacancies in Chapter Offices.** In the event of a vacancy of the chapter Chairperson or equivalent leadership position, the chapter Vice-Chairperson, or equivalent leadership position, will assume that office, declaring their previous office vacant. In the event that both offices are vacant, the remaining officers will appoint an interim chapter Chairperson. In the event of a vacancy in any other office, the Chairperson, or equivalent leadership position, will appoint someone to fill the vacancies of the chapter offices at their next meeting.

Subsection A. Interim Appointments (3 months). Interim appointments may be made to chapter positions left vacant, positions where an individual is taking a leave of absence, or positions where an individual is suspended. These appointments are temporary and do not affect the terms nor status of the individual.

**Section 8. Filling chapter offices previously filled on an interim basis.** All Chapter offices filled on an interim basis will be filled by the process outlined in the Chapter bylaws. All chapter members will be made aware of any vacancies in the chapter leadership. If the chapter so chooses, the position may be filled by special election, or the responsibilities distributed amongst the rest of the Chapter, at the discretion of the Chapter.

**Section 9. Special Chapter Elections.** A Chapter may hold special elections for vacant positions, according to their own bylaws, provided that notification of such elections and the rules will always be provided to all eligible candidates and voters at least four (4) days in advance of any candidacy deadline or election, respectively. As stated in section 2, the total number of candidate expenditures will be \$0 and candidates will not campaign up to or during the election day.

**Section 10. Vacancies in the Board of Delegates.** In the event of a vacancy of any delegate position, the chapter or student council will fill the vacancy as soon as possible.

## Article X. Annual Meeting

**Section 1. Annual Meeting.** The Board of Delegates will hold an annual meeting on the first Sunday of December with the time and location to be determined and approved by the Executive Committee.

**Section 2. Notice.** The Board of Delegates will notify the general members of the date and place of a state convention at least sixty (60) days before the meeting.

**Section 3. Attendees.** All general members may attend an annual meeting. Visitors may attend a convention upon payment of a registration fee. The Board of Delegates may require an RSVP for attendance and space planning purposes. If more members wish to attend than can physically be allowed, the meeting will be broadcast live, recorded, and made available to the Organization's website. (not inclusive in language).

**Section 4. Suffrage.** Voting members for the purpose of conducting business at the Annual Meeting will include: Constitutional Officers, Regional Officers, Delegates, Student Delegates and Representatives, and Chapter Constitutional Officers.

Subsection A. Chapter Constitutional Officers Defined. Chapter Constitutional Officers will be defined as a Chapter's Chair, Vice-Chair, Treasurer, and Secretary or equivalent office. For Chapters whose bylaws do not establish those offices, they will select 4 members of their steering committee who are not Delegates.

**Section 5. Quora.** A quorum for a state convention is one-half (1/2) of voting members. Quorum applies to all business meetings once established at registration.

**Section 6. Budget Adoption.** The annual budget will be adopted in the annual meeting, in accordance with Article X of the Bylaws.

**Section 7. Compliance.** The annual meeting described herein may be considered to be the annual meeting of the Organization under [NJ Rev Stat § 15A:5-2 \(2019\)](#).

## Article XI. Finances

### Section 1. Indemnification

Subsection A. To the full extent authorized under the laws of the State of New Jersey, the Organization will indemnify any member of the Board of Delegates, the Executive Committee, employee, or agent, or former member, director, officer, employee, or agent of the Organization, or any person who may have served at the Organization's request as a director or officer of another Organization (each of the foregoing members, directors, officers, employees, agents, and persons is referred to in this Article individually as an "indemnitee"), against expenses actually and necessarily incurred by such indemnitee in connection with the defense of any action, suit, or proceeding in which that indemnitee is made a party by reason of being or having been such member, director, officer, employee, or agent, except in relation to matters as to which that indemnitee will have been adjudged in such action, suit, or proceeding to be liable for negligence or misconduct in the performance of a duty. The foregoing indemnification will not be deemed exclusive of any other rights to which an indemnitee may be entitled under any bylaw, agreement, resolution of the Board of Delegates, or otherwise.

Subsection B. Expenses. Expenses (including reasonable attorneys' fees) incurred in defending a civil or criminal action, suit, or proceeding may be paid by the Organization in advance of the final disposition of such action, suit, or proceeding, if authorized by the Board of Delegates, upon receipt of an undertaking by or on behalf of the indemnitee to repay such amount if it will ultimately be determined that such indemnitee is not entitled to be indemnified hereunder.

Subsection C. Insurance. The Organization may purchase and maintain insurance on behalf of any person who is or was a member, director, officer, employee, or agent against any liability asserted against such person and incurred by such person in any such capacity or arising out of such person's status as such, whether or not the Organization would have the power or obligation to indemnify such person against such liability under this Article.

**Section 2. Fiscal Year.** The Organization's fiscal year is from January 1 to December 31.

**Section 3. Purchase Approval.** All individual or chapter purchases, made on behalf of the Organization with Organization funds, must be approved by the treasurer, director of finance, or the Executive Director.

**Section 4. Debts to Members, Reimbursement of Expenses.** As needed and authorized by the Executive Committee, delegates, directors, and committee members may make expenses on behalf of the Organization using personal funds. All loan requests must be accompanied by receipts, written statements of the purpose for the expense, and a written statement of whether the loaner intends to be repaid or to treat the expense as a donation.

Subsection A. Repayment. A member may seek repayment for an approved loan or may forgive it as a contribution to the Organization.

Documentation. Expenses made which lack any of the required documents may be treated as donations.

**Section 5. Inspection of Financial Records.** Any member may request to inspect the financial records of the Organization through a written request to the treasurer or director of finance. Arrangements will be made with the requesting Member within seven (7) days of request.

## Article XII. Amendments, Bylaws, and Standing Rules

**Section 1. Prefiled Amendments and Bylaws.** When a proposed amendment or Bylaw to this Constitution is prefiled with the Chairperson at least one (1) week prior to its consideration and at least one (1) week's notice of the proposed amendment is given to the Board of Delegates in advance, it will require a two-thirds ( $\frac{2}{3}$ ) majority vote of the voting membership of the Board present at the regular meeting at which it is considered for approval, in accordance with [NJ Rev Stat § 15A:9-2 \(2019\)](#).

**Section 2. Spontaneous Amendments and Bylaws.** When a proposed amendment of Bylaw to this Constitution is considered spontaneously at a regular meeting of the Board of Delegates, it will require a four-fifths ( $\frac{4}{5}$ ) majority vote of the voting membership of the Board of Delegates present at the meeting for approval, in accordance with [NJ Rev Stat § 15A:9-2 \(2019\)](#).

**Section 3. Prefiled amendments to the Bylaws.** When an amendment to the Bylaws is prefiled with the Executive Director at least one (1) week prior to its consideration and at least one (1) week's notice of the proposed amendment is given to the Board of Delegates in advance, it will require a simple majority vote of the voting membership of the Board of Delegates present at the regular meeting at which it is considered for approval, in accordance with [NJ Rev Stat § 15A:9-2 \(2019\)](#).

**Section 4. Spontaneous amendments to the Bylaws.** When a proposed amendment to the Bylaws is considered spontaneously at a regular meeting, it will require a two-thirds ( $\frac{2}{3}$ ) majority vote of the voting membership of the Board of Delegates present at the meeting for approval, in accordance with [NJ Rev Stat § 15A:9-2 \(2019\)](#).

**Section 5. Technical Consistency.** For consistency in technical areas will review this document and make any changes needed for the document to be grammatically correct and logically sound, provided that the intent of any altered clause is not changed and that the action is reported to the Board of Delegates at the first possible opportunity.

**Section 6. Proposal to Create an Amendment or Bylaw or to amend an existing Bylaw.** An amendment may be proposed by all active members of the Organization.

**Section 8. Standing Rules.** The Organization's regulations are called the standing rules. The standing rules will supplement but not supersede or negate these bylaws.

Subsection A. Creation. The Executive Committee may create standing rules.

Subsection B. Amendments. The standing rules may be amended by a three-quarters ( $\frac{3}{4}$ ) vote of the Executive Committee, or a simple majority of the Board of Delegates.

Subsection C. Standing Rules Revision Committee. The Board of Delegates or Executive Committee may create a committee on standing rules to submit a revised set of standing rules as a substitute for the existing standing rules. The revised set of standing rules will be approved with a two-thirds ( $\frac{2}{3}$ ) majority vote of the Board of Delegates.

## Article XIII. Adoption

This document will be adopted as the Constitution of the Progressive Democrats of New Jersey Organization upon its ratification by two-thirds of the present number of Board of Delegates voting members at regularly scheduled meetings.

# Bylaws

## Article I. Membership Limitations

**Section 1. Grace Period.** A grace period of thirty (30) days will be applied to all applications for membership. During this grace period, the applicant's membership is not final and may be challenged under this rule. After this grace period, the member gains all the rights and privileges of membership under the Organization's Constitution, Bylaws and Standing Rules.

**Section 2. Membership Denial.**

Subsection A. Authority. Under Article III, Section 1 of the Organization's bylaws, the Organization reserves the right to deny membership to anyone believed to be seeking membership in bad faith.

Subsection B. Definition of Bad Faith. The Organization defines "bad faith" as having the intent to:

1. undermine the values, goals, mission, or vision of the Organization,
2. damage or diminish the reputation of the Organization,
3. collaborate with the Organization's opponents, or
4. compete with the Organization destructively.

Subsection C. Petition to Deny Membership. A majority of a chapter's leadership or any delegate will make a petition, to the Executive Committee, to deny a person's membership application. The recommendation must include the reasons why the petitioner(s) believe the applicant is acting in bad faith.

Subsection D. Executive Vote to Deny Membership. A potential general member's membership status will be denied upon an Executive Committee simple majority vote, within forty-eight (48) hours of receiving the petition.

Subsection E. Testimonial Consideration. If no decision is made within forty-eight (48) hours, the applicant is denied, pending review, and they may be called to provide testimony.

Subsection F. Denial of Membership. The applicant is considered denied upon simple majority vote of the Executive Committee or if four (4) days have passed without a decision.

Subsection G. The Executive Committee is under no obligation to provide any information to the denied applicant. If the person denied has paid membership dues, they will be refunded immediately. A denied applicant is not welcome to and barred from participating in the activities of the Organization and its bodies.

Subsection H. Reapplication. A denied applicant may reapply for membership one (1) year after the date of their denial.

**Section 3. Non-Members.** The Organization and its bodies reserve the right to choose whether to grant access to its activities to non-members. People who are non-members of the Organization may participate in the Organization's activities at the discretion of the organizing or hosting body.

## Article II. Dues

**Section 1. Authority.** Article III, Section 1 of the Organization's bylaws authorizes the collection of dues for membership status.

**Section 2. Dues of General Members.** All persons who wish to be general members of the Organization who are not enrolled in a secondary or undergraduate educational institution, and are over the age of eighteen (18), must pay thirty (\$30) dollars annually in aggregate dues to the Organization.

**Section 3. Dues of Student Chapters.** In order to stay in good standing with the Organization, student chapters must pay annual dues to the Organization.

Subsection A. College Chapter Dues. College chapters will pay two hundred fifty dollars (\$250) in annual dues. A college chapter unable to pay their dues may negotiate with the Executive Committee for a waiver or a lower due.

Subsection B. High School Chapter Dues. High School chapters will pay one hundred fifty dollars (\$150) in annual dues. A high school chapter unable to pay their dues may negotiate with the Executive Committee for a waiver or a lower due.

**Section 4. Dues of Student Members without Chapters.** Student members who attend institutions which do not have an active Organization chapter will pay annual dues to the Organization. These student members will be called "independent student members."

Subsection A. Independent College Member Dues. Independent college students will pay twenty (\$20) dollars in annual dues.

Subsection B. Independent High School Member Dues. Independent high school students will pay ten (\$10) dollars in annual dues.

**Section 5. Dues Deadline.** All general members, student chapters, and independent student members must pay their dues before the new fiscal year, by December 31st of each year. Monthly dues payments will be made by the last day of the month.

**Section 6. Dues Increase.** Dues may not be increased more than once per year. Dues may not be increased by more than twenty-five percent (25%)

Subsection A. Notice. The general membership must be notified sixty (60) days before an increase in dues takes effect, via email and in approved digital forums.

Subsection B. Effect. Increases in dues will take effect the fiscal year following the year they are approved.

Subsection C. No Back Dues. Increases in dues in any given year does not cause general members who are current on their dues to owe more.

**Section 7. Split.** Dues will be split evenly between the statewide and chapter budgets. Dues of members without a chapter go to the statewide Organization. A chapter's share of dues collected during any given quarter will be distributed to their account within fifteen (15) days after the end of that quarter.

**Section 8. Financial Hardship Waiver.** Any person who is unable to pay their full dues may apply for a financial hardship waiver. The content of the financial hardship waiver application must be approved by the Board of Delegates. A waiver may be granted by the Executive Committee and is valid for one (1) year from the date it is granted. A financial hardship waiver does not waive additional chapter requirements for voting membership.

**Section 9. Stopping Monthly Dues Payments.** A General Member may at any time stop their monthly recurring dues payments. If they have paid thirty (\$30) dollars or more in dues for that year, then their membership status is unaffected. If they have paid less than thirty (\$30) dollars in dues for that year, then their membership status will be suspended pending the payment of the difference between the thirty (\$30) dollar annual requirement and the amount paid so far for that year. A General Member whose status has been suspended due to the stopping of their monthly dues payments may request a financial hardship waiver.

## Article III. Meetings

**Section 1. Regular Meetings.** All Board of Delegates meetings will take place monthly on Sunday afternoons. Suggested times are 2-4pm. Executive Committee Meetings will take place biweekly on Wednesdays. Suggested times are 8-9pm. Board of Directors meetings will take place biweekly on the alternate Wednesdays. Suggested times are 8-9pm. Statewide committee meetings will take place biweekly on the weeks of Board of Directors meetings on the day chosen by the simple majority of the committee. Suggested times are 6-7pm. Chapter general body meetings and chapter committee meetings will take place on the alternate weeks on the day chosen by the simple majority of the body. Suggested times are 6-7pm. Student council meetings will take place quarterly on the day and time chosen by the majority of the councils.

**Section 2. Special Meetings of the Board of Delegates and Executive Committee.** Special meetings of the Board of Delegates or Executive Committee may be called by or at the request of any two Delegates, the Chairperson, or the Executive Director and Deputy Executive Director. Special meetings of the Board of Delegates or Executive Committee must be located at a place accessible to all delegates and officers. Special meetings may also be held virtually.

Subsection A. Notice. At least one (1) week notice must be given by telephone or electronic methods of any special meeting of the Board of Delegates. Twenty-four (24) hours notice must be given by telephone or electronic methods of any special meeting of the Executive Committee.

Subsection B. Emergencies. One (1) day notice is sufficient if a special meeting is called due to an emergency.

**Section 3. Tie-Breakers in the Board of Delegate Meetings.** In the event of a tied vote on a matter before the Board of Delegates, a second vote may be called. If, after another tie on a second ballot, the Executive Committee may cast a single collective vote. In the event of a tie by the Executive Committee when casting a tie-breaking vote, the motion fails.

**Section 4. Informal Action by Delegates.** Any action required by law to be taken at a meeting of the Board of Delegates, or any action which may be taken at a meeting of the Board of Delegates, may be taken without a meeting if a consent in writing, setting forth the action so taken, will be assented to by two-thirds (2/3) of all members of the Board of Delegates, or by acclamation, following notice of the intended action to all members of the Board of Delegates.

## Article IV. Electronic and Remote Voting

**Section 1. Authority.** Electronic and remote voting may be used to perform the Organization's business according to Article III, Section III of the Constitution and By-Laws.

**Section 2. Definition.** This rule applies to voting in specific digital spaces selected by a body of the Organization to perform its business that is available to and in active use by all of its members.

**Section 3. Meeting.** Digital spaces selected by a body of the Organization will be considered a "meeting" with a quorum according to Article XII. However, voting conducted digitally must follow the proper parliamentary procedure and order.

**Section 4. Exceptions.** No digital space selected by the Board of Delegates will be considered to be a "meeting" for amending the Articles of Incorporation as stipulated in Article XII of the Constitution and Bylaws

**Section 5. Notice.** Digital spaces selected by a body of the Organization for electronic and remote voting must be marked, and members informed that they are in a digital voting space when they join.

**Section 6. Motion to Vote.** Any member of a given body may introduce a motion to vote on a particular matter without debate. The member must state for what precisely the body will be voting. A motion to vote is sustained by a simple majority of a body's members.

Subsection A. *Equivalency.* The motion to vote is the same as a motion to move the previous question.

Subsection B. *Manner of Voting.* A motion to vote may also include the system by which votes will be cast and whether a simple majority or two-thirds majority vote is necessary to pass the matter.



**Section 7. Consent.** In any body, except the Board of Directors, a member of that body may make a motion requesting permission to set aside the regular order of procedure to expedite an action.

Subsection A. Introduction. A member of a Body may introduce a motion for consent by making a consent request for a particular action. The member of the Body should explain the action, their reasons for requesting consent, along with any supporting documentation.

Subsection B. Passage. A motion for consent passes if at least one-third (1/3) of the body's members agree to the motion and there are no votes against the motion after twenty-four (24) hours, except if the motion receives a simple majority, in which case, the motion passes immediately. Failure to obtain the required margin within that time frame results in the motion failing.

## Article V. Committees

**Section 1. Standing Committees.** Committees will be established for the purpose of assuring that the business of the Organization is conducted in a representative and efficient manner.

Subsection A. Membership Committee. The membership committee is a standing committee which will oversee the recruitment, engagement and retention of all members of the Organization. The chair of this committee will be the Deputy Executive Director.

The activities, duties, and responsibilities of this committee are to:

1. lead membership recruitment efforts for the state and provide resources for chapter membership recruitment;
2. Oversee and create the onboarding process for new members;
3. create events, communications, and activities to keep members engaged in the Organization;
4. connect members with opportunities for involvement; and
5. perform all other duties devolving from the office of its chair.

Subsection B. Electoral Committee. The electoral committee is a standing committee which will coordinate the Organization's recruitment and support of candidates for public and party office. The chair of this committee will be the Political director. The activities, duties, and responsibilities of this committee are to:

1. assist in efforts to recruit candidates for office;
2. recruit campaign organizers;
3. execute the vetting process for all nominated candidates;
4. obtain the approval of Board of Delegates for all endorsees;
5. provide early support in campaign set-up and planning; and
6. perform all other duties devolving from the office of its chair.

Subsection C. Policy & Research Committee. The policy & research committee is a standing committee which will develop the Organization's platform. The chair of this committee will be the policy director. The activities, duties, and responsibilities of this committee are to:

1. keep the Organization and its members informed on developments in pending municipal, state, and federal level;
2. research and develop the Organization's platform;
3. produce content speaking to the Organization's policy platform;
4. aid chapters in researching and developing their own local platform; and
5. perform all other duties devolving from the office of its chair.

Subsection D. Field Organizing & Outreach Committee. The field organizing & outreach committee is a standing committee which will plan and conduct the Organization's field operations. The chair of this committee will be the field director. The activities, duties, and responsibilities of this committee are to:

1. organize voter outreach activities;
2. create strategic plans for continuing & growing field operations;
3. train volunteers to be capable, professional field organizers; and
4. perform all other duties devolving from the office of its chair.

Subsection E. Training & Education Committee. The training & education committee is a standing committee which will provide the Organization, its members, and the public with information on progressive policies and electoral strategy . The chair of this committee will be the training & education director. The activities, duties, and responsibilities of this committee are to:

1. create educational content around progressive issues and policies relating to New Jersey;
2. educate the general population on skills which are required for campaign and organizing efforts, to support the Organization's mission;
3. host seminars for general members and members of the public;
4. provide support to chapters and general members around informing the public on progressive issues; and
5. perform all other duties devolving from the office of its chair.

Subsection F. Fundraising & Finance Committee. The fundraising committee is a standing committee which will raise funds and maintain regulatory compliance with respect to financial reporting. The chair of this committee will be the Finance director. The activities, duties, and responsibilities of this committee are to:

1. execute all day-to-day fundraising activities;
2. lead efforts for fundraising events;
3. work with Board of Directors to develop fundraising goals and strategies;
4. assist in securing grants and large gifts;
5. thanking donors;
6. build lists of vetted donors; and
7. perform all other duties devolving from the office of its chair.

Subsection G. Communications & Digital Media Committee. The communications & digital media committee is a standing committee which will manage the Organization's internal and external communications. The chair of this committee will be the communications director. The activities, duties, and responsibilities of this committee are to:

1. Maintain lines of communication on Organization activities, with general active membership;
2. Coordinate communication channels across chapters;
3. Maintain the CRM system;
4. create newsletters;
5. write letters to the editor;
6. draft & edit press releases;
7. record & edit videos;
8. create graphics and digital materials; and
9. perform all other duties devolving from the office of its chair.

Subsection H. Technology Committee. The technology committee is a standing committee responsible for acquiring, maintaining, and updating the Organization's technological assets. This chair of this committee will be the technology director. The activities, duties, and responsibilities of this committee are to:

1. maintain the Organization's website;
2. provide technical assistance for the Organization's technological assets; and
3. perform all other duties devolving from the office of its chair.

Subsection I. Budget Committee. The budget committee is a standing committee which will draft and propose a budget according to the procedures laid out in these standing rules. The voting membership consists of the Organization Chairperson, Treasurer, Executive Director, and the Finance Director. The Chairperson of the Organization will be the chair of this committee.

Subsection J. Nominations Committee. The nominations committee is a standing committee which will review nominations and submit them for approval to the Board of Delegates. The chairperson of the Nominations committee will be the Political Director.

**Section 2. Ad Hoc Committees.** Ad hoc committees may be created by the Board of Delegates, the Executive Committee, or the Board of Directors to fulfill a specific assignment.

*Subsection A. Expiration.* Ad-hoc committees will dissolve when their assignment is complete, or three (3) months after their creation, whichever is shorter.

*Subsection B. Veto.* The Board of Delegates or the Executive Committee may veto the creation of an ad-hoc committee, by a two-thirds ( $\frac{2}{3}$ ) majority vote.

*Subsection C. Reauthorization.* The Board of Delegates or the Executive Committee may reauthorize ad-hoc committees only once.

*Subsection D. Reauthorization Limits.* No body of the Organization may reauthorize an ad-hoc committee it has created.

**Section 3. Subcommittees.** Subcommittees are bodies subordinate to their parent committee under the authority of the committee chair. Subcommittees are established in these standing rules or by the committee chair with the approval of the Board of Delegates. Subcommittee chairs will be chosen by the committee chair with the approval of the statewide Chairperson.

*Subsection A. Membership Subcommittee.*

1. Youth Engagement Subcommittee. The youth engagement committee is a standing committee which will advocate for progressive policy by engaging with youth. The co-chairs of this committee will be the college and high school council chairs. The activities, duties, and responsibilities of this committee are to conduct outreach to young people and youth Organizations, empower and educate young people on how to participate in civic culture, and provide recommendations and guidance to the Organization on meeting youth needs

*Subsection B. Fundraising & Finance Subcommittees.* The fundraising & finance committee will have two subcommittees:

1. Filings Subcommittee. The filings subcommittee will be responsible for making timely and accurate financial reports to all required regulatory agencies.
2. Donor Verification Subcommittee. The donor verification subcommittee will be responsible for conducting background checks on donors to ensure that they meet with the Organization's ethical standards.

*Subsection C. Nominations Subcommittees.* The nominations committee will have one subcommittee:

1. Vetting Subcommittee. The vetting subcommittee will review the credentials and background of potential nominees.

**Section 4. Chairs.** All standing committees will have at least one (1) chair selected by the Board of Delegates, and one (1) vice-chair appointed by the Chairperson of the Organization who will oversee and coordinate committee activities, schedule meetings, preside at all committee and subcommittee meetings, provide agendas for meetings, and provide regular reports on committee work and progress to the Board of Delegates.

## Article VI. Chapter Onboarding

**Section 1. Definition of Chapter.** A chapter is a wholly-owned subdivision of the Organization made up of and organized by general members of the Organization.

**Section 2. Types of Chapters.** The Organization will accept petitions of intent from any group of general members who intend to organize in a particular New Jersey county or school, given there is not already an existing chartered chapter in that designated region.

**Section 3. Interim Chapters.** Interim chapter is the designation given to a group of general members authorized by the Organization to organize the general members of a given county or school. This status authorizes the beginning of the filing of the paperwork necessary to formally establish their chapter Organization.

*Subsection A. Petition of Intent.* At least six (6) general members who reside in the same county or attend the same high school or college in the State of New Jersey must submit a petition of intent to organize to the Organization statewide Chairperson.

*Subsection B. Informational Session Attendance and Statement of Understanding.* Upon receipt of the petition of intent, the Chairperson will invite the petitioners to an

informational session at a time of their choosing. The petitioners must attend the entirety of the meeting. At the end of this meeting, the petitioners will be asked to sign a statement of understanding. Petitioners who refuse to sign must be removed from the petition of intent to organize; if the amount of refusing petitioners removed causes the number of signers of the petition to fall below six (6), the petition is considered incomplete until at least six (6) petitioners have completed the information session and signed the statement of understanding.

Subsection C. Executive Approval. The approval of a petition of intent will occur upon a simple majority vote of the Executive Committee. If the petition fails to be approved, the Executive Committee may recommend action to the petitioners to aid future attempts to organize;

Subsection D. Chapter Organization Agreement. Upon approval by the Executive Committee, the petitioners will sign a chapter Organization agreement with the Constitutional Officers of the Board of Delegates.

Subsection E. Development of Leadership and Representation. Upon completion of the chapter Organization agreement, the petitioners may create a founding board for the interim chapter in one of two ways:

1. Officers: the chair, vice-chair, secretary, treasurer, and both delegates (or whatever equivalent titles the chapter chooses for these officers) will be the statewide voting members; or
2. Steering committee: the steering committee will select 4 of its members and both delegates to be the statewide voting members.

Subsection F. Limitations. Interim chapters may establish social media accounts under the direction and supervision of the communications director. The communications director must have access to the login information for these accounts. Social media accounts that make representations of chapter status created by those other than the founding board of an interim chapter are prohibited.

**Section 4. Chapter Charters.** A charter chapter is a fully established, recognized subdivision of the statewide Organization with all the rights and privileges under the Constitution and Bylaws. Only interim chapters may petition to receive a charter of Organization from the Organization.

Subsection A. Petition of Intent to Charter. An interim chapter must submit a petition to organize an official chapter charter to the Organization statewide Chairperson. The petition to organize must include:

1. a record of attendance for the last three (3) regular general body meetings of the interim chapter;
2. a chapter affiliation agreement signed by the founding board members;
3. chapter bylaws approved by the founding board and a simple majority of voting members; and
4. copies of any legal and financial documents, including but not limited to articles of incorporation, annual reports, employer identification number, tax filings, bank account filings, ELEC forms, and FEC forms;

Subsection B. Board Approval. The approval of a petition of intent will occur upon a simple majority vote of the Board of Delegates. If the petition fails to be approved, the Board of Delegates may recommend action to the petitioners to aid future attempts to organize.

Subsection C. Charter of Organization. Upon Board of Delegates, the chapter will be issued a Charter of Organization, which must be kept in the chapter's records and transferred to the founding board's successors

Subsection D. Recognition and Representation. The chapter's interim delegates become full delegates and the chapter may send its representative to their regional or student council.

**Section 5. Existing Chapters.** Chapters that are recognized by the Organization at the time of the enactment of this rule may be awarded chartered chapter status by the Board of Delegates. Chapters that are not given charter status by July 1, 2021 will be considered defunct.

## Article VII. Relationship Between the Organization and its Chapters

### Section 1. Chapter Obligations.

Subsection A. Chapter Bylaws. Chapters must adopt bylaws that are approved by the Board of Delegates. These approved chapter bylaws must contain sections marked by tildes (~) which may only be amended by the statewide Organization and may not be nullified or contradicted by any section not marked by tildes (~). Sections that are not marked by tildes (~) may be amended at-will by a chapter. In the event the statewide Organization amends a section marked with a tilde, chapters may amend the unmarked sections with a simple majority of their executive body so long as the amendments do not change fundamental elements of the structure of the chapter Organization. Chapter bylaws will include an article on amendments and a provision establishing a quorum. They may choose to add attendance requirements.

Subsection B. Good Standing. A chapter is considered to be in good standing as long as they do the following:

1. provide accurate, current copies of all legal and financial documents and reports to the statewide Organization;
2. keep good records of meeting attendance;
3. guarantee that all their leadership have attended an information session and signed a statement of understanding;
4. provide login information to the statewide Organization for all digital media and financial accounts; and
5. meet other criteria as may be prescribed in the Organization's regulations.

Subsection C. Regular Meetings and Communication with the State. Chapters are obligated to have regular meetings as stipulated in these Bylaws. A chapter that fails to hold three (3) or more consecutive regular meetings or whose leadership is unresponsive for three (3) months to the statewide Organization's communications may be declared by the statewide Organization to be defunct. A defunct chapter loses its charter status and all the rights and privileges associated with it. A county or school with defunct chapter status must follow the process laid out in Sections 3 and 4 of Article VI of these Bylaws to regain its charter status.

**Section 2. Chapter Limitations.** Chapters may not under any circumstances work or collaborate with persons or Organizations which are actively engaged in activities opposed to the mission, vision, goals, and operations of the Organization, contradict or subvert the statewide Organization and its platform directly in public, or make representations and statements or enter into agreements on behalf of the statewide Organization. Chapters that engage in these activities may lose their charter and those responsible may face disciplinary action up to and including removal from the Organization.

**Section 3. Statewide Obligations.** Being a recognized Charter Chapter of the Organization is afforded certain privileges by the Statewide Organization.

Subsection A. Representation. All chapters with bylaws approved by the Organization will be eligible for membership in a regional or student council and elect from their general membership two delegates to the Board of Delegates.

Subsection B. Access. Charter chapters of the Organization gain access to the following:

1. A subdomain or page on the Organization's website and other technological infrastructure outlined in the Organization's regulations;
2. Electoral resources;
3. Common digital spaces (i.e. Slack);
4. The Organization brand guide; and
5. Resources and assets as made available by the statewide Organization.

Subsection C. Training. Charter chapters of the Organization may receive training for their leadership and members in order to establish and execute electoral and advocacy goals of the Organization.

Subsection D. Aid. Charter chapters of the Organization will receive aid in filing legal documents and reports, as well as fiscal supervision, fundraising, accounting, and other financial support.

**Section 4. Statewide Limitations.** Beyond enforcing the obligations and limitations outlined in the constitution, bylaws and standing rules, the statewide Organization will not interfere with, nor dictate the operations of, chartered chapters.

## Article VIII. Student Councils

**Section 1. Statewide Council of College Chapters.** The statewide council of college chapters will be comprised of one representative from each college chapter and will have the following purposes: to select the two (2) college delegates, to promote the purpose and mission of the Organization and its chapters in the region, support chapter leaders and membership, and provide for conference, coordination, and cooperation among the membership of the college chapters.

**Section 2. Statewide Council of High School Chapters.** The statewide council of high school chapters will be comprised of one representative from each high school chapter and will have the following purposes: to select the two (2) high school representatives, to promote the purpose and mission of the Organization and its chapters in the region, support chapter leaders and membership, and provide for conference, coordination, and cooperation among the membership of the regions.

**Section 3. Meetings.** Student Councils will meet quarterly, as described in Article III of these Bylaws. Each student council may hold a council summit each year open to all members of the constituent chapters.

**Section 4. Order.** All student council meetings will be governed by Robert's Rules of Order - Newly Revised, except where otherwise noted herein or in standing rules.

**Section 5. Student Action.** By a majority vote of a student council, a council may initiate action in matters of common interest to them. These actions will be entirely voluntary for chapters and their members.

**Section 6. Chair.** The members of each student council will elect their chairperson.

**Section 7. Quora.** A majority of the members of a student council will be considered a quorum.

## Article IX. Withdrawal of Charter

**Section 1. Proposal to Withdraw.** A chapter and its membership may consider withdrawal from the Chapter Charter.

Subsection A. Consideration. Before acting on a proposal to withdraw, the chapter leadership must meet with the statewide Organization to discuss the proposal.

Subsection B. Notice. If after meeting with the Organization, the Chapter's executive body chooses to present its membership with a motion to withdraw, it must inform the Organization and its membership in writing at least thirty (30) days before the general membership meeting considering the motion to withdraw.

Subsection C. Organizational Representation. A representative of the Organization must be present at the general membership Chapter meeting and given a minimum of five (5) minutes to speak to its membership, before the chapter's general membership votes on the motion to withdraw.

Subsection D. Withdrawal. The withdrawal of a Chapter from the Organization will occur upon a two-thirds ( $\frac{2}{3}$ ) majority vote of the voting membership of the Chapter present at the general body chapter meeting at which the motion to withdraw was introduced. Only general members who were on the membership rolls as of the date of the written notice of the proposal to withdraw the charter may vote.

**Section 2. Chapter Charter Withdrawal.** Each former chapter must upon departure from the organization:

1. Surrender to the Organization all assets belonging to the Organization after adequately providing for its debts and obligations;

2. Surrender to the Organization all branded property and all documents about the dissolved chapter's legal status or certificates of dissolution;
3. Cease the further use of any name implying an association with the Organization or any status as a part of the Organization; and
4. Carry out, under the supervision and direction of the Organization, all proceedings necessary or desirable for dissolving the relationship with the former chapter.

**Section 3. IRS Notification.** The Organization is required by law to immediately notify the Internal Revenue Service, the New Jersey Sales Tax Bureau, the New Jersey Secretary of State, and Charities Registration and Gaming Commission, and the Postal Authorities that a chapter is no longer affiliated with the Organization.

## Article X. Annual Meeting

**Section 1. Date.** First Sunday of December

**Section 2. Purpose.** The Annual Meeting serves as the annual meeting of the Organization under [NJ Rev Stat § 15A:5-2 \(2019\)](#). The annual meeting's purposes are as follows:

Subsection A. Review. The annual meeting will speak to the accomplishments, growth, changes, and any other notable events of the previous year.

Subsection B. Constitutional Officer Elections. The annual meeting will host the elections of the Constitutional Officers and the Regional Officers so that members can participate in shaping the path forward for the Organization.

Subsection C. Budget. The annual meeting will host a Board of Delegates boardroom in which delegates will vote on the annual budget for the next fiscal year.

Subsection D. Additional. The annual meeting can also be used to conduct or host any other business pertinent to the Organization.

**Section 3. Agenda.** The Constitutional Officers are responsible for the execution of the annual meetings, as the leaders of the Board of Delegates. These responsibilities include but are not limited to, setting and distributing the schedule, promoting the annual meeting, and executing any other logistics required for the annual meeting.

**Section 4. Budget.** The annual budget for the following fiscal year will be presented for final approval at the Annual Meeting.

Subsection A. Origination. The budget committee will complete a draft budget thirty (30) days prior to the annual meeting.

Subsection B. Projections. The budget committee may make conservative financial projections with respect to estimating revenue for the coming fiscal year.

Subsection C. Legislative Vote. The budget committee will submit the completed draft budget to the Board of Delegates four (4) days before the last Board of Delegates meeting before the annual meeting. The approval of the annual budget will occur upon a simple majority vote of the Board of Delegates. If the budget fails to be approved, the Board of Delegates may submit amendments for the annual budget up until 14 days before the Annual Meeting.

Subsection D. Revisions to the Annual Budget. The budget committee will present their revised final draft of the budget to the Board of Delegates at the Annual Meeting.

Subsection E. Adoption. The approval of the final annual budget will occur upon a simple majority vote of the Board of Delegates.

Subsection F. Failure to Approve. If the full budget fails to be approved at the conclusion of the Annual Meeting, the chair must set the date for an emergency meeting within fourteen (14) days of the end of the annual meeting. All attempts will be made by the end of the fiscal year. In the event a full budget is not ratified, the Board of Delegates may choose to adopt parts of the budget. The Organization will further adopt from the previous year's budget any parts of the new budget which fail to be approved by simple majority.

Subsection G. Amendments to the Annual Budget. The ratified budget may be amended once every ninety (90) days starting from the first day of the fiscal year. Amendments to the budget may originate from the Board of Delegates, budget committee, or Board of Directors. Amendments to the budget must be approved by a simple majority of the budget committee and a two-thirds majority vote of the Board of Delegates.

**Section 5. Constitutional Officer Elections.** The Constitutional Officers of the Organization will be elected at the annual meeting.

**Section 6. Year in Review.** In order to demonstrate the growth, continued success, and general direction of the Organization, the annual meeting will speak to the accomplishments, notable events, and progress made during the year.

## **Article XI. Terms of Hiring Directors**

### **Section 1. Qualifications.**

Subsection A. Leadership. All community members applying to be directors will demonstrate a history of exemplary leadership, communication, community building, and activism skills as well as the requisite skills as determined by their applied position.

Subsection B. Location. All director positions will only be open to the community members who are residents of the state of New Jersey, with the exception of the positions of Political Director, Policy Director, General Council, and Communications Director.

**Section 2. Hiring.** After an interview and completion of the hiring process, if the Executive Director agrees to hire a director, then the Chairperson and the Board of Delegates will meet for the approval. Upon approval by two-thirds ( $\frac{2}{3}$ ) majority, the Director will agree to adhere to the community agreements, non-disclosure agreement, and Articles and regulations outlined in this document, by signature.

**Section 3. Contract Term Limits.** Organization Directors may serve for a period of two (2) years. At the end of their contract term, Directors must turn in their resignation to the Executive Committee.

**Section 4. Leave of Absence.** A director who wishes to take a leave of absence must send a timely written notice to the Executive Director and Deputy Executive Director, who will then inform the Board of Delegates.

Subsection A. Return. An individual may end their leave of absence by submitting a written request to the authority which received their initial request. That authority may choose to accept or deny the request, but a leave of absence may not last longer than three (3) months unless approved by the Executive Committee.

**Section 5. Vacancies in the Board of Directors.** In the event of a vacancy of any Organization directorship for which there is a Deputy, the Deputy Director will assume position proper, but may choose, by notifying the Board of Delegates upon assuming the position, to assume the position only on an interim basis. In the event that both positions are vacant, an interim director may be appointed for a period of no longer than three (3) months.

Subsection A. Executive and Deputy Executive Directors. Interim appointments to the positions of Executive Director and Deputy Executive Director may be made by the Executive Committee.

Subsection B. Directors. Interim appointments to any Organizational director position may be made by the Executive Director.

## **Article XII. Relationships with Other Organizations**

The Organization believes the long-term strategic interests of the Organization depend on fostering positive and long-lasting relationships with other groups working towards common goals.

**Section 1. Allied Organizations Council.** The Organization may elect to participate in, create, or lead a council of allied Organizations that supports the Organization's work. This council will be created and defined in the Organization's regulations.

## **Article XIII. Nominations**

**Section 1. Federal and State Process.** A candidate for federal or state office must go through a four (4) step process: selection, vetting, nomination, and approval.

Subsection A. Selection. Candidates for federal or state office may be selected for endorsement by any general member in good standing. Selected candidates must be



submitted for consideration to the Nominations committee. Candidates may also apply for consideration. Applicants will be considered by the Nominations committee.

Subsection B. Vetting. Selected candidates will be vetted for nomination. The following list is not exhaustive, and unless expressly noted, any matter may be considered as part of the vetting process:

1. Values: Does the candidate hold values aligned with the mission and vision of the Organization?
2. Policy: Is the candidate advocating for policies aligned with the mission and vision of the Organization?
3. Résumé: What is the candidate's employment and educational history? What is their track record with respect to their values and policies?
4. Representation: Does the candidate represent the ethnic, racial, and/or socioeconomic demography of their district? Is the candidate a member of a minoritized community?
5. Viability: Does the candidate have an existing base of support in their district? There will be no value placed on fundraising with respect to viability.
6. Liability: Has the candidate engaged in behavior or made statements that would reflect poorly on the Organization?

Subsection C. Nomination. Nomination for endorsement communicates to the Board of Delegates that a candidate should receive the support and backing of the Organization. Nomination for endorsement by PDNJ will be decided by a majority of the members of the nominations committee through a motion to nominate. A motion to nominate may be made forty-eight (48) hours after the findings of the vetting process are delivered to the members of the nominations committee.

Subsection D. Endorsement. At the conclusion of a nominating meeting, the committee chairperson will report to the Board of Delegates those candidates nominated for endorsement and any relevant information collected with respect to the nominees. The Board of Delegates may then choose to endorse nominees by a majority of all delegates and a majority of delegates belonging to the nominee's region.

**Section 2. Federal and State Nominee Notification.** Candidates will receive notification of the results of the process outlined in this Rule. Such notification may include the reasoning behind the deciding body's decision.

**Section 3. Federal and State Nominee Reconsideration.** A single petition for reconsideration may be submitted within seven (7) days of a decision by a general member in good standing to the Board of Delegates. This petition may include signatures from other general members in good standing. The rejected nominee must provide a statement to the Board of Delegates within forty-eight (48) hours of notification that a petition for reconsideration has been filed. The Board of Delegates may then choose to endorse the nominee by a majority of all delegates and a majority of delegates belonging to the nominee's region.

**Section 4. County Endorsements.** County chapters will notify the nominations committee of their choices for nominees. The county chapter must provide the nominations committee with summary reports of their nominees including any products of their vetting process. Deference will be given to the county chapter's decision. If no action to block a county nomination pursuant to subsection (a) herein is taken by the nominations committee then the county chapter's nominees automatically earn the endorsement of the Organization; however, the nominations committee may block the endorsement of county chapter nominees within seven (7) days of notification of nominations from the county chapter.

Subsection A. Blocking Endorsements. County nominee's endorsement may be blocked by a two-thirds majority (2/3) of the members of the nominations committee.

Subsection B. County Nominee Reconsideration. A county chapter may request reconsideration of blocked nominees to the nominations committee. The county chapter must provide a statement to the nominations committee within forty-eight (48) hours of notification of the decision. The nominations committee may then choose to endorse the nominee by a majority of all delegates and a majority of delegates belonging to the nominee's region.

**Section 5. Endorsement Levels.** The decision to endorse and what level of endorsement to award are separate decisions. Levels of endorsement and the rights and privileges which come with them may be created and modified at any time by the nominations committee in consultation with any relevant directors.

**Section 6. Revocation.** Any endorsees who engage in behavior or make statements contrary to the values and mission of the Organization, who consistently fail to collaborate and cooperate with the coordinated campaign to the detriment of the Organization's electoral operations, or who lied in any part of their vetting may have their endorsement revoked in addition to the suspension of any and all current and future support and backing, including bracketing.

Subsection A. Initiation. A delegate or general member in good standing who has cause to believe that an endorsee has committed an action worthy of revocation of their endorsement must report their findings to the Executive Committee. Reporters will remain anonymous. The statewide chair will call an emergency meeting, at which the chairperson of the nominations committee must be in attendance, to deliberate on the findings.

Subsection B. Initial Deliberation. The Executive Committee will review the information provided by the reporter. They may ask the reporter for additional information. A vote of one-half (1/2) of the members of the Executive Committee will cause a motion of endorsement revocation to be submitted to the Board of Delegates. The Executive Committee will provide a summary of the revocable action, findings, and reasoning for revocation.

Subsection C. Final Deliberation. An endorsee who has had a motion of endorsement revocation filed against them may present a defense within forty-eight (48) hours of notification of the filing of the motion. The Board of Delegates will review all relevant information and may move to revoke an endorsement by a simple majority.

Subsection D. Effect. An endorsement revocation takes effect immediately. All Organization personnel involved will be immediately notified of a successful endorsement revocation and must promptly take action to implement such.

**Section 7. Endorsement.** The Organization will neither endorse nor support any general election opponent of any Democratic nominee chosen by voters in a free and fair primary election. The Organization may endorse or support such a duly elected Democratic nominee in a general election at their discretion.

Subsection A. Party Conventions. Democratic nominees chosen by party convention may not be considered by the Organization to be duly elected.

Subsection B. Independents. In general elections with no duly elected Democratic candidates, the Organization may endorse or support any ideologically aligned candidate.

Subsection C. Behavior Unworthy of Support. The Organization may support ideologically aligned opponents, or advocate for the defeat, of Democratic nominees who conduct themselves in ways that are contrary to the Organization's ideals, values, and goals.

**Section 8. Campaign Financing.** The Organization and its endorsed candidates will neither seek nor accept funds or other forms of contribution from companies or officers of companies in the following industries: pharmaceutical, petroleum, weapons, defense, health insurance, real estate development, and commercial finance. The Organization and its endorsed candidates will neither seek nor accept funds or other forms of contribution from police unions, police benevolent associations, or their officers. The Organization may accept funds from employees of these entities on a case by case basis. The Organization will require its endorsed candidates to sign and attest an annual campaign financing pledge with a comprehensive listing of prohibited donation sources.