

**BYLAWS OF THE  
YOUNG DEMOCRATS  
OF MARYLAND**

## Article I – Name, Affiliations and Purposes

### Working Doc Notes:

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**Name, Affiliations and Purposes:** The name of this organization shall be the Young Democrats of Maryland, hereafter referred to as YDM.

- A. It shall maintain an affiliation with Young Democrats of America (YDA).
- B. It shall be the official youth voice of the Maryland Democratic Party.
- C. It shall:
  - 1. Stimulate in young people an active interest in governmental affairs
  - 2. Develop members' leadership skills
  - 3. Contribute to the growth and leadership of the Democratic Party
  - 4. Promote youth involvement in the Democratic Party throughout the State of Maryland
  - 5. Facilitate the growth of local chapters of the organization.

## Article II - Membership

### Section 1 - Membership:

**Membership Requirements:** Any registered Democrat who resides, works in, or attends school in the State of Maryland and who has not reached their thirty-sixth (36th) birthday is eligible for full membership in YDM, through the eligible local chapter(s). YDM and its local chapters may offer associate or honorary membership to those who fall outside of full membership requirements, but such members may not vote at a statewide level. Those who are not able to register to vote, whether due to youth or citizenship status, will be able to sign a Declaration of Support attesting to their support of the Democratic Party and be admitted as a full member of YDM.

**Section 2 - At-Large Members:** If a person is unable to join a local chapter and are unable or unwilling to create a new chapter, they may be considered as an at-large member of YDM. The Vice President for Membership may reach out to any such at large member to determine whether a local chapter should be established in that

member's geographic area.

**Section 3 - Termination of membership:** A Member of YDM may terminate their membership if the Member sends written notice to the President of their local chapter, or the President of YDM. The Executive Board may terminate the membership of any individual who fails to meet any of the requirements for membership in the above section of these bylaws. The Executive Board shall also reserve the right to terminate membership for any individual accused of behavior unbecoming or exhibits behavior of violence or harassment. The vote to terminate membership shall require the support of at least 3/4's of the Executive Board. The board shall further reserve the right to reprimand, censor, or suspend members as alternatives to termination.

**Section 4 - Release of Membership List:** The membership list of YDM may not be divulged without a 3/4 vote of the Executive Board.

**Section 5 - Membership Entitlements:** Membership shall entitle Members to participate in YDM's programs and to participate and vote in the election of Voting Members of the Executive Board of YDM. Members of YDM shall also retain the right to inspect any record of YDM under policies established by the Executive Board.

### **Article III – Local Chapters**

**Section 1 - Local Chapters:** Local chapters shall be defined as a county chapter, regional chapter, or educational chapter. Local chapter members should live, work, or attend school within the geographic area defined by the local chapter bylaws and their charter. County and Regional chapters shall act as the parent chapter for high school chapters within their defined geographic area. Local chapters do have the right to set dues for their members. Local chapters may create their own message and platform. But, any communications or positions taken in a Local Chapter's platform cannot conflict with related messages or positions taken by YDM. Further, YDM reserves the right to direct Local Chapters to adopt any position, send a particular communication to its members, or take any other action that the YDM Executive Board deems necessary and proper.

**Subsection A - A county chapter** shall consist of the area covered by a county or city.

**Subsection B - An educational chapter** shall consist of a Young Democrats group at a Community College, Professional school, or High School. There shall only be one YDM chartered group per campus. If two on-campus groups both want to be chartered under YDM, the YDM Executive Board shall evaluate and decide which group shall have the first right to charter under YDM.

**Subsection C - A regional chapter** shall consist of members from more than one **but no more than three counties.** This chapter shall be dissolved at the request of members from either county in writing to the YDM Executive Board.

**Section 2 - Local Chapter Endorsements:** A county or regional chapter may endorse a candidate for office solely in their county if the following steps are met:

- A. A county or regional chapter must submit an endorsement process to the YDM Executive Board for approval before issuing any endorsement of candidates. For regional chapters, this process should include information as to ensure that representation for any county in the regional group is adequate and the endorsing body is not made up of members entirely from one part of the region. The Executive Board reserves the right to veto an endorsement process.

**Section 3 - Local Chapter Recognition:** To be recognized by YDM, each Local Chapter must do the following:

- A. Submit a copy of its Bylaws or other governing documents;
- B. Submit a current list of all members, including names, addresses, dates of birth, phone numbers, and email addresses;
- C. Hold at least six meetings annually in different months;
- D. Comply with annual rechartering requirements set forth in other sections of these Bylaws.

The Executive Board reserves the right to add additional items to the submission list as may be required by the Young Democrats of America or the Maryland Democratic Party. Charters that fail to submit their chartering documents in a timely fashion shall expire at the adjournment of the Annual Meeting.

**Section 4 – Vote for New Charter:** The Vice President of Membership shall present the above information at a meeting of the Executive Board in which the Executive Board will vote to approve, by a  $\frac{3}{4}$ 's margin, a new Charter not to last until the date of the next YDM Convention.

**Section 5 – Charter Eligibility:** An established chapter that has remained in good standing, submitted the required documentation, and adhered to the YDM bylaws, their local governing documents, and the values of the Democratic Party shall be granted a charter.

**Section 6 - Re-Chartering:** To remain in good standing, each Local Chapter must submit updated copies of the documents listed in section 3 of Article III of these Bylaws no later than 30 days before YDM's annual meeting. In addition to the information listed in section 3 of Article 3 of these Bylaws, the YDM President or its Secretary may request that each Local Chapter submit any additional information as part of the annual re-chartering process that the YDM President or Secretary

considers appropriate, with the consent of a majority of the Executive Board. A chapter that fails to return all documents in the chartering process but is found to have made a mistake in good faith may be awarded a temporary charter not to last longer than sixty (60) days. The YDM Board may, at its discretion, grant additional extensions upon the affirmative vote of a majority of its voting members

#### **Section 7 - Suspension and Revocation of a Local Chapter's Charter**

1. Any chapter that violates the YDM bylaws, the chapter's own governing documents, or the values or principles of the Democratic Party may be suspended upon the recommendation of the President or Vice President for Membership and vote of a majority of the Executive Board. Any member of the YDM Board may move to lift such a suspension once the violation has been corrected, and the motion shall pass following an affirmative vote by a majority of voting members of the YDM Executive Board.
  
2. In the event a chapter commits repeated or egregious violations of the YDM Bylaws, the chapter's own governing documents, or the values or principles of the Democratic Party, the YDM President or Vice President for Membership may move to revoke that chapter's charter. Such motion shall require the vote of a 2/3rds majority of the voting members of the board. Any motion for revocation shall only come before the board after the local chapter has been afforded a hearing before members of the YDM Executive Board, provided there are enough members of the YDM Executive Board present to constitute a quorum. Members of the YDM board who also serve on the Executive Board of the chapter in question must recuse themselves from the hearing and the revocation vote.
  
3. In addition to the sanctions listed above, YDM reserves the right to take any other action it deems necessary and proper to address violations or any other conflict by or among Local Chapters. That includes, but is not limited to, requiring one or more Local Chapters to enter into informal conflict resolution discussions, mediation, or binding arbitration led by the YDM President or their designee.

#### **Article IV - Voting**

**Voting:** Each member of local chapters and at large members in good standing shall

have one vote at YDM Annual Meetings. There shall be no proxy voting.

## **Article V –Caucuses**

**Section 1 - Caucuses:** Members may create caucuses that represent an area of diversity within YDM. Members wishing to establish a caucus within YDM shall:

- A. Notify the President in writing of said intention as well as the demographic the caucus would seek to serve.
- B. Include a petition of no less than twenty (20) active members. The petition shall not include signatures of more than 30% of members from any single Local Chapter.

C. Exemption: The requirement set forth in subsection 2 of this section may be waived if a majority of the YDM Executive Board votes to grant an exception.

**Section 2 – Timeline:** Caucuses requested more than thirty (30) days before a statewide convention must be approved in the interim by a two-thirds (2/3) majority vote of the Executive Board. The President shall, on the advice of the petitioning group, name an Interim Chair to serve in the post until the next statewide convention from amongst the petitioning group. Any Interim Charter shall be considered valid until the next annual meeting of YDM. Caucuses requested less than thirty (30) days before a statewide convention shall be decided by a majority vote of voting members of YDM at that meeting.

**Section 3 – Caucus Restrictions:** All caucuses established by YDM shall abide by the following restrictions:

- A. No caucus shall publicly endorse any piece of legislation without first consulting the YDM Executive Board.
- B. Established caucuses shall submit re-chartering documentation under a policy developed by the Executive Board no later than thirty (30) days before the annual meeting of YDM to the Rules and Bylaws Committee. In the event no such policy exists, the caucus must comply with the policy from the previous annual meeting.

**Section 4 – Caucus Chair Removal:** The YDM Executive Board, subject to the method further outlined in these bylaws, shall reserve the right to remove any said caucus chair using the process as explained in these bylaws for removal from office or other offices.

**Section 5 - Chair Voting:** The chairs of duly chartered caucuses of YDM shall be voting members of the YDM Executive Board.

**Section 6 – Chair Term of Office:** The Chair of an established Caucus shall be elected annually during the YDM Annual Meeting. Following their election, said chair shall recommend other officers to assist in their activities to the President, who shall, upon his/her consent, nominate the same to the Executive Board. In the event no chair

is elected during the Annual Meeting the President, with the consent of the Executive Board, shall appoint a chair to fill the role.

## **Article VI – Council of Chapter Presidents**

**Section 1 Council of Chapter Presidents:** There shall be a council made up of the president of each chartered chapter of the Young Democrats of Maryland. The council shall meet no less than two times a year, one of them being the annual meeting of YDM. This council shall be chaired by a chair elected by the members of this council at the annual meeting of the council conducted during the statewide meeting of the Young Democrats of Maryland. The chair shall serve a term of one year and be a member of the YDM Executive Board. The chair shall be subject to removal by a vote of the Executive Board as outlined in these bylaws. In the event of a vacancy in the chair, the President shall temporarily name an acting chair from within the council until such time as the council shall meet to elect a replacement.

## **Article VII – Executive Board and Officers**

**Section 1 Executive Board:** There shall be an Executive Board, composed of the elected officers of the YDM and the chairs of any established caucus. The duties of the elected officers of YDM are defined below:

**Subsection A** - The President shall preside at and conduct all meetings of the Members, the Executive Board and any general body meeting of YDM. The President shall lead all delegations of YDM members to regional and national meetings, and shall reserve the right to designate an alternate in their role if they are unable to attend. The President may sign all contracts and agreements in the name of the Organization after the Executive Board has approved them, serve as the representative of the Organization in meetings, be the primary contact between YDM and other Statewide organizations including but not limited to the Maryland Democratic Party and discussions with other organizations and agencies, and otherwise perform all of the duties that are ordinarily the function of the office, including as the chief spokesperson on behalf of the Young Democrats of Maryland. While President of a local chapter a member may not be the President of YDM.

**Subsection B** - The Executive Vice President shall perform the duties of the President if the President is unable to do so or is absent, and perform such other tasks as may be assigned by the Executive Board; shall be an ex-officio member of all committees and shall be the Chairperson of the Rules and Bylaws Committee. In the event that the office of the President becomes vacant, the Vice President shall automatically become President.

**Subsection C** - The Secretary - Treasurer shall keep accurate records and minutes of all meetings of the Organization; make available copies of the minutes of the previous meeting and distribute them in advance of each meeting; cause to be delivered all notices of meetings to those persons entitled to vote at such meeting; shall maintain the YDM email list; be responsible for sending all emails to the members; be responsible for updating the YDM website; and shall maintain a current listing, with phone numbers, addresses and email addresses, of all YDM officers, local chapter presidents and members. The officer shall also oversee and review the financial statements of the organization. Provide financial statements to the board and members as directed.

**Subsection D** - The Vice President of Programming shall plan and coordinate programs of an educational, civic or social nature for YDM members; shall serve as chair of the programming committee; shall sit as Vice-Chair of the Fundraising Committee; shall work with the Treasurer to coordinate all YDM fundraising efforts and create a fundraising plan to be approved by the Executive Board; and shall create a program calendar, to be approved by the Executive Board.

**Subsection E** - The Vice President of Membership shall be responsible for the recruitment and retention of new chapters for YDM as well as coordinating membership development for the organization. The Vice President of Membership is responsible for keeping up to date the official membership rolls and providing them to the Secretary as needed for their duties.

**Subsection F** - The Vice President of Political Affairs shall work with specific constituency groups to organize their involvement with YDM, coordinate and advocate for political objectives of the Young Democrats of Maryland before the General Assembly and other political bodies. The Vice President of Political Affairs shall develop an outreach plan, in coordination with the President, for particular communities and groups by building relationships with existing organizations that represent these communities.

**Subsection G** - The 2 National Committee Representatives shall be voting members of YDA and represent YDM at all YDA National Committee meetings, along with the YDM President. The National Committee Representatives shall also report to the rest of the Executive Board on the activities of YDA and serve as a member of the Chapter Building Committee, working with the Vice President of Membership to develop new local chapters around the State. In the event one or both of the voting representatives is unable to attend a YDM National Committee meeting the President may assign a proxy to vote in that

representative/those representatives' place, in which case the President shall arrange to have a proxy filed in accordance with YDA rules.

Subsection H -The Treasurer shall oversee and review the financial statements of the organization. Provide financial statements to the board and members as directed. They will assist the President in all financial matters and be responsible for the fiscal well-being of the organization as well as legal and financial requirements by the organization, YDA and law.

**Subsection I** - There shall be a Executive Council, made up of the Executive Board, Caucus Chairs, any and all appointed administrative officers, and the president of all chartered chapters. The Executive Council shall meet annually at least once between the annual meeting of the general membership. The Executive Council shall be chaired by the President and in his/her absence the Executive Vice President.

**Subsection J** - No person may hold more than one elected office as outlined in this Article, unless it is to fill an acting National Committee Representative position in accordance with Section 3, Subsection H of this article.

**Subsection k** - In the absence of the President, the Gavel Order of the organization shall flow as follows below. This order shall also represent the line of succession to the presidency. For all successors other than the Executive Vice President, the said official shall serve in an acting capacity until an election is held in accordance with Section 3 of this article.

Executive Vice President

Vice President, Programs

Vice President, Membership

Vice President, Political Affairs

Treasurer

Secretary - Treasurer

National Committee Representatives

Chair, Council of Chapter Presidents

President, College Democrats of Maryland

**Section 2 Appointed Officers:** The YDM President may designate and appoint any officers they deem necessary and proper **with the approval of the executive board.** Such appointees shall sit on the Executive Board but are not entitled to a vote and shall be henceforth referred to as non-voting officers.

**Section 3 Election/Vacancies:** The Elected Officers shall consist of President, Executive Vice President, Secretary - Treasurer, Vice President of Programs, and Vice President of Membership, Vice President of Political Affairs, and National Committee Representatives. These officers shall be elected bi-annually by the members at the YDM Annual Meeting. These elections shall be held during odd numbered years. The Chair of all established caucuses shall be elected to a term of one year at every Annual Meeting. Election of officers shall be governed by the following:

**Subsection A** - Officers other than the National Committee Representatives shall be elected by an affirmative majority vote of all members present at the YDM Annual Meeting.

**Subsection B** - For the election of the National Committee Representatives, there shall be one election for both National Committee Representatives. The individual with the highest number of votes will become the first National Committee Representative. The second National Committee Representative shall be the candidate with the greatest number of votes that is of a different gender identity to the first National Committee Representative.

**Subsection C** - The Executive Board shall establish an Ad-hoc Committee on Election ("Elections Committee") to oversee all elections activity, including declaration and certification of candidates; verification of voting members, adjudication of discrepancies and the dissemination, collection and tallying of ballots. The Committee shall be established no later than the third Saturday of December of the year immediately preceding the election.

**Subsection D** - The Election Committee shall be composed of no less than three and no more than five YDM Members in good standing. The YDM Vice President of Membership and Secretary & Treasurer shall serve on the Committee, but may not serve as Chair.

**Subsection E** - Candidates for the YDM Executive Board must submit to the Election Committee a Declaration of Candidacy, including name, date of birth and local chapter affiliation. Candidates must also submit an Official Candidate

Statement. All documents must be submitted to the Elections Committee 10 business days prior to the election. Failure to submit a Declaration of Candidacy and Official Candidate Statement will result in exclusion from the ballot.

**Subsection F** - The Election Committee shall confer with the Secretary and/or Vice President of Membership of the stated local chapter from which a candidate is a member to certify candidacy.

**Subsection G** - The Election Committee shall hear and adjudicate any disputes arising from the elections process. Should the Election Committee be unable to resolve a disputed election, the Executive Council shall meet, in special session, to adjudicate and reach a final resolution.

**Subsection H** - When any vacancy occurs on the Executive Board, the members of the Executive Board shall be notified in writing ten (10) days in advance of the next meeting of the vacancy and that a proposed member to fill the vacancy will be presented at that meeting by the President when possible. If not possible the President shall inform the board of an alternative timeline. If the office of President is vacated the Executive Vice President shall fill the vacancy. In the event of a vacancy of one or both National Committee Representatives, the President may appoint an acting National Committee Representative(s) to serve until the next Executive Board meeting without requiring Board approval, but any appointee must satisfy each of Young Democrats of America's requirements for National Committee Representatives (as set forth in the YDA charter, bylaws, and rules), and such appointment shall not exceed sixty (60) days. The President shall appoint persons to fill any other vacant office for the duration of the term by and with a majority vote of the Executive Board. If the vacancy occurs with more than one year left on the term, the appointment by the President shall be on an interim basis until a special election can be held at the next annual meeting. Should both the President and Executive Vice President positions become vacant, the Executive Council shall appoint a President by a two-thirds vote at a special meeting to be called no later than thirty (30) days from that vacancy being declared. In the meantime a successor from the Gavel Order shall serve as Acting President until such successor is elected. If this vacancy occurs with more than a year left in the office, this person shall only serve until such a special election as previously stated occurs.

**Subsection I** - Any statutory member of the Election Committee who is slated on a ticket for YDM office shall recuse themselves. When necessary the Executive Board shall name a replacement. Any statutory member of the Election Committee whose own election is challenged shall recuse themselves from any consideration in resolving said dispute.

**Section 4 Term:** Officers shall serve a term of two (2) years or until their successors are elected, or until they are removed for cause.

**Section 5 Removal:** Any officer may be removed with cause, by a two-thirds vote of the remaining members of the Executive Board present at any meeting. Cause shall be defined as malfeasance or nonfeasance. Further, any officer who is found to have been absent from three regularly scheduled meetings of the Executive Board within a twelve month period, may be removed from office for dereliction of duty.

**Section 6 Resignation:** An officer may resign by submitting a written resignation to the President, unless the President is the resigning officer, in which case written resignation may be submitted to the Secretary/Treasurer. In the event the President or Committee Person relocate out of the state of Maryland for more than six consecutive months, in which case they no longer work nor live in Maryland, they also shall be presumed to have resigned their position as well and the vacancy shall be filled pursuant to Subsection F of Section 3 of this Article.

**Subsection Other Restrictions:** Neither the YDM Executive Board, nor a member of the board, may endorse in contested local chapter or state caucus election, unless they, themselves are members of that local chapter.

**Section 7 Funds:** All funds must be deposited in an account named "Young Democrats of Maryland" within 10 business days of receipt. Any disbursement of Two thousand five hundred dollars (\$2,500) one thousand dollars (\$1,000) or more may not occur without a majority vote approval of the Executive Board.

## **Article VIII - Meetings**

**Section 1 Annual Meetings:** The Annual Meeting of the Organization shall be held in the first part of the year. Notice of the meeting shall be sent at least one (1) month in advance of the Annual Meeting to each local chapter President and to all members of YDM. Each local chapter must have submitted their chartering documentation before the Annual Meeting to enable its members the right to vote at the Annual Meeting. Each local chapter shall be allowed one vote for each attending member at the Annual Meeting.

**Section 2 Regular Board Meetings:** Regular meetings of the Executive Board shall be held at least every other month and may be scheduled more often by the President. Notice of regular Executive Board meetings, shall be given at least ten (10)

days before the day of the meeting.

**Section 3 Special Meetings:** Special Meetings of the Executive Board may be held at any time and at any place in the State of Maryland, when called by the President or by at least four voting Executive Board Members. Business transacted at special meetings shall be confined to the purposes of the meeting stated in the notice of the meeting. Notice of special meetings may be given verbally, via electronic mail or in writing at least 72 hours prior to the meeting time.

**Section 4 Quorum:** At any meeting, a quorum shall consist of fifty percent of Executive Board members present and eligible to vote plus one. Caucus chairs shall not be counted, for or against, when determining quorum. A majority vote shall consist of fifty percent of those present and eligible to vote at the meeting plus one, except as otherwise provided in these Bylaws.

## **Article IX – Committees**

The Executive Board may create such committees with such powers as it deems it wise to have. The President shall appoint persons to chair and members to fill seats on the committee with the advice and consent of the Executive Board unless otherwise stated in these bylaws. The following committees shall be considered Standing Committees:

**Section 1 Rules and Bylaws Committee:** The Rules and Bylaws Committee shall be chaired by the Executive Vice President and shall consist of at least three (3) other members. The Rules and Bylaws Committee shall be responsible for reviewing the Bylaws at least once per year and recommending any necessary changes to the Executive Board. All amendments to the Bylaws must be reviewed before the Rules and Bylaws committee before going before the Executive Board. In the event an issue arises where the meaning of these bylaws or of YDM is in question, this committee shall meet to settle the dispute.

**Section 2 Fundraising Committee:** The Fundraising Committee shall be chaired by the Treasurer, Vice-Chaired by the Vice President of Programming, and shall consist of at least three (3) members. The Fundraising Committee shall propose a fundraising plan to the Executive Board and coordinate at least one (1) fundraising event per year.

**Section 3 Programming Committee:** The Programming Committee shall be chaired

by the Vice President of Programming and shall include the Chair of the Council of Chapter Presidents as well as at least three (3) other members. The Programming Committee shall propose a programming calendar of events to the Executive Board and coordinate at least three (3) programming event a year. A programming event shall be defined as an event that occurs for the membership of YDM whether it is social, educational, or otherwise defined. The committee shall make every effort to ensure that every member of YDM has the opportunity to attend all events.

**Section 4 Chapter Building Committee:** The Chapter Building committee shall be chaired by the Vice President of Membership and consist of the two National Representatives and at least 3 other members. The Chapter Building Committee shall work to strengthen active local chapters and help to grow new chapters across the State.

**Section 5 Convention Committee:** The Convention Committee shall be chaired by an appointment of the President and co-chaired by the Vice President of Programs. The Committee shall consist of the Secretary and Treasurer, Executive Vice President, and any other such member as maybe appointed by the President. The Convention Committee shall, in conjunction with the Executive Board, select the host site for the annual meeting. The committee shall also plan and organize the annual meeting.

**Subsection A Ad-hoc Committees:** The Executive Board may establish such special committees as they shall determine are necessary for the functioning of the Organization. Each such committee shall be given a specific charge and term. No special committee shall have a term extending beyond one (1) year unless reappointed. The Executive Board shall name the members of special committees in accordance with this section of the bylaws.

## **Article X – Appointed Officers and Staff**

**Section 1 Executive Director:** The Executive Board may appoint an Executive Director, with a title appropriate to the functions of the officer. The Executive Director may appoint other staff.

A. The Executive Board may delegate duties and customary authority to the Executive Director and staff of the Organization. The duties and authority delegated shall be memorialized in written job descriptions. B. The Executive Director shall be subject to hire and termination by the

Executive Board. Other appointed staff shall be subject to hire and termination by the Executive Director.

C. The Executive Director shall attend and participate in meetings of the Members and the Executive Board and of committees as staff to the Executive Board and the committees, but shall not be entitled to vote.

## **Article XI – Conflicts of Interest**

**Conflicts of Interest:** Any Executive Board member, officer, employee or committee member having an interest in a contract or other transaction or determination presented to the Executive Board or a committee of the organization for recommendation, authorization, approval or ratification shall give prompt, full and frank disclosure of such interest to the Executive Board or committee prior to its acting on such contract or transaction. As a Democratic Party organization, neither YDM nor its local member chapters shall endorse candidates in Democratic Party primary elections unless the candidate is unopposed, or unless the Democratic Party of Maryland has endorsed said candidate or unless the above-mentioned criteria have been met in the section dealing with endorsements. Should any of the aforementioned members be employed by a candidate in a Democratic primary, that employment must be disclosed. The body to which such disclosure is made shall thereupon determine, by majority vote, whether the disclosure shows that a conflict of interest exists or can be reasonably be construed to exist. If a conflict is found to exist, such person may not vote on, exert personal influence upon, or participate in discussion of (other than to present factual information or to respond to questions in the discussions or deliberations with respect to such contact, transaction, or determination) the issue. Such a person may not be counted in determining the existence of a quorum during the discussion of the disclosed issue at any meeting where the contract, transaction, or determination is under discussion or is being voted upon. The minutes of the meeting shall reflect the disclosure made the vote thereon and, where applicable, the abstention from voting and participation.

## **Article XII – Fiscal Year**

**Fiscal Year:** The fiscal year of the Organization shall be from July 1st to June 30th.

## **Article XIII – Action Without a Meeting**

**Action without Meeting:** Any action which may be properly taken by the Executive

Board assembled in a meeting may also be taken without a meeting, if consent in writing setting forth the action is given by all of the Board members entitled to vote on the action. Such consent shall have the same force and effect as a vote of the Board members assembled and shall be filed with the minutes.

#### **Article XIV - Amendments**

**Amendments:** These Bylaws may be temporarily amended by a two-thirds (2/3) vote of the Executive Board provided the proposed amendment(s) has been submitted to the Executive Board in writing with written notice of the meeting to decide on the proposed amendment(s) at least ten (10) days prior to the meeting date.. These bylaws shall be permanently amended by a majority vote of the General Body at the next Annual Meeting.

#### **Article XV – Parliamentary Authority**

**Parliamentary Authority:** The latest edition of Robert's Rules of Order, Newly Revised shall be the parliamentary authority of YDM in its entirety, except when it conflicts with these Bylaws.

#### **Article XVI – Non Discrimination**

**Non Discrimination:** The organizations, officers, employees and persons served by YDM shall be selected in a non-discriminatory manner with respect to age, sex, race, color, national origin, sexual orientation, sexual identity, gender identity, veteran status, disability, and religious opinion or affiliation.