

OHIO DEMOCRATIC PARTY

PRIDE CAUCUS

ARTICLE I

Pride Caucus

The official name of this organization shall be the Ohio Democratic Party Pride Caucus, abbreviated as ODP Pride Caucus, or simply "Caucus" for the purpose of the bylaws.

ARTICLE II a

Mission

Section 1. Relationship with the Ohio Democratic Party

The Caucus is a grassroots organization whose members work in full partnership with the Ohio Democratic Party (ODP). The Caucus serves as ODP's official organizing arm regarding issues of importance to the lesbian, gay, bisexual, transgender, and queer (LGBTQ+) community.

Section 2. LGBTQ+ Community

The LGBTQ+ Community includes those who identify as members of the LGBTQ+ community, their family members, including chosen family, and all those individuals and organizations who support them.

Section 3. Mission

The mission of the Caucus is to motivate, educate, empower, and energize Democratic people who are members of the LGBTQ+ Community as outlined below:

- a. Spread awareness of the needs of the LGBTQ+ Community
- b. Advocate strongly for policy changes and legislation to benefit the LGBTQ+ Community
- c. Recruit Democrats who are LGBTQ+ to run for office;
- d. Help elect Democrats at all levels
- e. Seek Democratic Party leadership roles for LGBTQ+ community.

ARTICLE III

Membership

Section 1. Membership

Any person who identifies as LGBTQ+ or any Democrat supportive of LGBTQ+ individuals is eligible for membership in the Caucus. An individual eligible for membership in the Caucus must also fulfill one or more of the following criteria:

- a. Is registered as a Democrat.
- b. Is an eligible Ohio voter.
- c. Believes in the principles of the Democratic Party.
- d. Is a member of a chapter of the Caucus or Ohio Democratic-allied organization.

Section 2. Member/Organization in Good Standing.

Any individual or chapter or Democratic-allied organization who elects to become a member of the Caucus and who accepts the platform, principles, and values of the Caucus and ODP shall be considered a member/organization in Good Standing.

Section 3. Dues and Fees

There shall be no membership fees or dues for the Caucus. Chapters of the caucus may charge a membership fee if set by a vote of the chapter members.

Section 4. Rights of Members

- a. Each member may cast one vote in Caucus elections and other voted matters.
- b. Members have the right and are encouraged to participate in Caucus events to the best of their ability and availability.

ARTICLE IV

Meetings of Members

Section 1. Annual Meeting

- a. Members shall meet annually at a specific date, time, and location designated by the Chair. This meeting may be held virtually at the discretion of the Chair.
- b. At the annual meeting, the members shall elect officers, receive reports on the activities of the Caucus, and determine the direction of the Caucus for the coming year.

Section 2. Special Meetings

Special meetings may be called by the Chair, a majority of the Steering Committee, or a petition signed by twenty Caucus members. Special meetings may be held virtually at the discretion of the individual or group calling the meeting.

Section 3. Notice of Meetings

Notice of each meeting shall be given to each member via email not less than two weeks prior to the meeting. The Secretary shall provide notice on behalf of any individual or group that calls a meeting. Notices of all meetings must also be submitted to the Ohio Democratic Party in a timely manner.

Section 4. Quorum

The quorum for a meeting of the members shall consist of at least ten members, or 20% whichever is fewer.

Section 5. Voting

All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place.

ARTICLE V

Officers

Section 1. Officers

The elected officers of the Caucus shall be the Chair, Vice Chair (who must be of a different gender identity or expression from the Chair), Secretary, Delegate to the ODP Executive Committee, Communications Director and Immediate Past Chair/Special Advisor. If there is no Immediate Past Chair eligible and willing to serve, then a Special Advisor shall be elected. All officers must be legal Ohio voters and no officer may be a member of a political party other than the Democratic Party.

Section 2. Duties

- a. Chair
 - i. Preside at meetings of the Caucus.
 - ii. Exercise general managerial tasks for the Caucus.
 - iii. Establish and terminate ad hoc and standing committees, other than the Steering Committee, as needed. All such committees dissolve at the end of the term unless the incoming Chair elects to maintain the committee.
 - iv. Appoint chairs to committees.
- b. Vice Chair
 - i. Assist the Chair.
 - ii. Fulfill the duties of the Chair in the Chair's absence or vacancy.
 - iii. Make logistical and digital arrangements for all meetings of the officers, steering committee, and membership.
- c. Secretary
 - i. Attend all meetings of the officers, steering committee, and membership.
 - ii. Send all meeting notices, including for committee meetings.
 - iii. Record meeting minutes and votes, and maintain these in a digital book kept for that purpose.
 - iv. Maintain the membership roster.
 - v. Distribute meeting minutes to members of the subject body.
 - vi. Handle official Caucus correspondence.
 - vii. Certify resolutions and other documents of the Caucus.
- d. Delegate to the ODP Executive Committee
 - i. In the event that the Chair of the caucus is already a member of the ODP Executive Committee, the membership will select another member to serve as a representative to the ODP Executive Committee. If the Chair is not a member, the Chair shall serve in that capacity.
 - ii. Attend all meetings of the Ohio Democratic Party Executive Committee.
 - iii. Advance the concerns of the Caucus to the ODP Executive Committee.
 - iv. Relay relevant information from the ODP Executive Committee to the Caucus officers, steering committee, and members.
- e. Communications Director
 - i. Administer Caucus social media accounts
 - ii. Respond to press inquiries
 - iii. Coordinate with the Secretary regarding correspondence as needed
- f. Immediate Past Chair or Special Advisor
 - i. Provide advice and institutional knowledge to the Caucus as needed.
- g. In the event of a temporary absence of any officer, another officer or, if need be, member in good standing, can be designated to fulfill their duties.

Section 3. Election, Term, Removal, and Vacancies

- a. Election. Officers shall be elected by a majority vote of the Caucus members present at the annual membership meeting. Officer nominations will be taken from the floor. The Secretary shall send information to the membership of all candidates who have announced along with the notice of the annual meeting.
- b. Terms. Officers shall take office at the close of each biannual ODP organizing meeting and serve for a term of two years.
- c. Removal. Caucus officers may be removed for cause by a majority vote of the Caucus Steering Committee. Cause shall include, but not be limited to:
 - i. Failure, without excuse, to attend meetings.
 - ii. Failure to perform the duties of the position.
 - iii. Acting in such a way as to endanger the good name or hamper the work of the Caucus or the ODP.
 - iv. Campaigning for a candidate who is a member of another political party.
 - v. Voting in a primary with any ballot other than a Democratic or issues only ballot.
- d. Vacancies. A vacancy in any of the elected offices, caused by resignation, removal, or death, shall be filled by appointment by the steering committee for the remainder of the term. Until the time of such appointment, the Chair, or Vice Chair if the Chair is the vacancy, shall perform the duties of the vacant office.

ARTICLE VI

Steering Committee

Section 1. Purpose

The Steering Committee is a standing committee of the Caucus. Its purpose is to assist the development and execution of various events and actions to achieve the goals and mission of the Caucus.

Section 2. Duties and Responsibilities

- a. Direct the affairs of the Caucus.
- b. Exercise general supervision over standing and ad hoc committees to ensure they support the mission, interest, and welfare of the Caucus.
- c. Conduct tactical and strategic planning for the Caucus.
- d. Develop guidelines for state, regional, and local Caucus events and activities to ensure they support the mission, interests, and welfare of the Caucus and employ best practices for success.
- e. Approval of resolutions, statements, calls to action, or other public facing communication, in coordination and with approval of ODP, where timeliness requires action outside of a Meeting of Members.
- f. Assist and guide regional caucus leaders in actions and events.
- g. Participate in the selection of the Caucus Director, if any, hired by ODP.

Section 3. Function as Nominating Committee

The Steering Committee members comprise the Nominating Committee with a responsibility of:

- a. Assuring that nominations for officers are taken from the floor at the annual meeting.

Section 4. Members

- a. Officers are Members. All Caucus officers are members of the Steering Committee.
- b. Other Members. The Caucus officers shall select at least 3 non-officer committee members and may select additional members to serve on the Steering Committee.
- c. The majority of the Steering Committee members must identify as members of the LGBTQ+ community. For the purposes of this section “identify as members of the LGBTQ+ community” excludes the expanded group of family members including chosen family, and all those individuals and organizations who support them who are eligible for membership in the Caucus.
- d. The members of the committee must be fairly divided by gender self identification or expression

Section 5. Term

Steering Committee members serve at the pleasure of the Chair. The Steering Committee dissolves at the end of the officers’ term.

Section 6. Removal from Steering Committee

- a. Resignation. Steering Committee members may resign at any time by sending a written letter or email to the Chair. An officer’s resignation from their position is also a resignation from the steering committee. Members who are unable to perform their duties for more than three (3) consecutive meetings or who miss three (3) consecutive meetings without excuse shall be deemed to have resigned.
- b. Removal. Steering Committee members may be removed for cause through the same procedure and grounds as officers per Article V, Section 3.

Section 7. Meetings

- a. Schedule. The Steering Committee shall meet no fewer than quarterly per year. These meetings may be virtual at the discretion of the Chair.
- b. Notice. Except as otherwise provided, notice must be sent by written email or other printable digital means no less than seven days before a scheduled meeting.
- c. Emergency. Notwithstanding the notice provision above, an emergency meeting of the Steering Committee may be called by the written email or text message agreement of three of its members, so long as all members of the committee are sent a digital advisory of the emergency meeting.
- d. Location of Meeting. In person meetings shall be at a location selected by the Chair in consultation with the officers. Meetings may be conducted remotely using digital means at the discretion of the Chair. Emergency meetings shall have a remote participation option unless impractical.

Section 8. Quorum and Voting

- a. A quorum of the Steering Committee shall consist of a majority of the Committee.
- b. Any matter voted upon requires a simple majority of committee members present to pass.

Article VII

Ohio Democratic Party Pride Caucus Director

The Ohio Democratic Party may choose to hire a Director for the Caucus. In that event, the Caucus shall offer advice to ODP on the desired background and qualifications for any successful candidate. If ODP does hire a Director, the Caucus shall collaborate with the Director to advance the mission of the Caucus, and include the Director as an ex officio member of all committees, except any nominating committee. If ODP offers an existing staff person to support the Caucus, the Steering Committee may decide to treat such staff person as a Director for purposes of these bylaws.

Article VIII

Miscellaneous

Section 1. Parliamentary Procedure

All meetings shall follow parliamentary procedure as contained in the current edition of *Robert's Rules of Order, Newly Revised* in situations not covered by these bylaws or by the Constitution & Bylaws and Rules of Procedures adopted by ODP.

Section 2. Consistency and Severability

These bylaws are intended to be consistent with the laws of the State of Ohio and the Constitution & Bylaws of the Ohio Democratic Party. Any section or clause of the Caucus Bylaws that is in direct conflict with state law or the ODP Constitution & Bylaws shall be unenforceable, null, and void, while all remaining sections and clauses shall remain enforceable and in full effect.

Section 3. Amendments

These bylaws may be amended in writing by the majority vote of the Caucus members present at the annual meeting. If a need to amend arises between annual meetings, a unanimous vote of the officers can adopt temporary amendments effective until the next annual meeting, but such temporary amendments cannot change this section or the requirement for an annual meeting.

Section 4. Notice

All notices required by these bylaws must be written in either digital or hard copy form.

Adoption of Bylaws

We, the undersigned conveners of the Ohio Democratic Party Pride Caucus, hereby approve and adopt the foregoing as the bylaws of the Caucus on this 13 day of May 2023.