

Approved April 11, 2024

RULES AND BYLAWS OF THE LDS DEMOCRATIC CAUCUS OF UTAH

Our mission: To actively encourage more members of The Church of Jesus Christ of Latter-day Saints to vote for Democratic candidates.

ARTICLE I

The name of this organization will be the LDS Democratic Caucus of Utah, hereinafter LDS Dems.

ARTICLE II

Membership

Section 1

Membership in LDS Dems shall be open to those who wish to encourage more Latter-day Saints to vote for Democratic candidates. It is not required that an individual be a registered Democrat in order to become a member of LDS Dems. Membership is defined as being in the LDS Dems communications database.

Section 2

Membership in LDS Dems is open to everyone, and no distinction is made on the basis of religious affiliation, race, color, creed, ethnic identity, national origin, economic status, gender, sexual orientation, disability, or any other criteria.

Section 3

Voting eligibility for LDS Dems elections shall be determined by the following criteria:

- A. The individual must be a current member of the LDS Dems mailing list by signing up on LDS Dems.org and being on the mailing list; and
- B. The individual must be a current resident of Utah.
- C. Additional eligibility requirements may be determined by the Executive Committee.

ARTICLE III

Officers and Representatives

Section 1

Caucus officers and representatives on the State Executive Committee shall be nominated and elected for two year terms at the State Annual Meeting. These are to include: Caucus Chair, Caucus Vice-chair, Secretary, Treasurer, and at least two (and no more than sixteen) at-large Executive Committee members. The Executive Committee is responsible for the details of the day-to-day functioning of the LDS Dems Caucus in Utah

Section 2

Duties of Officers of the State Executive Committee are:

- A. The State Chair shall:
 - A. Serve as the principal for LDS Dems and is responsible for conducting all Executive Committee meetings and presides at state caucus meetings;
 - B. Along with the Treasurer, approve all expenditures made in the name of the LDS Dems Caucus;
 - C. Provide leadership for the Party and be invested with the responsibility to implement the decisions of the Executive Committee;
 - D. Name committee chairs and members of all standing, advisory, and select committees, except as otherwise noted, and serve as ex officio member of all committees;
 - E. Serve as the Caucus's representative on the State and County Central Committees in which they reside;
 - F. Approve all emails to be sent to the caucus;
 - G. Oversee fundraising efforts; and
 - H. Be invested with power and discretion to call special meetings and make summary decisions to meet unexpected contingencies.
 - I. Speak on behalf of the organization in response to media inquiries.
- B. The State Vice Chair shall:
 - A. Act in the Chair's absence at all official functions;
 - B. Serve as the Interim Chair in the event of the Chair's resignation or inability to continue in office;
 - C. Be in charge of organizing the statewide Annual Meeting;
 - D. Assist the Chair in fundraising efforts;
 - E. Fulfill other duties as necessary by the Chair;
 - F. Preside over all state caucus meetings in which an election of the Chair will occur, unless running for election as Chair; and

- C. The State Secretary shall:
 - A. Serve as the Recorder and Historian for the Caucus, provide a summary of each activity and keep materials for a historical record;
 - B. Notify all Executive Committee members of Executive Committee meetings at least 3 days prior to the meeting;
 - C. Keep a written record of all meetings of the Executive Committee and other official functions of the Caucus;
 - D. Compile and maintain a list of all officers, committee members, and their contact information;
 - E. Compile and maintain a list of all members and their contact information;
 - F. Compile attendance at Executive Committee meetings and Caucus activities for the purposes of voting credentials; and
 - G. Be responsible for keeping and maintaining all other official files of the Caucus, including records of all written correspondence and reports to and by the officers and chairs of the various Caucus committees.
- D. The State Treasurer shall:
 - A. Serve as the chief financial officer for the Caucus;
 - B. Be responsible for keeping the financial records of the Caucus, including all income details as to amount, date, name and address of all contributors to the Caucus, and all expenditures detailed as to amount, vendor, and reason for expenditure;
 - C. Be responsible for reporting to the Lt. Governor's office such details of income and expenditure as required by Utah law;
 - D. With the approval of the Caucus Chair, be responsible for signing all checks billed to the Caucus, keeping and reconciling the Caucus' checkbook and other accounts, and depositing income to the appropriate account in a timely manner;
 - E. Keep files on any licenses, insurance policies, titles to physical property, post office boxes, rental or lease agreements, federal employment numbers, and shall inform the Chair when payments are due;
 - F. Be apprised of fundraising efforts in conjunction with the Chair and Vice-Chair; and
 - G. Perform other duties as assigned by the Chair.

Section 3

Caucus Chair, Treasurer, and at least one at-large Executive Committee member will be elected in odd-numbered years at the State Annual Meeting and assume office at the adjournment of that meeting. Vice Chair, Secretary, and at least one at-large Executive Committee member will be elected in even-numbered years at the State Annual Meeting and assume office at the adjournment of that meeting.

Section 4

Positions will be confirmed by a majority vote of the eligible voting members at the Annual Meeting. Eligible voting members are defined in Article II, Section 3.

Section 5

A vacancy among Executive Committee officers and members may be filled by a caucus member who shall be appointed to complete the term left vacant by a majority vote of the Executive Committee, serving until the next annual meeting.

Section 6

The Executive Committee may designate Regional representatives as needed, and the Executive Committee retains the exclusive authority to do so. Regional representatives may be designated by a majority vote of the Executive Committee.

Section 7

An officer may be removed from any LDS Dems Committee by:

- A. Written resignation, or
- B. Having shown negligence in duty as determined by a majority of the Executive Committee, removed by a two-thirds vote of the Executive Committee

Section 8

The two members representing LDS Dems on the State Central Committee shall be the State Chair plus one other officer appointed by the Executive Committee with an emphasis on promoting diverse perspectives.

Section 9

Written or verbal statements to the press on behalf of the caucus shall be approved by at least 3 of the Executive Committee officers.

ARTICLE IV

Meetings

Section 1

The LDS Dems shall hold a statewide Annual Meeting.

- A. Meeting shall happen at any point in the calendar year and at any location to be determined by the State Executive Committee.
- B. Notice must be given to LDS Dems membership at least 10 days prior to convening.
- C. Officers to the Executive Committee are elected at this Annual Meeting as pursuant to Article III, Section 3.
- D. Those eligible to vote in officer elections are defined in Article II, Section 3.
- E. If more than two individuals run for any one position, a candidate must receive a majority of the votes cast. Where a candidate does not receive a majority of votes cast, a second ballot shall be held between the top two candidates. Voting continues until a candidate receives a majority.

Section 2

The LDS Dems Executive Committee will meet regularly with a quorum consisting of one-third of Executive Committee members + 1 being required for caucus business to be conducted.

Section 3

Executive Committee meetings are open to all members of the caucus, but a majority of the Executive Committee present may vote to close the meeting at any time.

ARTICLE V

Committees

Section 1

The State Executive Committee shall be composed of no more than 20 caucus members.

Section 2

The State Executive committee will consist of:

- A. 4 officers pursuant to Article III, Section 1; and
- B. No fewer than 2 and no more than 16 at-large members shall serve on the LDS Dems State Executive Committee.
- C. Executive committee members are encouraged to do at least two of the following in a given calendar year:
 - a. Attend 3 Executive Committee meetings.
 - b. Attend an LDS Dems sponsored activity.
 - c. Donate at least \$50.
 - d. Provide at least five hours of volunteer service to LDS Dems.

Section 3

The State Executive Committee may create any additional ad-hoc sub-committees as needed. Said committees shall be chaired by members of the Executive Committee.

ARTICLE VI

Caucus Endorsements & Platform

Section 1

The LDS Dems Executive Committee may choose to endorse candidates for office in intra-party races after the filing deadline, if the candidate has met criteria established by the Executive Committee. The vote must be affirmed by a two-thirds vote.

Section 2

The LDS Dems Caucus will not have a platform.

ARTICLE VII

Parliamentary Authority

Section 1

The rules contained in the current edition of Robert's Rules of Order shall govern the Caucus in all cases to which they are applicable and in which they are not inconsistent with these rules and any special rules that the Caucus may adopt.

ARTICLE VIII

Severability and Amendments

Section 1

Should any part of the rules be found to be in violation of:

- A. the Constitution, laws or applicable regulations of the United States,
- B. the Constitution, laws or applicable regulations of Utah or its applicable subdivisions,

- C. the Constitution, Bylaws or applicable rules of the Democratic National Committee, or,
- D. the Constitution, Bylaws or applicable rules of the State Party,
- E. the Constitution, Bylaws or applicable rules of LDS Dems of America,

Said part alone shall cease to have effect and all other parts shall be wholly severable and remain in complete force. In such a case, the Caucus Chair shall remedy the situation until the next meeting of the voting members or the Executive Committee.

Section 2

These rules may be amended, by the Executive Committee, by a two-thirds majority, or by a two-thirds majority of the Caucus, provided that the amendment has been submitted in writing to members of the Executive Committee. Amendments must be submitted two weeks prior to the scheduled annual meeting.