



The Bylaws of the Bexar County Young Democrats

Last Revised in July/August 2026

ARTICLE I. Name

The name of this organization shall be Bexar County Young Democrats, hereinafter referred to as BCYD.

ARTICLE II. Purpose

- 1) The primary purpose of this organization shall be to stimulate an active interest in the political process and to promote the involvement of young people in all aspects of the political arena in the Greater San Antonio area.
- 2) This organization shall accept political contributions and make political expenditures; educate the community; and increase political participation.
- 3) The organization will work with the local, state, and federal government to address issues concerning students, the San Antonio community and the Democratic Party. While local, state, and federal governments are in session, the organization will work to address issues concerning the Bexar County Young Democratic Party.

ARTICLE III. Membership

Section 1. **Members.** There shall be two classes of membership:

- a) **Voting Members.** Democrats at least thirteen (13) years of age who have not yet reached forty-one (41) years of age who live, work, are enrolled in school, or are registered to vote in Bexar County, Texas are eligible for membership.
- b) **Non-Voting Members.** Any individual who is not eligible for voting membership may join as a non-voting member without the ability to vote on BCYD matters.

Section 2. **Application**

An applicant for membership must submit their full name, date of birth, full address [street address, city, county, state, zip code], phone number, email address, and an indication that the member agrees to support the Democratic Party to the Secretary or their designee.

Section 3. **Becoming Ineligible for Voting**

Any member who becomes ineligible for voting membership will lose their voting privileges at the time they become ineligible.

Section 4. **Resignation**

Any member desiring to resign from the chapter shall present a resignation in writing or electronically to the Secretary, who shall present it to the chapter at the next regular meeting.

Section 5. **Dues**

There are no dues to individuals in order to be a member of the Bexar County Young Democrats. The membership year shall begin on January 6 annually.

Section 6. **Renewal**

Members must submit an application each year to renew their membership. Prior-year members retain their voting status for sixty (60) days after the beginning of the new membership year.

Section 7. **Removal**

Membership may be revoked due to conduct or speech that directly conflicts with the values and principles of the Bexar County Young Democrats. Removal decisions require a two-thirds vote of voting members at a membership meeting for expulsion, in addition to 14 days notice.

Section 8. **Non-discrimination**

No person shall be denied membership on the basis of race, ethnicity, gender identity, religion or the lack thereof, economic status, national origin, sexual orientation or disability.

Section 9. **Misconduct**

All members shall adhere to the BCYD Code of Conduct. Any reports of misconduct should be reported to execbcyd@gmail.com.

- a. A member shall be automatically suspended from BCYD for the duration of any pending investigation into them engaging in misconduct unless, by a two-thirds majority vote, the general membership wishes to revoke such suspension pending a final verdict.
- b. Following the procedures laid out in the BCYD Code of Conduct, a member found to have engaged in misconduct may be subject to the disciplinary actions found in Robert's Rules of Order. Including, but not limited to, a formal censure, long-term suspension from BCYD, and/or expulsion from BCYD.
- c. A member suspected of criminal activity may be reported to legal authorities regardless of any internal action taken by BCYD.

ARTICLE IV. Officers

Section 1. Officers

The elected officers of the chapter shall be a President, a Vice President, a Secretary, and a Treasurer, a Membership Director, a Policy Director, and two Communication Directors. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the society. The appointed officers of the chapter shall include a Parliamentarian and other officers necessary to aid in the operation of the chapter.

Section 2. Nominations

Nominations shall happen from the floor and will open during the May regular meeting and shall remain open until closed by the President at the June meeting. Nominations not made during a meeting shall be submitted to the Secretary.

Section 3. Election

All elected officers shall be elected at the June regular meeting. The Newly Elected Officers terms will begin on August 1st, to allow for transition time. Officers shall serve for a term of one year.

Section 4. Appointment

Appointed officers shall be appointed by the President, with the advice and consent of the Executive Board.

Section 5. Eligibility for Office

Only voting members are eligible to run for elected office. The Parliamentarian may be a non-member.

Section 6. Removal from Office

All elected and appointed positions of the Bexar County Young Democrats may be subject to removal from office for misfeasance, malfeasance, or nonfeasance of assigned duties as per these governing documents; or, for violations of the governing documents of the Texas Young Democrats; or, for committing a felony under the laws of the State of Texas or the United States of America while in office; or, for failure to maintain decorum while acting in a capacity as an officer of Bexar County Young Democrats. Removal from Elected Office and appointed positions shall be done by two thirds of the Executive Board; or by two thirds of the voting members at a convened meeting, scheduled with 14 days notice. Removal by voting members will need a motion by a voting member followed by four seconds.

Section 7. Ethics Reporting

The Treasurer is responsible for filing all required documents and reports with the Texas Ethics Commission. The Treasurer is responsible for filing all reports whose reporting periods correspond to their term. The Treasurer must also report to the membership: the

cash balance of the chapter and summary of transactions since the previously held meeting. Reports by the Treasurer – including those to the TEC and to the membership – should be maintained in perpetuity in a manner accessible to the Executive Board.

Section 8. Resignations and unfulfilled terms

Officers shall notify the President or Vice President of their intention to resign. Upon the resignation of an officer, the President may appoint a replacement officer to serve until a new officer can be elected by the general membership.

Section 9. Elections for Public Office

Any officer that makes themselves a candidate for public office at the federal, state, county, or local level must first resign before filing their candidacy. Standard vacancy rules apply for picking their replacement.

ARTICLE V. DUTIES OF OFFICERS

Section 1. Duties of the President

The President shall serve as the Chief Executive and Presiding Officer of BCYD. The President shall have the authority and duties to actualize the Bylaws and deal with the affairs of BCYD. The President shall meet monthly with the officers to oversee the progress of their respective offices and responsibilities, keep written records of the meetings to submit to the Secretary, and report on these meetings and the overall progress of the organization in monthly communications with the Executive Board. The President shall also aid the Secretary in ensuring that all documents are accessible to all appropriate members.

Section 2. Duties of the Vice President

The Vice President shall assist the President in the performance of the President's duties and shall assume those duties in the President's absence. The Vice President shall meet monthly with the rest of the Executive Board and oversee the progress of the organization.

Section 3. Duties of the Secretary

The Secretary shall be responsible for the recording of accurate minutes of each Executive Board Meeting and Member Meeting and for the maintenance of all organizational records. Maintenance of records includes assuring their safe storage and their accessibility to all necessary parties, including at minimum: assuring the President has access to all records, assuring the Treasurer and has access to all financial records, ensuring the Executive Board and Membership Director have access to the membership records, and minutes and attendance rosters of all bodies within the organization, and that all members have access to the Constitution and/or Bylaws.

Section 4. Duties of the Treasurer

The Treasurer shall be responsible for the maintenance of accurate financial records BCYD with the advice of the President and Executive Board. The Treasurer shall provide monthly financial reports to the Executive Board showing any income and disbursements of BCYD Funds. The Treasurer shall do all reports for the Texas Ethics Commission (refer to Article IV, Section 7: Ethics Reporting). The Treasurer must also report to the membership: the cash balance of the chapter and summary of transactions since the previously held meeting. Reports by the Treasurer- including those to the TEC and to the membership - should be maintained in perpetuity in a manner accessible to the Executive Board.

Section 5. Duties of the Membership Director

The Membership Director shall be the main contact for possible new members. The Membership Director shall collect dues (as applicable) from members. The Membership Director shall submit a monthly report about how many members are in the organization and how to continue membership growth.

Section 6. Duties of the Policy Director

The Policy Director shall develop BCYD's policy positions, research and track relevant legislation, and lead education and advocacy efforts on key issues. The Policy Director shall draft official statements and/or resolutions and ensure policy work reflects the organization's mission and is accessible to members. The Policy Director shall also upkeep the bylaws of BCYD.

Section 7. Duties of the Communications Director(s). The Communications Director(s) shall manage the chapter's social media and digital presence.

a) Duties of the Public Relations Director

The Public Relations Director is responsible for creating and posting content, promoting events, and growing engagement on all social media platforms. The Communication(s) Directors shall also take charge in the creation of the organization's graphics and those graphics shall reflect the organization's values. The Public Relations Director shall also serve as the Public Relations head.

b) Duties of the Engagement Director

The Engagement Director shall manage the chapter's internal communications. This includes all platforms for contacting members and growing engagement within the Chapter.

ARTICLE VI. Meetings

Section 1. Regular Meetings

Business meetings shall be held monthly. Regular meetings should be canceled with at least 24-hour notice, unless an emergency arises.

Section 2. Special Meetings

Special meetings may be called as deemed necessary by the Executive Board. Special meetings shall be called with no less than 24 hours notice.

Section 3. Electronic Meetings

Meetings may be held by any means, including by videoconference or telephone, which allows for all members to hear and participate in all proceedings in real time. The quorum consists of those members attending the meeting.

Section 4. Quorum

Quorum consists of at least 5 voting members of BCYD, with a minimum of 2 voting members who do not hold appointed or elected office in BCYD.

ARTICLE VII. Committees

Section 1. Establishment

Any committees shall be created by the assembly.

- a) Any panel/committee established for proceedings regarding misconduct shall not be subject to Article VII of the BCYD Bylaws.

Section 2. Membership

Committee membership is voluntary and open to all members.

- a) The President shall be an ex-officio member of all committees.

Section 3. Committee Leadership

Committees will elect their own chairs, unless otherwise specified in a motion passed by the assembly.

ARTICLE VIII. Executive Board

Section 1. The Board

The elected officers of the chapter shall constitute the Executive Board.

Section 2. Duties of the Board

The Executive Board shall have general supervision of the affairs of the chapter between its business meetings; fix the location, hour, and date of meetings; and perform such duties as are specified in these bylaws. It is subject to the orders of the chapter and none of its acts shall conflict with action taken by the assembly.

ARTICLE IX. Parliamentary Authority

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

ARTICLE X. Expenditures

Section 1. Up to \$100

Either the President, Treasurer, or Voting Member designated by the President or Treasurer, may use the organization debit card to access the treasury for organization related purchases not to exceed a total of \$100 per transaction, or more than ~~3~~ three individual transactions in a month. Additional transactions must be approved by the Executive Board. All transactions are subject to review by the general membership and the ability to spend without approval may be revoked through the end of the current term by a two-thirds majority vote of the general membership.

Section 2. \$100 to \$200

Expenditures totaling \$100 to \$200 must be approved by the Executive Board. Ties are to be adjudicated by the general membership.

Section 3. Over \$200 and Subscriptions

All expenditures over \$200 must be pre-approved by the general membership of the organization. All subscriptions must be pre-approved by the general membership of the organization.

ARTICLE XI. Amendment

These bylaws may be amended at any regular business meeting of the chapter by a two-thirds vote, provided the amendment has been submitted in writing at least 48 hours in advance of the meeting.

Inaugural Executive Board

Bexar County Young Democrats

By signing below, all signatories agree to abide by the foregoing bylaws and serve the Bexar County Chapter of the Texas Young Democrats, officially named Bexar County Young Democrats ("BCYD") dutifully and to the best of their abilities. Their term of service shall extend until the formal elections are able to be held in accordance with the aforementioned Bylaws and new officers are able to serve. In addition, the signatories hereby ratify the foregoing Bylaws for the Bexar County Young Democrats and submit their names and chapter for recognition and approval to the Texas Young Democrats for official designation as an affiliate chapter.

Nicolette M.
Ardiente

Digitally signed by Nicolette
M. Ardiente
Date: 2022.01.16 18:30:01
-0600

Nicolette M. Ardiente
BCYD President

Date

Kelsey Brandt

Kelsey Brandt
BCYD Vice President

1/17/2022

Date

Tony Infante

Digitally signed by Tony
Infante
Date: 2022.01.17 16:24:04
-0600

Antonio "Tony" Infante
BCYD Treasurer

1/17/22

Date

Sarah
Johnson

Digitally signed by Sarah
Johnson
Date: 2022.01.17
16:44:13 -0600

Sarah Johnson
BCYD Secretary

Date

David Runnels
II

Digitally signed by David
Runnels II
Date: 2022.01.17 16:55:03
-0600

David Runnels II
BCYD Communications Co-Director

1/17/22

Date

Payton
Johnson

Digitally signed by Payton
Johnson
Date: 2022.01.17 17:13:40
-0600

Payton Johnson
BCYD Communications Co-Director

1/17/22

Date

Revision 2.0

Approved on 07/27/2025

Liz Delgado | BCYD President

Revision 2.1

Proposed 04/2026 Approved 05/17/2026

Maria Mancha | BCYD President

VACANT | BCYD Vice President

Gabriel Garcia | BCYD Treasurer

Maria Mancha | BCYD Secretary

Trinity Erwin | BCYD Membership Director

Joella Methola | BCYD Policy Director

Joshua Collins | BCYD Public Relations Director

Kathey Ren Torres | BCYD Engagement Director

Revision 2.2

Proposed by Nicolas Kerr 07/2026 | **Approved 08/16/2026**

Maria Mancha | BCYD President

Joella Methola | BCYD Vice President

Gabriel Garcia | BCYD Treasurer

Stanley Casillas | BCYD Secretary

Trinity Erwin | BCYD Membership Director

Nicolas Kerr | BCYD Policy Director

Joshua Collins | BCYD Communications Director (Public Relations)

Daisy Valdovinos | BCYD Communications Director (Social Media)