

**CHARTER
of the
PENNSYLVANIA DEMOCRATIC STATE COMMITTEE
PROGRESSIVE CAUCUS**

PREAMBLE

As “progressives,” we believe that it is through government that the needs of the people are protected and provided for. What unites us as progressive Democrats is our belief that the common good must supersede the influence of corporate greed. As a party, we are strongest when we respect individual liberties, with second class status for no one. We are strongest when we embrace our diversity, united by a sense of collective responsibility, rather than allowing any differences to divide us.

As the Progressive Caucus, we aim to put these core values into practice and thereby strengthen our party. When we promote educational opportunities that deepen our understanding of the needs of our communities, we strengthen our party. When we support progressive candidates who lead and who unashamedly promote core Democratic values, we strengthen our party. When we hold ourselves and our elected representatives accountable, increasing transparency and small “d” democratic principles, we strengthen our party. When we work in coalitions and support the efforts of our sister caucuses, we strengthen our party. In all that we do, we commit to being respectful, to promoting party unity, and to increasing the success our party, our candidates and our Democratic values.

We, the PROGRESSIVE members of the Pennsylvania Democratic State Committee, hereby formally declare that we have organized a caucus that shall hereafter be known as the Pennsylvania Democratic State Committee Progressive Caucus.

Recognizing that the Democratic Party of the Commonwealth of Pennsylvania has committed itself to the principles of representing the common good and individuals in the political process and of fair representation at every level of state activity, we organize with the intention of advising the Party of the means by which it can best fulfill the ideals from which its principles derive.

The Progressive Caucus is a forum and focus for action on issues of concern to all the individual residents of Pennsylvania. Our goal is to assist in the party building and the winning of elections while promoting the general welfare of all the residents of Pennsylvania.

As committed Democrats, we seek a truly just society. We will collectively and individually work through the Democratic Party to achieve the eradication of racial, sexual, and economic discrimination, and toward the realization of a national community in which social equity and a respect for individual dignity prevail. We pledge, therefore, that consistent with the principles of our Party, we honor the rules set forth in the Charter and By-Laws of the Democratic Party of the Commonwealth of Pennsylvania. For these ends and upon these principles, we do establish and adopt this charter of the Pennsylvania Democratic State Committee Progressive Caucus.

AMENDMENTS, BY-LAWS AND RULES

Section 1. This Charter may be amended by a vote of two-thirds of the members present and voting of the Pennsylvania Democratic State Committee Progressive Caucus, provided that at least thirty days written notice of the meeting on the proposed amendment has been given to all member of the Caucus.

Section 2. By-Laws of the Pennsylvania Democratic State Committee Progressive Caucus shall be adopted to provide for the governance of the affairs of the Caucus.

RESOLUTION OF ADOPTION

The Pennsylvania Democratic State Committee Progressive Caucus, assembled pursuant to the motion for adoption passed by a unanimous vote on Saturday, February 5, 2011, hereby adopts for the governance of the Caucus the Charter attached hereto.

BYLAWS
Adopted Pursuant to the Charter of the
PENNSYLVANIA DEMOCRATIC STATE COMMITTEE
PROGRESSIVE CAUCUS

ARTICLE ONE. NAME, PURPOSE, DUTIES AND POWERS

Section 1. Name and Purpose

This organization shall be known as the Pennsylvania Democratic State Committee Progressive Caucus. It shall have general responsibility for advising the Pennsylvania Democratic Party on matters of strategy and policy pertaining to progressive issues, subject to the provision of these Bylaws, adopted pursuant to the Charter of the Pennsylvania Democratic State Committee's Progressive Caucus, and the Charter and Bylaws of the Democratic Party of the Commonwealth of Pennsylvania. This responsibility shall include, but not be limited to:

- (a) Uniting the progressive members within the Pennsylvania Democratic State Committee;
- (b) Giving a united voice within State Committee to all progressive Democrats Statewide;
- (c) Seeking out, endorsing, promoting and supporting progressive Democratic candidates to run for political office;
- (d) Actively lobbying and working for all social and economic issues this body endorses;
- (e) Promoting and supporting the Democratic process within the Pennsylvania Democratic State Committee;
- (f) Assisting the Pennsylvania Democratic State Committee in developing strategies for advocating progressive values as part of its ongoing agenda;
- (g) Monitoring and advocating the Democratic Party's progress toward implementing its stated commitment to progressive values in the formation of policy and the conduct of Party;
- (h) Recommending means by which national, state, and local Democratic Party organizations can develop effective progressive programs with specific goals and timetables for achieving results;
- (i) Establishing networks for the development of grassroots support of the progressive values of the Democratic Party;
- (j) Channeling resources to aid in the achievement of the aforementioned objectives; and
- (k) Taking such other actions as may be necessary and proper to carry out the provisions of these Bylaws.

ARTICLE TWO. DEFINITIONS AND GENERAL PROVISIONS

Section 1. Definitions

- (a) "Caucus" or "Progressive Caucus" shall mean the Pennsylvania Democratic State Committee Progressive Caucus.
- (b) "The Democratic Party" shall mean the Democratic Party of the Commonwealth of Pennsylvania.

ARTICLE THREE. MEMBERSHIP

Section 1. Voting Membership

Voting membership of the Pennsylvania Democratic State Committee Progressive Caucus shall be limited to members of the Pennsylvania Democratic State Committee, meeting the requirements for selection, certification, and eligibility as defined by the Charter and Bylaws of the Democratic Party of Pennsylvania, who have submitted a membership form/application and any dues, which shall be voluntary, to the Treasurer of the Progressive Caucus.

Section 2. Associate Membership

Any registered Democrat who is not a member of State Committee may be a non-voting Associate Member of the Progressive Caucus provided he or she has submitted a membership form/application and any dues, which shall be voluntary, to the Treasurer of the Progressive Caucus.

Section 3. Removal of Members

- (a) Removal from the Pennsylvania Democratic State Committee as provided by the Charter and Bylaws of the Democratic Party of the Commonwealth of Pennsylvania shall constitute cause for removal as a voting member.
- (b) After a minimum of ten days notice and opportunity for a hearing before the Caucus, upon grounds found by the Caucus to constitute good and sufficient cause, the Progressive Caucus may remove a member by two-thirds vote of a quorum or a majority of the entire membership.

ARTICLE FOUR. MEETINGS

Section 1. Organizational Meeting

The Pennsylvania Democratic State Committee Progressive Caucus shall hold an Organizational Meeting every four years, concurrent with the Organizational Meeting held by the PA Democratic State Committee after its election, for the purpose of election of Caucus officers and any other organizational business that may come before the Caucus.

Section 2. Regular Meetings

The Progressive Caucus shall hold regular meetings concurrent with Pennsylvania Democratic State Committee meetings.

Section 3. Special Meetings

Special meetings of the Progressive Caucus may also be called by the Chair or by written request of no fewer than one-quarter (25%) of the members of the Caucus. It shall be the duty of the Caucus Chair to honor a qualified written request from members of the Caucus and call the Special Meeting within fifteen (15) days of the receipt of the request. The date of such meeting shall be fixed by the Chair not later than thirty (30) days nor earlier than fifteen (15) days from the date of the call.

Section 4. Call to Meetings

No later than ten days before each scheduled meeting, the members of the Progressive Caucus shall receive written notice by US Mail, fax, or email of the date, time and place of such meeting, and the tentative agenda.

Section 5. Quorum and Voting Privileges

- (a) Twenty percent (20%) of the current voting membership of the Caucus or fifteen (15) such voting members, whichever is greater, shall constitute a quorum.
- (b) Voting privileges shall be reserved for those Pennsylvania Democratic State Committee members who have had their membership application recorded by the Secretary of the Progressive Caucus for at least one previous meeting of the Caucus. This provision shall not apply at the Organizational Meeting following the election of Pennsylvania State Committee members.
- (c) Each member having voting privileges shall be entitled to one (1) vote on each issue before it.
- (d) Voting by proxy on behalf of Voting Members of the Progressive Caucus shall be permitted only as provided in the Bylaws of the Pennsylvania Democratic State Committee. Proxies may be either general or limited, and instructed or uninstructed. All proxies shall be in writing and transferable if so specified. No member or proxy member

may at any time cast more than one (1) vote on each issue before it. A proxy for any officer of the Caucus shall not be entitled to assume the duties or powers of the office.

ARTICLE FIVE. OFFICERS

Section 1. Election and Tenure of Officers

The officers of the Pennsylvania Democratic State Committee Progressive Caucus shall consist of a Chair, Vice Chair, Secretary, and Treasurer. Officers shall be elected by a majority of a quorum of the Caucus at each Organizational Meeting of the Progressive Caucus following the election of State Committee members. Officers shall be chosen from the Voting Members of the Progressive Caucus.

- (a) The term of office shall be four years, and until a successor shall be elected.
- (b) The offices of Chair and Vice Chair shall be gender balanced.

Section 2. Duties and Responsibilities of the Chair

The Chair shall be the chief presiding officer of the Pennsylvania Democratic State Committee Progressive Caucus and its Executive Committee, and shall exercise the authority delegated to her/him by the Caucus. She/he shall be required to attend all meetings except for good and sufficient cause.

- (a) The Chair shall appoint a Parliamentarian, tellers, etc., as needed.
- (b) Subject to Article Seven of these bylaws, the Chair shall appoint such committees as the business of the Caucus shall require.
- (c) The Chair shall contribute to the formation of Party and Caucus policy.
- (d) The Chair shall execute all other actions necessary or appropriate in order to carry out the provisions of the Charter and Bylaws of the Caucus and to secure full and adequate participation by Progressives in all Party affairs.

Section 3. Duties and Responsibilities of the Vice-Chair

The Vice-Chair shall perform the duties of the Chair in the absence of the Chair and may perform any other duties necessary to carry out the provisions of the Caucus Charter and Bylaws. She/he shall be required to attend all meetings except for good and sufficient cause.

Section 4. Duties and Responsibilities of the Secretary

The Secretary shall take and keep the minutes of all Caucus meetings and may perform any other duties necessary to carry out the provisions of the Caucus Charter and Bylaws. She/he shall be required to attend all meetings except for good and sufficient cause.

Section 5. Duties and Responsibilities of the Treasurer

The Treasurer shall keep an accurate record of all financial transactions of the Caucus;

- (a) She/he shall be a signatory on all accounts maintained by the Caucus;
- (b) She/he shall collect any dues, which shall be voluntary, in accordance with a voluntary dues policy established by the Caucus; and
- (c) She/he may perform any other duties necessary to carry out the provisions of the Caucus Charter and Bylaws.
- (d) She/He shall attend all meetings of the Caucus except for good and sufficient cause.
- (e) She/He shall make a financial report at each meeting, and annually at the first meeting of each new year shall present a written financial report for the previous year to the Audit Committee.

Section 6. Removal from Office

- (a) An officer of the Caucus may resign by written notice to the Chair of the Caucus, or in a case of resignation of the Chair, to the Vice Chair. Such resignation shall be effective immediately.
- (b) After a minimum of ten days notice and opportunity for a hearing before the Caucus, and upon grounds found by the Caucus to constitute good and sufficient cause, the Caucus

may remove an officer by two-thirds vote of a quorum or a majority of the entire membership.

- (c) An officer will be presumed to have resigned from her/his office if she/he fails to attend three consecutive Progressive Caucus meetings in person, or if she/he resigns or is removed from membership in the State Committee.

Section 7. Vacancies

Vacancies created by death, resignation, or removal of any officer of the Caucus shall be filled by the election of a replacement officer by the full Caucus at its next regular meeting. Any replacement so elected shall serve for the remainder of the original officer's term and until a new successor shall be elected.

- (a) The Chair may make an interim appointment for the purpose of filling said vacancy until the full Caucus is convened.

ARTICLE SIX. EXECUTIVE COMMITTEE

Section 1. Composition

The Executive Committee of the Progressive Caucus shall consist of five members comprised of its current Chair, Vice Chair, Secretary, and Treasurer, plus its immediate Past Chair. In the event the immediate Past Chair declines Executive Committee membership, is no longer a voting member of the Progressive Caucus, or is elected to another office for the current term, the Caucus shall elect one other voting member to serve as an at-large member of the Executive Committee in place of the immediate Past Chair.

Section 2. Powers and Duties

The Executive Committee shall have general supervision of the affairs of the Caucus between meetings, shall consult with the membership and make recommendations to it, and shall perform such other duties as these Bylaws or the Bylaws of the Democratic Party of Pennsylvania shall require. The Executive Committee shall be subject to actions of the Caucus, and none of its acts shall conflict with actions taken by the Caucus.

Section 3. Meetings and Votes of the Executive Committee

- (a) Meetings of the Executive Committee may be convened in person or by conference call or videoconference.
- (b) Members of the Executive Committee may vote by voice or standing vote, or by telephone, email, or other electronic means.

ARTICLE SEVEN. OTHER COMMITTEES

Section 1. Audit Committee

The Chair shall annually appoint an Audit Committee consisting of three Voting Members, other than the Treasurer, to review the annual financial report of the Caucus.

Section 2. Authorization

The Caucus may from time to time create such other standing or ad hoc committees, as it shall deem appropriate.

- (a) Except as otherwise provided in the Charter or in these Bylaws, the members of all committees of the Caucus shall be appointed by the Chair of the Progressive Caucus, subject to ratification by the Caucus.
- (b) All matters referred to any special committee, standing committee, or other sub-group must be acted upon and said action reported to the body that originated the committee.

ARTICLE EIGHT. AMENDMENTS

Section 1. Procedure for Amendment

The Charter or Bylaws of the Progressive Caucus may be amended by a two-thirds majority of a quorum at any meeting of the Caucus duly called and convened, provided that notice of the proposed amendment(s) and a copy of thereof is submitted to all Caucus members in writing by US Mail or email, with or prior to the Ten-Day Call to the Meeting.

ARTICLE NINE. PARLIAMENTARY AUTHORITY

Section 1. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Caucus 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 Caucus may adopt.

ARTICLE TEN. SEVERABILITY

Section 1. Severability

Any article or section of these bylaws found to be in conflict with those of the Pennsylvania Democratic Party or Democratic State Committee, or with applicable state or federal law, shall be null and void. In such case, the remaining articles and sections shall remain valid and in force until amended as provided herein.

ADOPTED: June, 2011

REVISED: March 5, 2016.