



Board Policy 2024-002:

Charter Approval

1. Chartered Organizations

- 1.1. The Caucus shall be composed of local, autonomous organizations (Clubs). Clubs that have been granted a charter shall be added to the rolls of the Caucus (TSDC). Such Clubs are granted the following rights:
 - 1.1.1. Use of the names "Texas Stonewall Democratic Caucus", "Texas Stonewall", "Stonewall", "Stonewall Democrats" and "Texas Stonewall Democrats" in affiliation with the state organization;
 - 1.1.2. Full participation in TSDC activities;
 - 1.1.3. Representation on the TSDC Board of Directors;
 - 1.1.4. Voting in TSDC elections;
 - 1.1.5. Notification of all meetings;
 - 1.1.6. Access to all official documents of the Caucus.

2. Population Requirements

- 2.1. To charter as distinct entities, Clubs in counties, or service areas with over one hundred thousand (100,000) votes for the Democratic candidate in the last gubernatorial election must consist of ten (10) or more members, and Clubs in counties with one hundred thousand (100,000) or fewer votes for the candidate must consist of five (5) or more members.
- 2.2. Clubs representing more than one county must calculate their total votes for the Democratic candidate in the last gubernatorial election across all counties represented by the Club.
- 2.3. Clubs representing educational institutions, to charter as distinct entities, must consist of ten (10) or more members on campuses with enrollment greater than ten thousand (10,000) students, while campuses with ten thousand (10,000) or fewer enrolled students must consist of five (5) or more members.

3. Duration of Charter

- 3.1. A Club's charter shall be in effect from its granting until July 1st of each even year, unless one of the following applies:
 - 3.1.1. the Club is found to have violated criminal law,
 - 3.1.2. the Club is found to have violated the rules set forth by the Texas Ethics Commission regarding campaign finance or has not submitted proof of Treasurer filing with the Texas Ethics Commission within 30 days of being granted a charter,



- 3.1.3. a complaint filed against the Club is upheld by the grievance committee,
 - 3.1.4. the Club fails to meet the required deadlines for updating Club information as set forth by this policy,
 - 3.1.5. the Club operates in a fashion that is illegal or would disgrace the Caucus, or
 - 3.1.6. at the request of the Club by a vote of the entire Club membership.
 - 3.2. If a Club violates any of these provisions, the Board of Directors may revoke its charter by a three-fourths vote.
 - 3.3. All chartered clubs are considered current and in good standing upon passage of this policy and shall not be required to submit renewal charter applications until the next Biennial Meeting.
- 4. Granting Charters**
- 4.1. Clubs shall be granted a charter by submitting a charter application to the Board of Directors that is in compliance with any requirements and/or time limits established for such an application, for verification by the Development Committee, and approval by the full membership at the Biennial Meeting.
 - 4.2. A charter may also be submitted between Biennial Meetings to the Development Committee for verification and approval by a majority vote of the Board of Directors, or three-fourths vote of the Executive Committee between Board meetings.
- 5. Charter Renewal Application Requirements**
- 5.1. A chartering packet turned in by a Club requesting a renewal of their charter must include:
 - 5.1.1. Name of the Club;
 - 5.1.2. Compilation of the Club's officers, including full addresses, ZIP codes, phone numbers, email, date of election, and date of term expiration;
 - 5.1.3. Membership listing, including contact information (ZIP code at a minimum, along with phone and email information if available);
 - 5.1.4. Oath of Affiliation for all members as specified in the TSDC Bylaws;
 - 5.1.5. A copy of the minutes from one meeting occurring since the preceding Approval;
 - 5.1.6. A copy of the Club's governing documents (Constitution and/or Bylaws and any Standing Rules);
 - 5.1.7. Certifications signed by the President of the Club acknowledging and affirming 'to the best of the signer's knowledge that all documents submitted are current, complete, and in every respect accurate.'
- 6. Initial Charter Application Requirements**



- 6.1. A chartering packet turned in by a Club seeking their first charter or seeking to re-charter after a suspension from the Caucus must include all requirements listed for charter renewals, with the following changes and additions:
- 6.2. The required copy of the minutes must also be signed, physically or digitally, by at least as many members present at the meeting as are required to charter the Club as per this policy. (See Section 2.)
- 7. Deadline for Credentials Submission**
 - 7.1. The Board of Directors or their designee shall establish a deadline for the submission of Charter Applications and Renewals to be considered at the Biennial Meeting and publish the information a minimum of 14 calendar days before the deadline.
- 8. Online Charter Applications**
 - 8.1. The Board of Directors or their designee shall specify a format for an electronic/online interface to accept Club applications for charters.
- 9. Chartering and Membership Fees**
 - 9.1. Each chartered Club shall remit membership dues to the Caucus in the amount established by the Board of Directors. The Caucus shall not charge chartering fees to individual Clubs.
- 10. General**
 - 10.1. All chartered Clubs shall make their By-Laws publicly available to its members, potential members and the general public by posting them on their website, social media pages, and/or through other means of accessible electronic communication.
 - 10.2. All chartered Clubs shall publicly announce and post regularly scheduled and specially called membership meetings including but not limited to the time, date and location.
- 11. Affiliate & Social Clubs**
 - 11.1. Clubs that do not intend to raise and spend money shall be designated as Affiliate & Social Clubs. These clubs must indicate in the affirmative, in the Charter Application and renewal, that they do not intend to raise and or spend money.
 - 11.2. Affiliate & Social Clubs once approved may only change their status during the charter renewal process.
 - 11.3. Members of these Clubs shall apply for At-Large Membership and pay applicable dues to TSDC, and the Club's leadership shall provide a membership list to the Secretary and Treasurer.
 - 11.4. These Clubs shall be entitled to all rights and responsibilities as other chartered clubs such as but not limited to, full participation and representation on the Board.
- 12. Notification of Change to Internal Structure**



- 12.1. Chartered Clubs are responsible for notifying TSDC of any change within their internal structure within 30 days of a change, including officer changes, name changes, or contact information changes.