



**The  
Constitution,  
Bylaws,  
and  
Protocol  
of the  
League of United Latin  
American Citizens  
Youth Organization**

**All for One—One for All**

**Revised 2002**



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## LULAC CODE

Respect your citizenship and preserve it; honor your country, maintain its tradition in the spirit of its citizens and embody yourself into its culture and civilization.

Be proud of your origin and maintain it immaculate, respect your glorious past and help to defend the rights of all the people.

Learn how to discharge your duties before you learn how to assert your rights; educate and make yourself worthy, and stand high in the light of your own deed; you must always be loyal and courageous.

Filled with optimism, make yourself sociable, upright, judicious, and above all things be sober and collected in your habits, cautious in your actions and sparing in your speech.

Believe in God, love humanity and rely upon the framework of human progress, slow and sound, unequivocal and firm.

Always be honorable and high-minded; learn how to be self-reliant upon your qualifications and resources.

In war serve your country, in peace your convictions; discern, investigate, meditate, think, study and at all times be honest and generous. Let your firmest purpose be that of helping to see that each new generation shall be of a youth more efficient and capable.

## LULAC PRAYER

Almighty God, who has given us this good land for our heritage, we humbly beseech Thee that we may prove ourselves a people mindful of Thy favor and glad to do Thy will. Bless our land with honorable industry, sound learning and pure manners. Save us from violence, discord and confusion; from pride and arrogance, and from every evil way. Defend our liberties and fashion into one united people the multitudes brought hither out of many kindred and tongues. Imbue with the spirit of wisdom those to whom in Thy name we entrust the authority of government, that there may be justice and peace at home, and that, through obedience to Thy law, we may show forth Thy praise among the nations of the earth. In the time of prosperity fill our hearts with thankfulness; in the day of trouble suffer not our trust in Thee to fail; all of which we ask through Jesus Christ our Lord. Amen.

## YOUTH PRESIDENT FOREWORD

For decades, LULAC has empowered Latino youth and molded us into stronger leaders, better public speakers and ambitious activists. We must continue to pave the path that our LULAC forefathers created for us over 72 years ago.

The LULAC National Youth Organization continues to grow strong with the guidance of our youth advisors from our sponsoring LULAC adult and young adult councils. LULAC Youth Councils undoubtedly contribute countless hours to our communities and are leaders in our schools. We will be prepared to run the country as future senators, doctors, lawyers, CEO's and business owners.

The last LULAC Youth Constitution was printed in 1992 and upon taking this office, I promised you that our Youth Board would deliver to you a new constitution. The constitutional committee comprised of three National Youth officers: John G. Hinojosa, Frank Vasquez and Gonzalo Godinez. These individuals, along with LULAC's National Parliamentarian Alfonso Maldonado, III, put countless hours into the revision and updating of this new constitution.

We also thank President Rick Dovalina and the LULAC National Board for putting their trust in us. On behalf of the 2001-2002 LULAC National Youth Board, I present to you this beautifully updated and revised Youth Constitution. Good luck to each and every one of you, LULAC Youth!

Juan Lopez  
LULAC National Youth President  
2001—

## NATIONAL PRESIDENT FORWARD

Seventy-three years ago the founders of the League of United Latin American Citizens created an organization that would revolutionize civil rights and community service for Hispanic Americans. It was an organization composed of volunteer members dedicated to gaining the same rights and opportunities for Hispanics as accorded to all other Americans.

Since its founding, the members of LULAC have developed an extraordinary record of accomplishments. Our unprecedented achievements in education, employment, housing, civil rights, and economic development have improved the lives of millions of Hispanics throughout the United States.

As members of LULAC, we are responsible and empowered to change our community through service and activism. As we work to secure our civil rights and improve our communities, we must draw strength from our proud record of accomplishments and the spirit of the founding fathers which still unites the LULAC of today.

This National Youth Constitution embodies much of the spirit and philosophy of the original LULAC members. It reflects the dedication, pride, and ideals of the League and continues to boldly hold forth that a people committed to the principles of equality and community service can create a fuller and richer civilization for our country.

Rick Dovalina  
LULAC National President  
1998—2002

# TABLE OF CONTENTS

- PREAMBLE** ..... 10
- Article I—Name and Organization** ..... 10
  - Section 1—Legal Provision and Status ..... 10
  - Section 2—Definition and Composition ..... 10
  - Section 3—Powers ..... 10
  - Section 4—Limitations ..... 11
- Article II—Aims and Purposes** ..... 11
- Article III—Organizational Structure** ..... 12
  - Section 1—National Youth Assembly ..... 12
    - a. Definition ..... 12
    - b. Composition ..... 12
    - c. Powers ..... 12
    - d. Sessions ..... 13
    - e. Quorum ..... 13
  - Section 2—National Youth Board of Directors ..... 13
    - a. Definition and composition ..... 13
    - b. Powers ..... 14
    - c. Limitations ..... 15
    - d. Meetings ..... 15
    - e. Quorum ..... 16
  - Section 3—National Youth Executive Committee ..... 16
    - a. Definition ..... 16
    - b. Composition ..... 16
    - c. Quorum ..... 17
  - Section 4—State Youth Assembly ..... 17
    - a. Definition ..... 17
    - b. Composition ..... 17
    - c. Powers ..... 17
  - d. Sessions ..... 18
    - e. Quorum ..... 18
  - Section 5—State Youth Board ..... 18
    - a. Definition and Composition ..... 18
    - b. Powers and Limitations ..... 18
  - c. Meetings ..... 18
  - d. Quorum ..... 19
  - Section 6—District Youth Assembly ..... 19
    - a. Definition ..... 19
    - b. Composition ..... 20
    - c. Powers ..... 20
    - d. Sessions ..... 20
    - e. Quorum ..... 20
  - Section 7—District Youth Board ..... 20
    - a. Definition and Composition ..... 20
    - b. Powers ..... 20
    - c. Meetings ..... 21

- d. Quorum ..... 21
- Section 8—The Local Youth Council ..... 21
  - a. Definition ..... 21
  - b. Composition ..... 22
    - c. Powers ..... 22
    - d. Limitations ..... 22
    - e. Responsibilities ..... 23
    - f. Meetings ..... 24
    - g. Quorum ..... 24
    - h. Application For LULAC Youth Charter ..... 24
- Article IV—National Youth Officers** ..... 24
  - Section 1—Elective Youth Officers ..... 24
  - Section 2—Appointive Youth Officers ..... 25
  - Section 3—Immediate Past National Youth President ..... 25
  - Section 4—Qualifications ..... 25
  - Section 5—Election of National Youth Officers ..... 26
  - Section 6—Tenure of Elected Youth Office ..... 27
  - Section 7—Appointment of National Youth Officers ..... 28
  - Section 8—Impeachment and/or Removal of Officers ..... 28
  - Section 9—Duties and Responsibilities of Youth Officers ..... 30
    - a. National Youth President ..... 30
    - b. Immediate Past National Youth President ..... 31
    - c. National Youth Vice Presidents ..... 31
    - d. National Youth Treasurer ..... 32
    - e. Executive Youth Director ..... 32
    - f. National Youth Secretary ..... 32
    - g. National Youth Parliamentarian ..... 33
    - h. National Youth Sergeant-At-Arms ..... 33
    - i. National Youth Director of Publicity ..... 34
    - j. National Youth Membership Coordinator ..... 34
- Article V—State Youth Officers** ..... 34
  - Section 1—Elective Youth Officers ..... 34
  - Section 2—Appointive Youth Officers ..... 34
  - Section 3—Immediate Past State Youth Director ..... 34
  - Section 4—Qualifications ..... 34
  - Section 5—Election of State Youth Officers ..... 34
  - Section 6—Tenure of Youth Office ..... 35
  - Section 7—Appointment of State Youth Officers ..... 35
  - Section 8—Impeachment/Removal of State Youth Officers ..... 35
  - Section 9—Duties and Responsibilities of State Officers ..... 35
    - a. State Youth Director ..... 35
    - b. Deputy State Youth Director ..... 35
    - c. Immediate Past State Youth Director ..... 35
    - d. Deputy State Director for Young Women ..... 36
    - e. State Youth Treasurer ..... 36
    - f. State Youth Secretary ..... 37
    - g. State Youth Parliamentarian ..... 37

h. State Youth Sergeant-At-Arms .....	37
<b>Article VI—District Youth Officers</b> .....	38
Section 1—Elective Youth Officers .....	38
Section 2—Appointive Youth Officers .....	38
Section 3—Immediate Past District Youth Director .....	38
Section 4—Qualifications .....	38
Section 5—Election of District Youth Officers .....	38
Section 6—Tenure of Youth Office .....	38
Section 7—Appointment of District Youth Officers .....	38
Section 8—Impeachment and/or Removal of Officers .....	38
Section 9—Duties and Responsibilities of District Officers ...	38
<b>Article VII—Council Youth Officers</b> .....	39
Section 1—Elective Youth Officers .....	39
Section 2—Appointive Youth Officers .....	39
Section 3—Qualifications .....	39
Section 4—Election or Appointment .....	39
Section 5—Tenure of Youth Office .....	40
Section 6—Impeachment and/or Removal of Officers .....	40
Section 7—Duties and Responsibilities of Council Officers ...	40
<b>Article VIII—Youth Members</b> .....	40
<b>Article IX—General Provisions</b> .....	42
Section 1—The LULAC Code .....	42
Section 2—Motto .....	43
Section 3—Emblem .....	43
Section 4—Seal .....	44
Section 5—Flag .....	44
Section 6—Banner .....	44
Section 7—Membership Pin .....	45
Section 8—Colors .....	45
Section 9—Prayer .....	45
Section 10—Hymn .....	45
Section 11—The National Youth Office .....	46
<b>Article X—Financial Provisions</b> .....	47
Section 1—Revenue Sources .....	47
Section 2—Travel Expenses .....	47
Section 3—Budget .....	48
<b>Article XI—Supervision</b> .....	49
<b>Article XII—The Youth Constitution and Bylaws</b> .....	49
Section 1—Enabling and Repealing Provision .....	49
Section 2—Method of Amending the Constitution .....	50
Section 3—Revision of the Constitution .....	50

BYLAWS

<b>Article I—Ritual of the League</b> .....	51
<b>Article II—National Youth Committees</b> .....	53
<b>Article III—Youth Conventions</b> .....	53
Section 1—Authority to Hold .....	53

Section 2—Delegates .....	53
Section 3—Agenda .....	54
Section 4—Convention Committees .....	55
Section 5—Reports of Youth Officers .....	56
Section 6—Voting at Conventions .....	57
<b>Article IV—General Youth Terms</b> .....	57
<b>Article V—Youth Resolutions and Laws</b> .....	58
<b>Article VI—Oath of Youth Office</b> .....	59
<b>Article VII—Oath of New Youth Members</b> .....	59

PARLIAMENTARY PROCEDURES

<b>Article I—Order of Business</b> .....	60
<b>Article II—Duties of a President</b> .....	60
<b>Article III—Other Officials</b> .....	61
Section 1—Vice President .....	61
Section 2—Secretary .....	61
Section 3—Treasurer .....	62
<b>Article IV—Principal Motions</b> .....	63
<b>Article V—Nominations, Elections &amp; Terms of Office</b> .....	65
<b>Article VI—Decorum</b> .....	67

# CONSTITUTION OF THE LEAGUE OF UNITED LATIN AMERICAN CITIZENS YOUTH ORGANIZATION

## Preamble

We, the members of this organization, with unflinching faith in the Divine Power of the Almighty God and invoking His Gracious Blessings, do hereby ordain and establish this constitution to guide the destinies of our Youth Organization in accordance with the Philosophy and Aims and Purposes herein set.

## ARTICLE I Name and Organization

**Section 1—Legal Provisions and Status:** The Youth Organization of the League of United Latin American Citizens (LULAC Youth) is hereby authorized by the LULAC National Youth Assembly to operate under a charter granted by the LULAC National Board of Directors and under the direct supervision and guidance of the National Vice President of Youth and the National Committee of Youth Activities which shall be composed of the State, District and Local Council Directors of Youth Activities.

This organization shall be established under one governing body and under subsidiary governments where it shall operate as a civic and nonprofit organization as directed by the National Youth Assembly.

**Section 2—Definition and Composition:** The LULAC Youth is an entity designed to carry forth the work of LULAC at the teenage level and to serve as a training base for its members through social, civic, sports, and parliamentary activities. It shall be composed of affiliated organized and chartered Youth Councils.

**Section 3—Powers:** The LULAC Youth is empowered:

- a. To draw up, subject to approval by the Senior LULAC National Executive Committee, its own Constitution and Bylaws under the supervision and with the advice of the Adult National Vice President for Youth and the National Committee of Youth Activities, defining an organizational and administrative structure applicable to the purposes of the organization;
- b. To encourage and promote the organization and sponsorship of new LULAC Youth Councils and to approve and charter said Councils through its National Executive Committee;

- c. To chart a general program of activities which shall serve as a guideline for the various Youth Councils;
- d. To set and collect membership dues, charter fees and other fees as may be defined in this Constitution;
- e. To hold youth conventions as provided for in this constitution with regard to dates, sites, determination of delegations, etc. At such conventions the LULAC Youth may carry through activities as this constitution provides for. LULAC Youth will hold its state conventions in May and its National Convention in June in order for the youth to be properly supervised by the National Directors of Youth Activities and the Sponsoring Senior Councils.

## Section 4—Limitations:

- a. The LULAC Youth Constitution and Bylaws, Resolutions and Policies must not be in conflict with those of the League nor contrary to the direction of the LULAC National Executive Committee or the better judgment of the National Vice President for Youth and National Committee of Youth Activities;
- b. The program of activities of the LULAC Youth and its conduct thereof shall not be contrary to the Principles and Aims and Purposes of the League and must have the approval of the National Vice President for Youth and National Committee of Youth Activities.

## ARTICLE II Aims and Purposes

1. To use all constitutional means at our disposal to implement with social action the principles set forth in our philosophy.
2. To foster the learning and fluent use of the English language that we may thereby equip ourselves and our families for the fullest enjoyment of our rights and privileges and the efficient discharge of our duties and responsibilities to our country, but at the same time, exerting equal effort to foster the fluent mastery of the Spanish language which is part of our heritage and a means of extending the cultural horizons of our nation;
3. To constitute the LULAC Youth into a service organization to actively promote and foster suitable measures for the attainment of the highest of our American society, and to establish cooperative relations with civic and governmental institutions and agencies in the field of public service;

4. To oppose any violent demonstrations or other acts that defy constituted law and authority, desecrate the symbols of our nation, and threaten the physical and spiritual welfare of individuals or institutions;
5. To promote and encourage the education of youth and adults through scholarships, the constant vigilance of administrative and instructional practices in schools which deprive persons of educational opportunities, the sponsorship of classes in citizenship and other areas, and through the dissemination of information about available training opportunities;
6. To make use of every medium of communication at our disposal and to exert our combined efforts to promulgate and propagate the principles of the League, and augment its influence and numerical growth.

### **ARTICLE III Organizational Structure**

#### **Section 1—National Youth Assembly:**

- a. **Definition:** The National Youth Assembly shall be the governing legislative body of the LULAC Youth Organization and shall delegate the necessary powers to the National Youth Board for the adequate and efficient conduct of business during the interim between National Youth Conventions. It shall also manage, supervise, and control the business, property, funds and resources of the LULAC Youth Organization within the defined limits of this constitution.
- b. **Composition:** The National Youth Assembly shall consist of the following:
  - (1) The National Youth Board of Directors;
  - (2) The District Youth Directors;
  - (3) The Certified Youth Delegations of the Youth Councils.
- c. **Powers:** The National Youth Assembly shall be vested with the following powers:
  - (1) To adopt amendments to this constitution in the manner prescribed in this constitution;
  - (2) To adopt any resolution presented to it in the manner prescribed in this constitution;
  - (3) To delegate the necessary powers to the National Youth Board for the adequate and efficient conduct of business during the interim between National Youth Conventions;

- (4) To set the policies to be followed by the LULAC Youth;
  - (5) To enact legislation, other than amendments or resolutions, for the organizational well-being of the LULAC Youth, provided such legislation does not conflict with this constitution or the adult constitution;
  - (6) To listen and pass judgment on any and all appeals presented to it;
  - (7) To adopt any and all reports presented to it;
  - (8) To make any and all laws which shall be necessary for executing any of the above powers granted to it or to any part of it.
- d. **Sessions:** The National Youth Assembly shall convene annually at the National Youth Convention during the month of June for a period of time not to exceed five (5) days, in conjunction with the adult LULAC National Convention. The host of this convention shall notify all LULAC Youth councils and officers of the necessary information about the convention at least ninety (90) days prior to its start.
  - e. **Quorum:** A minimum of ten (10) youth councils in good standing and one-third (1/3) of states in good standing at the time of an annual convention or special-called session of the National Youth Assembly shall constitute a quorum without reference to the number of District, State or National Youth Officers who have a vote in said sessions. Youth councils presented thirty (30) days or less before a session of the National Youth Assembly may send delegations as observers without vote.

#### **Section 2—National Youth Board of Directors:**

- a. **Definition and Composition:** The National Youth Board of Directors is the delegated executive arm of the National Youth Assembly and shall be composed of the following:
  - (1) The National Youth President;
  - (2) The Immediate Past National Youth President;
  - (3) The National Youth Vice Presidents;
  - (4) The Past National Youth Presidents;
  - (5) The National Youth Executive Director;
  - (6) The National Youth Secretary;
  - (7) The National Youth Treasurer;

- (8) The State Youth Directors;
  - (9) The Adult National Vice President for Youth;
  - (10)The National Youth Parliamentarian;
  - (11)The National Youth Sergeant-At-Arms.
- b. Powers: The National Youth Board, in the interim of the annual meetings of the National Youth Assembly, shall be the governing legislative body of LULAC Youth and shall have jurisdiction over any and all matters presented to it, provided it maintains its actions within the mandates of the National Youth Assembly and within the powers granted to it by this constitution. Its powers shall be the following:
- (1) To approve all appointments made by the National Youth President to the National Youth Office and to other bodies stipulated in this constitution;
  - (2) To establish a budget, and to amend it whenever necessary and proper, from anticipated income and expenses. Said budget shall regulate all financial matters of LULAC Youth during the period July 1 through June 30 of the current year. This shall be done at the Youth Board's first meeting immediately after the National Youth Convention. It shall be the responsibility of the outgoing National Youth Administration to present such a budget;
  - (3) To legislate for LULAC Youth on any and all matters presented to it;
  - (4) To establish programs that may be beneficial to LULAC Youth;
  - (5) To make appropriations for establishing a uniform system of forms to be used by the National Youth Board and by the National Youth Office;
  - (6) To act on behalf of LULAC Youth in all matters involving LULAC Youth;
  - (8) To suspend, recall, or revoke, the charter of any council whose actions have proved to be detrimental to the League or of any youth council whose dues are overdue;
  - (9) To overrule any directives issued by the National Youth President prior to the National Youth Board meeting. This shall be done only when the National Youth Board is in session;
  - (10)To listen to appeals from members or councils and to rule according to the facts of the testimony brought forth;
- (11)To remove from office any youth officer of whatever rank, expel any member from LULAC Youth, and/or to recall the charter of any youth council found to have acted contrary to or not in keeping with LULAC principles and constitutional provisions;
  - (12)To bestow "Honorary Membership" on any non-member who has distinguished himself in scholarship or who has rendered outstanding service to LULAC Youth or to a youth council. This power is reserved to National only;
  - (13)To make any and all laws which shall be necessary for executing any of the above powers granted to it or to any part of it.
- c. Limitations: The National Youth Board is not empowered:
- (1) To amend or waive any provisions of this constitution or any resolution, policy or custom adopted or established by the National Youth Assembly;
  - (2) To permit any of its members to speak for LULAC Youth on any matter involving LULAC Youth policy, unless authorized to do so by this constitution, the National Youth Assembly, or the National Youth Board.
- d. Meetings:
- (1) The National Youth Board shall hold four regularly scheduled meetings during the year. The first one, which is an organizational meeting, shall be held at the site of the National Convention immediately following the close of all business; the second one will be held in August/September. The third shall be held in October/November. The fourth shall be held in February/March at such site as the National Youth President may select, keeping in mind travel distances and national adult meetings;
  - (2) In situations of emergency involving the welfare of LULAC Youth, the National Youth President may call a special meeting of the National Youth Board;
  - (3) For all regularly scheduled meetings with the exception of the first one, the National Youth Secretary shall be instructed by the National Youth President to send out notices and an agenda of the meeting to all members of the Board thirty days prior to their start. In the case of emergency meetings, the nature of the business shall determine the quickest form of advance notice;
  - (4) National Youth Board meetings shall be open to all LULAC youth members who have the right to present

matters involving them as individuals, their councils or a higher echelon of the League;

- (5) National Youth Board meetings are not miniature National Conventions replete with social functions, and consequently, the order of business should be carried out in the briefest time possible without delays due to social affairs. This will insure a better attendance by those with limited time and funds. These meetings shall be limited to a day and a half, preferably over a weekend.
- e. Quorum: A quorum for the official transaction of business shall constitute at least one-third (1/3) of the voting members. The voting members of the National Youth Board shall be the following:
  - (1) The National Youth Vice Presidents;
  - (2) The Immediate Past National Youth President;
  - (3) The Past National Youth Presidents (two of whom can be used to determine a quorum);
  - (4) The State Youth Directors;
  - (5) The National Youth Treasurer;
  - (6) The National Youth President, only if his or her vote affects the result.

### **Section 3—National Youth Executive Committee:**

- a. Definition: The National Youth Executive Committee is the delegated arm of the National Youth Board and shall be governed by the same authority and limitations as conferred by this constitution to said board (to include meetings, powers & limitations), except as provided below.
- b. Composition: The National Youth Executive Committee shall consist of the following:
  - (1) The National Youth President;
  - (2) The Immediate Past National Youth President;
  - (3) The National Youth Vice Presidents;
  - (4) The National Youth Executive Director;
  - (5) The National Youth Secretary;
  - (6) The National Youth Treasurer;
  - (7) The National Youth Director of Publicity;
  - (8) The National Youth Membership Coordinator;

- (9) The National Youth Parliamentarian;
- (10) The National Youth Sergeant-At-Arms;
- (11) The Adult National Vice President for Youth.

- c. Quorum: A quorum for the official transaction of business shall constitute at least one-half (1/2) of the voting members. The voting members of the National Youth Executive Committee shall be the following:
  - (1) The National Youth Vice Presidents;
  - (2) The Immediate Past National Youth President;
  - (3) The National Youth Treasurer;
  - (4) The National Youth President, only if his or her vote affects the result.

### **Section 4—State Youth Assembly:**

- a. Definition: State youth governments shall be established in each state where LULAC Youth is so organized, provided such states meet the requirements for state youth governments as stipulated by this constitution. The State Assemblies are the highest authority within their respective states. Each certified state shall be allowed a government similar to that of the national administration to include a State Youth Assembly, a State Youth Board, and state officials. No state shall be certified a LULAC Youth state unless there exists within the boundaries of that state three (3) or more youth councils in good standing. With the exception of the District of Columbia, Interim State Youth Directors will be appointed by the National Youth President with the consent of the National Youth Board for states having less than three youth councils in good standing and shall be under the direction of the National Youth Board. Such State Directors will be ordained as Interim State Youth Directors until the state reaches the status of good standing.
- b. Composition: The State Youth Assembly shall be composed of the following:
  - (1) The State Youth Board of Directors;
  - (2) The District Youth Directors;
  - (3) The Certified Delegations of the Youth Councils.
- c. Powers: As the highest level in the State LULAC Youth hierarchy, the State Youth Assembly is vested with all legislative, judicial and executive powers granted under its own Con-

stitution and Bylaws, adopted resolutions and policies which shall be subordinate to and consistent with the National Youth Constitution and Bylaws, and the resolutions, policies and customs of the National Youth Organization. Any certified state may establish districts within its boundaries that may be deemed necessary by that state or by action of the National Youth Board. All established districts within a state are directly responsible to their respective state.

- d. Sessions: The State Youth Assembly shall convene annually in the month of May in conjunction with the adult LULAC State Convention. It shall follow all procedures as to site selection, special sessions, etc., as set forth for the National Youth Assembly under Article III, Section 1 Subsection d.
- e. Quorum: In determining quorums for a State Youth Assembly session, the provisions in Article III, Section 1, Subsection e, shall prevail.

#### **Section 5—State Youth Board of Directors:**

- a. Definition and Composition: The State Youth Board of Directors is the delegated executive arm of the State Youth Assembly and shall be composed of the following:
  - (1) The State Youth Director;
  - (2) The Immediate Past State Youth Director;
  - (3) The Deputy State Youth Director;
  - (4) The State Youth Treasurer;
  - (5) The State Youth Secretary;
  - (6) The State Youth Chaplain;
  - (7) The State Youth Parliamentarian;
  - (8) The State Youth Sergeant-At-Arms;
  - (9) The District Youth Directors;
  - (10) The Adult Deputy State Director for Youth.
- b. Powers & Limitations: The State Youth Board, in the interim of the annual meetings of the State Youth Assembly, shall be the governing legislative body of the state and shall have jurisdiction over all matters presented to it, provided it maintains its actions within the mandates of the State Youth Assembly and within the powers granted to it by this constitution.
- c. Meetings: The State Youth Board shall hold four regularly scheduled meetings during the year. The first one, which is an

organizational meeting, shall be held at the site of the State Convention immediately following the close of all business; the other three board meetings shall be at the discretion of the State Youth Board. The State Youth Director may select the site and time, keeping in mind travel distances and adult state meetings. In case of an emergency situation, the State Youth Director may call a meeting of the State Youth Board, advising the members by the quickest means of communication. State Youth Board meetings shall be for one day only.

- d. Quorum: A quorum for the official transaction of business shall constitute at least one-third (1/3) of the voting members. The voting members of the State Youth Board shall be the following:
  - (1) The Deputy State Youth Director;
  - (2) The Immediate Past State Youth Director;
  - (3) The District Youth Directors;
  - (4) The State Youth Treasurer;
  - (5) The State Youth Director, only if his or her vote affects the result.

#### **Section 6—District Youth Assembly:**

- a. Definition: District youth governments shall be established in each state where the LULAC Youth Organization is so organized, provided such Districts meet the requirements for District governments as stipulated by this constitution. The District Assemblies are the highest authority within their respective Districts. Each certified district shall be allowed a government similar to that of the national administration: a District Youth Assembly, a District Youth Board, District Youth Officers, and such; and may establish district bylaws for its own government, provided such are not in conflict with this constitution or with the policies of LULAC Youth. No district shall be a qualified LULAC Youth district unless there exists three (3) or more youth councils within that district; councils not in a district shall be under the direction of the State Youth Board. Interim District Youth Directors will be appointed by the State Youth Director with the consent of the State Youth Board for Districts having less than three youth councils in good standing and shall be under the direction of the State Youth Board. Each District shall have only one representative for each award at the state convention, each district will decide its winners at their respective district convention.

- b. Composition: The District Youth Assembly shall be composed of the following:
  - (1) The District Youth Board;
  - (2) The Certified Delegations of the Youth Councils.
- c. Powers: The District Youth Assembly shall be vested with all legislative, judicial and executive powers granted under its Constitution and Bylaws, and all duly adopted resolutions and policies which shall be subordinate to and not in conflict with the State and National Constitutions and Bylaws, resolutions, policies or customs.
- d. Sessions: The District Youth Assembly shall convene annually in the month of April in conjunction with the adult District Convention. It shall follow all procedures as to site selection, special sessions, etc., as set forth for the National Youth Assembly under Article III, Section 1, Subsection d.
- e. Quorum: The certified delegates from one third (1/3) of the active youth councils in the district at the time of a District Convention or special-called session of the District Youth Assembly shall constitute a quorum.
- c. Meetings: The District Youth Board of Directors shall hold four regularly scheduled meetings during the year. The first one, which is an organizational meeting, shall be held at the site of the District Convention immediately following the close of all business; the other three board meetings shall be at the discretion of the District Youth Board. The District Youth Director may select the site and time, keeping in mind travel distances and adult District meetings. In case of an emergency situation, the District Youth Director may call a meeting of the District Youth Board, advising the members by the quickest means of communication. District Youth Board meetings shall be for one day only.
- d. Quorum: A quorum for the official transaction of business shall constitute at least one-third (1/3) of the voting members. The voting members of the District Youth Board shall be the following:
  - (1) The Deputy District Youth Director;
  - (2) The Immediate Past District Youth Director;
  - (3) The Youth Council Presidents;
  - (4) The District Youth Director, only if his or her vote affects the result.

**Section 7—District Youth Board of Directors:**

- a. Definition and Composition: The District Youth Board of Directors is the delegated executive arm of the District Youth Assembly and shall be composed of the following:
  - (1) The District Youth Director;
  - (2) The Immediate Past District Youth Director;
  - (3) The Deputy District Youth Director;
  - (4) The District Youth Treasurer;
  - (5) The District Youth Secretary;
  - (6) The District Youth Parliamentarian;
  - (7) The District Youth Sergeant-At-Arms;
  - (8) The Youth Council Presidents;
  - (9) The Adult Deputy District Director for Youth.
- b. Powers: The District Youth Board of Directors, in the interim of the annual meetings of the District Youth Assembly, shall be the governing legislative body of its District and shall have jurisdiction over all matters presented to it, provided it maintains its actions within the mandates of the District Youth Assembly and within the powers granted to it by this constitution.

**Section 8—The Local Youth Council:**

- a. Definition: Local youth councils may be organized by any youth officer, by any other council, or by an interested LULAC group. All interested groups wishing affiliation with LULAC Youth must comprise not less than ten (10) persons meeting the qualifications for membership. After orientation as to the principles, work and structure of LULAC Youth, such groups must fill out an Application for LULAC Youth Charter form to the National Youth Executive Committee, enclosed with a roster of its membership and its Youth Officers and with the charter fee, dues and the initiation fee of each member. Upon approval of the application by the National Youth Executive Committee, a Charter will be issued by the National Youth Office and sent to the relevant District or State Director. The District or State Director shall arrange a place and date with the new Council for the initiation of members, installation of Youth Officers, and presentation of charter according to the established ritual in this constitution. Each youth council must have a supervisor who is a member of LULAC. There shall be no set limit as to the number of Youth councils that may be established in a community. Each youth council shall be required to maintain itself in good financial standing with the National Youth Office.

- b. Composition: The Local Youth Council shall be composed of the following:
- (1) The President;
  - (2) The Vice President;
  - (3) The Immediate Past President;
  - (4) The Past Presidents;
  - (5) The Secretary;
  - (6) The Treasurer;
  - (7) The Parliamentarian;
  - (8) The Sergeant-At-Arms;
  - (9) The Members;
  - (10) The Adult Adviser for Youth.
- c. Powers: Each Local Youth Council shall be entitled to the following:
- (1) To establish its own council bylaws in a manner determined by its membership provided it does not conflict with the District, State or National Youth Constitutions and Bylaws, adopted resolutions, policies and customs;
  - (2) To confer upon its membership all the rights, privileges, and duties as set forth in this constitution;
  - (3) To assume full administrative, legislative, and judicial control over local matters not in conflict with this constitution;
  - (4) To use its discretion in setting up local membership dues as provided for in its own bylaws and a schedule of payment; provided such fee does not hinder any person from being a member and to collect and remit District, State and National membership dues to the respective entities in the amounts and according to the schedules set in this Constitution;
  - (5) To suspend or expel from its ranks any member guilty of actions contrary to the best interests of the Council or the League in general, as provided in this constitution;
  - (6) To impeach and remove from office any of its officers guilty of the causes enumerated in this constitution .
- d. Limitations:
- (1) No youth council may assume the authority to speak or act for LULAC Youth on any matter of national scope

- involving LULAC Youth policy, nor shall any council bind LULAC Youth in any way without the consent and the authorization of the National Youth Office;
- (2) No youth council shall conduct an official meeting or function without the presence of the supervisor;
  - (3) No youth council shall have the right to obstruct the religious or political activities of any of its individual members;
  - (4) No youth council shall be considered a council in good standing if its membership comprises fewer than ten (10) members;
  - (5) A youth council organized less than thirty days prior to a District, State or National Youth Convention or one whose charter has not been presented officially, may send delegations but will not have the right to cast votes.
- e. Responsibilities:
- (1) Each council shall pay to the National Youth Office yearly dues in the amount of forty cents (\$0.40) per member per month, initiation fees in the amount of one dollar (\$1.00) per new member and a charter fee of ten dollars (\$10.00);
  - (2) National dues shall be due by the last day of the first month of each year;
  - (3) To extend the work of the National organization within its community and to initiate and carry through fund-raising, civic, social and welfare projects on its own or in cooperation with other acceptable organizations, providing said projects do not violate or contradict the principles of the League;
  - (4) To hold regularly scheduled meetings but in no case less than once each month;
  - (5) To prepare and submit quarterly financial and activity reports to the District Youth Office, and to remit membership dues to the District, State and National Youth Treasurers according to the established schedule;
  - (6) To hold yearly elections of officers during the latter part of March of each year. New youth council officers shall be installed at the District Youth Convention and shall assume office immediately thereafter. In areas where no district youth conventions are held, new officers shall be installed and shall assume office in the council's first regular meeting in May. To assume such other powers

and duties it may see fit for the good and welfare of the LULAC Youth, provided such are not in conflict with this constitution or with the policies of the League;

- (7) To promote the growth of its membership and the scope of its activities and to comply with the provisions of this National Youth Constitution and Bylaws, adopted resolutions, policies and customs and those of subordinate units of LULAC Youth, including its own;
- (8) To elect and certify delegates and alternates to District, State and National Youth Conventions in such numbers and according to procedures as set forth in the Bylaws.

f. Meetings:

- (1) A Youth Council shall establish a regular schedule of meetings during the first meeting following the election of its officers and shall notify all of its members;
- (2) Each council shall meet no less than once a month at a time and place agreeable to a majority of the members;
- (3) Meetings shall be conducted according to the established Ritual and Order of Business in the Bylaws. Robert's Rules of Order, Revised, shall apply in all matters and situations not covered by the National, State, District or Council Youth Constitutions and Bylaws, resolutions, policies or accepted customs.

g. Quorum: One-third (1/3) of the active members shall comprise a quorum to transact all business before the Council at regular or special meetings.

h. Application for LULAC Youth Charter:

- (1) The Youth Council is an affiliated unit of LULAC Youth which operates within a community under authority of a charter granted by the National Youth Executive Committee upon approval of an Application for LULAC Youth Charter.
- (2) An application for LULAC Youth Charter to the National Youth Executive Committee can be found in a council packet sent out by the National Youth Office.

#### ARTICLE IV National Youth Officers

**Section 1—Elective National Youth Officers:** The following positions will be filled by majority vote of the National Youth Assembly each year:

- a. The National Youth President;
- b. The National Youth Treasurer;
- c. The National Youth Vice President for Young Women;
- d. The National Youth Vice President for Southwest;
- e. The National Youth Vice President for Midwest;
- f. The National Youth Vice President for Farwest;
- g. The National Youth Vice President for Southeast;
- h. The National Youth Vice President for Northeast;
- i. The National Youth Vice President for Northwest.

**Section 2—Appointive National Youth Officers:** The National Youth President shall nominate any qualified member in good standing to the following appointed positions subject to confirmation by majority vote of the National Youth Executive Committee:

- a. The National Youth Executive Director;
- b. The National Youth Membership Coordinator;
- c. The National Youth Director of Publicity;
- d. The National Youth Secretary;
- e. The National Youth Parliamentarian;
- f. The National Youth Sergeant-at-Arms;
- g. Any other office designated by the National Youth President with the approval of the National Youth Executive Committee.

**Section 3—Immediate Past National Youth President:** This shall be the title conferred on the outgoing National Youth President by the incoming National Youth President.

**Section 4—Qualifications:** All National Youth Officers, whether elected or appointed, must:

- a. Be willing to dedicate the time and effort necessary to efficiently carry out the demands of his or her office;
- b. Possess personal and technical abilities necessary to efficiently carry out the duties of his or her office;
- c. Be well versed in the duties of his or her office, and in particular, in the Youth Constitution;
- d. Have been an active member of LULAC Youth for a period not less than one year;

- e. Not have attained the age of twenty (20) at the time of his or her election or appointment. Youth officers who become twenty (20) during their term will be allowed to complete the term before transferring to a young adult or adult council;
- f. Be of good moral character and possess some demonstrated administrative ability necessary for the discharge of the duties pertaining to the office;
- h. Not have served in the same office, whether intermittently or consecutively, for more than four years;
- i. Have the endorsement of his or her local youth council.

**Section 5—Election of National Youth Officers:**

- a. All candidates for an elective office must have their name submitted by their local youth Council to the National Youth Office twenty-nine (29) days prior to the National Youth Convention. A candidate for national youth office must be supported by the entire delegation of his or her council.
- b. Nominations from the floor of last minute candidates not previously announced as provided in above, shall be permitted, provided that a written certification of endorsement by the total accredited delegations of a minimum of three youth councils, including the person’s home council, is made to the presiding youth officer prior to or at the time of nomination.
- c. All elective National Youth Officers, with the exception of State Youth Directors who are elected by their respective State Youth Assemblies, shall be elected by a majority vote of the accredited delegates to the National Youth Assembly. For those unusual but possible instances where the balloting does not give a clear-cut majority vote to any candidate, the following procedures shall prevail:
  - 1. In those cases in which the balloting fails to give anyone of three or more candidates the necessary majority to be elected, a second balloting will be held for the two receiving the largest number of votes in the first ballot;
  - 2. In those cases in which only two candidates are running and the balloting ends in a tie, the National Youth President shall cast the deciding vote provided that the presiding youth officer vote in the place of the National Youth President when it is his or her own election.
- d. Voting in National Youth elections shall be by roll call, a show of hands or secret ballot, as the Rules Committee may recommend and the National Youth Assembly may approve.

- e. Candidates for National Youth Vice President for a geographic region must belong to a youth council within the region. The six LULAC regional areas are listed below.

**National Youth Vice President Southwest:** Arkansas, Colorado, Louisiana, New Mexico, Oklahoma, Texas

**National Youth Vice President Midwest:** Indiana, Illinois, Iowa, Kansas, Michigan, Minnesota Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin

**National Youth Vice President Far West:** Arizona, California, Hawaii, Nevada, Utah

**National Youth Vice President Southeast:** Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee

**National Youth Vice President Northwest:** Alaska, Idaho, Montana, Oregon, Washington, Wyoming

**National Youth Vice President Northeast:** Connecticut, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia

**Section 6—Tenure of Elected Youth Office:**

- a. The term of office for each national elected youth officer shall be for one year terminating at the close of the National Youth Assembly.
- b. In case of failure of the National Youth Assembly to convene, or in case of failure of the National Youth Assembly to have the established quorum to transact business, the duly elected and appointed National Youth Officers shall continue in office until such time as the National Youth Assembly convenes or is qualified to elect new youth officers.
- c. A National Youth Officer may serve in the same office for four terms, consecutively or intermittently, if duly elected to such office, but in no case may any youth officer be elected to the same office for more than four one-year terms. Any move to draft or otherwise impose on LULAC Youth a person who has exhausted his or her eligibility to hold the same office for more than the stipulated terms shall be deemed a gross violation of this constitution.
- d. All vacancies occurring in the ranks of the National Youth Officers in the interim between sessions of the National Youth Assembly shall be filled with persons appointed by the National Youth President and approved by the National Youth

Executive Committee. In all such appointments, the National President and National Youth Executive Committee shall adhere to the qualifications and limitations established in Article IV, Section 4.

- e. Should the office of National Youth President become vacant at any time for whatever reason, a new National Youth President will be elected by a majority vote of the National Youth Executive Committee from among the National Youth Vice Presidents with the option of voting by certified mail.
- f. The term of office of any youth officer appointed to fill an unexpired elective term shall be for the balance of the unexpired term and shall not be counted towards the four year tenure limitation.

### **Section 7—Appointment of National Youth Officers:**

- a. Nominees for appointment to National Youth Offices shall be announced to the National Youth Assembly by the National President-Elect after all elections have been concluded and prior to the installation ceremonies. All appointments are subject to approval or rejection by the National Youth Board at its first meeting, following the adjournment of the National Youth Assembly. Should any appointee decline his or her appointment or should the National President-Elect fail to have a complete roster of his or her appointments for the first National Youth Board meeting, he or she shall then have thirty days from the adjournment date of the National Youth Assembly to complete said roster and to submit his nominees by letter to the individual members of the National Youth Executive Committee for their approval or rejection which shall be by registered mail vote. No appointment made by the National President is valid unless approved by a majority vote of the National Youth Executive Committee.

### **Section 8—Impeachment and/or Removal of National Youth Officers:**

- a. Any elected or appointed National Youth Officer of LULAC may be impeached and/or removed from office for any of the following reasons:
  - (1) Disloyalty to the government of the United States;
  - (2) Actions prejudicial or contrary to or in violation of the Constitution and Bylaws, Aims and Purposes, Code, Resolutions, Policies or Customs of the League;

- (3) Dereliction of duty;
- (4) Incompetence in office;
- (5) Misappropriation of funds;
- (6) Misconduct in office;
- (7) Improper or immoral conduct;
- (8) Oral or printed denunciations of the League, its role or procedures intended to discredit the organization or embarrass its membership and/or youth officers.

- b. Charges against any youth officer may be brought by a youth council, a youth member, or another youth officer, following the guidelines below:

- (1) Charges must be in writing, sworn to by the individual or council and indicate the name of the accused and the details of causes;
- (2) Youth officers at district, state and national levels and youth councils may forward their charges directly to the National Youth President;
- (3) The National Youth President, upon the receipt of the charges, shall inform the accused and schedule a hearing for the next meeting of the National Youth Executive Committee;
- (4) If the National Youth Executive Committee determines that there is no reasonable cause to support the charges, the case will be dismissed and all references to the charges will be stricken from the record;
- (5) If the National Youth Executive Committee determines that there is reasonable cause to support the charges, the national youth officer shall be removed from office, and this decision will be final;
- (6) If the National Youth Executive Committee determines that the accused should also be expelled from LULAC Youth, the accused shall have the right to appeal this decision to the National Youth Assembly;
- (7) The decision of the National Youth Assembly rendered by a majority vote shall be final;
- (8) The accused shall have right to legal counsel at the hearing before the National Youth Executive Committee and the National Youth Assembly.

**Section 9—Duties and Responsibilities of National Youth Officers:**

- a. National Youth President: The National Youth President, shall be the chief administrative and executive officer of LULAC Youth and shall have the following duties and responsibilities:
- (1) To preside at all sessions of the National Youth Board, the National Youth Executive Committee and the National Youth Assembly;
  - (2) To confer the title of the Immediate Past National Youth President upon the outgoing National Youth President at the National Youth Convention;
  - (3) To represent LULAC Youth at all activities involving the best interest, growth, and development of the organization;
  - (4) To uphold and execute the Youth Constitution, all LULAC Youth policy, and all resolutions and laws duly passed;
  - (5) To attend Senior LULAC National Board and National Executive Committee meetings and to report at such the status and needs of the LULAC Youth;
  - (6) To make a mid-year report to all youth councils and an annual report to the National Youth Assembly;
  - (7) To make all appointments to the National Youth Board with the approval of the National Youth Executive Committee;
  - (8) To make appointments to national committees after need for such committees has been confirmed by the National Youth Executive Committee;
  - (9) To appoint a National Youth Office to form the administrative nucleus of LULAC Youth;
  - (10) To issue directives to initiate special programs sponsored by the National Youth Board and/or the National Youth Office;
  - (11) To issue directives to force actions on any or all constituted bodies of LULAC Youth, provided such directives are not contrary to or in defiance of this constitution or any act of the National Youth Assembly, Youth Board or Executive Committee;
  - (12) To issue statements to LULAC Youth, at his or her

- discretion, on LULAC Youth policy for the betterment of the LULAC Youth;
- (13) To visit youth councils when appropriate at the expense of LULAC Youth;
  - (14) To remove from office with the approval of two-thirds of the National Youth Executive Committee any youth officer who fails to carry out the duties of his or her office;
  - (15) To assume such other duties and powers that may be necessary towards executing any or all of the above duties and powers;
- b. Immediate Past National Youth President:
- (1) To serve as advisor to the National Youth President;
  - (2) To attend National Youth Board and Executive Committee meetings and National Conventions;
  - (3) To have supervisory control over committees assigned him or her by the National Youth President;
  - (4) To carry out those functions requested by the National Youth President and the National Youth Board.
- c. National Youth Vice Presidents:
- (1) To represent LULAC Youth as assigned by the National Youth President or by the National Youth Board;
  - (2) To have supervisory control over committees assigned by the National Youth President;
  - (3) To preside at sessions of the National Youth Assembly and at National Youth meetings when requested by or in the temporary absence of the National Youth President;
  - (4) To oversee the activities of LULAC Youth within the specified responsibilities of the office and to report at all meetings of the National Youth Board;
  - (5) To assume such other duties and responsibilities as may be assigned by the National Youth President or the National Youth Board, particularly within the geographic area from which he or she is elected;
  - (6) The offices of the National Youth Vice Presidents shall be designated as National Youth Vice President without rank. In case of the resignation, death or removal of the duly elected National Youth President, one of the National Youth Vice Presidents shall assume the office of the National Youth President upon election by majority

vote of the National Youth Executive Committee called to session for this purpose.

d. National Youth Treasurer:

- (1) To oversee the receipt, deposit and recording of all funds paid into the National Youth Treasury in a process determined by the National Youth Board;
- (2) To review all disbursements authorized by the National Youth Board and the National Youth President, and to ensure these records are available in a set of books according to the proper procedures of business accounting;
- (3) To make quarterly reports of the financial condition of LULAC Youth to the National Youth Board in the manner accorded by business accounting, and to make an annual report on the financial status of LULAC Youth to the National Youth Assembly;
- (4) To report to his or her successor, or to the incoming National Youth President if his or her successor has not yet been designated, a full accounting of the financial position of National LULAC Youth;
- (5) To assume such other duties as may be assigned to him or her by the National Youth President or by the National Youth Board.

e. National Youth Executive Director:

- (1) To be Chief Administrative Officer of LULAC Youth, next to the National Youth President;
- (2) To have supervisory control over those national projects undertaken by the National Youth Office and at the direction of the National Youth President;
- (3) To handle all correspondence addressed to the National Youth President or National Youth Board, as authorized by the National Youth President;
- (4) To be responsible for directing the day-to-day administration and operations of the organization, and supervise all other National Youth staff;
- (5) To remain neutral in the political aspects of LULAC Youth business, such as the election of youth officers;
- (6) To assume such other duties as may be assigned to him or her by the National Youth President or by the National Youth Board.

f. National Youth Secretary:

- (1) To keep or cause to be kept in a safe place all permanent records, inventories of equipment and furnishings, and lists and deeds of real property of LULAC Youth;
- (2) To keep the Seal of LULAC Youth and to control its use;
- (3) To take down, transcribe and make available to the membership of LULAC Youth by means of expedient mediums of communication, the minutes of the sessions of the National Youth Assembly, Board and Executive Committee;
- (4) To maintain in a loose-leaf volume form for quick and easy reference, all resolutions and amendments to the Youth Constitution and Bylaws and any policies duly adopted or set by the National Youth Assembly, Board and Executive Committee;
- (5) To carry out any other duties and responsibilities pertaining to this office as may be assigned by the National Youth President;
- (6) To handle all correspondence addressed to the National Youth President or National Youth Board as authorized by the National Youth President.

g. National Youth Parliamentarian:

- (1) To see that copies of the Youth Constitution and Bylaws, and Robert's Rules of Order Revised are readily available for quick reference at sessions;
- (2) To interpret and make rulings on parliamentary procedure situations and to call the attention of the Presiding Youth Officer to omissions, deviations or arbitrary actions in procedure as set by the Constitution and Bylaws or Robert's Rules of Order, Revised;
- (3) To carry out any other duties and responsibilities pertaining to his or her office as may be assigned by the National Youth President.

h. National Youth Sergeant-At-Arms:

- (1) To maintain order and adherence to the accepted rules of procedure at all sessions of the National Youth Board and of the National Youth Assembly;
- (2) To remove from the floor, in a uniform system acceptable to the National Youth Board, any member, youth officer, or council whose behavior at a session of the National Youth Board or of the National Youth Assembly is deplorable.

- i. National Youth Director of Publicity.
  - (1) To coordinate and disseminate news about and of interest to LULAC Youth through the LULAC News.
- j. National Youth Membership Coordinator.
  - (1) To work with the National Membership Coordinator to expand the membership of LULAC Youth.

**ARTICLE V  
State Youth Officers**

**Section 1—Elective State Youth Officers:**

- a. State Youth Director;
- b. Deputy State Youth Director;
- c. Deputy State Youth Director for Young Women;
- d. State Youth Treasurer.

**Section 2—Appointive State Youth Officers:**

- a. State Youth Secretary;
- b. State Youth Parliamentarian;
- c. State Youth Sergeant-At-Arms;
- d. State Director of Publicity;
- e. State Youth Membership Coordinator;
- f. Any other office designated by the State Youth Director with the approval of the State Youth Board.

**Section 3—Immediate Past State Youth Director:** This shall be the title conferred on the outgoing State Youth Director by the incoming State Youth Director.

**Section 4—Qualifications:** All State Youth Officers, whether elected or appointed, must possess those qualifications as stipulated under Article IV, Section 4.

**Section 5—Election of State Youth Officers:** The procedures and requisites set forth in Article IV, Section 5, shall apply in the case of State Youth Officers except that State Youth Officers shall be substituted for National Youth Officers, State Youth Board for National Youth Board, State Youth Assembly for National Youth Assembly, and State Youth Director for National Youth President.

**Section 6—Tenure of Youth Office:** All provisions in Article IV, Section 6 shall be applicable to State Youth Officers, substituting the State nomenclature for that of National.

**Section 7—Appointment of State Youth Officers:** All provisions in Article IV, Section 7, shall be applicable to State Youth Officers, substituting the State nomenclature for that of National.

**Section 8—Impeachment/Removal of State Youth Officers:** The provisions in Article IV, Section 8 of this constitution shall apply to State Youth Officers.

**Section 9—Duties & Responsibilities of State Youth Officers:**

- a. State Youth Director:
  - (1) To uphold the State and National Youth Constitution and Bylaws of the League, its Policies and Customs, and all Resolutions duly passed;
  - (2) To administer the state of his or her jurisdiction and the functions of the State Youth Office with the cooperation and approval of the State Youth Board;
  - (3) To preside at all sessions of the State Youth Board, and the State Youth Convention;
  - (4) To name all State Committees, appoint State Youth Officers and State Youth Office Personnel, and to fill vacancies in State Youth Offices with the approval of the State Youth Board;
  - (5) To carry out all other duties and responsibilities incumbent upon his office;
  - (6) To confer the title of the Immediate Past State Youth Director upon the outgoing State Youth Director at the State Youth Convention.
- b. Deputy State Youth Director:
  - (1) To have supervisory control over such State Committees and areas of work as the State Youth Director may assign him or her, including presiding over meetings of the State Youth Board and State Youth Assembly;
  - (2) To assume the Office of State Youth Director and all the duties, responsibilities and powers pertaining thereto upon the resignation, death or removal of the State Youth Director.
- c. Immediate Past State Youth Director:

- (1) To serve as Advisor to the State Youth Director;
  - (2) To attend State Youth Board meetings and State Youth Conventions;
  - (3) To have supervisory control over committees assigned him or her by the State Youth Director;
  - (4) To carry out those functions requested by the State Youth Director and State Youth Board.
- d. Deputy State Director for Young Women:
- (1) To have supervisory control over state committees and areas of work pertaining to Young Women's activities;
  - (2) To discharge those duties and responsibilities assigned by the State Youth Director.
- e. State Youth Treasurer:
- (1) To receive and place in a bank designated by the State Youth Director with the approval of the State Youth Board all monies paid into the State Youth Treasury as State membership dues, assessments, contributions and donations. Such funds may be placed in a general account or in various accounts designated by the State Youth Board;
  - (2) To make and record all disbursements authorized by the State Youth Board and/or the State Youth Director, and to make these records available in a set of books according to the proper procedures of business accounting;
  - (3) To register his signature and that of the State Youth Director at the bank and to co-sign all checks for authorized expenditures;
  - (4) To keep and maintain an up-to-date set of books in keeping with proper accounting procedures;
  - (5) To make quarterly reports to the State Youth membership following the procedures set in Article IV, Section 9, Subsection D. Item 3;
  - (6) To settle all accounts of the State Youth organization with the exception of the State Youth Convention and the audit of accounts;
  - (7) To turn over to his or her successor the complete set of accounting records, audit reports, and other documentation in his or her custody.

- f. State Youth Secretary:
  - (1) To keep or cause to be kept in a safe place all permanent records, inventories of equipment and furnishings, and lists and deeds of real property of the State Youth Office;
  - (2) To handle all correspondence of the State Youth Office as assigned by the State Youth Director;
  - (3) To maintain, in a loose-leaf volume form for quick and easy reference, all resolutions and amendments to the State Youth Constitution and Bylaws and any policies duly adopted or set by the State Youth Assembly or the State Youth Board;
  - (4) To take down, transcribe and make available to the membership of the State LULAC Youth by means of expedient mediums of communications, the minutes of the sessions of the State Youth Assembly and the State Youth Board within thirty days of said events;
  - (5) To carry out any other duties and responsibilities pertaining to his office as may be assigned by the State Youth Director.
- g. State Youth Parliamentarian:
  - (1) To see that copies of the Youth Constitution and Bylaws, and Robert's Rules of Order, Revised is readily available for quick reference at sessions;
  - (2) To interpret and make rulings on parliamentary procedure situations and to call the attention of the Presiding Youth Officer to omissions, deviations or arbitrary actions in procedure as set by the Constitution and Bylaws or Robert's Rules of Order, Revised;
  - (3) To carry out any other duties and responsibilities pertaining to his office as may be assigned by the State Youth Director.
- h. State Youth Sergeant-At-Arms:
  - 1. To maintain order and adherence to the accepted rules of procedure at all sessions of the State Youth Board and of the State Youth Assembly;
  - 2. To remove from the floor, in a uniform system acceptable to the National Youth Board, any member, youth officer, or council whose behavior at a session of the State Youth Board or the State Youth Assembly is deplorable.

**ARTICLE VI**  
**District Youth Officers**

**Section 1—Elective District Youth Officers:**

- a. District Youth Director;
- b. Deputy District Youth Director;
- c. Deputy District Youth Director for Young Women.

**Section 2—Appointive District Youth Officers:**

- a. District Youth Secretary;
- b. District Youth Parliamentarian;
- c. District Youth Sergeant-At-Arms;
- d. Any other office designated by the District Youth Director with the approval of the District Youth Board.

**Section 3—Immediate Past District Youth Director:** This shall be the title conferred on the outgoing District Youth Director by the incoming District Youth Director upon his installation.

**Section 4—Qualifications:** All District Youth Officers, whether elected or appointed must possess the qualifications set in Article IV, Section 4, of this constitution.

**Section 5—Election of District Youth Officers:** The procedures and requirements stipulated in Article IV, Section 5 of this constitution shall apply to District Youth Officers, substituting District designations in those instances where reference is made to the National level, and in Subsection b., the number of endorsing councils shall be two.

**Section 6—Tenure of Youth Office:** All provisions in Article IV, Section 6 of this Constitution shall apply to District Youth Officers, substituting District designations for the National designations.

**Section 7—Appointment of District Youth Officers:** All provisions in Article IV, Section 7, shall be applicable to District Youth Officers, substituting the District nomenclature for that of National.

**Section 8—Impeachment/Removal of District Youth Officers:** The provisions of Article IV, Section 8 of this Constitution shall apply to District Youth Officers.

**Section 9—Duties & Responsibilities of District Youth Officers:** All District Officers, elected and appointed, shall have those

duties and responsibilities at the District level that are set forth for the State Youth Officers under Article V, Section 9, except that they shall be limited to the District level and jurisdiction.

**ARTICLE VII**  
**Council Youth Officers**

**Section 1—Elective Council Youth Officers:**

- a. Youth President;
- b. Youth Vice President;
- c. Youth Treasurer;

**Section 2—Appointive Council Youth Officers:**

- a. Youth Secretary;
- b. Youth Parliamentarian;
- c. Youth Sergeant-At-Arms;
- d. Any other office designated by the Youth President with the approval of the Council.

**Section 3—Qualifications:**

- a. All Council Youth Officers whether elected or appointed, must:
  - (1) Be less than twenty years old and have been a member in good standing for at least one year. The one-year rule will be waived for Councils which have been chartered for less than one year;
  - (2) Be of good moral character and possess some administrative ability necessary for the discharge of his or her duties;
  - (3) Not hold an elective or appointive political office at the time of his election or appointment or at any time during his tenure of LULAC Youth Office. School Board membership shall not be deemed a political office.

**Section 4—Election or Appointment:**

- a. All elective Youth Officers shall be elected by a majority vote of the Council during the month of March, at such date as may be set by the council constitution and/or bylaws. Should no constitution or bylaws be established, notice of elections,

giving the place, hour and date, shall be given the members thirty days prior;

- b. Voting shall be by a show of hands, roll call or secret ballot as the council constitution and/or bylaws may establish or the Council Rules Committee may recommend and the Council may approve;
- c. In those instances where no candidate receives a clear cut majority, the procedure set in Article IV, Section 5, Subsection C of this constitution shall be followed;
- d. All appointments of the Youth President must be approved by a majority of the membership present at the time;
- e. All vacancies occurring in elective youth offices shall be filled through special elections provided notice of such election is given at least two weeks in advance to all members. Special elections shall follow the same procedure as set in Subsections b. & c. above;
- f. Installation of youth officers may be held immediately following the elections or postponed for a period of time not to exceed two weeks.

**Section 5—Tenure of Youth Office:** All terms of office of Local Council Youth Officers and any limitation thereto shall be in keeping with the provisions set in Article VIII, Section 6, except that all situations are limited to the Local Council scope.

**Section 6—Impeachment and/or Removal of Council Youth Officers:** Procedures for the Impeachment and/or Removal of Council Youth Officers, shall follow those set forth in Article IV, Section 8, of this Constitution.

**Section 7—Duties & Responsibilities of Council Youth Officers:** The duties and responsibilities of council youth officers shall be set forth in the council’s constitution and bylaws, so long as they do not conflict with this constitution. If no provisions are made by the local council for the definition of duties and responsibilities, then those set for the District, State and National Youth Officers shall be followed to extent that they are applicable to similar youth offices of the council.

## **ARTICLE VIII Youth Members**

**Section 1—**Membership in LULAC Youth shall consist of persons between the ages of thirteen and one-half (13-1/2) and nineteen (19) inclusive Persons who are 18 or 19 may exercise the option of joining a young adult or senior council.

**Section 2—**Each member of his or her organization must be interested in and willing to work for the Aims and Purposes of LULAC, must be willing to exert his or her efforts on behalf of the League, and must be willing to speak English in all LULAC Youth functions.

**Section 3—**The types of membership in LULAC Youth shall be as follows:

- a. Active youth members shall be those who meet the qualifications listed in the above two sections, who are affiliated with a local youth council, and whose dues are paid;
- b. Associate youth members shall be those who, because of geographic location or some other valid reason, are unable to be regularly affiliated with a local youth council;
- c. Distinguished youth members shall be those active youth members who have rendered outstanding service to LULAC Youth and who have been members of LULAC Youth for a period of not less than four (4) years. Past National Youth Presidents on the active rolls of LULAC Youth shall be considered distinguished youth members. Said members shall not be required to pay any dues but may be counted by their home councils in determining the number of delegates said councils may send to a National Youth Convention;
- d. Honorary youth members shall be those non-members who have rendered outstanding services to LULAC Youth or to a council or who have excelled in scholarship. Said members must have been nominated by a youth council and must have received the acceptance of not less than three-fourths (3/4) of the National Youth Board. These members shall not be counted by a council toward delegate strength at a National Youth Convention.

**Section 4—**All persons wishing to join LULAC Youth as an active member must make a formal written application, in the form supplied by the National Youth Office, to the council with which they wish to be members. Any person wishing to join LULAC Youth as an associate youth member must have an application submitted to the National Youth Executive Committee.

**Section 5—**All persons having been accepted for youth membership must be willing to take the “Oath of New Youth Members” as administered by a LULAC Youth officer.

**Section 6—**All members in good standing shall be entitled to the following:

- a. To receive the protection, council, and guidance provided by LULAC and LULAC Youth;
- b. To participate in meetings and activities sponsored by any council and to have access to the facilities provided by LULAC and LULAC Youth;
- c. To participate in any meeting or function sponsored by LULAC Youth;
- d. To be a candidate for any office of LULAC Youth, provided he or she meets the requirements of the office;
- e. To have his or her membership transferred from one youth council to another after request to the councils concerned has been made and approved;
- f. To receive, upon initiation, such materials in supply by the National Youth Office to substantiate his or her membership;
- g. To make appeals to any constituted authority of the League in regards to any situation involving members or councils;
- h. To be entitled to those rights, privileges, and duties granted to him or her by his or her home council.

**Section 7**—The duties of each member shall be the following:

- a. To participate in all meetings and functions sponsored by his or her council and by LULAC Youth;
- b. To abide by the Youth Constitution, the policies of LULAC Youth and all laws and resolutions duly passed;
- c. To pay dues in the amounts called for by LULAC Youth;
- d. To deport himself or herself in keeping with the Aims and Purposes of the LULAC Youth;
- e. To exert his or her efforts on behalf of the organization.

**ARTICLE IX**  
**General Provisions**

**Section 1—The LULAC Code:**

“Respect your citizenship and preserve it; honor your country, maintain its tradition in the spirit of its citizens and embody yourself into its culture and civilization; Be proud of your origin and maintain it immaculate; respect your glorious past and help to defend the rights of all the people. Learn how to discharge your duties before you learn how to

assert your rights; educate and make yourself worthy, and stand high in the light of your own deeds, you must always be loyal and courageous. Filled with optimism, make yourself sociable, upright, judicious, and above all things be sober and collected in your habits, cautious in your actions and sparing in your speech. Believe in God, love humanity, and rely on the framework of human progress, slow and sound, unequivocal and firm. Always be honorable and high minded; learn how to be self-reliant upon your own qualifications and resources. In war, serve your country; in peace, your convictions. Discern, investigate, meditate, think and study; at all times, be honest and generous. Let your firmest purpose be that of helping to see that each new generation shall be of a youth more efficient and capable.”

**Section 2—Motto:** “All For One And One For All,” embodies the philosophy of the organization and is the official motto of the League. It shall be printed on all stationery, records, and other suitable papers of the League.

**Section 3—Emblem:**

- a. The shield as a symbol of protection is the official emblem of the League;
- b. The shield shall be triangular shaped with convex sides tapering down to a point. The top of the shield shall curve downward on either side of the apex to subordinate points which form the widest part of the shield. This width shall not exceed two-thirds the length of the overall shield;
- c. The upper half of the shield shall be a field of blue with thirteen white stars and the lower half shall have seven red and six white vertical bars. Stars and bars represent the thirteen original states of our country;
- d. Reaching diagonally from the upper left point of the shield to a point midway on its right side, there shall be a white stripe whose width shall not exceed one fifth the length of the shield and on which shall be imprinted the letters LULAC in blue;
- f. The emblem shall be stamped on all LULAC stationery, documents and other papers of the League and shall be imprinted on the Seal. The specifications herein set as to shape and widths and lengths shall be followed closely by all youth councils and youth officers authorized to use or reproduce the emblem. Any variations from these shall not be accepted as official, unwarranted and unauthorized use of this emblem shall be prosecuted to the fullest.

#### Section 4—LULAC Youth Seal:

- a. The adopted Seal of the LULAC Youth shall be circular in shape with the emblem described in Section 3, set in the center, wreathed by a band on which is imprinted the name, LEAGUE OF UNITED LATIN AMERICAN CITIZENS YOUTH ORGANIZATION;
- b. All charters, certificates and other official papers of the LULAC Youth must carry the impression of the Seal to be valid and in force;
- c. The Seal shall be kept in the National Youth Office and may not be used by anyone other than the National Youth President or National Youth Secretary on official documents.

**Section 5—Flag:** The Flag of the United States of America, ever proud and symbolic of freedom and justice throughout the world, is the Official Flag of the League. Due respect and homage shall be shown and offered the Flag through proper and respectful display and by the recitation of the Pledge of Allegiance at all official functions of the League:

“I pledge allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.”

**Section 6—Banner:** A banner for Local Council, District, State or National Youth Office identity is authorized herein and shall adhere to the following specifications to insure uniformity:

- a. The banner shall be of deep blue silk or felt material, two feet wide and four feet long, with a two inch gold border. The LULAC Emblem with the specifications set in Section 3, proportioned to the size of the banner, shall be centered. Above the emblem shall be the words, YOUTH COUNCIL NO. \_\_\_\_, in two inch white letters and below the emblem shall be the name of the city in which the youth council is located with letters of the same size and color;
- b. In the case of District, State or National Youth Banners, the specifications above shall be followed except that above the emblem shall appear the letters, DISTRICT NO.STATE COUNCIL, NATIONAL COUNCIL, as the case may be, and below the Emblem shall appear the name of the state for the District and State banners and UNITED STATES OF AMERICA for the National Banner;
- c. The banners may be mounted on a standard for parades or

indoor use or may be hung on a wall. They may also be used to identify the seating place for delegations at conventions.

#### Section 7—Membership Pin:

- a. The LULAC Pin is an exact replica of the Emblem or shield made of gold and porcelain, except that the stars and white stripes and the letters on the white band shall be gold;
- b. The Pin may be worn as a lapel pin, tie clasp, or tie tack by men, as a pendant or bracelet charm by women or as a ring by both men and women.

**Section 8—Colors:** The colors of the League are the red, white and blue of our Flag, symbolizing the virtues of courage, purity of thought, and faith in the justice of God and man.

**Section 9—Prayer:** Washington’s prayer is the official prayer of the League as a tribute to the memory of the first President of the United States of America and as an eminently pure expression of our devotion to this country:

“Almighty God, who has given us this good land for our heritage. We humbly beseech Thee that we may always prove ourselves a people mindful of Thy favor and glad to do Thy will. Bless our land with honorable industry, sound learning and pure manners. Save us from violence, discord and confusion; from pride and arrogance, and from every evil way. Defend our liberties and fashion into one united people the multitudes brought hither out of many kindred and tongues. Imbue with the spirit of wisdom those to whom in Thy name we entrust the authority of government, that there may be justice and peace at home and that, through obedience to Thy law, we may show forth Thy praise among the nations of the earth. In the time of prosperity fill our hearts with thankfulness; in the day of trouble suffer not our trust in Thee to fail, all of which we ask through Jesus Christ our Lord. Amen.”

**Section 10—Hymn:** The hymn “America” which verbalizes the beauty and bountifulness of our land and the hope and faith of its people in God and country is the official hymn of the League and shall be sung at all appropriate functions of the league:

#### AMERICA

My country 'tis of thee, sweet land of liberty, of thee, I sing;  
Land where my fathers died! Land of the Pilgrims'

pride! From every mountain side, let freedom ring!

My native country thee, land of the noble free, Thy name I love; I love thy rocks and rills, thy woods and templed hills; My heart with rapture thrills, like that above.

Let music swell the breeze, and ring from all the trees Sweet freedom song; Let mortal tongue awake, let all that breathe partake, Let rocks their silence break, the sound prolong!

Our father's God, to Thee, Author of Liberty, To thee we sing; Long may our land be bright with Freedom's holy light; Protect us by Thy might, Great God our King.

### Section 11—The National Youth Office:

- a. There shall be a National Youth Office appointed by the National Youth President wherein the administration of the LULAC Youth shall be conducted and which shall be located at the discretion of the National Youth President, provided it is located within the city of his or her residence until a permanent National Youth Office is established by act of the National Youth Assembly;
- b. The National Youth Office shall consist of the following:
  - (1) The National Youth President;
  - (2) The National Youth Executive Director;
  - (3) The National Youth Treasurer;
  - (4) Other National Youth Staff.
- c. The National Youth Office shall be under the direction of the National Youth President and shall be vested with the following powers:
  - (1) To distribute constitution books, membership cards, and such other material to the membership of the LULAC Youth;
  - (2) To provide for a uniform system of national stationery, membership cards, certificates, administration forms and such other printed material used by LULAC Youth;
  - (3) To distribute to all the youth councils and officers an up-to-date roster of National Youth Officers;
  - (4) To publicize the various youth conventions and to promote attendance to the National Convention provided it does not endorse or participate in the promotion of a

candidate for National Youth Office in doing so;

- (5) To serve the LULAC Youth to its utmost capabilities and powers, and to provide within reason, whatever information or materials requested of it by any council, youth officer, or youth member.
- d. The National Youth Office shall attempt no project without the expressed approval of the National Youth President; nor shall any member of the National Youth Office assume other duties without the expressed approval of the National Youth President.

## ARTICLE X Financial Provisions

**Section 1—Revenue Sources:** The National Youth Office, on behalf of the National Youth Board, shall acquire income for the National Youth Treasury from the following sources:

- a. National dues which shall be in the amount of forty cents (\$0.40) per member per month paid for on a yearly basis by each youth council;
- b. Initiation fees, which shall be in the amount of one dollar (\$1.00) per new member paid for by each youth council;
- c. Charter fees, which shall be in the amount of ten dollars (\$10.00) per council paid when submitting an Application for Youth Charter;
- d. Charter Renewal Fee, which shall be in the amount of ten dollars (\$10.00) paid by renewing youth councils;
- e. Projects undertaken by the National Youth Office;
- f. Constitution Book Re-Issue Fee shall be in the amount of two dollars (\$2.00) per book paid for by any youth council or member requesting additional books, not including the first copy.

**Section 2—Travel Expenses:** Travel expenses may be reimbursed by the National Youth Office for any National Youth Officer not including state directors whose travels, as ascertained by the National Youth Board or by the National Youth President, are for the good and betterment of LULAC Youth.

- a. Travel expenses incurred by a National Youth Officer, not including state directors, as a result of attending a National Youth Board meeting or a National Youth Convention may be reimbursed by the National Youth Office at a uniform rate;

- b. A council or a group of councils which asks a National Youth Officer to attend one of its meetings or functions, not including conventions or board meetings, shall be expected to assist with any expenses incurred by the National Youth Officer as a result of his or her attendance;
- c. The financial responsibility of LULAC Youth shall be vested in the National Youth President, the National Youth Treasurer and National Youth Office.

**Section 3—Budget:** At its first meeting, the National Youth Board of Directors shall adopt a budget to regulate the financial administration of National LULAC Youth for the period July 1 through June 30 of each year.

- a. It shall be the responsibility of the immediate Past National Youth Administration to propose to the newly installed National Youth Board a budget for the current term;
- b. The approved budget shall list anticipated income and expenditures during the current fiscal year. The budget shall also state whether a surplus or deficit is expected by the end of the fiscal year if no changes were to be made during the year;
- c. After the budget has been adopted by the National Youth Board, the adult Fiscal Officer shall see that all expenditures are made within the adopted budget, shall have the power to halt any appropriations to any youth officer if said youth officer is believed to be derelict in his or her duties, shall have the power to cause an examination of the National Youth Treasury if it is believed that national youth funds have been used or are being used flagrantly, shall impose other supervisory controls on the execution of the budget as he or she or the adult National President may deem necessary, and shall act as an advisor to the National Youth President on all matters affecting the National Youth Treasury;
- d. Expenditures on a specific item which exceeds the adopted budget shall require the approval of the adult Fiscal Officer and of the National Youth President, provided such additional appropriation does not exceed more than twenty-five percent (25%) of the funds initially allotted to it; expenditures in general which exceed the adopted budget shall require the approval of the National Youth Board by amending the adopted budget;
- e. The adopted budget should be strictly adhered to.

## **ARTICLE XI Supervision**

**Section 1**—LULAC Youth shall require supervision by LULAC through directors of youth activities and supervisors.

**Section 2**—There shall be a National Vice President for Youth who shall act as national supervisor of LULAC Youth and, in particular, of the National Youth Board. He or she shall assist the National Youth Board and the National Youth Office in whatever manner possible.

- a. There shall be Deputy State Directors for Youth in states where LULAC Youth is organized; their duties shall be relative to those of the National Vice President for Youth;
- b. There shall be Deputy District Directors for Youth in districts where LULAC Youth is organized; their duties shall be relative to those of the National Vice President for Youth.

**Section 3**—Each local LULAC Youth council duly chartered by the National Youth Board shall be required to have a supervisor(s) as designated by the sponsoring council and with the approval of the youth council.

**Section 4**—No LULAC Youth meeting or function shall be held unless there is a supervisor present to supervise the meeting or function: this section shall not apply to minor committee meetings.

## **ARTICLE XII The Youth Constitution & Bylaws**

**Section 1—Enabling and Repealing Provision:**

- a. The ratification of two-thirds (2/3) of the 1999 Executive Youth Board and the concurrence of one-half (1/2) of the councils in good standing, and the approval of the 1999 National Adult Executive Committee shall be sufficient for the establishment of this Constitution as the supreme law of LULAC Youth;
- b. All previous constitutional provisions, bylaws, resolutions, rules, customs, and usage in conflict with this Constitution are hereby expressly annulled and rendered void;
- c. On any question arising over the interpretation of any provision of the Youth Constitution, the National Youth Board or National Youth Executive Committee shall issue a mandate to settle such question;

**BYLAWS OF THE LEAGUE OF UNITED  
LATIN AMERICAN CITIZENS  
YOUTH ORGANIZATION**

**ARTICLE I  
RITUAL OF THE LEAGUE**

- d. The National Youth President, as Chief Executive Youth Officer of LULAC Youth, shall have full powers to uphold and enforce this Constitution;
- e. The year of commission of this Constitution is 2002.

**Section 2—Method of Amending the Constitution:** This Constitution shall be subject to amendment by the National Youth Assembly, and only by the National Youth Assembly, in the manner set forth in this Article:

- a. All proposed amendments to the Constitution must be type-written and submitted to the National Youth Office not less than sixty (60) days prior to a National Youth Convention;
- b. At the National Youth Convention, the National Youth President shall appoint an Amendments Committee, which shall consider all proposed amendments and which shall recommend to the National Youth Assembly the proper course of action on each amendment. Amendments shall be presented to the National Youth Assembly one at a time;
- c. No amendment shall be presented from the floor; however, an amendment to an amendment shall be in order;
- d. Amendments approved by the National Youth Assembly shall be submitted to all youth councils for their approval not less than thirty (30) days after the National Youth Convention. Each council should then notify the National Youth Office not less than thirty (30) days after the receipt of the approved amendments whether it approves any or all of said amendments. Failure of any council to so notify the National Youth Office in the allowed time shall cause the National Youth Office to assume that all amendments approved by the National Youth Assembly were approved by said council;
- e. In order to be fully adopted, an amendment must be ratified by at least two-thirds (2/3) of the National Youth Assembly and by at least one-half (1/2) of the youth councils in good standing;
- f. By September 1 of each year, the National Youth President shall proclaim in a letter to all youth councils and officers, those amendments fully adopted and shall cause them to be added to the Constitution;
- g. In like manner, a new constitution may be offered and adopted.

**Section 3—Revisions of the Constitution:** A general revision of the constitution shall follow the same procedures set forth in Section 2, above.

**Section 1—Meetings:** When the time for the meeting has arrived, the Chair (presiding Youth Officer) shall stand, rap the gavel three times, and state:

PRESIDENT: “I declare this meeting duly convened and qualified to consider and transact any and all business that may come before us. Let us all rise and extend an invitation to the Chaplain to elevate the official prayer of the League, given and said as a token for our profound love for the memory of its author, the First President of the United States.”

CHAPLAIN: Waits for everyone else to rise, and proceeds to elevate the official prayer of the League, Washington’s Prayer:

PRESIDENT: At the conclusion of the Prayer, the President then states: “Let us now pledge the Flag. Will (the) \_\_\_\_\_, lead us in the pledge?” (As a matter of custom the Chair should always call on someone else, usually the highest-ranking youth officer present at the meeting, to lead in the Pledge to the Flag; otherwise, if he or she wishes, he or she should lead.

PRESIDENT: At the conclusion of the Pledge, the Chair then states, “We will now have the roll call of youth officers.” The Secretary then calls out the youth officers by their office, not their name. Following the roll call of youth officers, the Chair should then direct the Secretary to read the minutes of the last meeting. When the minutes have been read, he or she asks, “Are there any corrections or additions to the minutes?” If there are none, he or she says, “There being none, the minutes stand approved as read.” If there are corrections or additions, then the Secretary makes them, providing these are in agreement with the majority. When all corrections have been made, the Chair then asks, “Are there any further corrections or additions?” If there is no response, he or she then states, “There being none, the minutes stand approved as corrected.”

After the approval of the minutes, the Chair then asks, “Are there any applications for membership?” If there are none, then he or she proceeds to the next order of business. If there are applications, he or she calls on the Secretary or the Membership Chairman, whoever is in charge, to read the applications. Each applicant present at the meeting should be introduced and recognized to the membership. Reading

the applications, the Secretary or Membership Chairman should announce which applicants are to be voted on at this particular meeting. If there are any, the Chair states, "The Sergeant-At-Arms (Guard) will now escort the qualified applicants from the meeting room." When the applicants have been escorted out, the Chair asks, "Is there any discussion in favor or in opposition to any of the applicant(s) joining our council?" If there is any, then it should be heard. A motion should then be made on whether to accept or reject the applications. When this has been done, a vote is taken. The applicants are then brought in and informed of the results. All applicants accepted for membership should then be given the "Oath of Membership" as administered by the President or some other youth officer duly authorized to do so.

After the applicants have been administered the oath, the Chair then asks, "Are there any reports of youth officers or committees?" If there are any, then these should be heard. (The Chair should know who is to report and should so call on them to report.) Questions on each report should be entertained.

After all reports have been given, the Chair asks, "Is there any unfinished business to be dealt with at this meeting?" Usually, some reports from above relate to unfinished business, and these should be brought out again and discussed.

Following unfinished business, the Chair asks, "Are there any communications and bills to be introduced at this meeting?" If there are any, then these should be presented. All bills should be written and detailed. A financial report should have been made about this time.

When all communications and bills have been dealt with, the Chair asks, "Is there any new business any member wants to introduce at this meeting?" If there is any, then it should be brought forth. Sometimes the report of a youth officer or a committee may propose new business, and this should be brought up again and discussed.

At the conclusion of new business, and if it should be the time for the elections of youth officers, then the Chair should announce, "We will now proceed with the election of youth officers. Are there any nominations?"

Nominations for each available youth office should then be made. Speeches, campaigning, and, finally, voting should follow in accordance with proper election methods. Non-partisan judges should have been selected prior to the elections, and they should conduct the elections and announce the results.

Following the elections, the Chair asks, "Is there anything to be said for the good and welfare of the League?" Comments about this time should

be free of restriction: One may be critical or praiseworthy of some aspect of the League, of the council, or of some members. Thoughts about the League, or anything pertaining to it, should be entertained.

When all has been said, the Chair then states, "I entertain a motion to adjourn." Upon receiving one, and having been seconded, he or she says, "You will all bear well in mind that we are organized to serve our country, our League and humanity; let us thus work toward these aims. I hope to see you at our next meeting on \_\_\_\_\_ date at \_\_\_\_\_ time at \_\_\_\_\_ place. This meeting is adjourned."

## ARTICLE II National Youth Committees

In the interest of expanding the scope of work of the LULAC Youth or of emphasizing certain areas of need, such as health, education, citizenship, governmental affairs, leadership training, membership growth, etc., the National Youth President may establish those committees of national scope that are needed with the approval of the National Youth Board;

The size, scope of activity and authority, composition, purpose and tenure shall be defined in writing by the National Youth Office;

Such committees shall function for the duration of the administration that names them or for less time as the situation may dictate. Said committees may be continued by a new administration but in each case the appointments must be made anew by the incoming administration;

Members of these committees shall not be considered part of the National Youth Board; however, members of the National Youth Board may be named to the committees.

## ARTICLE III Youth Conventions

**Section 1—Authority To Hold Conventions:** All Youth Convention arrangements will be made in conjunction with the initiative from the adult board. The National Youth President and National Adult Vice President for Youth should explicitly be utilized as the medium between the Adults and the Youth for convention arrangements. If deemed necessary the National Youth President should form a convention committee to plan the youth convention layout.

**Section 2—Delegates:** Each youth council in good standing shall have the right to send as many delegates and alternates as it is entitled to, in accordance with their paid membership. A minimum of three (3) delegates duly accredited from each active council for its first ten (10)

members and one (1) additional delegate for each additional eight (8) members, plus alternates numbering one less than the number of delegates for each council; See table below:

MEMBERSHIP	DELEGATES	ALTERNATES
10 (minimum)	3	2
18+	4	3
26+	5	4
34+	6	5
42+	7	6
50+	8	7
58+	9	8
66+	10	9

After every eight persons add one delegate (Number of alternates is always one less the number of delegates)

- a. All youth council delegates to any youth convention shall be elected at a regular meeting of which all members have been advised with at least a two-week notice. Elections for delegates may be on a plurality vote with the top vote-getters designated as delegates and the alternates being designated as first, second, etc., alternate on the basis of the number of votes received;
- b. The delegation shall be headed by the Youth Council President, or if unable to attend, by the Vice President or other selected council officer;
- c. The Council Secretary shall certify the delegates to the National, State or District Youth Secretaries in writing with a copy to the head of the delegation thirty days before the convention date. The delegation shall present its certification letter to the National, State, or District Youth Treasurer at the time of registration. Any delegate that is uncertified shall not be allowed to vote. Such a provision may not be set aside by the Youth Assembly;
- d. Youth councils organized less than thirty days prior to a convention or whose charter has not been officially presented within the thirty days, may send delegations to a convention but without the right to vote, as stipulated in Article III, Section 8, Subsection d., Item (5) of the National Youth Constitution.

### Section 3—Agenda:

- a. The National, State and District Youth Offices shall report planned activities for their respective conventions at the National, State and District Youth Board meetings;

- b. An approved agenda that includes social and business functions shall be sent to each youth council within thirty (30) days before the respective convention;
- c. Councils, youth officers and assemblies have the right to submit suggestions of agenda items to the National, State, and District Boards for their consideration;
- d. The agenda for any convention shall be timed to end not later than noon on Sunday, the last convention day.

### Section 4—National Convention Committees:

- a. The following National Convention Committees shall be nominated by the National Youth President with the approval of the National Executive Youth Committee:
  - (1) Rules Committee—Shall propose the rules for the conduct of business at the convention. They shall report at the first instance to the National Youth Board during the February meeting at which time the rules will be adopted by majority vote of the Board. Convention Rules thus adopted may be changed at the Convention only by two-thirds (2/3) vote of the National Youth Assembly;
  - (2) Credentials Committee—Shall propose procedures that will be used to ascertain eligibility to vote at the convention. These procedures shall be proposed to the National Youth Board during the February meeting. Once adopted by the National Youth Board, these procedures may be changed at the Convention only by two-thirds (2/3) vote of the National Youth Assembly.
- b. The following Committees shall be appointed by the National Youth President at any time prior to the Convention:
  - (1) Law and Order Committee—Shall maintain order at business sessions, call delegations to sessions when the meeting hour has arrived, aid in carrying or relaying messages to and from the Presiding Youth Officers, and perform such other functions as the situations may require;
  - (2) Amendments and Constitution Committee—Shall review all amendments and revisions for content and possible conflicts, proper working, adherence to submission deadlines, and certification of sponsoring youth council. The committee shall report to the National Youth Assembly the amendments eligible for action along with its recommendations;
  - (3) Resolutions Committee—Shall carry out the same duties

as the Amendments Committee but in addition, shall classify resolutions as:

- (a) Legislative: those dealing with laws or bills of interest or affecting LULAC Youth's area of activity. Copies of laws or bills shall accompany the resolution;
  - (b) General: those resolutions dealing with denouncements of individuals, groups, ideologies or institutions and their actions or effects, with situations or conditions of interest or concern to the LULAC Youth and its work, or with setting or determining policies of LULAC Youth;
  - (c) Special: those resolutions dealing with expressions of appreciation, congratulations, memorial observances, condolences, and similar recognition.
- (4) Awards Committee—Shall carry out the review and selection of recipients for established awards;
  - (5) Auditing Committee—Shall carry out a review of the financial status of the National Youth Office and report to the National Youth Assembly its findings and recommendations;
  - (6) Other Committees—The Presiding Youth Officer at a convention shall name such special committees as he may deem necessary for the efficient conduct of the sessions at conventions;
  - (7) Committees shall have the right to call before them any youth officer or member of a delegation for assistance;
  - (8) Committees shall have no less than three and no more than ten members including the chairman, and no one delegation shall have more than one voting member on any one committee;
  - (9) Convention committees are temporary and are automatically dissolved upon acceptance of their work or report.

**Section 5—Reports of Youth Officers:** A typed report shall be required of each youth officer reporting to his or her particular youth assembly; however, in making both the written and oral reports the youth officer shall emphasize the following items where applicable: financial statement of his or her entity; number of councils and members; outstanding activities carried out; honors received by youth councils or individuals in his or her area; problems encountered, and recommendations. At National Youth Conventions, only the State Directors and National Youth Officers shall report.

## **Section 6—Voting at Conventions:**

- a. Voting at all the conventions shall be by a show of hands, roll call, or secret ballot as provided for in the National Constitution under Article IV, Section 5;
- b. At the National Youth Convention the elected National Youth Officers, Immediate Past National Youth President, Past National Youth Presidents, National Youth Vice Presidents, State Youth Directors, District Youth Directors and the certified delegates of the councils shall have a vote;
- c. At State Youth Conventions, the State Elected Youth Officers, Immediate Past State Youth Directors, Immediate Past District Youth Directors, Past National Youth Presidents, District Youth Directors and certified delegates of the councils shall have a vote;
- d. In all instances, with the exception of those in which the National Youth Constitution specifies a vote proportion such as two-thirds (2/3), or specifies the certified delegates as determined, a simple majority vote of certified delegates and voting youth officers present shall prevail;
- e. Voting by proxy or absentee shall not be permitted in any convention, and alternate delegates of Deputy Youth Directors shall be permitted to cast a vote only when the person he or she is substituting for shall have left the city of the convention or is under doctor's care at the convention city. Certification of either instance shall be required by the Presiding Youth Officer;
- f. All persons with a right to vote must be present in the assembly hall at the time of the vote to have the vote recognized;
- g. A person may cast only one vote in each voting instance even if he or she is an elective youth officer with a right to vote and delegate at the same time;
- h. The National Youth President and other youth officers running meetings can not run the elections session if they are running for election.

## **ARTICLE IV General Youth Terms**

**Section 1—**All councils, youth officers, and members of LULAC Youth shall recognize and observe four (4) quarterly periods during each year for the payment of dues, for the submitting of reports, and for other uses as called for by this constitution by the National Youth Office or by the National Youth Assembly.

**Section 2**—Councils in good standing shall be those councils whose national dues are paid. Councils in exemplary standing shall be those councils whose national dues are paid and who have submitted quarterly written reports of their activities to their respective districts. States should then receive all reports including the district reports from the districts. Finally, the state provides those reports with their report to the respective regional vice president as an official of the National Youth Board.

**Section 3**—The term “law” shall be used by the National Youth Board and by the National Youth Assembly on any act adopted by either body.

**Section 4**—The National Youth Board shall establish a system of protocol by which the customs, practices, and rituals of the LULAC Youth may be uniform throughout the League.

**Section 5**—When the National Youth Board is not in session and when it is necessary and proper for the National Youth Board to vote on a matter of importance to LULAC Youth, the National Youth Office, under the supervision of the National Youth Executive Director, shall conduct such voting by conference call, email, fax, or “Registered mail” as called for by the National Youth Constitution, provided the question to be voted upon is specific and voting instructions are included.

## **ARTICLE V Youth Resolutions and Laws**

**Section 1**—The National Youth Assembly and the National Youth Board shall have the power to adopt resolutions and to enact laws for the good and welfare of LULAC Youth.

**Section 2**—Resolutions shall be adopted by the National Youth Assembly in the following manner:

- a. Any council and only a council may present a resolution to the National Youth Assembly;
- b. All proposed resolutions shall be referred to the Resolutions Committee;
- c. The Resolutions Committee shall report to the National Youth Assembly and shall recommend to it the proper course of action that it should take on each resolution;
- d. A resolution shall be adopted by majority vote of the National Youth Assembly.

**Section 3**—Resolutions adopted by the National Youth Board may be introduced by any council, member, or youth officer and shall be adopted by majority vote of the National Youth Board.

**Section 4**—All proposed laws may be offered from the floor and shall require for approval a majority of the National Youth Board or of the National Youth Assembly, as the case may be.

**Section 5**—All laws duly adopted shall be binding throughout the LULAC Youth, provided such are not in conflict with the Youth Constitution or Adult Constitution.

## **ARTICLE VI Oath of Youth Office**

All Youth Officers of the League shall be required to take the following oath before assuming the duties of his or her office.

“I \_\_\_\_\_, do solemnly swear that I will faithfully perform all the duties imposed upon me as an officer of the League of United Latin American Citizens Youth Organization; that I will observe and uphold its Constitution and its laws and resolutions duly passed; that I shall carry forth the purity, progress and prosperity of the League; and that I shall set a good example of a true and loyal member while in office. I further promise to deliver to my successor in office all books, papers, and other property of the League that may be in my possession at the close of my official term. All this I solemnly affirm with the full knowledge that to violate this pledge is to stamp me a person devoid of principle and destitute of honor. So help me God.

## **ARTICLE VII Oath of New Youth Members**

The following oath shall be taken by all applicants accepted for membership in LULAC Youth, excepting honorary members and shall be administered by an authorized youth officer:

“I \_\_\_\_\_, do solemnly swear that I will be loyal to the government of the United States of America, support its Constitution, and obey its laws; that I will faithfully keep and observe the Constitution of the League of United Latin American Citizens Youth Organization and all its laws and resolutions duly adopted; and that I will extend due respect and obedience to all its officers. So help me God.”

## PARLIAMENTARY PROCEDURES

### ARTICLE I Order of Business

1. The meeting is “called to order” by the president.
2. The minutes of the preceding meeting are read by the secretary.
  - a. May be approved as read.
  - b. May be approved with additions or corrections.
3. Monthly statement of treasurer is “Received as read and filed for audit.” (Chair so states.)
4. Reports of standing committees are called for by the president.
5. Reports of special committees are called for by the president.
6. Unfinished business is next in order at the call of the chair or of the meeting.
7. New business.
8. The Program—The program is part of the meeting; the president “presides” throughout, but the program chairman makes report.
9. Adjournment.

### ARTICLE II Duties of a President

1. To preside at all meetings
2. Keep calm at all times.
3. Talk no more than necessary while presiding.
4. Have agenda for meeting before him and proceed in a businesslike manner.
5. Have a working knowledge of parliamentary law and a thorough understanding of the constitution and bylaws of the organization.
6. Keep a list of committees on table while presiding.
7. Refrain from entering the debate of questions before the assembly. If it is essential that this be done, the vice president should be placed in the chair. A president is not permitted to resume the chair until after the vote has been taken on the question under discussion.

8. Extend every courtesy to the opponents of a motion, even though the motion is one that the presiding officer favors.
9. Always appear at the rostrum a few minutes before the time the meeting is to be called to order. When the time arrives, note whether a quorum is present; if so, call the meeting to order, and declare “quorum is present.”

### ARTICLE III Other Officials

**Section 1—Vice President:** The vice president of an organization is the one who acts in the place of the president, whenever needed. In case of resignation or death of the president, the vice president automatically becomes the president unless the bylaws provide other methods.

In official meetings, the vice president should preside in the *absence* of the president or whenever the president temporarily vacates the chair.

If the president should be absent for a long period, the vice president may exercise all duties of the president except to change or modify rules made by the president.

The vice president cannot fill vacancies where the bylaws state that such vacancies shall be filled by the president.

In case of resignation or death of the president, and the vice president does not care to assume the office of president, the *vice president must resign*.

The office of vice president becomes vacant when the vice president assumes the office of president. If there are several vice presidents, they automatically move up to the higher office leaving the lower office vacant. This office should be filled as instructed by the bylaws or authorized parliamentary authority.

In the absence of the president, the vice president is *not* “*ex-officio*” member of any committee.

**Section 2—Secretary:** The secretary should issue all calls or notices of meetings and should write such letters as the board of directors or executive committee may designate.

The secretary should keep a neat and careful record of all business done in the meetings, with the exact wording of every motion and whether it was lost or carried. Brief extracts from speeches, if important, may be recorded but *no comment of any kind, favorable or unfavorable,*

*should be made.* The minutes should show the names of persons appointed to committees and it is the duty of the secretary to notify all persons nominated or elected on any committee.

The secretary should be on hand a few minutes before a meeting is called to order. He or she should have the minute book of the organization on hand so that reference can be made to minutes of past meetings.

The secretary should always have a copy of the bylaws; standing rules; book of parliamentary procedure endorsed by the organization; list of members of clubs; and a list of unfinished business, a copy of which should be given to the presiding officer.

**Minutes:** The minutes of an organization should contain a record of what *is done and not what is said.*

Minutes should contain:

1. Date, place and time of meeting.
2. Whether it is a regular or special meeting.
3. Name of person presiding.
4. Name of secretary. (In small boards, the names of those present should be recorded.)
5. All *main* motions, whether adopted or rejected.
6. The names of persons making the motions; the name of the seconder need not be recorded.
7. Points of order and appeals, whether sustained or lost.
8. A motion which was withdrawn should not be recorded.

**Section 3—Treasurer:** The treasurer of any organization is the custodian of its funds and receives and disburses them upon authority from the organization, the board, executive committee or the finance or budget committees. A treasurer should be bonded.

The organization should authorize the medium by which bills are paid, (whether by check or by cash and by whom) and should either approve the budget or authorize the executive committee of the board of directors to do so. A chairman or an officer or member should get permission from the president or board to make an expenditure.

No treasurer should accept bills for payment, such as for postage, traveling expenses, etc., from a chairman unless receipts are enclosed.

The treasurer should make a monthly statement and a report once a

year, or upon the request of board or parent body during the year. The annual report should be audited. An auditor's report should be presented following the treasurer's report. The presiding officer states to the assembly that to adopt the report of the auditor (if carried) has the effect of accepting the treasurer's report.

**Committees:** Committees have no authority except that which is granted by the constitution or by vote of the organization. Unless otherwise provided, the person first named or the one receiving the largest number of votes is its chairman. *A committee has no right to incur any debt or involve the organization in any way unless given full authority to do so.*

*Under no consideration should one or more, members of a committee go ahead with the business without action by a quorum; usually a majority of the committee, being present. Failure to observe these rules renders such action "the action of individuals" and subject to "censure," "suits," etc.*

## ARTICLE IV Principal Motions

**General Statement:** When a motion has been made, seconded and stated by the chair, the assembly is not at liberty to consider any other business until this motion has been disposed of. If the motion is long and involved the chairman asks the mover to hand it in writing to the secretary. The mover cannot withdraw his motion after it has been stated by the chair. In general all important motions should be seconded, which may be done without rising or addressing the chair.

1. To Amend: This motion is "to change, add, or omit words" in the *original main motion*, and is debatable: majority votes.

To Amend the Amendment: This is a motion to change, add, or omit words in the *first amendment*; debatable: majority votes.

Method: The first vote is on changing words of second amendment, the *second* vote (if first vote adopts change) on first amendment *as* changed; the *third* vote is on adopting main motion as changed.

2. To Commit: When a motion becomes involved through amendments or when it is wise to investigate a question more carefully, it may be moved to commit the motion to a committee for further consideration. Debatable—Amendable—Committee must make report on such question.
3. To Lay on the Table: The object of this motion is to post-

pone the subject under discussion in such a way that it can be taken up at sometime in the near future when a motion “to take from the table” would be in order. These motions are not debatable or amendable: majority vote.

4. To Postpone: A motion to postpone the question before the assembly to some future time is in order, except when a speaker has the floor. Debatable: majority vote.
5. To Adjourn: This motion is always in order except:
  - a. When a speaker has the floor.
  - b. When a vote is being taken.
  - c. After it has just been voted down.
  - d. When the assembly is in the midst of some business which cannot be abruptly stopped.

Under all the above circumstances, the motion is not debatable.

When the motion is made to adjourn to a definite place and time, it is debatable.

6. To Reconsider: The motion to reconsider a motion that was carried or lost is in order if made on the *same* day or the next calendar day, but must be made by one who voted with the prevailing side. No question can be twice reconsidered. Debatable: majority vote.

Requires 2 votes: First on whether it should be reconsidered. Second on original motion after reconsideration.

7. The Previous Question: Is to close debate on the pending question. This motion may be made when debate becomes long and drawn out. It is not debatable. The form is “Mr. (Madam) Chairman, I move the previous question.” The chairman then asks, “Shall debate be closed and the question *now* be put?” If this be adopted by a two-thirds (2/3) vote, the question before the assembly is immediately voted upon.
8. Point of Order: This motion is always in order, but can be used only to present an objection to a ruling of the chair or some method of parliamentary procedure. The form is “Mr. (Madam) Chairman, I rise to a point of order.” The Chairman: “Please state your point of order.” After the member has stated his objection, the chair answers:
  - a. “Your point of order is sustained” or,
  - b. “Your point of order is denied.”

If any member is not satisfied he/she may appeal from the decision of the chair. The chairman then addresses the as-

sembly, “Shall the decisions of the chair be sustained?” This is debatable and the presiding officer may discuss it without leaving the chair. Voted on like any other motion: majority or tie vote sustains the decision of chair. Requires a majority of “no” votes to reverse decision of the chair.

## ARTICLE V Nominations, Elections and Terms of Office

General Henry M. Robert, author of *Robert’s Rules of Order*, says: “In the election of the officers of a society it is more usual to have the nominations made by a committee—when the committee makes its report, which consists of a ticket (a ticket is one name for each office to be filled by ballot), the chair asks, ‘Are there any other nominations?’—at which time they may be made from the floor. The committee’s nominations are treated just as if made by members from the floor, *no vote being taken on accepting them.*”

If nominations are made from the floor, these names are added to those submitted by the nominating committee. Neither nominations by the committee nor adoption by vote, but are acted upon in the election ballot. Nominations are never seconded except as a complimentary endorsement of candidates not known to the assembly. This is rarely done except in national meetings where candidates assemble from all parts of the country.

A nominating ballot is NOT an elective ballot: (is not necessary or desirable where a nominating committee operates). When nominations are completed the assembly proceeds to the election, voting by the method prescribed in the Constitution and Bylaws. The usual method in permanent societies is by ballot, the balloting continued until the offices are filled. If a member is in good standing in the organization and receives a majority of the votes cast in the elective ballot (or plurality if bylaws so provide), he/she is then declared to be legally elected to fill the office even though he/she has not been nominated from the floor or by the nominating committee.

A motion may be made to close nominations but this motion is not in order until the assembly has been given reasonable time to add further nominations to those already made. It is an undebatable main motion, incidental to the nominations. It may be amended as to the time of closing nominations, but have no other subsidiary motion applied to it because it deprives members of one of their rights. It requires a two-thirds (2/3) vote. The motion to reopen nominations is undebatable and requires a *majority* vote. It may also be amended as to time, but no other subsidiary motion applies.

The chair should remind the members that the nominating committee has endeavored to present as sure a ticket as possible, but it is now their privilege to name a candidate for any or all of the offices to be filled, and that they still have the opportunity of casting a ballot, for any eligible members, whether nominated or not.

General Robert says: "Each member may vote for any eligible person whether nominated or not."

A member may withdraw his name if placed in nomination, announcing that if elected he would not be able to serve, but he cannot "withdraw in favor of another member."

*KINDS OF VOTING*—Majority vote means more than half the votes cast, ignoring blanks, and a plurality vote is the largest of two or more numbers. A plurality vote never adopts a motion or elects a member to office except by virtue of a special rule previously adopted in the constitution or bylaws. In an election a candidate has a plurality when he or she has a larger vote than any other candidate.

*THE CHAIR VOTES*—When the vote is by ballot the president writes his ballot, and casts it with the rest. On a tie vote the motion is lost. If a majority of *one* the chair (if a member of the assembly) may vote with the minority and make it a tie, and declare the motion "lost" *unless the vote is by ballot*.

In the event of a tie vote by ballot, balloting must continue until a candidate receives a majority. (Unless bylaws provide for plurality. )

To move "that an election be made unanimous:" is a mistaken courtesy, as it forces those who did not vote for the candidate to unwillingly submit to the transferring of their vote, this making it appear to be unanimous, when it is not; one negative response causes such a motion to be "lost."

An election takes effect immediately following the completion of the annual business unless the bylaws specify some other date.

This does not mean that officers are to assume office *at this meeting*, for the duties of the outgoing officers are not completed for the year until after the adjournment of the annual session and all business relating to the annual meeting has been perfected.

*BALLOTING*—It is the duty of the chairman of elections to see that ballots are prepared in advance of the meeting and pencils are ready for the election. The tellers shall count the ballots. The chairman of elections reads the report, giving the number of votes for each person,

whether nominated or "written-in" on the ballot. The presiding officer then "declares" who have been elected.

A formal "Installation" may be arranged, but office does not depend on installation but on election (or appointment if so provided in bylaws).

## ARTICLE VI Decorum

Probably the most serious defect in most meetings is the lack of reasonable decorum. Good order must be maintained if business is to be carried out. Courtesy would demand that there should be no whispering or commotion while any speaker has the floor. Do not speak too frequently. Beware of personalities. State *facts* rather than what you think or believe. Nothing marks the dignity of a meeting as the sharp retort or angry voice.

Speak while motion is pending not after the vote has been taken or *after the meeting is over*.

LULAC Emblem Artwork



LULAC Youth Seal Artwork

