

**BYLAWS OF
The Labor Caucus
of the
Democratic Party of Hawai'i**
[first adopted December 3, 2005,
with amendments approved by the SCC 2/12/11 & 3/24/18]

**ARTICLE ONE
NAME & OFFICES**

Section 1 - Name Of Organization

The name of this Organization shall be the Labor Caucus of the Democratic Party of Hawai'i.

Section 2 - Principal Office

The principal office of the Caucus will be that of the elected Chair of the Caucus or such location as selected by decision of the membership at a general business meeting.

**ARTICLE TWO
STATEMENT OF PURPOSE**

Section 1 - The Mission: Specific Purposes and Objectives

The Labor Caucus of the Democratic Party of Hawai'i is dedicated to the proposition that all honest work is honorable and should be treated with dignity and respect.

We recognize the substantial contributions by organized labor to the improvement of the social, political, and economic well-being of Hawai'i's people and, therefore, honor as a fundamental right of all Hawai'i's workers, the right to organize unions; to bargain collectively over wages, hours and working conditions; and to participate freely in the political process.

We are dedicated to the goal of a classless society that leaves no part of our State's labor force without the benefits of healthcare, sick leave and workplaces free from hazard.

We support the principle of economic justice and believe it can best be accomplished by raising the minimum wage to a living wage standard.

We pledge an end to all forms of workplace discrimination, and, therefore, we support pay equity and equal opportunity for all regardless of race, color, creed, gender, gender identity, gender expression, national or ethnic origin, ancestry, or sexual orientation.

As we continue to seek ways to provide better and more efficient public services to the people of Hawai'i, we pledge not to compromise the principle that government money, coming from the taxes of all of us, shall not be used to depress the wages or standard of living of the working men and women in our service.

We choose to associate together as individuals who are dedicated to building both the Labor Movement and the Democratic Party.

ARTICLE THREE OFFICERS

Section 1 - Designation of Officers and Executive Committee

The officers and Executive Committee of the Caucus shall be a Chair, Vice Chair, Secretary, Treasurer, the Chairs of the Standing Committees two Executive Committee at Large members. In the event that either or both of the two Labor Caucus representatives to the State Central Committee are not otherwise members of the executive committee, they shall also be members of the Executive Committee. In addition the Caucus may also have additional Vice Chairs, Assistant Secretaries, Assistant Treasurers and other such officers with such titles and duties as may be determined from time to time by the Executive Committee. These additional officers shall be non-voting ex officio members of the Executive Committee.

The Executive Committee shall keep regular minutes of their proceedings, cause them to be filed with the Caucus records maintained by the Secretary of the Caucus and distribute these minutes to the Executive Committee within thirty (30) days of a meeting.

A Quorum of the Executive Committee shall consist of four (4) of its members so long as one of the members in attendance is the Chair or Vice-Chair.

Section 2 - Qualifications

Executive Committee officers shall maintain membership in the Democratic Party of Hawai'i and fully subscribe to the Mission and Purpose of the Caucus as set forth in Article Two above.

Section 3 - Election and Term of Office

Officers shall be elected by the membership at the regularly scheduled meeting within 60 days after the Democratic Party of Hawai'i Convention in even numbered years. The term of office shall begin at the end of the regular biennial meeting designated for the election of officers and Executive Committee members and shall be two years. Each member shall cast no more than one vote per candidate, and may vote for as many candidates as the number of officers and two Executive Committee at Large members to be elected.

Section 4 - Resignation and Removal

Any officer may resign effective upon giving written notice to the Secretary of the Caucus, unless the notice specifies a later time for the effectiveness of such resignation. The acceptance of such resignation shall not be necessary to make it effective.

Any member of the Executive Committee may be removed, either with or without cause, by a 2/3 vote of the membership present at a regular or special meeting, with a quorum of at least 10 members, for which at least two weeks notice has been given to the membership of the pending removal of a member of the Executive Committee.

Section 5 - Vacancies

Any vacancy of any officer other than the Chair shall be filled by the Executive Committee. In the event of a vacancy in any office other than the Chair, such vacancy may be filled temporarily by appointment by the Chair until such time as the Executive Committee shall fill the vacancy. Vacancies occurring in officers appointed at the discretion of the Executive Committee may be filled as the Executive Committee shall determine.

Section 6 - Duties of the Chair

The Chair shall be the Chief Executive Officer of the Caucus and shall supervise and control the affairs of the Caucus and the activities of the officers in accordance with these bylaws and policies subsequently passed by the Executive Committee and/or general membership. The Chair shall perform all duties incident to the office and such other duties as may be required by the Constitution of the Democratic Party of Hawai'i, the laws of the State of Hawai'i, by these Bylaws or which may be prescribed, from time to time, by the Executive Committee. The Chair(person) shall preside at all meetings of the Executive Committee and the Caucus and except as otherwise expressly provided by law, shall, in the name of the Caucus, execute such deeds, mortgages, bonds, contracts, checks or other instruments which may from time to time be authorized by the Executive Committee or the membership,

Section 7 - Duties of the Vice Chair

In the event of a vacancy in the office of the Chair of the Caucus, the Vice Chair shall become the Chair of the Caucus. In the absence of the Chair, the Vice Chair of the Caucus shall perform all the duties of the Chair, and when so acting shall have all the powers of, and be subject to all the restrictions on the Chair. The Vice Chair shall have other powers and perform other such duties as may be prescribed by the Constitution of the Democratic Party of Hawai'i, the laws of the State of Hawai'i, by these Bylaws or which may be prescribed, from time to time, by the Executive Committee or membership.

Section 8 - Duties of the Secretary

Take and maintain minutes of all meetings of the membership and all Executive Committee meetings of the Caucus, including but not limited to date, time and place, and whether regular or special;

Ensure that all notices are duly given in accordance with these Bylaws;

Be the custodian of the records of the Caucus;

Exhibit at all reasonable times to any member of the Caucus, as prescribed by the bylaws or policies of the Executive Committee, all records and documents of the Caucus maintained by the Secretary; and

In general, perform all duties incident to the office of the Secretary and other such duties as may be required by the Constitution of the Democratic Party of Hawai'i, the laws of the State of Hawai'i, by these Bylaws or which may be prescribed, from time to time, by the Executive Committee.

Section 9 - Duties of the Treasurer

Have charge and custody of, and be responsible for, all funds and securities of the Caucus in such banks, trust companies, or other depositories as shall be selected and approved by the Executive Committee;

Receive and give receipt for monies due and payable to the Caucus from any source;

Disburse, or cause to be disbursed, the funds of the Caucus as may be directed by the Executive Committee, taking proper vouchers for such disbursements;

Keep and maintain adequate and correct accounts of all the Caucus properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains and losses;

Exhibit at all reasonable times the books of account and financial records to any member of the Caucus, as may be prescribed by the Executive Committee;

Render to the Chair or any member of the Caucus, whenever requested, an account of any or all of his or her transactions as Treasurer and of the financial condition of the Caucus as prescribed by the Executive Committee;

Prepare or cause to be prepared, and certify, or cause to be certified, any financial statements to be included in any required reports;

Prepare or cause to be prepared, financial statements at the request of the Executive Committee and for distribution and report at all regular membership meetings of the Caucus;

In general, perform all duties incident to the office of the Treasurer and other such duties as may be required by the Constitution of the Democratic Party of Hawai'i, the laws of the State of Hawai'i, by these Bylaws or which may be prescribed, from time to time, by the Executive Committee.

Section 10 – At-Large Representatives

The At-Large Representatives shall assist the Executive Committee with general membership outreach, attend Executive Committee meetings and perform other tasks as assigned by the Chair(person) or Executive Committee.

Section 11 -Compensation

No officer or Executive Committee member in performance of their elected duties shall accept any compensation other than for actual expenses required to fulfill the duties and expectations of the Caucus in accordance with policies established by the Executive Committee or membership.

ARTICLE FOUR COMMITTEES

Section I - Standing Committees

The Caucus shall have standing committees for Legislation, Fund Raising and Communications. These committees shall be appointed by the Executive Committee. Except for the Chair of the Committees, membership of the standing committees may consist of persons who may or may not be members of the Caucus.

Section 1a - Legislation Committee

The Legislation Committee shall, on behalf of the Labor Caucus, track proposed labor legislation, prepare and present testimony, and organize support for legislative priorities of the Caucus not otherwise inconsistent with the platform, resolutions or adopted policies of the Democratic Party of Hawai'i.

Section 1b - Fund Raising Committee

The Fund Raising Committee shall, on behalf of the Labor Caucus, raise funds and obtain such other resources as may be necessary to support activities and programs of the Labor Caucus.

Section 1c - Communications Committee

The Communications Committee shall, on behalf of the Labor Caucus, foster and develop a network of communications and outreach between and among Caucus members, members of the Democratic Party, Labor organizations and supporters of the Labor Movement and of the object and purposes of the Labor Caucus.

Each standing committee shall keep regular minutes and/or reports of their proceedings, cause them to be filed with the Caucus records maintained by the Secretary of the Caucus and distribute these minutes to every officer of the Caucus on a periodic basis determined by the Executive Committee or membership

Section 2 - Special Committees

The Caucus may have any special committees as may from time to time be designated by resolution of the membership and/or Executive Committee. These committees may consist of persons who may or may not be members of the Caucus and shall act in an advisory capacity to the officers, Executive Committee and membership.

Each committee shall keep regular minutes and/or reports of their proceedings, cause them to be filed with the Caucus records maintained by the Secretary of the Caucus and

distribute these minutes to every officer of the Caucus on a periodic basis determined by the Executive Committee or membership

Section 3 - Meetings and Actions of Committees

The Executive Committee, with the approval of the membership, may adopt rules and regulations pertaining to the conduct of meetings of committees to the extent that such rules and regulations are not inconsistent with the Constitution of the Democratic Party of Hawai'i, the laws of the State of Hawai'i, or these Bylaws.

ARTICLE FIVE MEMBERSHIP

Section 1- Eligibility

Membership in the Labor Caucus of the Democratic Party Of Hawai'i shall be open to all duly recorded members of The Democratic Party of Hawai'i who support the Caucus and its specific purposes and objectives as set forth in Article Two above.

Section 2 - Enrollment

The procedure for enrollment in the Labor Caucus of the Democratic Party Of Hawai'i shall be the submission to the Secretary of the Caucus a Caucus Enrollment Form as may be prescribed, and modified from time to time, by the Executive Committee.

Section 3 - Member Voting Rights

Members of the Labor Caucus of the Democratic Party of Hawai'i shall have the same voting rights and privileges as bestowed upon them by the Constitution of the Democratic Party of Hawai'i.

Section 4 - Electronic Participation

To the extent that the means and equipment are available, members of the Labor Caucus and any of its committees may participate in Labor Caucus meetings by means of teleconference, videoconference, or by any means of a communication technology by which all persons participating in the meeting can speak to and hear each other at the same time. Participation by such means shall constitute attendance at the meeting so long as and for as long as such simultaneous communication is active and enabled.

Section 5 - Notice and Quorum

There shall be a minimum of seven (7) days notice for all regular and special meeting of the Caucus. Six (6) Members of the Labor Caucus on the rolls for at least one previous meeting shall constitute a quorum for regular and special meetings of the Caucus so long as at least one of them is the Chair or First-Vice Chair of the Caucus.

ARTICLE SIX EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS

Section 1 - Execution of Instruments

The Executive Committee, except as otherwise provided in these Bylaws, may by resolution authorize any officer or agent of the Caucus to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Caucus, and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent or employee shall have the power or authority to bind the Caucus by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

Section 2 - Checks and Notes

Except as otherwise specifically determined by resolution of the Executive Committee, or as otherwise required by law; checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the Caucus shall be signed by the Treasurer and countersigned by the Chair of the Labor Caucus. In the absence or unavailability of the Chair, the Vice Chair may countersign any and all such instruments.

Section 3 - Deposits

All funds of the Caucus shall be deposited in a timely manner to the credit of the Labor Caucus in such banks, trust companies, or other depositories as the Executive Committee shall select.

Section 4 - Gifts

The Executive Committee may accept, on behalf of the Labor Caucus, any contribution, gift, bequest or devise for the purposes of this Caucus.

ARTICLE SEVEN CAUCUSAL ASSETS

Section 1- Prohibition Against Private Inurement

No part of the net earnings of this Caucus shall inure to the benefit of, or be distributed to, its officers, members, agents or other private persons, except that the Labor Caucus shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of this Caucus and in accordance with the by-laws and policy of the Executive Committee.

Section 2 - Distribution of Assets

Upon the dissolution of this Caucus, its assets remaining after payment, or provision for payment, of all debts and liabilities of this Caucus shall be distributed to the Democratic Party of Hawai'i.

ARTICLE EIGHT AMENDMENTS TO BYLAWS

Except as may be otherwise specified by the Constitution of the Democratic Party of Hawai'i and the laws of the State of Hawai'i, the membership of the Caucus shall have the power to amend, alter or repeal any or all sections of these Bylaws and to adopt

new Bylaws upon approval of two thirds (2/3) of the members present at a meeting called for that express purpose. A quorum of 15 will be required for all Bylaw changes.

Such proposed amendments, alterations or motion to repeal shall be submitted, in writing signed by no less than 20 members of the Labor Caucus, to the Secretary of the Caucus. The Executive Committee shall review and prepare their recommendation on the proposal within 60 days of receipt of the proposed amendment or repeal.

Once an amendment or repeal has achieved a review and recommendation of the Executive Committee a general membership meeting shall be called after a fourteen (14) day notice and within 60 days to take organizational action. A quorum of 15 will be required for all Bylaw changes. Any and all proposed amendments, alterations or motions to repeal must be approved by two-thirds (2/3) of members present at the general membership meeting and shall become effective on approval of the State Central Committee of the Democratic Party of Hawai'i.

ARTICLE NINE ELECTION PROCESS FOR LABOR CAUCUS REPRESENTATIVES TO THE STATE CENTRAL COMMITTEE

Section 1 - Candidates must be a member in good standing of the Democratic Party of Hawai'i, and a member of the Labor Caucus on or before the scheduled date of the biennial State Party precinct meetings in even years.

Section 2 - Nominees shall submit nomination papers to include:

1. Ten dollar (\$10) filing fee payable to the Democrat Party of Hawai'i
2. Endorsement signatures from other five members of the Labor Caucus
3. A Written statement showing:
 - A. demonstrated involvement and active participation with the Labor Caucus meetings and/or Labor Caucus activities
 - B. Commitment to attend the State Central Committee and Labor Caucus meetings

Section 3 - Notification of the elections must be at least 30 days before the filing deadline. For verification purposes the nomination packet is due to the Labor Caucus two weeks prior to the Labor Caucus meeting called for the election of officers and Executive Committee members pursuant Article 3 – Section 2.

Section 4 - All written statements shall be released to the Labor Caucus members, once candidacy is verified and at least forty-eight (48) hours prior to the Caucus meeting referenced to Article 9 – Section 3.

Section 5 - Elections of the two (2) Labor Caucus Representatives to the State Central Committee shall follow Article 3 – Section 3 with the requirement that the winners be of different genders.

Section 6 - Filling a vacancy of Labor Caucus Representative to the State Central Committee: If the office of a Labor Caucus Representative to the State Central Committee (SCC) becomes vacant:

1. The Executive Committee of the Labor Caucus shall notify Caucus members by e-mail (or if no e-mail by whatever means have been designated by the member).
2. The notice shall indicate that:
 - A. - there is a vacancy,
 - B. – the deadline for members to apply for the vacancy, which shall be at least five (5) days from the date of the notification, and
 - C. - the application requirements pursuant to Article 9 – Section 2 (3); including the gender of the other Labor Caucus Representative to the SCC
3. The Labor Caucus shall review all applicants.
4. The Executive Committee shall notify all applicants before continuing to step 5.
5. The Executive Committee shall notify members of the applicants that meet the criteria as stated in Article 9 – Section 2 (3), included in this notification shall be the applicants' statements and request for the member's feedback - members shall have seven (7) days to respond.
6. The Executive Committee shall review members' comments, select a replacement, and notify the Caucus members of their decision.
7. The recommended candidate's name shall be presented to the State Central Committee.

ARTICLE TEN CONSTRUCTION AND TERMS

If there is any conflict between the provisions of these Bylaws and the Constitution of the Democratic Party of Hawai'i, the provisions of the Constitution of the Democratic Party of Hawai'i shall govern.

Should any of the provisions or portions of these Bylaws be held unenforceable or invalid for any reason, the remaining provisions and portions of these Bylaws shall be unaffected by such holding.

Charter Members of the Labor Caucus, 12-3-2005

Mike Abe	Mike Largarticha	Leone Rodrigues
Bien Aspili	Al Lewis	Gwen Rowland
Paul Billand	Joy Kobashigawa Lewis	Millie Sato
Angie Chinen	Paul Louie	Joe Tassill
Faatea Faatea	Stuart McKinley	June Toguchi-Tassill
Mel Fong	Dave Mori	George Waialeale
Mike Golojuch	Maurice Morita	Carolyn Wilcox
Leonard Habersham	Daniel Neyer	Bill Woods
Fran Kagawa	Bill Puette	Arvid Youngquist
Calvin Konno	Douglas Pyle	

