

Indiana Young Democrats

Resolution: 2020-2

Title: A resolution to congratulate the YDA convention planning team.

Sponsor: Matthew Kochevar – National Committee Representative

WHEREAS the Indiana Young Democrats successfully bid to host the 2019 Young Democrats of America National Convention; and

WHEREAS preparing of the convention was a massive endeavor that involved logistics, site selection, fundraising, and event planning; and

WHEREAS the convention would not have been a success with a dedicated team of planner; therefore, be it

RESOLVED that the Indiana Young Democrats expresses its heartfelt thanks and gratitude to the convention planners: Derek Camp, Heather Sager, Ali Brown, Arielle Brandy, Keith Potts, Katherin Chi, Aaron Ketzenberger, Daqavise Winston, Lauren Alayza, Anastasia Foster, Brandon Evans, Elise Shrock, Emily Shrock, Matthew Kochevar, Matt Impink, Alex Burton, Amy Schwarz, and Mike Heintzleman; and be it further

RESOLVED that the Indiana Young Democrats recognizes each of the individuals for their hard work, knowledge, and fortitude that led to one of the best Young Democrats of America convention in recent memory; and be it further

RESOLVED that a copy of this resolution shall be posted on the Indiana Young Democrats website.

Indiana Young Democrats

Resolution: 2020-3

Title: A resolution thanking Kate Bathon Shufeldt

Sponsor: Matthew Kochevar – National Committee Representative

WHEREAS the Indiana Young Democrats has had a revival in recent years with the expansion of local chapters throughout the state and raising more funds ever before; and

WHEREAS the Indiana Young Democrats need to plan for the future and expand its opportunities in Indiana politics; and

WHEREAS the Indiana Young Democrats require professional assistance to successful build its plan for the future; therefore, be it

RESOVLED that the Indiana Young Democrats expresses its heartfelt thanks and gratitude to Kate Bathon Shufeldt of Thrive Nonprofit Solution for guiding the Indiana Young Democrats in drafting its strategic plan; and be it further

RESOLVED that a copy of this resolution shall be posted on the Indiana Young Democrats website; and be it further

RESOLVED that a copy of this resolution, signed by the President, shall be delivered to Ms. Shufeldt.

Indiana Young Democrats

Resolution: 2020-4

Title: A resolution congratulating Arielle Brandy being named Pete for American Indiana State Director

Sponsor: Matthew Kochevar – National Committee Representative

WHEREAS *Arielle Brandy is a valuable member of the Indiana Young Democrats, serving as the Young Democrats of American National Committee Representative from Indiana; and*

WHEREAS *Arielle Brandy is a leader in her community of South Bend including having served as the Democratic member of the St. Joseph County Board of Voter Registration; and*

WHEREAS *Arielle Brandy has exemplified the future of the Democratic Party and the best in leadership among the young Democrats; and*

WHEREAS *Arielle Brandy's skills and abilities have been recognized by national figures in U.S. politics and granted her the opportunity elected a candidate for President of the United States; therefore, be it*

RESOVLED *the Indiana Young Democrats congratulates Arielle Brandy on being named as the Indiana State Director for Pete for America campaign; and be it further*

RESOLVED *the Indiana Young Democrats extends its best wishes on her future success as a leader in the Democratic Party; and be it further*

RESOLVED *that a copy of this resolution shall be posted on the Indiana Young Democrats website; and be it further*

RESOLVED *that a copy of this resolution, signed by the President, shall be delivered to Ms. Brandy.*

Indiana Young Democrats

Resolution: 2020-5

Title: A resolution congratulating Heather Sager on her appointment as Communications Director for United States Representative Cheri Bustos

Sponsor: Matthew Kochevar – National Committee Representative

WHEREAS *Heather Sager is a valuable member of the Indiana Young Democrats, having served as Executive Director; and*

WHEREAS *Heather Sager has been critical to the recent success of the Indiana Young Democrats; and*

WHEREAS *Heather Sager has been part of successful campaign while serving on the Indiana Senate Democrats Committee and on the Joe Hogsett reelection campaign; and*

WHEREAS *Heather Sager has received an excellent opportunity to serve in the federal government and bring her unique talents to the public service sector; therefore, be it*

RESOLVED *the Indiana Young Democrats congratulates Heather Sager on being named Communications Director to the Office of United States Representative Cheri Bustos of Illinois; and be it further*

RESOLVED *the Indiana Young Democrats extends its best wishes on her future success in the United States Congress; and be it further*

RESOLVED *that a copy of this resolution shall be posted on the Indiana Young Democrats website; and be it further*

RESOLVED *that a copy of this resolution, signed by the President, shall be delivered to Ms. Sager.*

Indiana Young Democrats

Resolution: 2020-6

Title: A resolution congratulating Derek Camp for his service as Indiana Young Democrats President

Sponsor: Matthew Kochevar – National Committee Representative

WHEREAS *Derek Camp was elected President of the Indiana Young Democrats in 2017; and*

WHEREAS *during the tenure of Derek Camp the Indiana Young Democrats has experienced a revival that the organization has not previously experienced; and*

WHEREAS *under his leadership the Indiana Young Democrats has successfully overseen a Young Democrats of America National Convention, raised nearly \$140,000 in contributions, and seen 41 young Democrats elected to public office in 2019; and*

WHEREAS *during this same time Derek Camp has been a candidate for public office and served on the successful reelection campaign for Mayor Tom Henry in Fort Wayne; therefore, be it*

RESOLVED *the Indiana Young Democrats congratulates Derek Camp on his successful service as President of the Indiana Young Democrats; and be it further*

RESOLVED *the Indiana Young Democrats expresses its best wishes to Derek Camp on his future endeavors; and be it further*

RESOLVED *that a copy of this resolution shall be posted on the Indiana Young Democrats website; and be it further*

RESOLVED *that a copy of this resolution, signed by the President, shall be delivered to Mr. Camp.*

Indiana Young Democrats

Resolution: 2020-7

Title: A resolution congratulating young Democrats elected to office in 2019.

Sponsor: Matthew Kochevar – National Committee Representative

WHEREAS it is the primary mission of the Indiana Young Democrats to elect young Democrats to public office in the state of Indiana; and

WHEREAS the 2019 municipal election saw nearly 80 young Democrat candidates on the ballot in cities and towns across Indiana; and

WHEREAS of the 80 candidates that were on the 2019 municipal election ballot, 47 were elected to office; and

WHEREAS this historic election result is only the beginning of young Democrats success on the ballot in Indiana; therefore, be it

RESOVLED that the Indiana Young Democrats congratulates the following young Democrats who were elected to public office in 2019: Aaron Dicken, Alex Burton, Ali Brown, Allison Atwood-Roby, Barry Tyler Jr., Ben Trockman, Blake Johnson, Brandon Kleeman, Brandon Stagnolia, Brian Gulley, Brittany Couse, Chris Cail, Collette Nicolini, Collin Czilli, Courtney Udvare, Crista Carlino, Dylan Baker, Elaine Wagner, Ethan Evans, Ferdinand Alvarez, Gerry Roberts, Grace Kestler, Jacob Ledonne, James Guilfoyle, Jared Evans, Jason Jamerson, Jathan Wright, Joe Smith, Joseph Ryan Johns, Josh Huddlestun, Josh Matejczyk, Kaitlin Moore Morley, Kate Rosenbarger, Katrina Alexander, Keith Potts, Laura Brown Windhorst, Mark Kellems, Matt Flaherty, Neil Anderson, Ryan Ramsey, Shannon Kang, Tai Adkins, Thomas Estabrook, Tyler Fullenkamp, Victor Schutzius, William Godwin, Zack Bryan, be it further;

RESOLVED *that a copy of this resolution shall be posted on the Indiana Young Democrats website.*

Indiana Young Democrats

Resolution: 2020-8

Title: A resolution honoring the life of Mayor Richard Hatcher.

Sponsor: Arielle Brandy, Daqavise Winston, James Wells, James Dillon, Alex Burton, Ashley Gurvitz

WHEREAS Richard Hatcher was born in Michigan City, Indiana, a graduate of Indiana University, and studied law at Valparaiso University; and

WHEREAS Richard Hatcher was elected mayor of the City of Gary, Indiana in 1967 becoming one of the first two African Americans to be elected mayor of city with a population of over 100,000 people; and

WHEREAS Richard Hatcher held many offices in the Democratic Party including Vice Chair of the Democratic National Committee from 1981 through 1985; and

WHEREAS Richard Hatcher was a champion in the cause of civil rights and justice for all Americans during his life; therefore, be it

RESOVLED that the Indiana Young Democrats mourns the passing of Richard Hatcher and extends its deepest sympathies to the Hatcher family; be it further

RESOLVED the Indiana Young Democrats celebrates this life of Mayor Richard Hatcher that was dedicated to civil rights and justice for those in the American community that have been oppressed; be it further

RESOLVED that the Indiana Young Democrats encourage all young Democrats to learn about Richard Hatcher and work that he has done on behalf of the people of Gary, Indiana, for the African American community, and for the people of the United States; be it further

RESOVLED that a copy of this resolution shall be posted on the Indiana Young Democrats website; and be it further

RESOLVED that a copy of this resolution, signed by the President, shall be transmitted to the family of Mayor Richard Hatcher.

Indiana Young Democrats

Resolution: 2020-10

Title: Emergency Declaration Concerning the 2020 Indiana Young Democrats State Convention

Sponsor: Matthew Kochevar - National Committee Representative

Christopher Roman - Executive Director

James Wells - Secretary

Ethan Hudson - 6th District Chair

WHEREAS *the Indiana Young Democrats are required to hold a state convention in 2020 to elect officers for a one (1) year term; and*

WHEREAS *the Bylaws of the Indiana Young Democrats require the state convention to be conducted at the same time as the Indiana Democratic Party State Convention; and*

WHEREAS *due to the COVID-19 public health crisis the Indiana Democratic Party is transitioning from an in person convention to a digital convention; and*

WHEREAS *changes to convention proceedings require the Indiana Young Democrats to consider alternatives to holding its state convention and officer elections; therefore be it*

RESOLVED *that the Indiana Young Democrats adopt the following:*

Section 1: The Indiana Young Democrats declares an emergency under Article XIII, Section D of the Bylaws of the Indiana Young Democrats regarding holding the 2020 Indiana Young Democrats State Convention.

Section 2: Article IX, Section A(1) and (3), and Section C are suspended to the extent provided in this resolution.

Section 3: The Indiana Young Democrats State Convention shall be held on June 20, 2020 as a digital convention using video conferencing.

Section 4: Any person eligible to be a member of the Indiana Young Democrats shall register and pay dues not later than June 10, 2020 in order to be considered a member in good standing and vote at the convention. A person who resides in Indiana but cannot legally contribute to the Indiana Young Democrats may register for the convention, inform the President of their inability to contribute because of a legal prohibition, and be granted a waiver in order to be considered a member in good standing.

Section 5: The election of officers shall be conducted using electronic voting. Each member in good standing, after registering for the convention, shall be given instructions for how to cast a ballot when voting begins at the convention. Each member in good standing attending the convention shall be able to access their ballot at the time stated in the convention agenda for the election of officers to begin. Voting for officers at the convention shall last thirty (30) minutes.

Section 6: A member in good standing who cannot attend the convention and resides in a congressional district where a contest for an office exists may request to vote by absentee ballot using the same electronic voting platform that will be used at the convention. A member in good standing may request an absentee ballot at the time registration for the convention begins. Each member in good standing that requests a ballot shall be provided an absentee ballot beginning May 30, 2020. The deadline to request to vote by absentee ballot and cast an absentee ballot shall be June 17, 2020.

Section 7: All candidates for an office that is uncontested shall be elected by a vote of acclamation at the convention.

Section 8: The election committee, required by Article IX, Section C, made of the Secretary, Parliamentarian, and one (1) other member in good standing shall create the ballot, conduct the election, and determine the results for any contested officer election. Not later than May 30, 2020, the President shall nominate a member in good standing to serve on the committee and request the nominee be confirmed via electronic vote under Article III, Section H by the district chairs only.

Section 9: The convention may conduct any other business or activities that are not legislative in nature or would amend the Bylaws of the Indiana Young Democrats.

Section 10: An ad-hoc committee for convention planning shall be established to plan for the logistics and activities of the state convention. The committee shall be made up of the following persons:

Christopher Roman, to serve as chair;

Adi Ben-Yehoshua;

Arielle Brandy;

Kyleigh Cramer;

Brandon Evans;

Ethan Hudson;

Cory Ray;

James Wells; and

any other member in good standing that makes a request to the President and that the President accepts to join the committee.

Section 11: The ad-hoc committee for convention planning and the Communications Director shall jointly create a communication plan for the convention including how a member may register, attend, and vote at the convention.

Section 12: There shall be appropriated not more than \$500 to be paid out by the Treasurer to pay for any proposed or actual cost for conducting the convention.

Section 13: At the May 8, 2020 Executive Committee meeting the President shall nominate a member in good standing to serve as convention chair that shall be confirmed by a majority vote of the Executive Committee at the same meeting. The President may nominate themselves to serve as convention chair.

Indiana Young Democrats

Resolution: 2020-12

Title: Control of IYD Bank Account

Sponsor: Matthew Kochevar - National Committee Representative

James Wells, Secretary

Katie Doyle, Treasurer

Ethan Hudson, 6th District Chair

Adi Ben-Yehoshua, Parliamentarian

Be it resolved that:

Section 1: The Treasurer and any deputy treasurers appointed by the Executive Committee shall be the only officers who are permitted to be signers on any Indiana Young Democrats banking accounts for the purpose of making authorized expenses approved by the Executive Committee.

Section 2: The Treasurer may select either the Secretary or the Executive Director to also be a signer on any Indiana Young Democrats banking accounts for the sole purpose of changing signers on the bank accounts when the Treasurer and all deputy treasurers are unavailable to make changes to the banking document.

Indiana Young Democrats

Resolution 2020-13

Title: Motion to Renew Resolution 2020-12 for Another Term

Sponsor - Matthew Kochevar - National Committee Representative

Madam President:

I move to renew Resolution 2020-12, adopted during the last term of the Indiana Young Democrats Executive Committee, for another term.

A copy of Resolution 2020-12, as adopted, is attached to this resolution.

Resolution: 2020-12

Title: Control of IYD Bank Account

Sponsor: Matthew Kochevar - National Committee Representative

James Wells, Secretary

Katie Doyle, Treasurer

Ethan Hudson, 6th District Chair

Adi Ben-Yehoshua, Parliamentarian

Be it resolved that:

Section 1: The Treasurer and any deputy treasurers appointed by the Executive Committee shall be the only officers who are permitted to be signers on any Indiana Young Democrats banking accounts for the purpose of making authorized expenses approved by the Executive Committee.

Section 2: The Treasurer may select either the Secretary or the Executive Director to also be a signer on any Indiana Young Democrats banking accounts for the sole purpose of changing signers on the bank accounts when the Treasurer and all deputy treasurers are unavailable to make changes to the banking document

Indiana Young Democrats

Resolution 2020-14

Title: Thanking the IYD State Convention Planning Committee

Sponsor: Matthew Kochevar - National Committee Representative

WHEREAS the Indiana Young Democrats is required by its bylaws to hold a state convention for the purpose of electing officers to the Executive Committee for the new term; and

WHEREAS the Indiana Young Democrats had to change plans due to changes to the changes made to the Indiana Democratic Party state convention format; and

WHEREAS due to the COVID-19 public health crisis the convention had to be held virtually; and

WHEREAS a dedicated group of young Democrats formed a committee to plan for a virtual state convection to conduct officer elections, host guest speakers, and hold other activities; and

WHEREAS the committee planned and oversaw the execution of a successful convention attended by many young Democrats; now therefore be it

RESOLVED the Indiana Young Democrats thanks the ad hoc committee for convention planning for all their hard work on holding a successful convention; be it further

RESOLVED

the Indiana Young Democrats thanks each the members of the committee:

Chair Chris Roman

Brandon Evans

Adi Ben-Yehoshua

Arielle Brandy

James Wells

Cory Ray

Kyleigh Cramer

Ethan Hudson

Cory Ray;

be it further

RESOLVED

that the Indiana Young Democrats thanks all speakers, panelists, and trainers for their time and talent given at the convention; be it further

RESOLVED

that a copy of this resolution be posted on the website of the Indiana Young Democrats.

Indiana Young Democrats

Resolution 2020-15

Title: Honoring the Life of United States Representative John Lewis

Sponsor: Arielle Brandy, President (on behalf of the Indiana Young Democrats Executive Committee)

WHEREAS The Honorable John Lewis was born on February 21, 1940 in the segregated south and was inspired to activism at a young age by Dr. Martin Luther King, Jr. and the Montgomery Bus Boycott; and

WHEREAS as a student at Fisk University, John Lewis began to add to the work of the Civil Rights Movement by engaging in activism and organizing sit-in demonstrations at segregated lunch counters in Nashville; and

WHEREAS John Lewis is a member of the original thirteen Freedom Riders that challenged segregated interstate travel in the south by sitting in designated “white only” seats on interstate buses; and

WHEREAS John Lewis was a founder and chairman of the Student Nonviolent Coordinating Committee (SNCC) that was largely responsible for organizing student activism in the Movement, including sit-ins and other activities; and

WHEREAS John Lewis was an organizer and keynote speaker at the 1963 March on Washington; and

WHEREAS John Lewis was instrumental in securing voting rights for Black Americans leading voter registration drives, protests, and marches in the south at great risk of bodily injury and death; and

WHEREAS on March 7, 1965, John Lewis and Hosea Williams organized and lead 600 peaceful marchers in an attempt to march from Selma to Montgomery to demand voting rights of the Black community in the Alabama but were met with great violence from Alabama State Troopers in what would become known as “Bloody Sunday” where John Lewis would suffer severe physical injuries including a fractured skull; and

WHEREAS the scenes of police violence including the brutal attack upon John Lewis captured by news media would galvanized public support for a national voting rights bill in Congress and led to the passage and enactment of the Voting Rights Act of 1965 on August 6, 1965; and

WHEREAS after passage of the Voting Rights Act of 1965, John Lewis would continue the work of registering millions of people previously denied the right to vote; and

WHEREAS John Lewis would continue fight for civil right, justice, and equality in other capacities including as a council member on the Atlanta City Council and beginning in 1987 as a member of the United States House of Representatives from Georgia’s 5th Congressional District; and

WHEREAS as a Member of Congress, John Lewis would become a leader in the House of Representatives by being named Senior Chief Deputy Whip for the House Democratic Caucus, serving as a member of the House Ways & Means Committee, a member of its Subcommittee on Income Security and Family Support, and Ranking Member of its Subcommittee on Oversight; and

WHEREAS

John Lewis was an inspiration to many in the United States and throughout the world and among his many words of wisdom spoke the following:

“Do not get lost in a sea of despair. Be hopeful, be optimistic. Our struggle is not the struggle of a day, a week, a month, or a year, it is the struggle of a lifetime. Never, ever be afraid to make some noise and get in good trouble, necessary trouble.”

Now therefore be it

RESOLVED

that the Indiana Young Democrats mourns the loss of United States Representative John Lewis and honors the life and work he led during his time on this earth; and be it further

RESOLVED

that the Indiana Young Democrats will continue the work of John Lewis in preserving and advancing civil and voting rights for all people in the state of Indiana and see that justice and equality are available to all those communities who been denied it; be it further

RESOLVED

that all member of the Indiana Young Democrats are called upon to find, bring to light, and end injustice and inequality in their communities, and encourage others in the state of Indiana to register to vote and vote in the upcoming election; be it further

RESOLVED

that the Director of Political Affairs is encouraged to organize programs and events to advocate to the Indiana General Assembly at the 2021 session the improvement to the state’s election laws that will allow all eligible individuals to register to vote and cast a ballot during an election; be it further

RESOLVED

that the Director of Technology will place a copy of this resolution on the Indiana Young Democrats’ website; be it further

RESOLVED

that the Secretary shall file a copy of this resolution with the Indiana Democratic Party for preservation in the party's records; and be further

RESOLVED

that the President and National Committee Representatives of the Indiana Young Democrats are called on to report the passage of this resolution at the next meeting of the Young Democrats of American National Committee following the adoption of this resolution.

Indiana Young Democrats

Resolution: 2020-16

Title: A resolution to establish a Faith-Based Caucus

Sponsor: James L. Wells – Vice President

WHEREAS the Indiana Young Democrats strives to be an organization open and welcoming to all persons of faith; and

WHEREAS establishing a Faith-Based Caucus would continue the Indiana Young Democrats commitment to being a welcoming space for all; and

WHEREAS the Indiana Young Democrats welcomes all people of faith who share in the values of the Democratic Party; now therefore be it

RESOLVED that the Indiana Young Democrats hereby establishes the Faith-Based Caucus in accordance with Article VIII, Section G of the Bylaws of the Indiana Young Democrats; be it further

RESOLVED that the Faith-Based Caucus shall meet and adhere to the provisions set forth in Article VIII of the Bylaws regarding caucuses. The Faith-Based Caucus shall, after adoption of this resolution, do the following in order to be considered an active caucus:

1. Hold an organizational meeting to enact bylaws and elect officers.
2. Immediately after the meeting, inform the Vice President and Secretary by email that the organizational meeting was held, that bylaws were enacted, and that officers were elected. The email shall include the contact information of the elected chair and vice chair of the caucus.

RESOLVED that the Faith-Based Caucus leadership may not be of the same faith-based background.

Indiana Young Democrats

Resolution: 2020-17

Title: A resolution to establish an Environmental Caucus

Sponsor: James L. Wells – Vice President

WHEREAS the topic of climate change and environmental sustainability is becoming one of concern for members of the millennial and Z generations; and

WHEREAS the State of Indiana has faced conditions that have caused unpredictable weather, flooding, erosion, and pollution throughout the state; and

WHEREAS establishing an Environmental Caucus would ensure the Indiana Young Democrats continued commitment to fighting for issues regarding climate change; therefore, be it

RESOLVED that the Indiana Young Democrats hereby establishes the Environmental Caucus in accordance with Article VIII, Section G of the Bylaws of the Indiana Young Democrats; be it further

RESOLVED that the Environmental Caucus shall meet and adhere to the provisions set forth in Article VIII of the Bylaws regarding caucuses. The Environmental Caucus shall, after adoption of this resolution, do the following in order to be considered an active caucus:

1. Hold an organizational meeting to enact bylaws and elect officers.
2. Immediately after the meeting, inform the Vice President and Secretary by email that the organizational meeting was held, that bylaws were enacted, and that officers were elected. The email

shall include the contact information of the elected chair and vice chair of the caucus.

Indiana Young Democrats

Resolution: 2020-18

Title: A resolution to establishing rules of organization for named caucuses in Article VII

Sponsor: Matthew R. Kochevar - National Committee Representative

James L. Wells – Vice President

WHEREAS Article VII, Section A of the Bylaws of the Indiana Young Democrats establishes certain caucuses; and

WHEREAS certain caucuses identified are new to the organizational structure of the Indiana Young Democrats; and

WHEREAS the chair of a caucus sits on the Executive Committee as a voting member; and

WHEREAS it is necessary to establish guidance to ensure these new caucuses are organized in accordance with the Bylaws; therefore, be it

RESOLVED that for a caucus to organize and adhere to the provisions set forth in Article VIII of the Bylaws a caucus shall, after adoption of this resolution, do the following in order to be considered an active caucus:

1. Hold an organizational meeting to enact bylaws and elect officers.
2. Immediately after the meeting, inform the Vice President and Secretary by email that the organizational meeting was held, that bylaws were enacted, and that officers were elected. The email shall include the contact information of the elected chair and vice chair of the caucus; and be it further

RESOLVED that this resolution does not apply to the College Democrats of Indiana or the Indiana High School Democrats.

Indiana Young Democrats

Resolution: 2020-19

Title: Makes membership reporting requirements.

Sponsor: Ethan Hudson - Secretary

Matthew R. Kochevar - National Committee Representative

WHEREAS Article II, Section F of the Bylaws of the Indiana Young Democrats establishes membership requirements;

WHEREAS membership reporting for a statewide organization requires assistance at each level of the organization for accurate and up-to-date records;

WHEREAS local chapters maintain the records of their membership and Congressional District Chairs directly assist local chapters in their region and serve as a liaison for local chapters and state-wide resources; therefore be it

RESOLVED local chapters and district chairs shall coordinate membership reporting in the following manner:

1. A master list of current membership records shall be maintained by the Secretary. All membership records submitted to the Secretary shall include: (1) first name, (2) last name, (3) address, (4) phone, (5) email, (6) dues status, (7) date of birth.
2. On a monthly basis, Congressional District Chairs shall conduct a review of chapter membership under their leadership. This information shall be reported to the

Secretary no later than the one week into the following month.

3. On a monthly basis, the Secretary of each local chapter shall conduct a review of chapter membership under their leadership. If a Secretary is not serving in the organization, then another member in good standing may be designated by the President. This information shall be reported to the Congressional District Chair the chapter resides in no later than the one week into the following month.