

Tlingit & Haida
Youth Commission Bylaws

Table of Content

Article I	Name
Article II	Purpose
Article III	Membership
Article IV	Youth Commission
Article V	Duties of Officers
Article VI	Election of Officers
Article VII	Vacancies, Resignations, and Removals
Article VIII	Meetings
Article IX	Official Communications
Article X	Amendments

BYLAWS
of the
Central Council of Tlingit & Haida Indian Tribes of Alaska
Youth Commission

ARTICLE I – NAME

The name of this commission shall be known as the Tlingit & Haida Youth Commission.

ARTICLE II – PURPOSES

- Section 1. To function as a working body within Tlingit & Haida as a collective Youth Voice;
- Section 2. To maintain a structure and decision-making processes, operate by parliamentary procedure, support professional development, participate in resolution drafting and advocacy training and provide opportunities for meeting experience;
- Section 3. To provide an environment where youth can safely learn and practice our Southeast Traditional Tribal Values;
- Section 4. To provide an opportunity to work alongside other youth leaders, Tlingit & Haida delegates and other tribal leaders interested in finding innovative solutions to the challenges facing our communities today and celebrate our successes as indigenous people
- Section 5. To empower the growth and leadership of the Youth Commission
- Section 6. To learn and understand the organizational processes of Tlingit & Haida and to understand the interactions of Tribal leadership relations regarding policy development, advocacy for Sovereignty, governance, and issues Alaska Native rights and interests
- Section 7. To serve as a resource to tribal leaders, Tlingit & Haida Executive Council, and other stakeholders when engaging with Tlingit & Haida Youth

ARTICLE III – MEMBERSHIP

- Section 1. Up to three representatives per Tlingit & Haida community, as determined by the President, shall be selected to serve on the Youth Commission.

Section 2. The Youth Commission members shall be appointed by the President and will serve a two-year term.

Section 3. The Youth Commission shall be open to those who are enrolled, or eligible for enrollment, with Tlingit & Haida and be between the ages of 15 and 26, on the date of appointment.

ARTICLE IV – YOUTH COMMISSION BOARD & OFFICERS

Section 1. The Youth Commission Board, which shall be annually elected by the Youth Commission, shall consist of the following seven (7) elected Officers:

- President
- 1st Vice President
- 2nd Vice President
- Secretary
- Commission Member At Large (2)
- Current Executive Council Emerging Leader (Ex-Officio)

Section 2. Duties and Responsibilities

A. President

1. Shall be the official spokesperson and representatives of the Tlingit & Haida Youth Commission
2. Shall preside at all T&H Youth Commission meetings
 - a. In the event the meeting does not occur due to lack of quorum, the President shall reschedule the meeting
3. Shall attend all meetings and prepare an agenda two (2) weeks prior to any upcoming meetings of the Tlingit & Haida Youth Commission or assign the task to a respective Officer
4. Shall maintain discussion regarding items on the agenda.
5. May call a special meeting when needed and/or requested by the Tlingit & Haida Youth Commission
6. May delegate Tlingit & Haida Youth Commission related duties to T&H Youth Commission Officers, as appropriate.

7. Shall provide and encourage a positive and effective unified T&H Youth Commission.

B. 1st Vice President

1. Shall automatically perform the duties of the President of the T&H Youth Commission in the absence of the President or when the President is unable to fulfill their responsibilities.
2. Shall attend all meetings and help prepare an agenda for any upcoming meetings of the T&H Youth Commission.
3. Shall be required to attend Annual Tribal Assembly and T&H Youth Summit
4. Shall, together with the Co-Presidents, provide and encourage a positive and effective, unified T&H Youth Commission.

C. 2nd Vice President

1. Shall automatically perform the duties of the President of the T&H Youth Commission in the absence of the President or when the President is unable to fulfill their responsibilities.
2. Shall attend all meetings and help prepare an agenda for any upcoming meetings of the T&H Youth Commission.
3. Shall be required to attend Annual Tribal Assembly and T&H Youth Summit
4. Shall, together with the Co-Presidents, provide and encourage a positive and effective, unified T&H Youth Commission.

D. Secretary

1. Shall preside over any Tlingit & Haida Youth Commission meetings where both the Co-Presidents and Vice Co-President are absent and may designate a recording secretary for those meetings.
2. Shall be required to attend Annual Tribal Assembly and T&H Youth Summit
3. Shall record or provide oversight of the minutes of all proceedings of the T&H Youth Commission or assign to a Tlingit & Haida Staff Member.
4. Shall provide oversight of the custody of all records, reports, and any other documents belonging to the T&H Youth Commission and submit to Tlingit & Haida staff for archiving.
5. Shall submit and make available transcribed minutes of previous Tlingit & Haida Youth Commission meetings to all T&H Youth Commission Officers.

6. Shall keep a current record of the contact information of all T&H Youth Commission Officers.
7. Shall work in coordination with the T&H Youth Commission President and Vice-Presidents to establish meeting schedule.

E. Executive Council Emerging Leader

1. Shall be required to attend Annual Tribal Assembly and T&H Youth Summit
2. Shall be responsible for submitting articles including photos, approved by the T&H-Youth Commission Board.
3. Shall be responsible for submitting social media posts to Tlingit & Haida Communications Department approved by the T&H Youth Commission Board
4. Shall serve as the liaison to the Tlingit & Haida Executive Council and report on the T&H Youth Commission
5. Shall oversee the development of an Outreach Plan for the Tlingit & Haida Youth Commission with the goal of informing, educating, and creating dialogues with youth in AI/AN communities

F. Board Members (2)

1. Shall be required to attend Annual Tribal Assembly and T&H Youth Summit
2. Shall serve in an advisory on the Board
3. Shall lend assistance in the management of the Board

ARTICLE VI - ELECTION OF OFFICERS and BOARD MEMBERS

- Section 1. Elections shall be by all voting -Youth Commission members present at Tlingit & Haida Annual Tribal Assembly annually
- Section 2. There shall be seven (7) Board Members on the Tlingit & Haida Youth Commission.
- Section 3. Tlingit & Haida Youth Commission Officers must meet general Youth Commission Membership guidelines and be between the ages of 15-26 on -the date of election.
- Section 4. Candidates for the Board on the Tlingit & Haida Youth Commission must apply for the position in which they intend to pursue no less than seven (7) days prior to the first day of the Annual Tribal Assembly.
- Section 6. Candidates for Tlingit & Haida Youth Commission must present a 3-5-minute speech.

- Section 7. Elections shall be conducted by secret ballot. The responsibility of tallying the results of the secret ballot shall belong to the Tlingit & Haida Youth Commission Board.
- Section 8. Elected Tlingit & Haida Youth Commission Officers serve a one (1) year term.
- Section 9. Tlingit & Haida Youth Commission Board Officers shall not serve more than two (2) consecutive terms in any office in any combination.

ARTICLE VII - VACANCIES, RESIGNATIONS, & REMOVALS

Section 1. Vacancies:

- A. The next highest vote getter shall serve in the event of a vacancy of any office
- B. Vacant Tlingit & Haida Youth Commission Officer Positions must be filled no more than thirty (30) days following the resignation of the respective Tlingit & Haida Youth Commission Officer. Replacement(s) shall fill out the term or next Annual Tribal Assembly

Section 2. Resignation:

- A. Resignation of Tlingit & Haida Youth Commission Officers shall be in the form of a letter of resignation submitted to the Tlingit & Haida Youth Commission Secretary by email (cc to YouthCommission@ccthita-nsn.gov) or traditional post.
- B. Vacant Tlingit & Haida Youth Commission Officer Positions must be filled no more than thirty (30) days following the resignation of the respective Tlingit & Haida Youth Commission Officer. Replacement(s) shall fill out the term or next Annual Tlingit & Haida conference.

Section 3. Accountability and Support:

- A. The Board has the authority to convene a Circle Peacemaking in the event that a commission member: (1) misses two (2) consecutive meetings, or (2) the Board becomes aware of conduct by a commissioner member that the Board believes presents an opportunity to hold each other accountable and hold each other up.
- B. Circle Peacemaking shall be conducted by a qualified facilitator.
- C. The Board has authority to report to the President after the Circle Peacemaking.
- D. The intent of the above process is to provide a equitable and restorative experience for any Tlingit & Haida Youth Commission member whose actions or words have come into question.

ARTICLE VIII - MEETINGS

- Section 1. The official in-person meetings of the Tlingit & Haida Youth Commission shall be the Tlingit & Haida Tribal Assembly, and Youth Summit. Tlingit & Haida Youth Commission Board members shall collaborate with each other and Tlingit & Haida Staff to develop an official agenda for each respective annual meeting.
- Section 2. An annual schedule of Tlingit & Haida Youth Commission call dates and times will be developed by the Tlingit & Haida Youth Commission Officers and provided to Tlingit & Haida Staff for logistic telecommunication support.
- Section 3. The annual call schedule must be completed, sent out, and approved by a unanimous vote of all Tlingit & Haida Youth Commission Board within thirty (30) of the officiating of the Tlingit & Haida Youth Commission.
- Section 4. Regularly scheduled meetings of the Tlingit & Haida Youth Commission shall be held at minimum on a quarterly (or as requested by the President) basis via telephone/video conferencing provided by Tlingit & Haida.
- Section 5. A quorum for official Tlingit & Haida Youth Commission Board Meetings shall consist of simple majority of the Tlingit & Haida Youth Commission Board.
- Section 7. A majority vote is required to proceed into Closed Session. Closed Session shall consist of only Tlingit & Haida Youth Commission Board, and an Advisor/Coordinator and individuals providing testimonials or advice. Closed sessions shall only be held on sensitive issues (i.e., Personnel matters, Removal/Recall, and Conduct).

ARTICLE IX - OFFICIAL COMMUNICATIONS

Coordinate protocols and process for official communication between Tlingit & Haida Youth Commission Officers and Tlingit & Haida Executive Council in a respectful way.

ARTICLE X - AMENDMENTS

The Bylaws of the Tlingit & Haida Youth Commission may be amended at any time by the Officers of the Tlingit & Haida Youth Commission but only with the full consent and approval of the Tlingit & Haida Executive Council.

APPROVAL CERTIFICATION

The foregoing Bylaws of the Tlingit & Haida Youth Commission was approved by the Executive Committee at the 2018 Annual Convention and Marketplace of the National Congress of American Indians, held at the Hyatt Regency – Denver, October 21-26, with a quorum present.