

Clinton Township Democratic Club Bylaws

Article I. Name and Location

Section 1. This organization shall be known as the Clinton Township Democratic Club (hereinafter referred to also as CTDC or the Club). Its membership shall consist of people who live in or near the township, all of whom must also be members of the Michigan Democratic Party.

Section 2. This organization shall comply with the Michigan Campaign Finance Act, P.A. 388 of 1976, as amended, under the statutes of the State of Michigan.

Article II. Purposes

Section 1. The purposes of the Clinton Township Democratic Club are:

A. To engage in fraternal, civic, charitable, service and political activities and to encourage good government in the Charter Township of Clinton, Macomb County, State of Michigan and the United States of America;

B. To aid in the selection and election of capable Democratic government officials;

C. To relay information to the electorate in order to ensure administration most beneficial to the general public;

D. To promote the ideals and principles of the Democratic Party, good government and democracy and to inform people of the merits and purposes of the Democratic Party.

Section 2. The Clinton Township Democratic Club shall be a non-profit organization and upon its dissolution, all assets and real and personal property of the Club and its committees shall revert to the benefit of the Michigan Democratic Party or to a charitable organization.

Article III. Fundamental Principles

Section 1. All public meetings of the Clinton Township Democratic Club shall be open to attendance by all members of the Democratic Party regardless of actual or perceived race, color, creed, sex, age, national origin, economic status, religion, ethnic identity, ancestry, marital status, sexual orientation, physical appearance or disability.

Section 2. No tests for membership in, nor any oaths of loyalty to, the Clinton Township Democratic Club shall be required or used which has the effect of requiring prospective or current members of the Club to acquiesce in, condone, or support discrimination on the grounds of actual or perceived race, color, creed, sex, age, national origin, economic status, religion, ethnic identity, ancestry, marital status, sexual orientation, physical appearance or disability.

A. All potential members must complete an application form listing his/her name, mailing address, home and/or cell phone number, and e-mail address if available, for purposes of contact by the Club.

B. A member in good standing is one who is current on annual dues to the Club and is also a member of the Michigan Democratic Party.

Section 3. The time and place for all public meetings of the Clinton Township Democratic Club on all levels, held either in person, virtually or by conference call, shall be publicized fully and in such a manner as to assure timely notice to all interested persons. Such meetings must be held in places accessible to all Club members and large enough to accommodate all interested persons.

Section 4. The Clinton Township Democratic Club shall support the broadest possible participation without discrimination on grounds of actual or perceived race, color, creed, sex, age, national origin, economic status, religion, ethnic identity, ancestry, marital status, sexual orientation, physical appearance or disability.

Section 5. The Clinton Township Democratic Club shall publicize fully and in such a manner as to assure notice to all interested parties a full description of the legal and practical qualifications for all Officers and Trustees of the Clinton Township Democratic Club. Such publication shall be done in a timely fashion so that all prospective candidates for any elected or appointed position within the Clinton Township Democratic Club have full and adequate opportunity to compete for office.

Section 6. The Clinton Township Democratic Club shall publicize fully and in such a manner as to assure notice to all interested parties a full description of the legal and practical procedures for selection of the Clinton Township Democratic Club Officers and Trustees. Publication of those procedures shall be done in such a fashion that all prospective and current members of the Clinton Township Democratic Club will be fully and adequately informed of the pertinent procedure in time to participate in each selection procedure of the Clinton Township Democratic Club.

Section 7. All rules and bylaws for the Clinton Township Democratic Club at all levels shall be consistent with the Rules of the Michigan Democratic Party and shall be available on request in writing to any member of the Clinton Township Democratic Club.

Section 8. No rule shall be adopted by the Clinton Township Democratic Club which would require a person to cast a vote or be recorded as voting contrary to that person's judgement.

Section 9. On all questions of procedure not resolved by the Rules of the Michigan Democratic Party or these Bylaws, the latest edition of Robert's Rules of Order shall be used.

Section 10. Votes shall not be taken by secret ballot at any meeting of the Clinton Township Democratic Club at any level.

Article IV. Officers and Executive Board

Section 1. Executive Board

A. The Officers shall be the Chairperson, Vice-Chairperson, Secretary, and Treasurer. There shall also be five (5) elected Trustees who serve on the Executive Board.

B. All members of the Executive Board shall be required to attend all executive, special and general meetings, except when excused for a just cause.

C. To be elected to, or continue to serve on, the Executive Board, a person must be a member of the Michigan Democratic Party and Clinton Township Democratic Club prior to election or appointment and must maintain both memberships during his/her term of office.

D. A member shall not concurrently hold more than one elective office in the Club.

Section 2. Nominations for Office: Nominations may be accepted by the Secretary prior to the April meeting held in Congressional election years. Notice of the meeting date and any nominations received in time shall be given in writing to the membership at least fifteen (15) days prior to the April meeting. Notice will be given that nominations will be permitted from the floor.

Section 3. Election of Executive Board: Election of the Executive Board shall be held at the April meeting, in Congressional election years, for a term of two (2) years. The Executive Board candidates shall be elected by majority vote of the members in good standing of the Clinton Township Democratic Club who are present at that meeting.

Section 4. Vacancy of Office: In the event a vacancy occurs, it shall be filled by appointment by a majority vote of the Executive Board at the next Board meeting.

Section 5. Removal from office: In the event a member of the Executive Board is absent without just cause from three (3) consecutive meetings, she/he may be removed from office by the following procedure:

A. Notice of expulsion proceedings shall be issued to the officer at least twenty (20) days prior to a hearing by the Executive Board, which date shall be set by the Chair.

B. The Executive Board member shall be given the opportunity to be heard at the hearing.

C. The Board members present at the hearing shall, by majority vote, determine whether the absence has been for just cause.

D. The disposition of the Executive Board shall be presented to the membership at the succeeding general meeting and placed for a vote. If removal is recommended, it shall be put into effect only by a majority vote of the members present at the meeting.

Article V. Duties of Officers

Section 1. The Chairperson shall preside at all meetings and be an ex-officio member of all committees.

A. The Chairperson shall appoint Standing Committees and Subcommittees with the approval of the Executive Board. The Chairperson shall ascertain that all Committees are properly performing their assigned duties and assist them as needed.

B. The Chairperson shall perform such other duties as are necessary to protect or promote the best interests of the Club.

Section 2. The Vice-Chairperson shall be a member of the opposite sex from the Chairperson. The Vice-Chairperson shall assist the Chairperson in the discharge of her/his duties and shall temporarily assume the duties and responsibilities of the Chairperson in his/her absence.

Section 3. The Secretary shall compose and maintain an accurate record of the proceedings of meetings and conduct necessary correspondence.

A. The Secretary shall see that proper notification is given for all meetings.

B. The Secretary shall maintain a complete record of names and contact information for all members.

C. The Secretary, in conjunction with the Chair and the Treasurer, shall be responsible for enrolling anyone who pays dues to the Club in the Michigan Democratic Party, if they are not currently a member. She/he will also ascertain prior to any meetings where voting will occur if those present are current MDP members.

D. She/he shall keep and preserve all the books, documents, correspondence, record, effects and any other property of this organization. When a new Secretary is elected, the aforesaid items shall be delivered to the new Secretary to keep and preserve during his/her term of office.

Section 4. The Treasurer shall be responsible for the financial receipts and disbursements of the Club, subject to the approval of the Executive Board. The funds of this organization shall be deposited in banks and shall be drawn upon only by checks signed by any two of the following officers: Chairperson, Secretary and Treasurer. The Treasurer shall make financial reports to the Executive Committee and Club at each meeting.

A. The Treasurer shall keep an active account of all dues and be responsible for notification of members who are in arrears.

B. The Treasurer shall submit records to the Audit Committee for audit and review annually, preferably in the month of January.

C. The Treasurer shall keep an inventory of all records and property of the Club, such inventory to contain the date of purchase and cost of each article.

D. The Treasurer shall keep a separate account for each Committee. He/she will serve as the Treasurer of the Campaign and Endorsement Committee (Victory Fund PAC) unless another member of said committee is appointed. The Treasurer shall make an accounting at each regular meeting of all funds submitted by Committees, showing receipts and disbursements.

E. The Treasurer shall be a member with voice and vote of all Committees in which funds of the Club are involved.

F. When a new Treasurer is elected, the past Treasurer shall forthwith deliver to the new Treasurer the funds and all the books and records kept during his/her tenure in office.

Article VI. Meetings

Section 1. At least once per quarter there shall be a full membership meeting of the Clinton Township Democratic Club, either in person or virtual, where the Officers and Executive Board shall report on Club activities. At least five (5) days' notice shall be given of the date, time and place of the meeting. Notice may be given by mail, e-mail, text or telephone. A quorum shall be composed of those members in good standing who are present and voting at the meetings. All public meetings must be held in places accessible to all Club members and large enough to accommodate all interested persons.

Section 2. The regular meetings of the Clinton Township Democratic Club Executive Board, whether in person or virtual, shall be publicized to the membership, with at least five (5) days' notice as to date, time and place of the meeting. Notice may be given by mail, e-mail, text or telephone. A quorum shall consist of five (5) of the nine (9) Board members.

Section 3. Special meetings of the Executive Board or full membership may be called by a majority of the Executive Board or full membership, respectively. The meeting may be in person, virtual or via conference call. At least five (5) days notice shall be given of the date, place, time and purpose of the special meeting. Notice may be given by mail, e-mail, text or telephone.

Article VII. Finances

Section 1. Annual dues shall be set by a majority vote of the Executive Board, subject to ratification at the next general membership meeting. Dues expire on December 31 of each year. Membership dues must be current for a person to be assured of eligibility to vote.

Section 2. Gifts, bequests, and contributions may be accepted by the Club.

Section 3. Fundraising activities may be held to supplement the Treasury.

Section 4. No part of the income or assets of the Club shall inure to any of its members except for the reimbursement of actual expenses, reasonable compensation for services if the Club approves, or a contribution for electing a member to office if the Club so approves.

Article VIII. Committees

Section 1. The Chairperson, subject to approval of a majority vote of the Executive Board, shall appoint Committees and Committee Chairpersons necessary for the work of the organization. The names of Committee and Subcommittee members shall be presented to the general membership at the first general meeting following appointment..

Section 2. Standing Committees and Subcommittees may include, but shall not be limited to, the following:

1. Rules and Bylaws Committee
2. Finance and Fundraising Committee
3. Communications and Membership Committee
4. Campaign and Endorsement Committee

A. The Communications and Membership Committee shall consist of two (2) members of the Executive Committee and three (3) general members. Their duties will include recruitment of, and communication with, our current and potential members by means of e-mail, social media, mail and telephone. The Secretary shall serve on this Committee.

B. There shall be a Campaign and Endorsement Committee consisting of the CTDC Chair, the CTDC Treasurer, two (2) other Executive Board members, and three (3) general members. Elected officials and candidates for elective office shall not be eligible to serve. The composition of this Committee shall be presented to the general membership. The Committee shall meet at the call of the Chairperson to consider endorsements in special, primary and general elections in accord with the Standing Rules adopted for said Committee.

C. There shall be an Audit Subcommittee consisting of three (3) Trustees who shall be appointed by the Chairperson of the Club. Members shall be appointed in December. They shall serve until the annual audit is completed and presented to the general membership.

Article IX. Order of Business

At meetings, the business of the organization shall proceed in the following order:

1. Roll call of the Executive Board
2. Minutes of the previous meeting
3. Reports of the Officers
 - a. Chairperson
 - b. Vice Chairperson
 - c. Treasurer (financial report)
 - d. Secretary (correspondence)
4. Reports of Committees
5. Unfinished Business
6. Postponed Business
7. New Business
8. Good and Welfare
9. Adjournment

Article X. Amendments

Section 1. Proposals for amendments to these Bylaws shall first be referred to the Rules and Bylaws Committee, which shall report its recommendations to the next regular Club meeting or special meeting called for that purpose. The Committee's recommendations shall be presented in writing, in order to be included in the minutes and issued to the general membership for consideration.

Section 2. These Bylaws may be amended by a 2/3 majority vote of the members of the Clinton Township Democratic Club present at a meeting, provided that written notice setting forth the proposed changes has been given to all Club members at least two (2) weeks prior to the date of the meeting.

Section 3. These Bylaws shall be in full force and effect upon their adoption and shall supersede all bylaws, rules, motions and policies of a contrary nature with the exception of the Rules of the Michigan Democratic Party.

Approved and adopted this 21st day of May, 2021, at the General Membership meeting of the Clinton Township Democratic Club.

Nancy Duemling, Chair

Aaron Squeo, Vice Chair

Barbara Geck, Treasurer

Carole Bannister, Secretary