

The Michigan Democratic Party Faith Caucus BYLAWS

ARTICLE I. NAME AND MEMBERSHIP: This organization shall be known as the Faith Caucus of the Michigan Democratic Party. Its membership shall consist of Leaders and Individuals of the Faith-Based Community, all of whom shall also be members of the Michigan Democratic Party.

Section 1. The Faith Caucus shall be a non-profit organization and upon its dissolution, all assets and real and personal property of the Faith Caucus and its committees shall revert to the benefit of the Michigan Democratic Party. No part of the income or assets of the Faith Caucus shall inure to any of its members except for the reimbursement of actual expenses, reasonable compensation for services if the Caucus approves.

ARTICLE II. PURPOSE: The purpose of the Faith Caucus are to promote the interests and concerns of the Faith-Based Community within the Democratic Party; to elect Democrats; to provide a strong voice and representation for people of faith within the Democratic Party structure; to unify Democrats within the Faith-Based Community and the Michigan Democratic Party; to encourage people of faith to participate fully as active Democrats at all levels of policy making and public service; to organize people of faith within the Democratic Party; to promote social and economic justice; to provide training to mobilize those within the Faith-Based Community; to actively seek to provide voter education; to endorse candidates following the lead of the Michigan Democratic Party or as a caucus; to encourage the expression of positions to elected officials on policy issues, and do all within the Faith Caucus power to aid in the victory of the Democratic Party's nominees. There will be times when these values come in to conflict with each other. It will be the responsibility of the membership to reconcile these conflicts.

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ARTICLE III. FUNDAMENTAL PRINCIPLES:

Section 1. All public meetings of the Faith Caucus 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 Faith Caucus shall be required or used which has the effect of requiring prospective or current Faith Caucus members 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, material status, sexual orientation, physical appearance or disability.

Section 3. The time and place for all public meetings of the Faith Caucus 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 Faith Caucus members and large enough to accommodate all interested persons.

Section 4. The Faith Caucus 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 Faith Caucus officers and representatives. Publication of these procedures shall be done in such a fashion that all prospective and current members of the Faith Caucus will be fully and adequately informed of the pertinent procedure in time to participate in each selection procedure of the Faith Caucus.

Section 5. The Faith Caucus shall publicize fully and in such a manner as to assure notice to all interested parties a complete description of the legal and practical qualifications for all officers and representatives of the Faith Caucus. Such publication shall be done in a timely fashion so that all prospective candidates or applicants for any elected or appointed position within the Faith Caucus will have a full and adequate opportunity to compete for office at designated times set forth by the Executive Committee.

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Section 6. Proportional voting shall be used in the election of the Officers and Executive Committee of the Faith Caucus.

Section 7. All rules and bylaws of the Faith Caucus shall be consistent with the Rules of the Michigan Democratic Party and shall be available on request in writing to any member of the Faith Caucus within 21 days.

Section 8. The unit rule is prohibited in the Faith Caucus.

Section 9. No rule shall be adopted at any level of the Faith Caucus which would require a person to cast a vote or be recorded as voting contrary to that person's judgment.

Section 10. On all questions of procedure not resolved by the Rules of Michigan Democratic Party or these Bylaws, the latest edition of Robert's Rules of Order shall be used.

Section 11. Votes shall not be taken by secret ballot at any meeting of the Faith Caucus at any level.

ARTICLE IV. OFFICERS AND EXECUTIVE COMMITTEE:

Section 1. The Officers shall be a Chairperson, Vice-Chairperson of the opposite sex of the Chairperson, a Secretary, a Treasurer. They shall have 3 year terms and be elected at a date and time designated by the Faith Caucus Executive Committee on odd years. Officers are eligible for reelection without term limits.

Vacancies among the Officers shall be appointed by the Chair to serve out the remainder of the term. Together these officers constitute the Executive Board. All reasonable efforts shall be taken to ensure that no more than five (5) Executive Committee members shall be of the same gender.

Section 2. The Executive Committee shall consist of the Officers and 2 elected members. The elected members shall serve 2 year terms. No member of the Executive Committee shall hold more than two offices at a time. Vacancies among the elected members of the Executive Committee shall be filled by the Chair. The Chair shall make an interim appointment to fill a vacancy on the Executive Committee. An individual who is appointed to fill a vacancy on the Executive Committee must run for the position during the year of the State Convention.

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Section 3. The Chairperson and/or Vice-Chair shall preside at all meetings and have such other duties as are usual to the office of Chairperson, or that may be required by this organization.

Section 4. 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 his/her duties, and shall temporarily assume the duties and responsibilities of the Chairperson in his/her absence.

Section 5. The Secretary of this organization shall keep an accurate record and minutes of the proceedings of all meetings. He/She shall keep and preserve all the books, documents, correspondence, records, minutes, effects, and any other property of this organization, and when a new secretary is elected the past secretary shall forthwith deliver to the newly elected secretary all the aforesaid items kept and preserved during his/her tenure of office. He/She shall see that proper notification is given of Caucus meetings.

Section 6. The Treasurer shall be responsible for the financial receipts and disbursements of this organization subject to the approval of the Executive Committee. 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 the Caucus. 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.

Section 7. Resignation by an Officer or Executive Committee member must be in writing and received by the Chairperson and Secretary. Any Officer or Executive Committee member may be removed by majority vote for failure to attend three consecutive meetings without excuse.

Section 8. Honorary Members shall be registered Democrats who are elected public officials or have been elected to public office who are committed to the Democratic Party and have shown a commitment to issues affecting people of faith.

Section 9. The Officers At Large shall discharge the duties of Sergeant At Arms and Parliamentarian.

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ARTICLE V. MEETINGS:

Section 1. The regular meetings of the Faith Caucus Executive Committee shall be on the date and at the location and time set forth in the meeting notice. At least five (5) days notice shall be given of the date, time and place of meeting. Notice may be given by U.S. Postal Mail, telegram, fax or email. A quorum shall consist of a majority of the Executive Committee.

Section 2. At least once per calendar year there shall be a full membership meeting of the Faith Caucus where the Officers and Executive Committee shall report on Caucus activities. At least five (5) days' notice shall be given of the date, place and time of the meeting. Notice may be given by U.S. Postal Mail, telegram, fax or email.

Section 3. Special meetings of the Executive Committee or full membership may be called by a majority of the Executive Committee or full membership, respectively. 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 U.S. Postal Mail, telegram, fax, or email.

Section 4. The full Caucus shall meet in conjunction with the State Conventions at the date, time and place established by the Executive Committee.

Section 5. Subject to the Rules of the Michigan Democratic Party and these Bylaws, all meetings shall be conducted according to Robert's Rules of Order (latest edition).

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ARTICLE VI. COMMITTEES:

Section 1. The Chairperson, subject to the approval of the majority of the Executive Committee, shall appoint the committees and committee chairpersons necessary for the work of the organization.

Section 2. Standing Committees shall include the following:

1. Rules and Policy Committee
2. Political Action & Social Justice Committee
3. Communications Committee
4. Membership Committee
5. Candidates Recruitment and Campaign Committee

These committees shall include the appropriate subcommittees. The Chairperson of the Caucus shall be an ex-officio member of all standing committees.

Section 3. \ Committees shall provide the leadership and framework to elect Democrats to all levels of government.

Section 4. Attend meetings of the Committee and their assigned Subcommittees'.

Section 5. Develop, review and approve a Strategic Plan to meet goals.

Section 6. Implement and assist with trainings and activities to develop programs to build the party membership through the Faith-Based Community.

Section 7. The Steering Committee shall work to carry out the purpose and short/long term goals of the caucus.

Section 8. The Candidate Recruitment and Campaign Committees shall coordinate candidate and campaign education on an ongoing basis.

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ARTICLE VII. ORDER OF BUSINESS: At meetings the business of the organization shall proceed in the following order:

1. Roll Call of Officers
2. Minutes of the Previous Meeting
3. Reports of Officers
 - a. Chair
 - b. Vice-Chair
 - c. Treasurer (Financial Report)
 - d. Secretary (Correspondence)
4. Reports of Committees
5. Unfinished Business
6. Postponed Business
7. New Business
8. Good & Welfare
9. Adjournment

ARTICLE VIII. AMENDMENTS:

Section 1. Proposals for changes or amendments to these bylaws shall first be referred to the Rules and Policy Committee which shall report its recommendations to the next regular Caucus meeting or special meeting called for that purpose.

Section 2. These bylaws may be amended by a two-thirds (2/3) majority vote of the members of the Faith Caucus present at a meeting, provided that written notice setting forth the proposed amendment has been given to all Caucus 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 the Rules of the Michigan Democratic Party.

Section 4. The Faith Caucus shall raise funds through approved activities submitted by the Finance Committee.

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Section 5. All information gathered, compiled, and prepared shall be used primarily for statistical purposes in contacting members for meetings and disseminating information.

IX. ENDORSEMENTS: The Faith Caucus reserves the right to endorse candidates for partisan or non-partisan office. The Faith Caucus will endorse candidates who has received the official endorsement of the Michigan Democratic Party and provided by its by-laws for Federal, State and County elections. Furthermore, the Faith Caucus can decide not to endorse any candidate even if that candidate receives Party approval. The Faith Caucus reserves the right to endorse a candidate in per County and City races even if that candidate does not receive the endorsement of the Party as long as the endorsement is satisfied via the Faith Caucus questionnaire, and the Party has not endorsed any other candidate during that election for the same position.

X. COMPENSATION: No Officer, Steering 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 Faith Caucus in accordance with policies established by the Steering Committee or membership.

Section 1. All assets and real and personal property of the club, statewide caucus or committee revert to the benefit of the parent organization if the club, statewide caucus or committee dissolves.

Section 2. No part of the income or assets of the club, statewide caucus or committee shall inure to any of its members except for reimbursement of actual expenses and reasonable compensation for services if the club, statewide caucus or committee so approves.