

BY-LAWS OF THE GENESEE COUNTY DEMOCRATIC BLACK CAUCUS (GCDBC)

ARTICLE I. NAME AND MEMBERSHIP

This organization shall be known as the Genesee County Democratic Black Caucus (GCDBC). Its membership shall consist Black Caucus party members, precinct delegates, elected officials, all of whom must also be members of both the GCDBC and the Michigan Democratic Party (MDP).

ARTICLE II. PURPOSE

The purposes of the Genesee County Democratic Black Caucus are to promote the interests and concerns of Blacks & minorities within the Democratic Party and to elect Democrats.

ARTICLE III. FUNDAMENTAL PRINCIPLES

Section 1. All public meetings of the Genesee County Democratic Black 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 identify, ancestry, marital status, sexual orientation, gender identity and expression, physical appearance or disability.

Section 2. No tests for membership in, nor any oaths of loyalty to, the Genesee County Democratic Black Caucus shall be required or used which has the effect of requiring prospective or current Michigan Democratic Party 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 identify, ancestry, marital status, sexual orientation, gender identity and expression, physical appearance or disability.

Section 3. The time and place for all public meetings of the Genesee County Democratic Black Caucus shall be publicized in such a manner as to assure timely notice to all interested persons. Such meetings must be held in places accessible to all GCDBC members and large enough to accommodate all interested persons.

Section 4. The Genesee County Democratic Black Caucus shall publicize meetings in such a manner as to assure notice to all interested parties. A full description of the legal and practical procedures for selection of Genesee County Democratic Black Caucus officers and representatives will be available upon request. Publication of these procedures shall be done in such a fashion that all prospective and current members of the Genesee County Democratic Black Caucus will be fully and adequately informed of the pertinent procedure in time to participate in each selection procedure of the Genesee County Democratic Black Caucus.

Section 5. Genesee County Democratic Black 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 Genesee County Democratic Black Caucus. Such publication shall be done in a timely fashion so that all prospective candidates or applicants for any elected or appointed position within Genesee County Democratic Black Caucus will have full and adequate opportunity to compete for office.

Section 6. Proportional voting shall be used in the election of the Officers and Executive Committee of the Genesee County Democratic Black Caucus.

Section 7. All rules and bylaws of the Genesee County Democratic Black 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 Genesee County Democratic Black Caucus.

Section 8. The unit rule is prohibited in the Genesee County Democratic Black Caucus.

Section 9. No rule shall be adopted at any level of the Genesee County Democratic Black Caucus, which would require a person to cast a vote or be recorded in voting contrary to that person's judgment.

Section 10. 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 11. Votes shall not be taken by secret ballot at any meeting of the Genesee County Democratic Black Caucus at any level.

ARTICLE IV. OFFICERS AND EXECUTIVE COMMITTEE

Section 1. The Officers shall be a Chairperson, 1st Vice-Chairperson (opposite sex), 2nd Vice-Chairperson, a Recording Secretary, a Correspondence Secretary, a Treasurer and Parliamentarian. They shall have 2-year terms and be elected at the Genesee County Democratic Black Caucus meeting. Members should be in good standing for at least 30 days prior to election or appointment to office at any level of the party, and they must maintain membership during their term of office. Members should be in good standing for at least 30 days prior to election with both the Genesee County Democratic Black Caucus and the Michigan Democratic Party, in order to be eligible to vote at that meeting. GCDBC members must have GCDBC dues paid 30 days prior to election of officers. Elected officials, precinct delegates and nominees may obtain their membership and pay their dues on the day of the meeting. Vacancies among the Officers shall be filled by a majority vote of the members of the Executive Committee present at a meeting of the Executive Committee subsequent to the meeting at which the vacancy was announced. If Michigan Democratic Party or GCDBC membership lapses while a person holds a GCDBC office, all rights and privileges of that office are suspended until membership is renewed, at which time all rights and privileges are immediately restored.

Section 2. The Executive Committee shall consist of the GCDBC Officers (Executive Board) and six (6) Genesee County Democratic Black Caucus Executive Committee shall be elected. The elected members shall serve a 2-year term and be elected at a bi-annual Genesee County Democratic Black Caucus meeting. Members should be in good standing with the GCDBC and the MDP for at least 30 days prior to the election. GCDBC dues must be paid 30 days prior to meeting. Elected officials, precinct delegates and nominees are exempt from the 30 day advance membership requirement and may obtain their membership and pay their dues on the day of the meeting. Vacancies among the elected members of the Executive Committee shall be filled by a majority vote of the members of the Executive Committee present at a meeting of the Executive Committee subsequent to the meeting at which the vacancy was announced.

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

Section 4. The 1st Vice-Chairperson shall be a member of the opposite sex from the Chairperson. The 1st 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 2nd Vice-Chairperson shall assist the Chairperson in the discharge of his/her duties, and shall temporarily assume the duties and responsibilities of the 1st Vice-Chairperson in his/her absence.

Section 6. The Recording Secretary of this organization shall keep an accurate record and prepare 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 7. The Correspondence Secretary of this organization shall be responsible for any correspondence, mailings and notification for the Genesee County Democratic Black Caucus and provide copies of all correspondence to the Recording Secretary for their books.

Section 8. 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 9. The Parliamentarian shall have the responsibility of ensuring that all meetings are ran orderly exercising Robert's Rules of Order (latest edition), and any duties as assigned by the Chairperson.

ARTICLE V. MEETINGS

Section 1. The regular meetings of the Genesee County Democratic Black 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 the meeting. Notice may be given by mail, telegram, fax or email. A quorum shall consist of a majority of the Executive Committee which should be at least 5.

Section 2. At least once per calendar year there shall be a full membership meeting of the Genesee County Democratic Black 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 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 mail, telegram, fax or email.

Section 4. The full Caucus may meet in conjunction with or prior to the Michigan Democratic Party 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).

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. Political Action Committee (Includes Legislative Policy & Resolutions, Election and Candidate recruitment)
2. Membership Committee
3. Fundraising Committee
4. Ad Hoc committees as needed

The following committees may be convened as deemed appropriate by the Chairman and Executive Committee: Rules and Bylaws Committee, Finance Committee, Publicity Committee, Faith based Training & Youth Committee.

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

ARTICLE VII. ORDER OF BUSINESS

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

1. Roll call of officers, if needed
2. Minutes of the previous meeting
3. Reports of officers
 - a. Chairperson
 - b. 1st Vice-Chairperson
 - c. 2nd Vice-Chairperson
 - d. Treasurer (financial report)
 - e. Secretary (recording)
 - f. Secretary (correspondence)
 - g. Parliamentarian
4. Reports of committees
5. Unfinished business
6. Postponed business
7. New business
8. Adjournment

ARTICLE VIII. AMENDMENTS

Section 1. Proposals for changes or amendments to these bylaws shall first be referred to the Rules and Bylaws 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 Genesee County Democratic Black 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.