

Kalkaska County Democratic Party Bylaws

ARTICLE I. NAME

This organization shall be known as the Kalkaska County Democratic Party, hereinafter referred to as "Party". It shall consist of the County Committee, and all members of the Michigan Democratic Party and all duly-elected Democratic precinct delegates residing in Kalkaska County.

ARTICLE II PURPOSE

The purpose of the Party is to promote the philosophy of the Democratic Party and to elect Democrats who support this philosophy; and further, to unite and to aid in the activities of all Party members, precinct delegates, committees, officeholders, candidates and all other Democrats working to promote wide and active participation in the Democratic Party.

The Party shall be a non-profit organization and upon its dissolution, all assets and real and personal property of the Party and its committees shall revert to the benefit of other local Democratic organizations. No part of the income or assets of the Party shall inure to any of its members except for the reimbursement of actual expenses, reasonable compensation for services if the Party approves, or a contribution for electing a member to office if the Party so approves.

ARTICLE III FUNDAMENTAL PRINCIPALS

Section 1. All public meetings of the Party at all levels shall be open to 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 Party shall be required or used, which have the effect of requiring prospective or current members of the Democratic Party 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.

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

Section 4. The Party, on all levels, 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 Party 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 Party officers and representatives on all levels. Publication of those procedures shall be done in such a fashion that all prospective and current members of the Party will be fully and adequately informed of the pertinent procedure in time to participate in each selection procedure at all levels of the Party organization.

Section 6. The party 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 Party. Such publication shall be done in a timely fashion so that all prospective candidates or applicants for any elected or appointed position within the Party will have full and adequate opportunity to compete for office.

Section 7. Proportional voting shall be used in the election of delegates and alternates to any Convention.

Section 8. All rules and bylaws of the Party 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 Party.

Section 9. The Unit Rule is prohibited at all levels of the Party.

Section 10. No rule shall be adopted at any level of the Party which would require a person to cast a vote or be recorded a voting contrary to that person's judgement.

Section 11. On all questions of procedure not resolved by the Rules of the Michigan Democratic Party or these Bylaws, the latest edition of Roberts' Rules of Order shall be used.

Section 12. The Chairperson and Vice-Chairperson of any unit, Committee, Caucus or Convention of the Party shall be of different genders (if someone of another gender is available and willing to serve.)

Section 13. Votes shall not be taken by secret ballot at any meeting of the Party at any level.

ARTICLE IV MEMBERSHIP

Section 1. Membership of the Party shall consist of all duly-elected Democratic precinct delegates of Kalkaska County, members of the Michigan Democratic Party residing in Kalkaska County, and the Kalkaska County Democratic Committee, and Officers, all of whom must be members of the Michigan Democratic Party.

Section 2. Precinct Delegates shall be apportioned and selected in accordance with the Rules of the Michigan Democratic Party.

Section 3. The Officers and County Committee of the Party shall be selected in accordance with the Rules of the Michigan Democratic Party.

ARTICLE V. MEETINGS

Section 1. The regular meetings of the Party shall be held no less than six times per year at the location and time designated 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, e-mail, telephone, voicemail, or social media in such manner that all interested parties are notified.

Section 2. The full Kalkaska County Committee shall meet quarterly to review the activities of the Party. 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, telephone, voicemail, or social media in such manner that all interested parties are notified.

Section 3. Special meetings of the Party or County Committee may be called by a majority of the officers of the Party or County Committee, respectively. At least five (5) days' notice shall be given of the date, place, time and purpose of the special meeting.

Section 4. Subject to the Rules of the Michigan Democratic Party and these Bylaws, all meetings shall be conducted according to the latest edition of Roberts' Rules of Order.

ARTICLE VI. OFFICERS AND COUNTY COMMITTEE

Section 1. The officers of the Party shall consist of Chair, Vice Chair, Secretary, and Treasurer.

Section 2. The officers shall be selected annually and in accordance with the Rules of the Michigan Democratic Party. The Chair and Vice Chair shall be of different genders, (if someone of another gender is willing to serve.)

Section 3. Within forty-five (45) days of January 1 of each odd-numbered year the party determines the membership of the County Committee which will include all current members of the Party, together with the persons most recently nominated for County, State Legislative and U.S. House of Representatives offices. The County Committee can elect additional officers who in its' judgement are proper to carry out the purposes of the County Committee, and can fill a vacancy which may occur in the membership of the County Committee or in any of its additional offices. Between meetings of the County Committee the Party has all the powers and performs all the duties of the County Committee, including the filling of vacancies in nominations as prescribed by law.

Section 4. The Chairperson shall preside at all Party and County Committee meetings, and have such other duties as are usual to the office of County Chairperson, or that may be required by this organization.

Section 5. The Vice Chairperson shall be of a different gender than 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 6. The Secretary of this organization shall keep an accurate record and minutes of the proceedings of the meetings of the Party and County Committee. She/He 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 with deliver to the newly-elected Secretary all the aforesaid items kept and preserved during her/his tenure of office. He/She shall see that proper notification is given to the Party and County Committee of their meetings.

Section 7. The Treasurer shall be responsible for the financial receipts and disbursements of this organization subject to the approval of the Party. The funds of this organization shall be deposited in banks and shall be drawn upon only by checks signed by any of the presently-serving officers: Chairperson, Vice Chairperson, Secretary, and Treasurer. The Treasurer shall make financial reports to the Party as it so directs, and shall make them to all County Committee meetings. 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 VII. COMMITTEES

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

Section 2. Standing Committees shall include the following:

1. Bylaws Committee
2. Finance and Fundraising Committee
3. Candidate Recruitment Committee
4. Community Outreach Committee

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

ARTICLE VIII. ORDER OF BUSINESS

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

1. Roll Call of Officers (attendance)
2. (approval of) Minutes of 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. Adjournment

ARTICLE IX. 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 County Committee 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 Kankaska County Democratic Committee, present at a meeting, provided that written notice setting forth the proposed amendment has been given to all Party 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.