

## **LAKE COUNTY DEMOCRATIC PARTY BYLAWS**

### **ARTICLE I NAME**

*This organization shall be known as the Lake County Democratic Party. It shall consist of the Democratic Party County Executive Board, County Democratic Party Committees and all current dues paying members of the Lake County Democratic Party.*

### **ARTICLE II PURPOSE**

*The purpose of the Lake County Democratic Party is To elect Democrats who will enhance the welfare and security of lake county residents and To elect Democrats who will unite and aid in the activities of precinct delegates, committees and To support all Democrats working To promote wide active participation in the Democratic Party.*

### **ARTICLE III VISION**

*To invest in a community in which an informed and active citizenry has the capability to make policy decisions based on the will of the majority.*

### **ARTICLE IV MISSION**

*To build democracy through activism, education and collaboration.*

### **ARTICLE V ORGANIZATION**

**SECTION 1:** *All public meetings of the Lake County Democratic Party shall be open to all dues paying members regardless of actual or perceived race, color, creed, sex, age, national origin, economic status, religion, ethnic identity, ancestry, marital status, sexual orientation, gender identity, physical appearance or disability.*

**SECTION 2:** *No tests for membership in, nor any oaths of loyalty to, the Lake County Democratic Party shall be required or used which has the effect of requiring prospective or current members of the part to acquiesce, 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, gender identity, physical appearance or disability.*

**SECTION 3:** *The time and place for all public meetings shall be publicized fully and in such a manner as to assure timely notice to all interested persons. Meetings will be held in places accessible to all dues paying members to accommodate all interested persons.*

**SECTION 4:** *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 qualification for all officers and representatives.*

**SECTION 5:** All rules and bylaws of the Party shall be consistent with the Rules of the Michigan Democratic Party and shall be available on request in writing to any dues paying member of the Lake County Democratic Party.

#### **ARTICLE VI MEMBERSHIP**

Membership of the Lake County Democratic Committee shall consist of all dues paying members. Yearly dues shall set at \$5.00 per year. Dues paid for a year as of January 1 of each and every New Year. Membership shall not be denied on the basis of race, color, creed, religion, sex, national origin, marital status, age, economic status, ethnic identity, ancestry, sexual orientation, physical appearance, disability or previous political party affiliation.

**SECTION 1:** Membership shall be filed according to the Michigan statutes governing county committees (MSA 5.1599)

**SECTION 2:** The executive committee shall be organized in accordance with the laws of the State of Michigan.

**SECTION 3:** All members shall be entitled to participate in the activities of this organization. All rights not reserved or given to the precinct officers and board members by law and by this constitution and bylaws shall be vested in the regular membership. A member must have been dues paying member for 30 days in order to be eligible to vote.

**SECTION 4:** In order to be elected or appointed to and hold any office in the Lake County Democratic Party at any level, a person must be a dues paying member of the Lake County Democratic Party for at least one year prior to election or appointment and maintain membership during the term of office. If the Lake county Democratic Party membership lapses while a person holds 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 5:** Prior to any year, officeholders and candidates must have held membership of any kind with the Lake County Democratic Party for one (1) year prior to an election which shall be effective January 1 of each year and who must reside in Lake County. In the case of a Primary Election, no financial assistance shall be given by the Lake County Democratic Party to officeholders and candidates which is effective immediately.

#### **ARTICLE VII MEETINGS**

**SECTION 1:** The regular meetings of the Party shall be as determined by the board. Meetings shall be published in the local paper prior to a meeting as soon as is possible.

**SECTION 2:** A business quorum shall exist when four (4) members of the executive committee are present to approve bills to be paid. Quarterly executive board meetings will occur in the months of March, June, September and December unless otherwise designated.

**SECTION 3:** *A quorum shall exist at an executive board meeting when ten members are present or accounted for by proxy. Executive board members who are not able to be present may be polled by phone, fax and or email.*

#### **ARTICLE VIII OFFICERS AND BOARD MEMBERS**

**SECTION 1:** *Officers shall be chosen each even numbered year within 20 days following the November election. The officers may serve for two years or until his/her successor is elected.*

**SECTION 2:** *The executive committee shall be comprised of the following:*

- *Chairperson*
- *Vice- chairperson*
- *2<sup>nd</sup> Vice-chairperson*
- *3<sup>rd</sup> Vice-chairperson(optional)*
- *Secretary*
- *Treasurer*
- *Sargent-At-Arms*
- *Not less than 2 members from each township, if available*

**SECTION 3:** *The chair of the Party shall preside at all membership and board meetings and transact such other duties as are usual to the office and that may be required by the Party*

**SECTION 4:** *The 1<sup>st</sup> Vice-chair shall be of the opposite sex than the chair. The Vice-chairperson must be selected under a plan that allows for regional balance with Lake County. The 1<sup>st</sup> Vice-chair shall assist the chair in the discharge of his/her duties and shall assume the duties and responsibilities when required to do so. The duties of the 2<sup>nd</sup> Vice-chair will follow accordingly.*

**SECTION 5:** *The secretary shall keep an accurate account of all regular and quarterly meetings and shall provide minutes of meetings at subsequent meetings for the membership. All books, documents, correspondence, records, minutes and any other property of the Lake County Democratic Party shall be kept by the secretary for review of the executive board and the membership and available upon notice. All of the above shall be passed onto a new secretary within ten (10) days should it become necessary.*

**SECTION 6:** *The treasurer shall be responsible for the financial receipts and disbursements subject to the approval of the executive board. Funds shall be deposited in a federally insured bank and shall be drawn upon only by check signed by any two of the executive board officers.*

*Reports shall be made by the treasurer to the executive board at its request and records will be made available to the membership upon request. All documents and records shall be delivered to a new treasurer within thirty (30) days should it become necessary. The treasurer*

*shall establish a campaign account separate from the operating account. Such accounts shall be established and operated in accordance with all federal and state statutes.*

#### **ARTICLE IX AUDITS**

*The financial records shall be audited annually and at such other times as may be requested by the executive board.*

#### **ARTICLE X COMMITTEES**

**SECTION I:** *The chair shall appoint committees and committee chairs as the executive committee shall deem necessary for the work of the Party.*

**SECTION 2:** *Appointed committees may include the following:*

- 1. Rules and Bylaws*
- 2. Finance*
- 3. Candidate Recruitment*
- 4. Membership*
- 5. Communication (inclusive of development and dissemination of a newsletter)*
- 6. Others at the pleasure of the executive board*

*These committees shall include the appropriate sub-committees. The chair of the Party shall be an ex-officio member of all appointed committees.*

#### **ARTICLE XI ORDER OF BUSINESS**

*At meetings the business of the Lake County Democratic Party shall proceed in the following order:*

- *Pledge of Allegiance*
- *Roll call of officers*
- *Establish a Quorum exists based on Article IV, Section 3: A quorum shall exist when a majority of the executive officers are present*
- *Guest Speakers*
- *Approval of Agenda*
- *Minutes of the previous meeting*
- *Reports of the officers*
  - a. Chairperson*
  - b. 1<sup>st</sup> Vice-Chairperson*
  - c. 2<sup>nd</sup> Vice-Chairperson*
  - d. Treasurer (financial report)*
  - e. Secretary (correspondence)*
- *Reports of committees*
- *Old business*
- *New business*

- County reports
- Adjournment

### **Article XII DISSOLUTION OF ORGANIZATION**

*All of the property and assets remaining after all debts, obligations and expenses have been paid will be distributed to the Lake County Community Foundation, Baldwin, Michigan.*

### **Article XIII RATIFICATION**

*The amended bylaws were adopted by a two thirds majority vote of the members present at a lawful meeting. These bylaws were approved on April 9, 2012.*

*Date of Most Recent Changes Submitted to the Michigan Democratic Party January 18, 2017*

### **ARTICLE IX AMENDMENTS**

*These bylaws may be amended by any lawful meeting of the Lake County Democratic Party by a two thirds affirmative vote of members who are present at the meeting.*

**SECTION 1:** *Amendments to these bylaws shall first be referred to the Rules and Bylaws Committee which shall report its recommendations to the next regular 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 Lake County Democratic Party 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. This can be done by newsletter, email, phone, local paper.*

**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.*