

Rochester Area Democratic Club Bylaws

Final Draft March 1, 2020

Article I NAME

This organization shall be known as the Rochester Area Democratic Club (“RADC”) chartered by the Oakland County Democratic Party (“OCDP”) and the Michigan Democratic Party (“MDP”)

These Bylaws should be read in conjunction with OCDP and MDP Rules. If a conflict exists between rules, local rules prevail for local meetings.

Article II PURPOSE

The purpose of the RADC shall be to promote the philosophy of the MDP, and to elect Democrats who support this philosophy through the coordination of the activities of precinct delegates, candidates, elected officials, and all interested persons in the cities of Auburn Hills, Lake Angelus, Rochester, and Rochester Hills, and the Charter Township of Oakland. The RADC is a non-profit organization and all of its assets are pledged to educational, political, charitable, and community purposes.

Article III MEMBERSHIP

All persons interested in advancing the principles and ideals of the RADC shall be eligible for membership and become members in good standing upon payment of membership dues to RADC. Membership dues are due and payable each year no later than September 30th and cover the period beginning October 1 and ending the following September 30th.

Article IV OFFICERS AND EXECUTIVE BOARD

Section 1 The RADC shall elect seven (7) officers to be known as Chairperson, Vice Chairperson, Corresponding Secretary, Recording Secretary, Treasurer, Communications Director, and Trustee to the Executive Board.

It shall also endeavor to elect five (5) club members as Officers-at-Large. Effort will be made to elect one Officer-at-Large from each of the following geographic areas: Cities of Rochester Hills, Rochester, Lake Angeles, Auburn Hills, and the Charter Township of Oakland. Officers-at-Large shall be precinct delegates or active members for at least two years.

The officers and Officers-at-Large shall comprise the Executive Board.

Section 2 Election of the Executive Board shall be at the November RADC Membership Meeting, during the off-year of General Elections. The term of all Executive Board members shall be for two (2) years. Election shall be by a majority of votes cast at the meeting by RADC members present and voting in good standing for at least thirty (30) days immediately preceding the meeting. Chairperson and Vice-Chairperson shall be of a different self-defined gender.

Section 3 The Chairperson shall appoint a Nominating Committee of members in good standing at least two (2) months prior to the election of the Executive Board. The Nominations Committee shall make its recommendations available in a written notice to all members at least one week prior to the elections. Additional nominations may be made from the floor by the membership. All members nominated must be an RADC member in good standing at least thirty (30) days immediately preceding the meeting.

Section 4 The duties of the members of the Executive Board shall be as follows:

- a. The Chairperson shall call and preside at all meetings, appoint all committees, and act as an ex-officio member of these committees. The Chairperson shall also complete other duties as needed for the efficient operation of the RADC.
- b. The Vice-Chairperson shall assist the Chairperson in the discharge of his/her duties and in the case of absence or incapacity of the Chairperson, perform those duties. If a vacancy in the office of Chairperson shall occur for any reason, the Vice-Chairperson shall fill this office for the unexpired term.
- c. The Recording Secretary shall keep an accurate record of the proceedings of all meetings.
- d. The Corresponding Secretary shall conduct whatever correspondence may be required by the Chairperson, including sending meeting notices to the membership. The Corresponding Secretary will also maintain a distribution list of members and friends of the RADC.
- e. The Communications Director shall oversee the established RADC website and other social media platforms and sites created for/by the RADC. Media inquiries and media outreach are included with this office.
- f. The Treasurer shall receive and keep a record of all monies paid to the RADC, pay all duly authorized bills and invoices, deposit in a bank all monies in the name of the RADC, sign all checks, give a report on the complete record of all income and expenditures at each regular meeting, and submit the books and records whenever the Executive Board shall desire an audit or an audit is required by law. The Treasurer shall maintain and provide a list of paid members to the Corresponding Secretary.
- g. The Trustee shall audit or cause to have audited the books of the RADC annually and shall report the findings at the next regular meeting.

Section 5 In the event of a vacancy of any Executive Board position other than that of the Chairperson, the Executive Board may appoint a replacement for the remainder of the unexpired term, subject to the approval of the general membership at the next regular meeting.

Section 6 The duties of the Executive Board shall be to conduct the business of the RADC between meetings. Any such business may be conducted via any means of communication

as decided by the Chair. The Executive Board may approve reasonable expenditures for the benefit of the club and its purposes. Significant expenditures of RADC funds by the Executive Board shall be disclosed at the next regular meeting of the membership.

Article V MEETINGS

Section 1 Regular membership meetings of the RADC shall be held at least six (6) times a year, and notice of said meeting shall be provided to the general membership at least ten (10) days prior to the meeting.

Section 2 A quorum at regular meetings shall consist of the number of members in good standing equal to at least one more than the number of members of the Executive Board, but at no time, except at an endorsement meeting, shall the lack of a quorum prevent those present from proceeding with the regular business of the RADC. In the absence of a quorum, actions taken by those present shall be ratified at the next RADC membership meeting.

Section 3 The latest edition of Roberts Rules of Order Newly Revised shall apply to questions of procedure for which there is no applicable rule of procedure under the Rules of the MDP or by these Bylaws.

Section 4 The RADC shall not endorse a candidate, including incumbents, in contested Primary Elections. An effort shall be made that all candidates in contested Democratic Primary Elections shall be offered equal opportunity to present before the RADC.

Section 5 If endorsements of candidates are to be made at a meeting, written notice of such intention shall be provided by the Executive Board to the membership and to all candidates eligible for endorsement at least two (2) weeks prior to the regular RADC membership meeting. No resolution of endorsement shall be deemed to have been passed unless sixty percent (60%) of those RADC members in good standing for at least thirty (30) days immediately preceding the meeting, who are present and voting, shall vote for the resolution. Such endorsements shall be timely, and shall be limited to candidates for city or township office, school board, local judicial office, county commission, candidates for county office, state representative, state senator, candidates for state-wide office, U.S. Congress and U.S. Senate whose districts fall (in whole or in part) within the geographic area of the RADC.

Section 6 Photography is permitted at meetings if prior permission is granted to specific individuals by the Executive Board at least two (2) weeks preceding each meeting.

Section 7 The Executive Board of the RADC shall hold at least four (4) meetings each year. A quorum for such meetings shall be a majority of the Board.

Article VI COMMITTEES

The Chairperson with the approval of a majority of the Executive Board, may appoint standing committees and ad-hoc committees. These committees may include appropriate subcommittees. The Chairperson shall be an ex-officio member of all committees. The Chairperson shall appoint members to serve on the committees of the OCDP, U.S. Congressional District, and MDP.

Article VII AMENDMENTS

Section 1 Any RADC member in good standing may submit proposed amendments to these Bylaws, in writing, to the Executive Board, which shall report its recommendations at the next regular membership meeting.

Section 2 These Bylaws may be amended by a two-thirds majority vote of those members of the RADC in good standing for at least thirty (30) days immediately preceding a meeting regarding the proposed amendment, who are present and voting, providing that a written notice setting forth the proposed amendment was sent to all members at least ten(10) days prior to the date of the meeting.

Section 3 Upon adoption by the RADC membership, these Bylaws and all amendments subsequently made shall be forwarded to the OCDP and the MDP and they shall supersede all motions and policies of a contrary nature.

Article VIII DISSOLUTION

In the event of dissolution of the RADC, all real and personal property will revert to the benefit of local government and/or the community.

ADOPTED AS AMENDED AT A REGULAR MEETING OF THE ROCHESTER AREA DEMOCRATIC CLUB

(Club Chairperson) (Date) (Club Secretary) (Date)

Amended and Adopted _____(Date)

