

Romulus Democratic Club Bylaws
Amended March 16th, 2011

ARTICLE I – NAME AND PURPOSE

Section 1 The Romulus Democratic Club, shall hereinafter be referred to as the Organization. The Organization shall be a group of Romulus residents joined together for the promotion of good citizens and better government.

Section 2 The purpose of this Organization shall be to provide times and places where Democrats can gather together to function as a representative group in promoting the widest possible participation in policies, management, and activities of the Romulus Democrats, and all other Democrats, without discrimination on grounds of race, creed, color, sex, age, religion, sexual preference, marital status, national origin or economic status.

Section 3 The Organization may own and hold real and personal property, in the name of the Organization.

Section 4 The Organization may supply financial support of the Democratic programs as outlined in the party platforms of the Michigan State Democratic Party and National Democratic Committee. The Organization may also supply financial support to the goals and objectives of the 15th Congressional District Democratic Organization, as well as financial support to candidates seeking local offices that have received the endorsement of the Organization. Such financial support shall be subject to the approval of the membership.

ARTICLE II – MEMBERSHIP DUES AND PRIVILEGES

Rationale: This wording more clearly defines voting and non-voting members.

Section 1 The voting membership shall be composed of Romulus residents, who are members of the Organization in good standing, and are registered voters in the City of Romulus.

Section 2 Visitors from other Democratic Organizations will be welcome in the activities of the Organization, but such visitors shall not have voting privileges.

Section 3 Honorary members may be designated by the membership, but such members shall not have voting privileges.

Section 4 Annual dues shall be ten dollars (10.00) per person per year. Dues shall be due and payable on the first day of the anniversary month of the members joining. For the year 2010, all members as the date of approval of these bylaws shall remit dues of \$10.00 no later than June 1, 2010. Payments of dues at that time will establish said members' anniversary date.

Section 5 “Member in Good Standing” shall be a member having paid all dues paid and current, and must meet the requirements of these bylaws.

ARTICLE III – NEW MEMBERS

Section 1 A new member shall be defined as anyone who has never been a member, or whose membership has lapsed more than 30 days for non-renewal of dues.

Section 2 To become a new member, the prospective member must be sponsored by a current good standing member in good standing, and receive a majority vote of acceptance by Board of the Club.

ARTICLE IV – MEMBERSHIP MEETINGS

Section 1 Membership meetings shall be held on the third Wednesday of every month, unless changed by the Executive Board, with the approval of the membership. The hold of the meetings during the month of June, July, and August shall be Discretionary with the Executive Board, subject to the approval of the membership. The President or Executive Board may call special membership meetings. Special Membership meetings may also be called upon written request to the President with Signatures of at least one third (1/3) of the general membership.

Section 2 One week advance written notice to all members in good standing shall be given for all special membership meetings.

Section 3 The Democratic Cannon shall server as the official publication of the Organization and shall include such information as notices of meetings, elections, members’ due status, social events, etc.

Section 4 A simple majority vote of those members present and eligible to vote shall be required to conduct business of the Organization.

Section 5 All votes cast by any member of the Organization shall be made in person. There shall be no provision for “proxy” or “absentee” voting.

ARTICLE V – ELECTIVE OFFICERS AND TITLES (EXECUTIVE BOARD)

Section 1 The elected officers of this Organization shall be the President, Vice-President, Treasurer, Secretary, three (3) Trustees, and Sergeant-at-Arms. Appointed Committee Chairpersons shall also be members of the Executive Board.

Section 2 The term of the office for all officers shall be one year. Officers shall be members in good standing, and elected by the membership at a meeting called for that purpose.

Section 3 Regular meetings of the Executive Board shall be held at such times and places as designated by the President or by the Executive Board. Ample prior notices of all Executive Board special meetings shall be made to all the Executive Board members. A quorum for an Executive Board meeting shall consist of one-third (1/3) of the Executive Board members. Special Executive Board meetings may be called by the President, or upon written request to the President, of at least two-thirds (2/3) of the Executive Board members. The Executive Board shall have the authority to spend up to fifty dollars (\$50.00) per month without prior membership approval, such amount not to accumulate from month to month.

ARTICLE VI – DUTIES OF OFFICERS

Section 1 No officer of this Organization shall assume any responsibility in the name Organization unless properly authorized to do so by the membership.

Section 2 President's Duties – It shall be the duty of the President to preside at all meetings of the Organization and to have general supervision over the business and such affairs of the Organization. The President shall act as a representative of Organization in matters pertaining to representing the Organization at other Democratic Party functions, and shall perform other such duties as directed by the Organization membership. The President shall vote only to break a tie.

Section 3 Vice-President – The Vice-President shall assist the President at all times. Absence of the President, shall sign all vouchers and assume the regular duties of the President until the President returns.

Section 4 Treasurer – The Treasurer shall receive all monies paid into the Organization and immediately make entry of it in the ledger and keep proper accounting of all monies. The Treasurer shall deposit all monies in the name of the Organization in a bank. The President and Treasurer shall sign all vouchers. The Treasurer shall be responsible for all financial disbursements. All checks shall be signed by the Treasurer and countersigned by the President, or Vice-President in case of the President's absence. The Treasurer is not authorized to disburse funds without approval of the membership of the Organization, except for the amount specifically approved on a monthly-maximum basis by the Executive Board.

The Treasurer shall, on demand of the Executive Board or Trustees produce all books and records for examination and audit. At the end of the term of office, the Trustees shall make an audit of the books and records. If same are found in order, said Trustees shall deliver to the outgoing Treasurer a signed statement to the effect that such audit was made and that they were in order and approved. A copy of the audit shall be included in the books when a new Treasurer is elected. The past-Treasurer shall forthwith deliver to the newly-elected Treasurer the funds of the Organization and all books and records kept during the tenure of office.

The Treasurer shall furnish the Executive Board and general membership with a monthly financial statement, which will include monthly receipts and vouchers. The Treasurer shall submit all books to the Trustees for audit and approval requested to do so by the membership. In the event that it be proven that the Treasurer has willfully or intentionally failed to make a

complete report, the Treasurer may be suspended from all privileges and benefits until the inaccuracy or deficiency is corrected. The Treasurer, or any other officer, responsible for the inaccuracy or deficiency shall not be allowed to hold office again for a period of two (2) years. If there is a suspicion or finding of misappropriation of funds, the Executive Board shall notify the Treasurer of such finding. If, after such notification, there is still unresolved matters, the issue shall be reported to the appropriate law enforcement agency for investigation and/or prosecution.

A Building Fund may be established for the sole purpose of acquiring a building. Building Fund monies shall not be used for any other purpose, unless approved by the membership. The Treasurer shall be the keeper of all properties belonging to the Organization and will a complete and up-to-date listing of such. The Treasurer shall receive, for the Executive Board, a monthly report from the Social Committee, consistent with the procedure outlined in the by-laws for Treasurer. The Treasurer shall deposit all monies from the Social Committee in the general fund.

Section 5 Secretary – The Secretary shall keep a correct record of the proceedings of the Organization and shall furnish written copies of the minutes at the next meeting of the Organization for approval. All official correspondence and mail shall be prepared by the Secretary and signed by the President and Secretary, copies of which shall be kept on file.

The Secretary shall keep a detailed record of the names, addresses, and other contact information of all members in good standing of the Organization. This roster shall include date of joining, if known, and anniversary date for dues collection. The Secretary shall provide copies of written roster at each meeting for use by the Sergeant at Arms to determine status and voting eligibility. The Secretary shall maintain a file of all applications for membership. At the expiration of the term of office for the Secretary, the outgoing Secretary shall forthwith deliver all the files and rosters to the newly elected Secretary.

Section 6 Trustees – The three (3) Trustees shall audit the records of the Treasurer one month prior to elections within the Organization and whenever ordered by vote of the Executive Board or the membership. Upon completion of the audit, a written report of some shall be provided to the President. Additionally, the report shall be made available to the membership at the next membership meeting of the Organization.

Section 7 Sergeant-at-Arms – It shall be the duty of the Sergeant-at-Arms to maintain order at all meetings of the Organization. The Sergeant-of-Arms shall verify whether, by using the official roster of the Organization, those present at meetings are eligible to vote on matters of the Organization. The Sergeant-at-Arms shall also verify that all present are entitled to remain in the meeting of the Organization, and to perform other such duties as designated by the President.

Section 8 Publicity Chairperson – Any correspondence, press releases, advertising, etcetera shall be submitted to the Executive Board prior to its distribution outside the Organization. The President of the Organization shall designate a Chairperson for this Committee.

Section 9 Duties of the Senior Chairperson shall be assigned by the Executive Board.

ARTICLE VII – SOCIAL COMMITTEE

Section 1 The Social Committee shall consist of those members, in good standing, volunteering to serve on the committee. The President of the Organization shall designate a Chairperson for this committee.

Section 2 The Social Committee Chairperson may select other officers, or sub-chairs needed.

Section 3 The function of the Social Committee shall be to raise funds and to provide social activities of the Organization, such as dances, picnics, raffles, etc., with the approval of the membership. Add the following: For any event held, a detailed record of funds raised and/or spent shall be turned over to the Treasurer immediately for deposit into the Organization's general fund.

ARTICLE VIII – OTHER COMMITTEES

Section 1 The President may appoint, as needed, the Chairperson of the following three (3) standing committees for conduction the business of the Organization: Bylaws, Legislative, and Voter Registration.

Section 2 The President shall create any other committees as he/she may deem necessary to conduct business.

By-Laws Committee – The By-Laws Committee shall be comprised of three (3) members in good standing.

Legislative Committee – The Legislative Committee shall be comprised of three (3) members in good standing.

Voter Registration Committee – The Voter Registration Committee shall be comprised of three (3) members in good standing.

Section 3 The respective Committee Chairpersons, with approval of the Executive Board, may select committee members.

Section 4 If any committees of the Organization, having charge of any monies, assets, or real property, disbands voluntarily or by action of the general membership, all funds , property and assets of such committee shall forthwith revert to and become the property and assets of the Organization. If at any time the Organization dissolves, all monies and properties shall be turned over to the Michigan State Democratic Party.

ARTICLE IX – ELECTIONS

Section 1 Nominations shall occur at the October Meeting, and elections will be held at the November Meeting.

Section 2 Nominations and elections will be for the following Officers: President, Vice-President, Treasurer, Secretary, three (3) Trustees, and Sergeant-at-Arms.

Section 3 Election for all Officers shall be by secret ballot, except in those instances where there is only (1) nominee for the office, in which case that one nominee shall be deemed elected by acclamation. All votes cast by any member of the Organization shall be made in person. There shall be no provision for “proxy” or “absentee” voting.

Section 4 The Secretary shall notify each member in good standing, giving at least one (1) week advance, written notice of the Nomination and Election meeting date.

Section 5 In order to be eligible to vote, a member must be on the active roster of the Organization, which shows the member had paid their dues. Payment of dues on the date of the election does not constitute eligibility to vote in the election of officers. To vote in such elections, a member must be member prior to the nominations for such votes. The Secretary of the Organization shall furnish three (3) written copies of the active membership roster at the Elections meeting, for use by the Election Committee.

The President of the Organization shall make recommendation for appointment three (3) members in good standing to conduct the elections. Such recommendation shall be voted upon by the Executive Board. Members serving on the Election Committee shall be ineligible for accepting a nomination for office.

Section 6 The nominees running for office, and receiving a simple majority of the vote cast for same, shall be deemed elected. In the event of a tie vote, there shall be two slips of paper placed into a receptacle, one marked “elected” and one marked “not elected”. A coin toss shall be used to determine which candidate selects first.

Section 7 Vacancies, as necessary shall be filled by appointment of the President at the next regular or special meeting of the membership. In case of a vacancy in the office of President, the Vice-President shall automatically assume the position of President and the Vice-Presidents’ vacancy shall be filled as indicated above.

ARTICLE X – REMOVAL

Section 1 Any Officer of this Organization who misses three (3) consecutive meetings, either Executive Board and/or General Membership meetings, shall be considered as having voluntarily vacated Office, unless a satisfactory explanation is made in writing to the President of the Organization within 5 business days of the last absence. If no excuse is provided, the Office shall

be declared vacant and the position will be filled by appointment of the President at the next meeting of the Organization. Such appointment shall be valid until the next regular election in November.

If the vacant office is that of President, the Vice-President shall automatically and immediately become President and shall make the appointment to fill the Vice-President position at the next meeting of the Organization.

Section 2 Notwithstanding any other provision in these bylaws, any Officer of the Organization may be removed from Office for just cause, by the affirmative vote of two-thirds (2/3) of the members in good standing at a meeting for this purpose. If a special meeting is called for this purpose, one (1) week advance written notice shall be given to all members in good standing. Any Officer of the Organization subject to such removal shall be notified in writing by the Secretary and present the reason(s) for such action at least one week prior to such meeting. If the Officer being subjected to removal is the President, the Vice-President shall make such notification. After such a meeting occurs, the Secretary shall notify the affected Officer(s) of the decision that was made.

ARTICLE XI – INSTALLATION OF NEW OFFICERS

Section 1 Installation of newly-elected Officers and Executive Board Members shall take place immediately upon election.

Section 2 The oath of office shall read “I swear to uphold the Constitution of the United States of America, Constitution of the State of Michigan, Constitution of the Michigan State Democratic Party, and the by-laws of the Romulus Democratic Club.”

ARTICLE XII – ENDORSEMENTS

Section 1 All requests for the Organization’s endorsements must be submitted in writing to the President and/or Secretary of the Organization. Such requests shall be forwarded to the Endorsement Committee for review. The Endorsement Committee shall after all nominating petitions and/or ballot submissions are due, make a recommendation to the general membership to grant or deny the Organization’s endorsement. All those candidates seeking the Organizations’ endorsement shall be invited to speak at the meeting at which the voting is to take place. Once voting has occurred, the Secretary shall notify all candidates in writing whether their request was granted or denied. Such notification shall take place within one week.

Section 2 All endorsements shall be voted on at a regular or special meeting of the membership. Members voting on any endorsement recommendation must be a member in good standing for a minimum of 30 calendar days prior to such vote.

ARTICLE XIII – DEBATES

Section 1 Debates shall be limited to five (5) minutes per person, two (2) times per subject, unless two-thirds (2/3) of the membership present yields the floor.

ARTICLE XIV – AGENDA

Section 1 The regular agenda will be as follows:

1. Call to Order
2. Pledge of Allegiance
3. Roll call of Officers
4. Acceptance of New Members
5. Minutes and Communications
6. President Report
7. Treasurer Report
8. Committee Reports
9. Unfinished Business
10. New Business
11. Announcements – Other items from the Floor
12. Adjournment

After meeting is called to order, the Pledge of Allegiance and roll call is completed, the President shall have the discretion to add action items to the agenda with a simple majority affirmative vote of those members present and in good standing.

ARTICLE XV – BYLAWS, AMENDMENTS, ADOPTION

Section 1 These bylaws shall be the supreme governing law of the Organization.

Section 2 These bylaws shall be amended, altered, or revised only when one of the procedures are followed:

- 1) A resolution or motion calling for an amendment, alteration, or revision shall be made and seconded at a regular membership meeting and said motion must be passed with a majority vote of those members in good standing present and voting. Upon receiving an affirmation vote for revision, the matter will be referred to the By-Laws Committee for review and/or action. The By-Laws Committee shall report their recommendations, or their progress towards same, at the next regular membership meeting. Once the By-Laws Committee has reported its final recommendations, the matter shall be voted upon by the general membership of the Organization. Adoption of any changes shall only become effective after the provisions in Section 3 of this Article are met.

- 2) The By-Laws Committee, may, at its discretion, make recommendations to the general membership on revisions to the By-Laws without the need of a motion for such revisions, providing the following are complied with:
 - a. The Committee notifies all members in good standing that they are considering revisions to these bylaws.
 - b. All hearings, if any, of the Committee shall be open to all members in good standing. This requirement can be met by discussing the proposed changes during a regular membership meeting where all members have been invited.
 - c. All proposed revisions shall be made in writing and shall be made available for study or comment by a nay member in good standing. This requirement can be met by making copies of proposed changes available at the general membership meeting where they are to be discussed.
 - d. The final recommendation of the Committee shall be placed in writing and distributed at a general membership meeting.

Adoption of any changes shall only become effective after the provisions in Section 2 of this Article are met.

Section 3 The By-Laws shall stand adopted when they have been read at two (2) general membership meetings and are accepted by two-thirds (2/3) of the membership present and voting at the second membership meetings.

ARTICLE XVI – MISCELLANEOUS

Section 1 Roberts Rules of Order shall govern the procedure of this Organization, except where it conflicts with the provisions of the By-Laws or state statute.

Section 2 The general membership, consisting of all members in good standing, shall be the governing body of this Organization.

These by-laws of the Romulus Democratic Club were approved by a unanimous vote taken at the Regular Meeting hold on Wednesday, March 16, 2011. As Secretary of the Organization, I hereby certify that the contents are the complete authorized revisions approved by the membership, and as such, are effective immediately. A signed original copy of these bylaws shall be kept on file with the minutes of the Organization.

_____/s/
Stacy Paige, Secretary

Addendum to Bylaws, adopted at the July 14, 2010 Meeting:

‘All precinct delegates must be members of the State Democratic Party to be eligible to vote in the County and State Conventions at least 30 days prior to such conventions.’

_____/s/
Stacy Paige, Secretary