



ARTICLE I. NAME

This organization shall be known as the Shiawassee County Democratic Party. It shall consist of the County Committee (formerly known as the Executive Committee), and all members of the Michigan Democratic Party residing in Shiawassee County and all duly elected Democratic precinct delegates residing in Shiawassee County.

ARTICLE II. PURPOSE

The purpose of the Shiawassee County Democratic Party is to promote the Democratic Party and to elect Democrats; 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 Shiawassee County Democratic 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 the Michigan Democratic Party. 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 PRINCIPLES

Section 1. All public meetings of the Shiawassee County Democratic 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 Shiawassee County Democratic Party shall be required or used which has 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 Shiawassee County Democratic Party on all levels shall be publicized fully within 5 days prior to the meeting 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 Shiawassee County Democratic 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 Shiawassee County Democratic 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 Shiawassee County Democratic 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 Shiawassee County Democratic Party will be fully informed of the pertinent procedures in time to participate in each selection procedures at all levels of the Shiawassee County Democratic Party organization.

Section 6. The Shiawassee County Democratic 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 Shiawassee County Democratic 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 Shiawassee County Democratic Party will have equal opportunity to compete for office.

Section 7. Proportional voting shall be used in the election of delegates and alternates to any Convention, as outlined in the Rules of the Michigan Democratic Party.

Section 8. All rules and bylaws of the Shiawassee County Democratic 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 Shiawassee County Democratic Party.

Section 9. The unit rule (the practice of a unit reporting a unanimous vote when the vote within the unit was not unanimous) is prohibited at all levels of the Shiawassee County Democratic Party.

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

Section 11. 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 12. The Chairperson and Vice-Chairperson of any unit, Committee, Caucus or Convention of the Shiawassee County Democratic Party shall be of the opposite gender.

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

ARTICLE IV. MEMBERSHIP

Section 1. Membership of the Shiawassee County Democratic Party shall consist of all duly elected Democratic precinct delegates of this county, members of the Michigan Democratic Party residing in this county and the Shiawassee Democratic County Committee, all of whom must be members of the Michigan Democratic Party and the Shiawassee County Democratic Party. A financial contribution is not required to be and to remain a member.

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

Section 3. The County Committees of the Shiawassee County Democratic Party shall be selected in accordance with the Rules of the Michigan Democratic Party

ARTICLE V. MEETINGS

Section 1. The regular meetings of the Shiawassee County Committee shall be on the day of each month 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, fax or email.

Section 2. Special meetings of the County Committee may be called by a majority of the members of the County Committee. At least five (5) days' notice shall be given of the date, place, time and purpose of the special meeting.

Section 3. 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. OFFICERS, EXECUTIVE COMMITTEE AND COUNTY COMMITTEE

Section 1. Every even-numbered year, the delegates to the Fall County Convention in each County in this State having a population of less than 1,500,000 shall convene at the call of the County Chairperson within twenty (20) days following the November election. The call shall be sent to each delegate by mail, FAX or e-mail at least fourteen (14) days before the date of the County Convention. The purpose of the Convention is to elect a number of persons equal to twice the number of candidates for County, State legislative and U.S. House of Representatives offices for which candidates were nominated at the most recent fall primary election. Those persons, together with the persons most recently nominated by the Party for each of those offices, shall constitute the County Committee of the Party. When a new nomination is made for an office, the nominee for which is entitled to serve as a member of the County Committee, the new nominee shall replace the former nominee as a member of the County Committee. If a vacancy occurs in the position of delegate-elected member of the County Committee, the remaining delegate elected members shall fill the vacancy. Except as otherwise provided in this article, the County Committee may elect the officers it considers proper to carry out the purposes of the Committee, and may fill a vacancy in any of its offices.

Section 2. Within thirty (30) days following the convening of the Fall County Convention, the County Committee shall meet. The notice of this meeting shall be sent to each member of the County Committee by mail, FAX or e-mail at least seven (7) days before the date of the meeting. At the meeting, the County Committee shall elect a temporary chairperson and temporary secretary. The temporary officers shall serve only during the election of the officers of the County Committee, who shall serve for the two (2) years commencing on January 1 next. The officers shall be a Chairperson, a Vice-Chairperson of a different gender to the Chairperson, a Secretary and a Treasurer. Each officer shall have a vote on the County Committee. Candidates for legislative offices consisting of more than one (1) County may give a written proxy to any other member of the County Committee.

Section 3. Within forty-five (45) days of January 1 of each odd-numbered year the County Committee determines the membership of the County Party. The County Committee shall have the right to elect additional officers which in its judgment are proper to carry out the purposes of the County Committee, and shall have power to fill a vacancy which may occur in the membership of the County Committee or in any of its additional offices. The County Committee shall have the power to fill vacancies in nominations as prescribed by law. The term of service of a County Committee shall continue for two (2) years or until the selection of its successor.

Section 4. The Chairperson shall preside at all County Committee and County Party 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 a member of the opposite gender from 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 County Committee and County Party. He/She shall keep and preserve all the books, documents, correspondence, records, minutes, effects, including digital files and lists 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 to the County Committee and County Party 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 County 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 County Committee as that Committee so directs and shall make them to all County Party 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.

Section 8: Party financial records are to be reviewed annually by a person designated by the chair and report no later than the May meeting. This reviewer is required to have financial expertise to serve in this auditing capacity.

Section 9: The County Committee may approve party expenditures for unexpected purposes of up to \$100 per purchase with a \$200 limit between monthly meetings. Such expenditures to be reported are to be reported at the next monthly meeting.

Section 10: Literature or any other printed materials to be distributed at Shiawassee County Democratic Party sponsored events or activities must be approved by the County Committee before distribution.

Section 11. Removal of Officers

Step I. Any member contemplating the initiation of a removal action must make a good faith attempt to meet with the officer in question, plus one other officer, who shall act as an arbitrator, in an attempt to resolve the matter in question.

Step II. Provided that Step I was fulfilled no later than the day before a given County Party meeting, the member would then be in order to move at said County Party meeting for the setting of a removal vote at the next County Party meeting; a two-thirds ($\frac{2}{3}$) (%) vote of members present would be necessary to make the holding of such a removal vote at the next County Party meeting.

Step III. Special notice would have to be sent to all members of the County Party in the regular notice of the County Party meeting, setting forth who was initiating the removal action and which officer was the subject of the removal vote; a two-thirds ($\frac{2}{3}$) vote by members present would be necessary for removal and a quorum for such a County Party meeting would be twelve (12).

ARTICLE VII. COMMITTEES

Section 1. The Chairperson of the County Party shall solicit members to serve on standing committees. Each committee shall select the chairperson of said standing committee. The Chairperson of the County Party shall be an ex-officio member of all committees with the same voting rights as other committee member.

Committees are to be facilitated by the selected committee chairperson not by the Chairperson of the County Party.

Section 2. The County Committee shall provide guidance and support to all standing committees. Standing committees of the Shiawassee County Democratic Party shall include:

1. Rules & By-Laws Committee
2. Community Outreach
3. Communications
4. Membership
5. Finance & Fundraising
6. Young Dems
7. Candidate Development

ARTICLE VIII. ORDER OF BUSINESS

At meetings the business of the organization may include the following:

1. Roll call of officers
2. Minutes of the previous meeting
3. Treasurer's report
4. Officers' reports
5. Committee reports
6. Old business
7. New business
8. Good and welfare
9. 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 Shiawassee 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 the Rules of the Michigan Democratic Party

ARTICLE X. BOARD OF COUNTY CANVASSERS

Section 1: The Board of Canvassers is comprised of two Democrats and two Republicans, appointed by the County Board of Commissioners, according to State law, to staggered four-year terms.

Section 2: Canvassers are responsible for certification of election returns for all national, state and local offices.

Section 3: The Board is also responsible for conducting recounts for all units of government in the County. The Board also inspects ballot boxes every 4 years. Administration is provided by the Office of the County Clerk.

Section 4: The Shiawassee County Democratic Party shall have two members recommended as canvassers and two members recommended as alternate canvassers if one or both of the recommended canvassers are not available to fulfill their duties as Board of County Canvassers.