

## **South Lyon Area Democrats Bylaws**

### **ARTICLE I. NAME AND MEMBERSHIP**

This organization shall be known as the South Lyon Area Democrats.

Its membership shall consist of residents of South Lyon and the surrounding area and the surrounding area, all of whom are aligned with the Michigan Democratic Party.

Annual dues are due on January 1st or upon joining. Annual membership dues to the South Lyon Area Democrats are voluntary and shall be determined by the Executive Committee.

Membership of the South Lyon Area Democrats is not age restricted. A voting member shall be at least sixteen (16) years old and have a membership application on file with the Secretary.

A person must be a member of the South Lyon Area Democrats for at least thirty (30) days to be eligible to vote in any election or a meeting.

### **ARTICLE II. PURPOSE**

Section 1. The purposes of the South Lyon Area Democrats are to raise awareness for issues related to Democratic causes and to elect Democrats.

Section 2. The South Lyon Area Democrats shall be a non-profit organization and upon its dissolution, all assets and real and personal property of the Club and its committees shall revert to the benefit of the Michigan Democratic Party or to a charitable organization. No part of the income or assets of the Club shall inure to any of its members except for the reimbursement of actual expenses, reasonable compensation for services if the Club approves, or a contribution for electing a member to office if the Club so approves.

### **ARTICLE III. FUNDAMENTAL PRINCIPLES**

Section 1. All public meetings of South Lyon Area Democrats shall be open to attendance by 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 South Lyon Area Democrats shall be required or used which has the

effect of requiring prospective or current member of the Club 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 South Lyon Area Democrats 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 Club members and large enough to accommodate all interested persons.

Section 4. The South Lyon Area Democrats 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 South Lyon Area Democrats 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 South Lyon Area Democrats officers and representatives. Publication of those procedures shall be done in such a fashion that all prospective and current members of the South Lyon Area Democrats will be fully and adequately informed of the pertinent procedure in time to participate in each selection procedure of the South Lyon Area Democrats.

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

Section 7. Proportional voting shall be used in the election of Officers and Executive Committee of the South Lyon Area Democrats.

Section 8. All rules and bylaws of the South Lyon Area Democrats 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 South Lyon Area Democrats.

Section 9. The unit rule is prohibited in the South Lyon Area Democrats Club.

Section 10. No rule shall be adopted by the South Lyon Area Democrats 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. Votes shall not be taken by secret ballot at any meeting of the South Lyon Area Democrats at any level.

#### **ARTICLE IV. OFFICERS AND EXECUTIVE COMMITTEE**

Section 1. The Officers shall be a Chairperson, First Vice-Chairperson of the opposite gender of the Chairperson (determined by gender self-identification), Second Vice-Chairperson, a Secretary, a Treasurer and two (2) Executive Committee At Large Members. They shall have a one (1) year term and be elected as follows:

Nominations shall occur at a regular monthly meeting determined by the Executive Committee with at least five (5) days notice to the membership. Nominations shall remain open until the opening of the following month's regular monthly meeting whereupon election of Officers and Executive Committee shall occur.

Elections shall be decided by a plurality of votes cast by those voting members in good standing who are present. Each voting member is allowed one vote per each open position.

Vacancies among the Officers shall be filled by a member of the Executive Committee until a special election can occur at the next regular monthly meeting with at least five (5) days notice to the membership.

Section 2. The Executive Committee shall consist of the Officers and three (2) Executive Committee At Large Members. The elected members shall serve one (1) year and be elected as defined in Article IV Section 1. Vacancies among the elected members of the Executive Committee shall be filled as defined in Article IV Section 1.

Section 3. The Chairperson shall preside at all meetings and have such other duties as are usual to the office of Chairperson, or that may be required by this organization.

Section 4. The First Vice-Chairperson, who shall be of a different gender (determined by gender self-identification) than the Chairperson, and the Second 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 5. The Secretary of this organization shall keep an accurate record and minutes of the proceedings of all meetings. He/She 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 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 of all meetings.

Section 6. The Treasurer shall be responsible for the financial receipts and disbursements of this organization subject to the approval of the Executive Committee. The funds of this organization shall be deposited in a recognized financial institution 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 Executive Committee and Club and be subject to audit. 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 V. MEETINGS**

Section 1. At least once per quarter there shall be a full membership meeting of the South Lyon Area Democrats Club where the Officers and Executive Committee shall report on Club activities. At least five (5) days' notice shall be given of the date, place and time of the meeting. Notice may be given by the club established means of communication.

Section 2. The regular meetings of the South Lyon Area Democrats Executive Committee shall be on the date and at the location and time set forth 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 the club established means of communication.

A quorum shall consist of a majority of the Executive Committee.

Section 3. Special meetings of the Executive Committee or full membership may be called by a majority of the Executive Committee or full membership, respectively. At least five (5) days notice shall be given of the date, place, time and purpose of the special meeting. the club established means of communication.

Section 4. 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. COMMITTEES**

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

Section 2. Standing Committees shall include the following:

1. Rules and Bylaws Committee
2. Finance Committee
3. Candidate Recruitment Committee
4. Political Organizing Committee
5. Communications Committee
6. Policy and Resolutions Committee
7. Campaign Committee

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

## **ARTICLE VII. ORDER OF BUSINESS**

At meetings the business of the organization may proceed in the following order subject to modification:

1. Roll call of officers
2. Approval of minutes of the 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 VIII. 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 Club 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 South Lyon Area Democrats present at a meeting, provided that written notice setting forth the proposed amendment has been given to all Club 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.