

WATERFORD DEMOCRATIC CLUB BYLAWS

ARTICLE I. NAME AND MEMBERSHIP

This organization shall be known as the Waterford Democratic Club hereinafter referred to as “the Club.”

ARTICLE II. PURPOSE

The purposes of the Waterford Democratic Club are to promote the philosophy of the Democratic Party, and to elect Democrats who support this philosophy, through the coordination of precinct delegates and their activities, and providing a forum for the sharing of information on candidates.

ARTICLE III. FUNDAMENTAL PRINCIPLES AND MEMBERSHIP

Section 1. Membership in the Club shall consist of persons interested in advancing the principles and ideals of the Club and the Democratic Party, in good government and democracy, who have completed a Membership Application, all of whom must also be members of the Michigan Democratic Party. All members of the club are to be Michigan Democratic Party members therefore the Club will make reasonable accommodation to furnish an application for both club membership and Michigan Democratic Party Membership.

Section 2. The Club shall be open to all Members of the Democratic Party and will support the broadest possible participation for membership, without discrimination. No tests for membership in, nor any oaths of loyalty to, the Club shall be required or used which has the effect of requiring a 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, gender identity, physical appearance or disability.

Section 3. While financial support of the Club is not required to achieve, or maintain membership, the Club is a nonprofit organization which relies on voluntary contributions to sustain its operations and perform functions which will enable it to achieve its purpose. The Club will publish a list of ways additional contributions can be made.

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

Section 5. All rules and bylaws of the Club, at all levels, shall be consistent with the Rules of the Michigan Democratic Party and shall be available in writing to any member of the Club on request.

Section 6. Proportional voting shall be used in the election of the Officers and Executive Committee of the Club. The unit rule is prohibited in the Club. Votes shall not be taken by secret ballot at any meeting of the Club at any level.

Section 7. No rule shall be adopted by the Club which would require a person to cast a vote or be recorded as voting contrary to that person's judgment.

Section 8. 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.

ARTICLE IV. OFFICERS AND EXECUTIVE COMMITTEE

Section 1. The Club 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 Club. Such publication shall be done in a timely fashion so that all prospective candidates or applicants for any elected or appointed position within the Club will have full and adequate opportunity to compete for office.

Section 2. The Officers shall be a Chairperson, Vice-Chairperson (of a differing gender of the Chairperson when possible), a Secretary, and a Treasurer as a minimum. Additional Vice-Chairs may be added if deemed necessary. The term for each officer shall be two-years.

Section 3. Duties of the Officers shall be as follows:

A. The Chairperson shall preside at all meetings, appoint all standing committees, act as ex-officio member of these committees, and have such other duties as are usual to the office of Chairperson, or that may be required by this organization.

B. The Vice-Chairperson, who shall be a member of a different gender from the Chair when possible, 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. If a vacancy in the office of Chairperson shall occur for any reason, the Vice-Chair shall fill this office for the unexpired term.

C. The Secretary of this organization shall keep an accurate record and minutes of the proceedings of all meetings of the Club. He/She shall conduct whatever correspondence may be required by the Chair, including providing proper notification of meetings and other notices to the Club membership; keep and preserve all the books, documents, correspondence, membership records, minutes, effects, and any other property of this organization. When a new Secretary is elected and takes office, the preceding Secretary shall forthwith deliver to the newly elected Secretary all the aforesaid items kept and preserved during his/her tenure of office.

D. The Treasurer shall be responsible for the financial receipts and disbursements of this organization subject to the approval of the Executive Committee. Expenditures greater than \$150 shall require approval of the Executive Committee and must be signed by any two of the officers. The Treasurer shall make financial reports to the Executive Committee, the Club membership, and other entities as required by law and make the books and records available for audit whenever the Executive Committee shall request. 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 4. The Executive Committee shall consist of the Officers and at least four (4) additional members at-large, not less than three (3) of whom shall be precinct delegates representative of the municipalities within the Club's jurisdiction. The non-officer Executive Committee members shall serve two-year terms.

Section 5. The duties of the Executive Committee shall be to conduct the business of the organization in the interim between membership meetings. All actions taken by the Committee shall be reported to the Membership at the next regular meeting.

Section 6. Election of Officers and Executive Committee

Elections of Officers and Executive Committee members shall occur at the October meeting of the Club's general membership during odd numbered years. The Chair shall appoint a Nominating Committee from Club members at least two (2) months prior to the October in which the election is to be held. The Nominating Committee shall make its recommendations for a slate of Officer and Executive Committee candidates known in written notice to all Club members at least seven (7) days prior to the meeting at which elections are to take place. Additional nominations may be made from the floor by the membership, but in no case shall any member be nominated who has not been a Club member for at least thirty (30) days immediately preceding the meeting.

Election shall be by proportional voting, utilizing a Michigan Democratic Party voting procedure determined by the Executive Committee, votes cast by members who are in good standing for at least thirty (30) days immediately preceding the election.

Newly elected Officers and Executive Committee members shall commence duties on November 1.

Section 7. Any incumbent Officer or at-large member of the Executive Committee may be immediately removed for misfeasance or malfeasance of office by the other members of the Executive Committee. Failure to attend three (3) consecutive meetings without proper excuse being granted by the Chair shall require the Executive Committee to consider action for removal.

Section 8. Should a vacancy occur in any office other than Chair, the Executive Committee shall, at the next meeting following such vacancy, appoint a successor to fill the unexpired portion of the term, subject to approval by the membership at its next regular meeting.

ARTICLE V. MEETINGS

Section 1. At least six times per year there shall be a full membership meeting of the Club wherein the Officers and Executive Committee shall report on Club activities. Such meetings must be held in places accessible to all Club members and large enough to accommodate all interested persons.

Section 2. The date, time and place for all public meetings of the Club on all levels shall be publicized fully at least seven (7) days in advance of the meeting. Such notice shall be in writing, providing the date, place and time of the meeting and may be transmitted by mail, telegram, fax or e-mail.

Section 3. A quorum at regular membership meetings shall consist of a number of members equal to at least one more than the number of Executive Committee members but, at no time, except at an endorsement meeting, shall the lack of a quorum prevent those present from proceeding with the Club's regular business. In the absence of a quorum, actions taken by those present shall be ratified at the next meeting.

Section 4. If endorsements of candidates are to be considered at a meeting, written notice of such intent shall be mailed by the Executive Committee to the membership and to all candidates eligible for endorsement at least two (2) weeks prior to that meeting. No resolution of endorsement shall be deemed to have been passed unless sixty (60) percent of those present and voting, who have been members for at least thirty (30) days immediately preceding the meeting, shall vote for the resolution. Such endorsements shall be timely and shall be limited to candidates for city/township office, school board, local judicial office, and County Commissioner, whose districts fall (in whole or in part) within the geographic area of the Club's jurisdiction.

Section 5. The Executive Committee shall hold at least six (6) regular meetings during the year. At least five (5) days notice shall be given of the date, time and place of the meeting, which notice may be transmitted by mail, telegram, fax or e-mail. A quorum shall consist of a majority of the Executive Committee.

Section 6. Special meetings of the full membership may be called upon petition of at least ten (10) members, by a majority of the Executive Committee, or by the Chair. At least five (5) days' notice shall be given of the date, place, time and purpose of the special meeting and may be given by mail, telegram, fax or e-mail.

Section 7. Special meetings of the Executive Committee may be called by the Chair, or by a majority of the Executive Committee in the Chair's absence. At least three (3) days notice shall be given of the date, place, time and purpose of the special meeting and may be given by mail, telegram, fax or e-mail, or by telephone, if necessary.

Section 8. 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 Chair, subject to approval by a majority of the Executive Committee, shall appoint committees and committee chairpersons necessary for the work of the organization.

Section 2. Standing Committees may include the following:

1. Bylaws, Rules, and Resolutions Committee
2. People and Basebuilding Committee

3. Candidate, Leadership, and Fundraising Committee

Bylaws, Rules, and Resolutions Committee this committee shall review and examine these Bylaws every two years after adoption and make sure that the club's bylaws are in compliance with any changes made in the Rules of the Michigan Democratic Party. All amendments as a result of a change in the Rules of the MDP and or the club shall be submitted to the Secretary of the State Central Committee for review and approval within thirty (30) days of the amendment to be posted on the public website as required in the Rules of the MDP. Bylaws, Rules, and Resolutions Committee shall deliberate on and create policy for the club in the areas including, but not limited to; financial matters and ethics, bylaws, and general operating procedures. All policy deliberated on must pass out of the Committee to be voted on by the Executive Committee during the following Executive Committee meeting, unless tabled by the Committee. Policies and resolutions referred to in this Committee will be analyzed in accordance with the Rules of the MDP and in accordance with policies, resolutions and platforms of the MDP.

The People and Basebuilding Committee shall be responsible for directing the recruitment of new Club and Democratic Party members and shall assist the Secretary in maintaining a complete file of new and potential Club members. Other major duties assigned to this committee include, planning events and developing messaging that encourages the recruitment and involvement of local leaders and activists.

The Candidate, Leadership, and Fundraising Committee shall be responsible for all matters involving the recruitment of candidates; fostering and developing leadership and the basic training in facilitating its development. Lastly this committee will commit to developing fundraisers for the club's associated committees and/or PACs.

These committees shall include the appropriate subcommittees. The Club Chair shall be an ex-officio member of all Standing and ac hoc Committees.

Additional, ad hoc, committees may include the following:

1. Precinct Delegate Recruitment Committee
2. Program Committee

The Precinct Delegate Recruitment Committee shall coordinate with the County Party and/or Congressional District organizations, all precinct activities and shall identify and encourage participation by potential precinct delegate candidates.

The Program Committee shall assist the Chair and/or Vice-Chair in planning the program for regular membership meetings of the Club.

ARTICLE VII. ORDER OF BUSINESS

Meetings of the organization shall proceed in the following order:

1. Introduction of Visitors, New Members, Elected Officials, and Candidates for Upcoming Election.
2. Minutes of the previous meeting available for review via the Secretary
3. Reports of officers
 - a. Chair
 - b. Vice Chair
 - c. Treasurer (financial report)
 - d. Secretary (correspondence)
4. Reports of committees
5. Unfinished business or postponed business
6. New business
7. Feedback from audience and membership on meeting
8. Adjournment

ARTICLE VIII. AMENDMENTS

Section 1. Proposals for changes or amendments to these bylaws shall first be referred in writing to the Bylaws and Rules Committee which shall review and consider such proposals and 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 the Club present and in good standing for at least thirty (30) days immediately preceding the meeting, provided that written notice setting forth the proposed amendment(s) 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 except for the Rules of the Michigan Democratic Party.

ARTICLE IX. DISSOLUTION OF CLUB

In the event of dissolution of the Club, all real and personal property will revert to the next level Democratic Party oversight, namely, the Oakland County Democratic Party, for the benefit of neighboring Democratic Clubs in accordance with its policy.

Adopted by the Waterford Democratic Club at its regular meeting on June 18, 2019.

Kent Douglas, Chair

Sally Hart, Vice-Chair