

## **ST. CLAIR COUNTY DEMOCRATIC PARTY BYLAWS**

### **ARTICLE I: NAME**

This organization shall be known as the St. Clair County Democratic Party. It shall consist of the County Executive Committee, The Officers Committee, the County Committee, and all members of the Michigan Democratic Party and all duly elected Democratic precinct delegates residing in St. Clair County.

### **ARTICLE II: PURPOSE**

The purpose of the St. Clair County Democratic Party is to promote the philosophy of the Democratic Party and to elect Democrats who support this philosophy; and further, to unite and to aid in the activities of all Party members, precinct delegates, committees, officeholders, candidate(s) and all other Democrats working to promote wide and active participation in the Democratic Party.

The St. Clair 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 approves.

For the purpose of enabling open participation in the electoral process, persons within the St. Clair County Democratic Party shall be encouraged to support their individual choices for democratic candidates. The St. Clair County Democratic Party shall not endorse candidates in contested races for any office preceding scheduled primary elections.

### **ARTICLE III: FUNDAMENTAL PRINCIPLES**

*Section 1.* All public meetings of the St. Clair 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 St. Clair County Democratic Party shall be required or used which has the effect of requiring prospective or current member 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 St. Clair County Democratic Party 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 Party members and large enough to accommodate all interested persons.

*Section 4.* The St. Clair 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 St. Clair County Democratic Party shall publicize fully and in such a manner as to assure notice to all interested parties a full description of all the legal and practical procedures for selection of the St. Clair 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 St. Clair County Democratic Party will be fully and adequately informed of the pertinent procedure in time to participate in each selection procedure at all levels of the St. Clair County Democratic Party organization.

*Section 6.* The St. Clair 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 St. Clair 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 St. Clair County Democratic Party will have full and adequate opportunity to compete for office.

*Section 7.* Proportional voting shall be used in the election of delegates and alternates to any Convention, and members of the County Executive Committee.

*Section 8.* All rules and bylaws of the St. Clair County Democratic Party at all levels shall be consistent with the Rules of the Michigan Democratic Party and shall be available upon request in writing to any member of the St. Clair County Democratic Party.

*Section 9.* The unit rule is prohibited at all levels of the St. Clair County Democratic Party.

*Section 10.* No rule shall be adopted at any level of the St. Clair 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 St. Clair Democratic Party shall be of the opposite sex

## **ARTICLE IV: MEMBERSHIP**

*Section 1.* Membership of the St. Clair 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 St. Clair County Democratic Committee, Executive Committee and Officers, all of whom must be members of the Michigan Democratic Party.

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

*Section 3.* The Officers, Executive Committee, The Officers Committee and County Committee of the St. Clair 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 St. Clair County Executive 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, telegram, facsimile or electronic mail or a combination thereof. At regularly scheduled meetings of the Executive Committee, a quorum shall consist of a simple majority of elected and appointed officers. For the purpose of this article, officers shall consist of the chairperson, vice chairperson, recording secretary and treasurer who are elected as defined in Article VI, Section 1 and the optional appointed positions of corresponding secretary, regional vice chairperson north, south, east and west, and the sergeant at arms.

*Section 2.* The full St. Clair County Committee shall meet quarterly to review the activities of the Executive committee. At least five (5) days notice shall be given of the date, time and place of the meeting. Notice may be given by mail, telegram, fax or email.

*Section 3.* Special meetings of the Executive or County Committee may be called by a majority of the members of the Executive Committee or County Committee respectively. At least five (5) days notice shall be given of the date, place, time and purpose of the special meeting.

*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: OFFICERS, EXECUTIVE COMMITTEE AND COUNTY COMMITTEE**

*Section 1.* One third (1/3) of the Executive Committee shall automatically consist of the most recent nominees for countywide office and county commission, State House, State Senate

and U.S. House whose districts include all or part of the county. The County Convention shall elect the balance of the Executive Committee, which shall consist of twice the number of automatic members. Each even numbered year within 20 days following the November election, the delegates of the County Convention shall convene at the call of the county chairperson for the purpose of electing *the 2/3 part* of the Executive Committee. The Executive Committee may fill a vacancy in any of its offices. The Executive Committee shall meet monthly at a regularly scheduled meeting and shall keep minutes of all meetings which shall be available to all Party members at quarterly County Committee meetings.

*Section 2.* Officers shall be elected in accordance with the Rules of the Michigan Democratic Party within 30 days of the election of the Executive Committee. The officers are a Chairman, a Vice-Chairman of the opposite sex of the Chairman, a secretary and a Treasurer, who shall serve as the officers of both the Executive Committee and County Committee.

*Section 3.* Within 45 days of January 1<sup>st</sup> of each odd-numbered year, the Executive Committee determines the membership of the County Committee. The County Committee can elect additional officers which in its judgment are proper to carry out the purposes of the County Committee and can fill a vacancy which may occur in the membership of the County Committee or in any of its additional offices. Between meetings of the County Committee, the executive Committee has all the powers and performs all the duties of the County Committee, including the fill of vacancies in nominations as prescribed by law.

*Section 4.* The Chairman shall preside at all Executive and County Committee meetings, and have such other duties as are usual to the office of County Chairman, or that may be required by this organization.

*Section 5.* The Vice-Chairman shall be a member of the opposite sex from the Chairman. The Vice-Chairman shall assist the Chairman in the discharge of his/her duties, and shall temporarily assume the duties and responsibilities of the Chairman 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 Executive Committee and County Committee. 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 to the Executive Committee and County Committee of their meetings.

*Section 7.* The Treasurer shall be responsible for the financial receipts and disbursements of the organization. Any disbursements in excess of five hundred dollars (\$500) are subject to the prior approval of the Executive Committee. The funds of this organization shall be kept in bank(s). Any check issued in excess of five hundred dollars (\$500) must be signed by any two (2) of the following officers: Chairman, Secretary, and Treasurer. The Treasurer shall make financial reports to the Executive Committee as the

Committee so directs and shall make them to all County Committee 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.

## **ARTICLE VII: OFFICERS COMMITTEE**

*Section 1.* The St. Clair County Democratic Party may, at its choosing, create an Officers Committee. If an Officers Committee is created it is done so by a majority vote of the Executive Committee members present.

*Section 2.* Creation of the Officers Committee will occur for the first time at the first meeting of the Executive Committee following the by-law change, then at the first regular meeting of the Executive Committee following the annual County Convention. Membership of the Officers Committee will be the County Chairman, Vice-Chairman, Recording Secretary, Treasurer, Corresponding Secretary and two (2) At-large members, as appointed by the Executive Committee.

*Section 3.* The Officers Committee will have such powers and duties delegated to it by vote of the Executive Committee. It shall not have those powers that are the responsibility of the County Committee. The Officers Committee may also have its powers revoked by a vote of the Executive Committee.

*Section 4.* Meetings are called at the discretion of the Chairman or Vice-Chairman. A quorum will exist when a simple majority of the officers committee is present. For the purpose of fulfilling the requirement constituting a quorum, and for voting purposes, electronic voting including but not limited to email, telephone, skype, etc. will be permitted. Minutes of the Officers Committee shall be maintained.

## **ARTICLE VIII: COMMITTEES**

*Section 1.* The Chairman, subject to the approval of the majority of the Executive Committee shall appoint the committees and committee chairmen necessary for the work of this organization.

*Section 2.* Standing Committees shall include the following:

1. Rules and Bylaws
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 Chairman of the County Party shall be an ex-officio member of all standing committees.

### **ARTICLE IX: ORDER OF BUSINESS**

At meetings the business of the organization shall proceed in the following order:

- I. Call to Order
- II. Pledge of Allegiance
- III. Minutes of the previous meeting
- IV. Report of officers
  - A. Chairman
  - B. Vice Chairman
  - C. Treasurer
  - D. Corresponding Secretary
- V. Reports of committees
- VI. Unfinished business
- VII. New business
- VIII. Public Comment
- IX. Adjournment

### **ARTICLE X: 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 recommendation 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 the St. Clair County Democratic Committee present at a meeting. A notice of the change(s), which include a summary, will be given two (2) weeks prior to the date of the meeting calling for a vote on the change(s).

*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 of the Rules of the Michigan Democratic Party.

Revised: January 2001 (Complete Revision)

Adopted: April 24, 2001

Revised: May 8, 2003

Adopted: May 31, 2003 (Quorum & Endorsing)

Revised: February 5, 2005

Adopted: June 9, 2005

Revised: February 11, 2009

Revised: October 13, 2010