

Updated 3-13-2021

SECOND
CONGRESSIONAL
DISTRICT
DEMOCRATIC
PARTY
BYLAWS

ARTICLE I.

NAME

This organization shall be known as the Second Congressional District Democratic Party. It shall consist of the District Committee and all current members of the Michigan Democratic Party residing in the District and all duly elected Democratic precinct delegates residing in the Second Congressional District.

ARTICLE II.

PURPOSE

The purpose of the Second District Democratic Party is to promote the philosophy of the Democratic Party.

A. To elect Democrats who support this philosophy; and further, to unite and to aid in the activities of all Party members, County Parties, precinct delegates, committees, officeholders, candidates and all other Democrats working to promote wide and active participation in the Democratic Party.

B. Raise money for and maintain a Federal congressional Campaign account for our supported Congressional candidate and for growth and development of the Democratic Party within the Second District.

ARTICLE III.

ORGANIZATION

Section 1. All public meetings of the Second District 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, gender identity, physical appearance or disability.

Section 2. No tests for membership in, nor any oaths of loyalty to, the Second District Democratic Party shall be required or used which has the effect of requiring prospective or current members of the Democratic Party to acquiesce, 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. The time and place for all public meetings of the Second District 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.

**ARTICLE III, ORGANIZATION,
CONTINUED**

Section 4. The Second District 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, gender identity, physical appearance or disability.

Section 5. The Second District 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 Second District 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 Second District Democratic Party will be fully and adequately informed of the pertinent procedure in time to participate in each selection procedures at all levels of the Second District Democratic Party organization.

Section 6. The Second District 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 Second District 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 Second District 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, delegates and alternates of the Democratic State Central Committee, and members of the District Committee.

Section 8. All rules and bylaws of the Second District 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 Second District Democratic Party.

Section 9. The unit rule is prohibited at all levels of the Second District Democratic Party.

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

Section 11. On all questions of procedure not resolved by the Rules of the Michigan Democratic Party or the bylaws, the latest edition of Robert's Rules of Order shall be used.

**ARTICLE III, ORGANIZATION,
CONTINUED**

Section 12. The Chairperson and Vice-Chairperson of any unit, Committee, Caucus or Convention of the Second District Democratic Party shall be of a different gender.

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

Section 14. Funds- In the event that the Second Congressional District should dissolve, all funds in the treasury after the satisfaction of all debts shall be turned over to the Michigan Democratic Party.

Section 15. A budget stating how District funds will be spent will be presented in May of the election year.

**ARTICLE IV.
MEMBERSHIP**

Section 1. Membership of the Second District Democratic Party shall consist of all duly elected Democratic precinct delegates and current members of the Michigan Democratic Party residing in the Second District, and the Second District Democratic Michigan Committee and Officers, all of whom must be members of the Democratic Party.

Section 2. Precinct delegates shall be apportioned and selected in accordance with the Rules of the Michigan Democratic Party and Michigan Election Law Act 116 of 1954 (as amended). Precinct delegate positions are determined by county chairs. **Only in Wayne County does the District do this as Wayne County has two Congressional Districts and NO COUNTY PARTY**

Section 3. The Officers and District Committee shall be elected in accordance with the Rules of the Michigan Democratic Party.

**ARTICLE V.
MEETINGS**

Section 1. The regular meetings of the Second District Party 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 **FACEBOOK, TWITTER**, mail, fax, or email.

Section 2. A quorum shall exist when a majority of the District Committee officers are present.

ARTICLE V CONTINUES

Section 3. Special meetings of the District Committee may be called by a majority of the members of the District Committee, respectively. At least five (5) days' notice shall be given of the date, place, time and purpose of the special meeting. Notice may be given by **FACEBOOK, TWITTER**, mail, fax, or email.

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).

Section 5. Only members of the Michigan Democratic Party for 30 days prior to the meeting and/or precinct delegates who obtain membership at the meeting of the Second District shall be entitled to vote at the regular meeting of the Second District Democratic Party. These are then considered "Current" members.

Section 6. All proposals brought to the general meetings shall be approved by the District Committee prior to presentation or approved by the District Committee during or after the general meeting.

Section 7. Require elected District Committee members attendance and participation in building the Second District.

Section 8. The first Second District Membership meeting shall be held in the month following the State Spring Convention at which the officers and district committee are elected.

Section 9. The chair and/or the secretary shall be empowered to call special meetings. Refer to Article V, section 3 above or to cancel any regular meeting due to weather or other emergencies. They can also call meetings by telephone or other electronic means.

Section 10. Require elected State Central Delegates and Alternates to participate in State Central and Second District meetings and committees. Attendance will be taken at Second District meetings, State Central meetings and committee meetings. A State Central Member or Elected District Committee Member not attending and participating in a minimum of 50% of the meetings will be replaced by the vote of the District Committee. Attendance will be reviewed every six months by the Second District Committee and appropriate action must be taken.

- A.** Only Second District elected alternates may cast votes for delegates who are absent. The question of which alternate is first to take the place of a delegate who is absent is determined by the order of the slate and/or by the order of votes received for each alternate at the most recent Michigan Democratic "Spring" State Convention.

**ARTICLE V
CONTINUES**

- B.** Proxies may be given only to Democratic Alternates from the Second Congressional District.

Section 12. At the first meeting of a standing or special committee the chairperson, who is appointed by the District Chairperson, will call for the election of a secretary. Minutes will be kept of all meetings. Copies of the minutes will be forwarded to the District Chairperson so the chairperson can assess the progress of the committee and District Secretary for filing. The Committee Chairperson will make a report at the district meeting.

Section 13. The Second District Democratic Party will work to establish Young Democrat Clubs throughout the District. These clubs will help build the party for the future.

Section 14. Following the setting of the schedule of the State Central Meetings, the Calendar for the balance of the two year term of the District will be set with the location by County and date of meeting stated.

**ARTICLE VI.
OFFICERS
AND
DISTRICT COMMITTEE**

Section 1. During January or February of each odd-numbered year a District Caucus or Convention will be held on the date set by the State Central Committee to elect a District Chairperson, Vice-Chairperson of a different gender from the Chairperson, Vice-Chairpersons to allow one officer from each county have at least two (2) proportional votes, Secretary, Treasurer and [at least 15] members of the District Committee.

- A.** The District Committee may elect additional officers.
- B.** If a vacancy occurs on the District Committee or among the Officers, the District Committee has the authority to fill it.
- C.** The District Party shall meet monthly at a regularly scheduled meeting and they shall keep minutes of all meetings, which shall be available to all Party members

Section 2. Within thirty (30) days following the election of the District Committee, the District Committee shall meet to adopt or readopt bylaws, pass a resolution indicating its acceptance of the Rules of the Michigan Democratic Party.

ARTICLE VI CONTINUES

A. The Officers of the Committee shall serve as Officers of the District Party.

B. Between meetings of the Party the District Committee shall have all the powers and perform all the duties of the Party, including the filling of vacancies in nominations as prescribed by law.

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

Section 4. The Vice-Chairpersons 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 the meetings of the District Committee and Party meetings.

A. The secretary shall keep and preserve all the books documents correspondence, records, minutes, effects and any other property of this organization.

B. 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.

C. The secretary shall see that proper notification is given to the District Committee and District Party of their meetings.

D. The secretary will log and maintain past meeting minutes after they are approved. This log will be a proven written record of the District's past.

E. The secretary will present a copy of the by-laws to the State Democratic Party for approval. When approval is given, after corrections if needed, the Secretary will provide all officers a copy and prepare copies for members when requested. All past by-laws will be preserved as a permanent record of the parties past existence.

F. The Secretary will forward the names and addresses of the new Officers and District Committee members to the Michigan Democratic Party following their election and when anyone is replaced during the term.

6.
ARTICLE VI
CONTINUES

- G.** The Secretary will obtain a list of current party members in the district for reference should any one be challenged before voting on District matters.

Section 6. The Treasurer shall be responsible for the financial receipts and disbursements of this organization subject to the approval of the District Committee.

- A.** The funds of this organization shall be deposited in financial institutions and shall be drawn upon by checks signed by the Treasurer or Chairman.

B. The Officers shall have the right to expend funds up to \$250 per month subject to District Committee approval after the fact to assure the smooth running of the organization. Expenditures of more than \$250.00 will require District Committee approval in advance.

- C.** The Treasurer shall make financial reports to all Party meetings.

D. When a new Treasurer is elected, the past Treasurer shall forthwith deliver to the new Treasurer the funds and all the books and records and audits kept during his/her tenure in office.

E. Once the Treasurer's Report is presented a copy will be given to the Chairperson, Vice-Chairpersons and Secretary.

F. After the report is approved a copy will be placed in a permanent log maintained by the Treasurer.

- G.** All checks will be accompanied with a standard form showing how the funds were used.

H. All deposits must be accompanied by a form showing where and how the funds were obtained and to what account the funds were placed in. The district will maintain three separate accounts as recommended by the state party.

I. Candidate support account for the support of a Congressional candidate and other federal candidates. No funds can be expended in any primary unless the candidate is unopposed.

J. Administrative account to be used for district activities as directed by the state party financial guidelines.

K. State account to assist where possible candidates in state or local elections.

**ARTICLE VI
CONTINUES**

L. The Treasurer will follow the guidelines set down under state party rules, the Michigan Campaign Finance Act and the Federal Campaign Finance Act.

M. The Treasurer will prepare and file all the required Campaign Finance Reports and all reports required for fundraising both state and federal by the date each requires.

N. Copies of all Campaign Finance Reports, both state and federal, and all required fundraising reports shall be given to the Chairperson, Vice-Chairperson(s) and Secretary when filed.

O. Permanent records of these reports will be kept logged by both the Secretary and Treasurer.

P. The Treasurer may name a deputy Treasurer who will be trained to assist in record keeping and be able to do the Treasurer duties should he or she become unable to perform the duties of the office.

Section 7

Two Members of the District Committee meet with the Treasurer and do an audit prior to the Spring Convention.

Section 8

No officer shall use his/her title to endorse any candidate in a contested primary election.

Section 9

Expenses

A. Expenses for mileage to attend meetings that are required to perform the office of Chair, Vice Chair(s), Secretary, and Treasurer shall be allowed to the amount set forth in the budget.

B. Expenses for meals and accommodations shall be allowed for the office of chair, vice chair(s), secretary and treasurer up to the amount set forth in the budget.

C. Other expenses that may arise in the course of doing the districts business must be approved by the District Committee before payment is made.

D. Workers at Texas Hold'Em fundraisers will be allowed the normal amount allowed by the Charitable Gaming Commission.

ARTICLE VII. COMMITTEES

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

Section 2. Standing Committees shall include the following:

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

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

ARTICLE VIII. ORDER OF BUSINESS

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

1. Pledge of Allegiance
2. Roll call of officers
3. County count
4. Establish a Quorum exist based on Article V, Section 2: A quorum shall exist at a District Committee when a majority of the District Committee officers are present.
5. Minutes of the previous meeting.
6. Reports of the Officers
 - a. Chairperson
 - b. Vice-Chairpersons
 - c. Treasurer (financial report)
 - d. Secretary (correspondence)
7. Reports of committees
8. Old business
9. New business
10. County Reports
11. Good and Welfare
12. Adjournment

**ARTICLE IX
MEMBER NOTIFICATION AND WEB PAGES**

Section 1. The Communications Committee with the assistance of the Secretary will be responsible for developing a newsletter FACEBOOK, TWITTER and /or WEB page.

Section 2. When funds are available the District will put out a quarterly newsletter. The newsletter will be produced by the communication committee but must be approved in advance of mailing by the chair.

Section 3. Final approval of content by the chair will be required before posting,

**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 recommendations to the next regular District 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 District 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. This can be done by newsletter, email or WEB page.

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.

DATE SUBMITTED TO THE DISTRICT 3-13-2021 .

DATE PASSED BY DISTRICT AND SUBMITTED TO THE MICHIGAN
DEMOCRATIC PARTY 3-13-2021 .

DATE APPROVED BY THE MICHIGAN DEMOCRATIC PARTY _____

DATE OF MOST RECENT CHANGES SUBMITTED TO THE DISTRICT _____