

2022 REVISED CONSTITUTION/BY-LAWS OF THE CASS COUNTY, MICHIGAN, DEMOCRATIC PARTY

Land Acknowledgement: Cass County occupies the ancestral, traditional and contemporary lands of the Potawatomi Indians. The Cass County Democratic Party recognizes The Anishinaabek of the Three Fires Confederacy, the Odawa (Ottawa), the Ojibwee (Chippewa), and Bode'wadmi (Potawatomi); historic indigenous communities in Michigan; and those who were forcibly removed from their homelands. We further recognize the ongoing relationship of, dependence upon, and request for, all living beings of earth, sky and water. In offering this land acknowledgement, we affirm Indigenous sovereignty, history and experiences.

ARTICLE 1: NAME OF ORGANIZATION.

Section 1.01 Name. This organization shall be known as the Cass County Democratic Party, hereinafter also referred to as "the CCDP."

Section 1.02 Ownership and Exclusive Right to Use the Name of the Cass County Democratic Party in its Various Forms, Derivatives and Formats and to Control, Regulate and Use the Same. As provided by and pursuant to the Rules and policy of the Michigan Democratic Party, the Cass County, Michigan, Democratic Party is the sole, exclusive proprietary owner of its name, including its various forms, derivatives and formats [e.g., including but not limited to Cass County, Michigan, Democratic Party, Cass County Democratic Party, Cass County Democratic Executive Committee (when again permitted or required by the Michigan Democratic Party), Cass County Democratic Committee, Cass County Democratic Convention, Cass County Democrats, Cass County Dems, etc.], in any medium (including but not limited to print, digital, electronic, visual, etc.) and has and shall have the sole, exclusive proprietary right of use and to control, regulate and use the same.

[NOTE: The Constitution/By-Laws of the CCDP were amended and this section, declaratory of previously existing and continuing Rules and policy of the Michigan Democratic Party, was added and inserted here on February 7, 2009, and further revised on May 17, 2022.]

Section 1.03 Present Constituent Units of the Cass County Democratic Party (CCDP). The CCDP shall consist of the Cass County Democratic Committee and the Cass County Democratic Convention, hereinafter referred to as "the County Committee" and the "County Convention", respectively, all members of the Michigan Democratic Party, hereinafter also referred to as "the MDP", residing in Cass County, Michigan, and all duly elected Democratic Party precinct delegates residing in Cass County, Michigan.

ARTICLE 2. PRINCIPAL PURPOSES. The principal purposes of the CCDP are:

Section 2.01 Promotion of the philosophy of the Democratic Party. To promote the philosophy of the Democratic Party and to elect Democratic candidates who support this philosophy.

Section 2.02 Recruiting, developing and supporting Democratic Party candidates. To recruit, develop and support Democratic Party candidates for local and county offices within Cass County, Michigan, southwestern Michigan and Congressional, state and national offices.

Section 2.03 Uniting and Aiding in Democratic Party Activities. To unite and aid in the activities of all Democratic Party members, precinct delegates, committees, officeholders, candidates and all other Democrats working to promote wide and active participation in the Democratic Party.

Section 2.04 Promotion of Democratic Party principles. To promote public awareness of Democratic Party principles as outlined in Democratic National Convention, Democratic National Committee, MDP, Congressional District Democratic Committee and CCDP platforms and resolutions.

ARTICLE 3. FUNDAMENTAL PRINCIPLES.

Section 3.01 Public meetings of the CCDP. All public meetings of the CCDP 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 3.02 Membership tests and loyalty oaths prohibited. No tests for membership in nor any oaths of loyalty to the Democratic Party of the CCDP shall be required or used which have the effect of requiring prospective or current members of the Democratic Party or the CCDP 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 3.03 Notice of meetings; accessibility. The time and place for all public meetings of the CCDP 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 CCDP members and large enough to accommodate all interested persons. (Note: See Section 3.06 below.)

Section 3.04 Fostering and supporting the broadest possible participation in the CCDP. The CCDP, 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, sexual orientation, physical appearance or disability.

Section 3.05 Publicizing a full description of procedures for selection of CCDP officers and representatives. The CCDP shall publicize fully and in such a manner as to assure notice to all interested persons a full description of the legal practical procedures for selection/election of CCDP officers and representatives at all levels. Publication of these procedures shall be done in such a fashion/manner that all prospective and current members of the CCDP will be fully informed of the pertinent procedures in the time to participate in each selection/election procedure at all levels of the CCDP. (Note: See Section 3.06 below.)

Section 3.06 Publicizing qualifications for all officers and representatives of the CCDP. The CCDP shall publicize fully and in such a fashion/manner as to assure notice to all interested persons/parties a complete description of the legal and practical qualifications for all officers and representatives of the CCDP. Such publication shall be done in a timely fashion/manner so that all prospective candidates or applicants for any elective or appointed position within the CCDP will have full and adequate opportunity to compete for office. Such publicizing may include, but is not limited to the CCDP's website, news media, mail and electronic media (e. g., Fax or e-mail communications to CCDP members, etc.).

Section 3.07 Proportional voting required in electing delegates and alternates. Proportional voting shall be used in the election of delegates to any county, district, state or national convention or caucus, delegates and alternates to the Michigan Democratic State Central Committee, hereinafter referred to as "the DSCC", and members of the 6th Congressional District Democratic Committee (Michigan), and beginning in 2023 and thereafter the 5th Congressional District Democratic Committee (Michigan), or such Congressional district or districts of which Cass County may be a part.

Section 3.08 Unit Rule Prohibited. The unit rule and its use are prohibited at all levels of the CCDP.

Section 3.09 Secret ballot prohibited. Votes shall not be taken by secret ballot at any meeting of the CCDP at any level and the use and practice of the secret ballot are prohibited.

Section 3.10 Non-coercion/freedom of choice voting. No rule shall be adopted or applied/used at any level of the CCDP which would require a person to cast a vote or be recorded as voting contrary to that person's judgement.

Section 3.11 Rules and this Constitution/these By-Laws of the CCDP shall be consistent with the Rules of the MDP. All rules and this Constitution/these By-Laws of the CCDP at all levels shall be consistent with the Rules of the MDP and shall be available to any member of the CCDP, upon making written request therefor.

Section 3.12 Use of *Robert's Rules of Order*. On all questions of procedure not covered by the Rules of the MDP or this Constitution/these By-Laws, the latest edition of *Robert's Rules of Order* shall be used and applied.

Section 3.13 The Chair and Vice-Chair shall be of the sexes opposite to/different from one another. The Chair and Vice-Chair of any unit, committee, caucus or convention of the CCDP shall be of sexes opposite to/different from one another.

ARTICLE 4. FUNDAMENTAL FINANCIAL AND ACCOUNTABILITY PRINCIPLES AND AUTHORITY OF OFFICERS TO ACT IN THE EVENT OF EMERGENCIES.

Section 4.01 Fundamental Financial and Accountability Principles. Prior to anyone undertaking any project or activity for or on behalf of the CCDP and/or any of its constituent units, the County Committee shall authorize and approve such project, activity and costs, with the exception of ongoing administrative expenses, and subject to the provisions of Section 4.02 below.

Section 4.02 Authority of Officers to Act in the Event of Emergencies. Authority to act, including giving authorization to and approval of such projects, activities and costs, in the event of emergencies requiring immediate action, is hereby vested in the Officers Committee,

which is then empowered to act when a quorum thereof is present/involved and which shall report such actions at the next regular or special meeting of the County Committee.

[Note: The entirety of Article 4 above was added to and made a part of the Constitution/By-Laws of the CCDP on February 7, 2009, and further revised on May 17, 2022.]

ARTICLE 5. MEMBERSHIP.

5.01 Membership of the CCDP. The membership of the CCDP shall consist of all duly elected Democratic Party precinct delegates residing in Cass County, Michigan, all members of the MDP residing in Cass County, Michigan, and members and officers of the County Committee, all of whom must be enrolled or dues-paying members of the MDP and the CCDP, as required by 2018 MDP Rules, Article 3 (Michigan Democratic Party Membership) and as may hereafter be revised.

[Note: This section was revised/amended and made a part of the Constitution/By-Laws of the CCDP on January 27, 2007, and further revised on May 17, 2022.]

Section 5.02 Democratic Party precinct delegates. Democratic Party precinct delegates shall be apportioned and selected/elected in accordance with the Rules of the MDP.

Section 5.02 Selection/election of officers and representatives and the County Committee. The officers and the County Committee shall be selected/elected in accordance with the Rules of the MDP.

ARTICLE 6. MEETINGS.

Section 6.01 County Committee; meeting, notice and quorum requirements. The County Committee shall hold its meetings at the location on the day and time designated in the meeting notice. At least five (5) days advance notice shall be given of the date, time and place of the meeting. Notice may be given by mail, FAX, or e-mail and shall be posted on the CCDP's website. A quorum shall exist at a meeting of the County Committee when at least two (2) of the officers and five (5) other members of the CCDP are present and that, further, members of the County Committee from at least three (3) townships and/or wards in Cass County, Michigan, are present.

Section 6.02 Special Meetings of the County Committee. Special Meetings of the County Committee may be called by the Chair, any three (3) other officers or a majority of the members of the respective committee. At least five (5) days' advance notice shall be given of the date, time and place of the meeting. Notice may be given by mail, FAX or e-mail and shall be posted on the CCDP's website.

ARTICLE 7. COUNTY COMMITTEE: ITS COMPOSITION, FUNCTIONS AND DUTIES. ITS OFFICERS: THEIR FUNCTIONS AND DUTIES.

Section 7.01 County Committee, its composition and how and when selected; filling of vacancies; frequency of meetings. One-third (1/3) of each new County Committee shall automatically consist of the most recent Democratic Party nominees for countywide office and the county board of commissioners in Cass County, Michigan, state representatives and state senators and United State Congress, whose districts include all or part of Cass County, Michigan. The County Convention shall elect the balance of each new County Committee, which balance shall consist of not less than twice the number of automatic members. Each even-numbered year, within twenty (20) days following the November General Election, the delegates to the County Convention shall convene at the call of the County Chair for the purpose of electing part of the new County Committee. If a vacancy occurs in the position of an automatic member of the County Committee, that seat shall remain vacant until filled by the person next nominated for the same position at a subsequent Primary Election. The County Committee may fill a vacancy in any of its offices. The County Committee shall meet monthly at a regularly scheduled meeting and shall keep minutes of all meetings which shall be available to all CCDP members, including at such meetings.

Section 7.02 Selection/election of officers. Officers shall be selected/elected in accordance with the rules of the MDP within thirty (30) days after the election of each new County Committee. The officers are a Chairperson (hereinafter known as "Chair"), a Vice-Chairperson (hereinafter known as "Vice-Chair"), a Secretary, a Treasurer and such other officers as the County Committee may desire/deem necessary, proper, appropriate and/or useful.

Section 7.03 Selection/election of the County Committee. Within forty-five (45) days after January 1 of/after each odd-numbered year, the County Committee shall determine/select/elect the expanded membership of the County Committee. The County Committee may elect additional officers which in its judgement are necessary, proper,

appropriate and/or useful to carry out the purposes of the County Committee and can fill any 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 Officers Committee has and shall have all the powers of the County Committee, including the filling of vacancies as provided by law.

Section 7.04 County Chair. The County Chair, hereinafter also referred to as “the Chair,” of this organization shall preside at all County Committee Meetings and shall have such other duties as are usual to the office of Chair, or that may be required by this organization.

Section 7.05 County Vice-Chair. The County Vice-Chair, hereinafter also referred to as “the Vice-Chair,” of this organization shall be a member of the sex opposite to/different from the Chair. The Vice-Chair shall assist the Chair in the discharge of his/her duties and shall temporarily assume the duties and responsibilities of the Chair in his/her absence.

Section 7.06 County Secretary. the County Secretary, hereinafter also referred to as “the Secretary,” of this organization shall keep an accurate record and minutes of the proceedings of the meetings of the 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/retired/outgoing 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 advance notification is given to the members of the County Committee of their meetings.

Section 7.07 County Treasurer. The County Treasurer, hereinafter also referred to as “the Treasurer,” of this organization shall be responsible for the financial receipts and disbursements of the organization, subject to the approval, directions and instructions of the County Committee. The funds of the organization shall be deposited in FDIC-insured financial institutions and banks providing e-banking services (wherein the Chair and Treasurer have access by login) or drawn upon only by checks signed by any two of the following officers: Chair, Vice-Chair, Second Vice-Chair, Secretary, Assistant/Deputy Secretary, Treasurer and Assistant/Deputy Treasurer. The Treasurer shall make financial reports to the County Committee as that committee may direct and shall make them to all County Committee meetings. When a new Treasurer is elected, the past/retiring/outgoing Treasurer shall forthwith deliver to the new Treasurer the funds and all the books, records and accounts kept and/or created during his/her tenure in office.

Section 7.07A CCDP Accounts. The CCDP may establish and maintain an administrative account, "a state account" with the Treasurer or another person serving as Treasurer of that account, and such other bank accounts as may be useful and desirable.

ARTICLE 8. COMMITTEES

Section 8.01 Standing Committees. Standing Committees of the County Committee may include:

1. Membership Committee.
2. Budget, Finance and Fundraising Committee.
3. Communications, Publicity and Public Relations Committee.
4. Such other standing committees as required by Michigan Democratic Party Rules.

These committees shall include the appropriate subcommittees.

Section 8.02 Other Committees. The County Committee may create such other and such additional permanent and/or temporary committees as it shall find necessary, proper, appropriate and useful, such as:

1. By-laws and Rules.
2. Candidate Recruiting Committee.
3. Political Organizing and Campaign Committee.
4. Special Community Events Committee.

Section 8.03 The Chair and Committees. The Chair of the County Committee or his/her designate shall be an ex-officio member of all standing and other committees and may vote at any when present.

[Note: All sections of Article 8 were revised as part of the amendments to the Constitution/By-Laws of the CCDP adopted on February 7, 2009, and further revised on May 17, 2022.]

ARTICLE 9. THIS SUGGESTED STANDARD ORDER OF BUSINESS/FORM OF AGENDA MAY BE USED. At meetings of this organization, business may proceed/take place in the following order:

1. Call to Order.
2. Land Acknowledgement: Pledge of Allegiance.
3. Roll Call [of officers present, officers absent, members and others (in lieu of an oral roll call, a sign-in sheet may be used and is recommended, in order to provide a more permanent record)].
4. Approval of Agenda (after any modifications or revisions as may be necessary, appropriate or useful).
5. Approval of Minutes (of last/previous meeting).
6. Treasurer's Report (and approval thereof).
7. County Commissioners' Report.
8. Committee Reports.
9. Membership/Events (note description of each item, followed by any details).
10. Organizing (note description of each item, followed by any details).
11. Old/Ongoing Business (taken from minutes of previous meeting; note each item to be discussed).
12. New Business (note description of each item, followed by any details).
13. Bills To Be Paid (note each bill to be paid).
14. Public Participation (note to Secretary: separately note each speaker's name and their subject topic).
15. [Determination/Announcement of] Next Meeting/Date/Time/Location.
16. Adjournment. (Note to Secretary: note time).

[Note: Article 9 was revised as part of the amendments to the Constitution/By-Laws of the CCDP adopted on February 7, 2009, revised on November 20, 2014, and further revised on May 17, 2022.]

ARTICLE 10. CONTINUOUS EXISTENCE OF THE CCDP AND ITS CONSTITUENT UNITS.

Section 10.01 Continuous existence of the CCDP and its constituent units. The Cass County Democratic Party (CCDP) and its constituent units, including the former

Executive Committee, the County Committee and the County Convention, have been in continuous existence since 1960 and before.

ARTICLE 11. ANNUAL FILING OF CCDP CONSTITUTION/BY-LAWS AND ANY AMENDMENTS THERETO OR REVISIONS THEREOF WITH THE MDP.

Section 11.01 Annual Filing of CCDP Constitution/By-Laws and Any Amendments Thereto or Revisions Thereof With the MDP. In harmony with the Rules and policies of the MDP, the Secretary of the CCDP or his/her designate shall annually file a copy of the then current Constitution/By-Laws of the CCDP with the MDP and shall further file with the MDP and shall further file a copy of the of any amendments thereof and revisions thereto upon their adoption by the County Committee. Such filing may be made by postal mail, FAX, e-mail or hand delivery (in person).

[Note: Article 11 was added as part of the amendments to the Constitution/By-Laws of the CCDP adopted on February 7, 2009.]

ARTICLE 12. PROCESS FOR CONSIDERING AND ACTING ON AMENDMENTS TO THIS CONSTITUTION/THESE BY-LAWS.

Section 12.01 Process for Considering and acting on amendments to this Constitution/these By-Laws. Proposals for changes in or amendments to this Constitution/these By-Laws shall first be referred to the Constitution/By-Laws and Rules Committee of the County Committee and shall report its recommendations to the next regular meeting or special meeting of the County Committee called for that purpose.

Section 12.02 Vote and advance written notice required for approval of amendments. This Constitution/these By-Laws may be amended by a two-thirds (2/3) majority vote of the members of the County Committee present at a meeting, provided that a quorum is present and that written notice setting forth the proposed amendment(s) or their substance has been posted on the CCDP website and been mailed, FAXed, or e-mailed or given to all CCDP members at least two (2) weeks prior to the date of the meeting.

ARTICLE 13. EFFECTIVE DATE OF THIS CONSTITUTION/THESE BY-LAWS.

Section 13.01 Constitution/By-Laws, amendments thereof and revisions thereto immediately effective upon their adoption; effect upon existing and constitutions/by-laws, rules, resolutions, motions and policies. This Constitution/these By-Laws shall be in full force and effect immediately upon their adoption and shall supersede all existing and prior constitutions, by-laws, rules, resolutions, motions and policies of a contrary nature of the CCDP, with the exception of the Rules of the MDP (as they now exist hereafter be revised or amended by the MDP).

Section 13.02 Historical note on effective dates. This Constitution/these By-Laws were originally duly approved and adopted at a regular meeting of the Executive Committee held on January 27, 2007, and became immediately effective upon that date and subsequently revised and duly approved and adopted at a regular meeting of the Executive Committee held on February 7, 2009, revised and duly approved and adopted at a regular meeting of the Executive Committee held on November 20, 2014 and further revised and duly approved and adopted in their present form at a regular meeting of the County Committee held on May 17, 2022.

ARTICLE 14. DISSOLUTION CLAUSE.

Section 14.01 Non-Profit and Dissolution clause. The CCDP 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 MDP. No part of the income or assets of the Party shall inure to any of its member 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 CCDP so approves.

ARTICLE 15. STRUCTURE OF THE MICHIGAN DEMOCRATIC PARTY, CONGRESSIONAL DISTRICT DEMOCRATIC COMMITTEES AND CAUCUSES AND CONSTITUENT UNITS OF COUNTY DEMOCRATIC PARTIES.

Section 15.01 Party Structure. Attached as an exhibit to these By-Laws, for educational and informational purposes only, is a flow chart, designed and prepared by then MDP Chair Mark Brewer, describing and setting forth the present structure of the MDP, Congressional District Democratic Committees and Caucuses and Constituent Units of the CCDP. The flow chart is not a part of this Constitution/these By-Laws and the Rules of the

MDP, upon which it is based, may, as indicated above, be revised or amended from time to time.

Section 15.02 Revised or amended editions of the party structure in flow chart form. When and as the flow chart may be revised and amended by the MDP and become available to the CCDP, the Committee may replace the present flow chart exhibit with the revised or amended edition, upon the adoption of a motion therefor by the County Committee (no amendment to this Constitution/these By-Laws being necessary prior to doing so).

Dated: May 17, 2022.

Naomi Ludman
Chair



Dated: May 17, 2022.

Marlene Deming
Secretary



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