

**THE BY-LAWS OF THE  
SOUTHFIELD/LATHRUP VILLAGE DEMOCRATIC CLUB**

**As Amended on September 23, 2021**

**As Amended on June 23, 2022**

**PREAMBLE**

The Southfield/Lathrup Village Democratic Club believes, in the Principle of People-giving service to the needs and aspirations of people; and it believes in the Principle of Democracy-working for equal opportunity for access, and full participation of all elements of society in all political, and governmental processes.

**ARTICLE I-NAME**

This organization shall be known as the Southfield/Lathrup Village Democratic Club and shall be referred to in these bylaws as SLVDC. The SLVDC shall be the official recognized body of the Democratic Party within the city of Southfield, and Lathrup Village.

**ARTICLE II-PURPOSE**

The purpose of the SLVDC is to promote the philosophy of the Michigan Democratic Party and shall be referred to in these bylaws as MDP, and to elect Democrats who support this philosophy through the coordination of activities of precinct delegates, candidates, and all interested Democrats in the cities of Southfield and Lathrup Village. The SLVDC, and all its assets are pledged to educational, political, and community purposes.

In fulfilling this purpose, the SLVDC shall through political, educational, and social activities, promote the aims, and purposes of the MDP, and its candidates, and advance the interests of all Democrats supporting the Party within its geographic area.

**ARTICLE III-MEMBERSHIP & DUES**

**Section 1**

All persons eighteen (18) years of age or older who reside within the boundaries of the Club, and who are interested in advancing the principles, and ideas of SLVDC shall be eligible for membership, and become members in good standing upon payment of the annual dues of this club.

**Section 2**

Annual dues of the SLVDC shall be \$20 per person (18-59), and \$5 for each additional person residing in the same household per year. Annual dues of the SLVDC shall be \$15 per person (60 and older), and \$5 for each additional person in the same household per year. Regardless of when dues are paid during a given year, membership is by calendar year--Jan 1 to Dec. 31. Only paid-up members shall be entitled to vote on matters brought before the membership. Special

dues or fees may be levied by a two-thirds vote of the members present and voting at a meeting of the membership.

### **Section 3**

SLVDC 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 identify, ancestry, marital status, sexual orientation, gender identity, physical appearance, or disability.

## **ARTICLE IV-THE EXECUTIVE BOARD**

### **Section 1**

The Executive Board shall be comprised of nine (9) members. The organization shall elect at least (9) officers to be known as Chairperson, First Vice-Chairperson, Second Vice Chairperson, Recording Secretary, Corresponding Secretary, Treasurer and three (3) trustees. These officers shall comprise the Executive Board. (The Chair and First Vice Chair should be of the opposite gender if at all possible). All Executive Board members and Committee Chairs shall be members in good standing at all times.

**\*The changes in the number of officers will take effect after the current term in November 2021, if proposed amendment is approved by the membership\***

### **Section 2**

Election of the Executive Board shall be at the November membership meeting of the club in odd numbered years.

### **Section 3**

Election of the Executive Board shall be by a majority of votes cast by members in good standing, present, and voting at the November, odd year, regular meeting. Members in good standing shall be those who have paid their Club dues at least ninety (90) days immediately preceding the election. There shall be no proxy or absentee voting. Where no candidate receives a majority of votes cast, there shall be a run-off election between the two (2) candidates receiving the greatest number of votes.

### **Section 4**

The Chairperson of the Club shall appoint a Nominating Committee of five (5) members, (and shall designate the Chairperson of said committee) by September of each year in which the election is held. The Nominating Committee (for the election of the Executive Board) shall make its recommendations known at the regular membership meeting in October. Members of the Nominating Committee, who are not themselves candidates for the Executive Board, shall conduct the election. Additional nominations may be made from the floor at the November

meeting of the membership. All persons who have been members in good standing for ninety (90) days prior to the election shall be eligible for nomination to any office, except that of Chairperson. Only persons who have been members of the Club for one (1) year prior to the election shall be eligible for nomination of the office of Chairperson. Written or electronic notice of the recommendations of the nominating committee shall be directed to all members of the Club at least one week prior to the meeting at which the elections are to take place. In creating the slate, each member of the Nominating Committee shall have one vote. The chairperson of the Nominating Committee shall only vote to break a tie **vote**.

#### **Section 4A**

No more than two (2) members of the Executive Board shall serve on the Nominating Committee, and nothing shall disqualify a member of the Nominating Committee from being a nominee.

#### **Section 4B**

Nothing herein shall prevent nominations from the floor prior to the election.

### **ARTICLE V-DUTIES OF OFFICERS**

#### **Section 1-Chairperson**

The Chairperson shall be the Chief Executive Officer of the Club. The Chairperson shall preside at all meetings of the Executive Board, and the membership, appoint all standing or special committees, and the chairpersons, and administer the day-to-day affairs of the Club. Serve as an ex-officio member of all SLVDC committees, except any nominating committee should one be convened. The Chairperson at his/her pleasure, or upon the request of four (4) members of the Executive Board, call special meetings of the Executive Board. The Chairperson shall at his/her pleasure, or upon the request of ten (10) members of the club, call special meetings of the membership. The Chairperson shall, with the consent of the Executive Board, fill by appointment any position of the Executive Board left vacant by resignation or inability. The Chairperson, and Treasurer shall co-sign all checks of the Club over fifty (\$50) dollars. The Chairperson may appoint a Parliamentarian at their discretion.

#### **Section 2-Vice Chairpersons**

Each Vice Chairperson shall assist the Chairperson in the discharge of their duties. If a vacancy in the office of Chairperson shall occur for any reason, the First Vice Chairperson shall fill the office of the unexpired term, or in the absence or inability of the First Vice Chairperson to act, then the Second Vice Chairperson shall fill this office for the unexpired term. Each Vice Chairperson shall perform other duties as prescribed by the Chairperson, these bylaws, and by the parliamentary authority adopted by SLVDC.

#### **Section 2A**

Each Vice Chairperson shall be responsible for chairing a standing committee to be selected by the Chairperson.

### **Section 3-Recording Secretary**

The Recording Secretary shall keep an accurate record of the minutes of the Executive Board, Membership, and Committee meetings. Keep and preserve all records of the SLVDC. Make the minutes and records available to members upon written request. The Recording Secretary shall perform other duties as prescribed by the Chairperson, these bylaws, and by the parliamentary authority adopted by SLVDC. When the Recording Secretary vacates their position, the member vacating the position shall forthwith deliver to the new Recording Secretary, or designated officer, all items kept and preserved by them during their tenure in office.

### **Section 4-Corresponding Secretary**

The Corresponding Secretary shall ensure that proper notification of meetings and related information is given to all members of SLVDC in a timely manner, and in compliance with these bylaws. The Corresponding Secretary shall further conduct such Club correspondence, and communication as may be desired by the Chairperson, the Executive Board, or the membership. The Corresponding Secretary shall advise all members at least one week in advance of the date, time, and location of a regular membership meeting. The Corresponding Secretary shall advise all Executive Board members at least one week in advance of the date, time, and location of the Executive Board meeting. The Corresponding Secretary shall perform other duties as prescribed by the Chairperson, these bylaws, and by the parliamentary authority adopted by SLVDC.

### **Section 5-Treasurer**

The Treasurer shall receive, and keep a record of all monies paid to the club; pay all duly authorized bills; deposit all monies in the name of the club in a bank; co-sign with the Chairperson all checks over \$50 dollars; maintain a single entry system of books of income and expenditures along with a list of paid members; give a monthly report on the complete record of all income and expenditures at each meeting; and submit the books and records whenever the Trustees shall require an audit. Additionally, the Treasurer is responsible for the timely filing of all financial reports required by law, including the annual campaign finance statement with the Oakland County Elections Division. When the Treasurer vacates their position, the member vacating the position shall forthwith deliver to the new Treasurer, or designated officer, all items kept and preserved by them during their tenure in office.

### **Section 6-Trustees**

Annually, the Trustees shall audit or cause to have the books of the club audited and shall report the findings of the audit at the next regular meeting of the membership. The Trustees shall perform other duties as prescribed by the Chairperson, these bylaws, and by the parliamentary authority adopted by SLVDC.

## **Section 7-Executive Board Duties**

The duties of the Executive Board shall be to conduct the business of the club between meetings. No expenditure of funds exceeding fifty dollars (\$50) may be paid without the approval of the Executive Board. All actions taken by the Executive Board shall be reported at the next regular meeting of the membership.

## **ARTICLE VI-MEETINGS**

### **Section 1**

Regular meetings of the membership shall be held during the months of September, October, November, December, January, February, March, April, May, and June of each year. Special membership meetings may be called by the Chairperson as provided in Article V, Section 1 above.

### **Section 2**

Regular Executive Board meetings shall be held in the months when regular membership meetings occur and shall be held prior to the regular membership meeting. At such Executive Board meetings, the agenda for the forthcoming membership meeting shall be determined in addition to any other business by the Executive Board. Special Executive Board meetings may be called by the Chairperson, as provided for in Article V, Section 1 above.

### **Section 3- Quorum for Regular meetings**

A quorum at regular meetings shall consist of nine (9) members in good standing.

### **Section 4- Quorum for Executive Board**

A quorum of the Executive Board shall consist of five (5) members of the Executive Board in good standing.

### **Section 5-Electronic Meetings**

Electronic meetings may be held for Executive board meetings, Regular meetings, Special meetings, and Committee meetings, and they must be conducted by technology that allows all participating members to see each other, as well as to hear each other, at the same time. The electronic meetings must inform members how to participate in the meetings. There must be an opportunity for simultaneous aural communication which is essential to the deliberative character of the meeting. When in-person meetings are held, no members can participate by electronic means during the in-person meetings.

## **ARTICLE VII- STANDING COMMITTEES**

### **Section 1**

The Club Chairperson shall appoint at least three (3) standing committees: Precinct Organization & Training, Membership, and Program.

## **Section 2**

The Precinct Organization & Training Committee shall direct and coordinate all precinct activities and encourage active precinct delegate participation in SLVDC.

## **Section 3**

The Membership Committee shall be responsible for directing the activities of the organization, and recruiting new members, and assist the Corresponding Secretary in maintaining a complete file of all individuals interested in the organization.

## **Section 4**

The Program Committee shall be responsible for programming at all regular membership meetings, subject to the approval of the Chairperson.

## **ARTICLE VIII-CLUB ENDORSEMENTS**

### **Section 1**

The Club may endorse candidates in partisan and nonpartisan elections with the following procedures:

- A. Written or electronic notice of a meeting to endorse candidates for public office shall be sent to all members in good standing at least ten (10) days prior to the endorsement meeting.
- B. A motion to endorse must be carried by sixty (60) percent of the membership present at the meeting in which the intent to endorse motion is introduced. Such motion shall be introduced at least 30 days prior to the endorsement meeting.
- C. Those voting at the candidate endorsement meeting shall be members in good standing at least (90) days prior to the endorsement meeting.
- D. All candidates shall be invited to appear before the club to speak and to answer questions of the membership. When a candidate cannot be present, he/she may submit a written statement to the club members.
- E. Candidates meeting requirements (Article VIII, Section 1, paragraphs I & J below), and wishing to seek the endorsement of the Club shall notify the Chairperson at least (10) days prior to the endorsement meeting of their intent.
- F. The motion to endorse a candidate may be accepted by the Chairperson after all candidates have spoken, and after all statements from candidates not present have been read.
- G. The Club may endorse no more candidates than the number of positions available in a given race. Votes on endorsement resolutions shall be by secret ballot.

- H. After the endorsements have been made, the Club shall then devote resources to the election of those candidates so endorsed. The Club may also seek aid from the county and district organizations on behalf of those candidates.
- I. Endorsements are limited to candidates for city or township office, school board, district court, circuit court, county commission, county sheriff, state representative, state senator, and congressperson whose districts fall in whole or part within the geographic area of responsibility of the Club and are active Democrats. SLVDC waives the requirements of being a member of SLVDC or being a resident of Southfield or Lathrup Village for candidates only who are seeking endorsements of the club who represent any part of Southfield or Lathrup Village. The club also eliminates the 90-day requirements for being a member of the club for candidates only that represent any portion of Southfield and/or Lathrup Village.
- J. In city, school board and district court races, candidates for office who are seeking an endorsement from the SLVDC must have been members in good standing of the SLVDC for ninety (90) days prior to the endorsement meeting.

## **ARTICLE IX-PARLIAMENTARY AUTHORITY**

The latest edition of Robert's Rules of Order Newly Revised shall apply to questions of procedure for which there is no applicable rule of procedure under the SLVDC bylaws.

## **ARTICLE X-AMENDMENTS**

### **Section 1**

Any member in good standing may submit proposed amendments to these by-laws in writing, either to the Executive Board or to the membership. If made to the Executive Board, the Board shall report said proposed amendment and its recommendation at the next regularly scheduled membership meeting, and its report shall constitute a Motion to Amend these by-laws. If made to the membership, member shall report said proposed amendment, and its recommendation at the next regularly scheduled membership meeting, and its report shall constitute a Motion to Amend these by-laws.

### **Section 2**

An amendment to these by-laws shall not be voted upon at the regular meeting at which the Motion to Amend has been made, but at the next regularly scheduled meeting of the membership in which a quorum is present.

### **Section 3**

These by-laws may be amended by a two-thirds majority of the members present who have paid their annual dues at least sixty (90) days immediately preceding the meeting to

amend—provided that written or electronic notice setting forth the text of the proposed amendment has been sent to the membership 14 days prior to the date of the meeting.

#### **Section 4**

Upon adoption by the Club membership these by-laws, and all amendments subsequently made, shall supersede all previous rules, and bylaws adopted by SLVDC. All bylaws adopted by SLVDC shall be submitted within (30) days to the Corresponding Secretary of the State Central Committee.

#### **Article XI-DISSOLUTION**

In the event of dissolution of SLVDC, all real and personal property will revert to the benefit of the MDP.

#### **ENACTMENT**

These revised by-laws were adopted by a two-thirds of the members present and eligible to vote thereon at the regular meeting of March 20, 2013. Notice of such meeting was given on February 20, 2013 and such notice contained a notice of the proposed revisions to the by-laws.

**As amended by the Oakland County Democratic Party By-Laws Committee-November 10, 1987**

**Approved by the Southfield Democratic Club membership--November 19, 1987**

**As amended by the Southfield/Lathrup Village Democratic Club—March 18, 2003**

**As amended by the Southfield/Lathrup Village Democratic Club—February 20, 2008**

**As amended by the Southfield/Lathrup Village Democratic Club—September 20, 2017**

**As amended by the Southfield/Lathrup Village Democratic Club—February 20, 2019**

**As amended by the Southfield/Lathrup Village Democratic Club—September 23, 2021**

**As amended by the Southfield/Lathrup Village Democratic Club---June 23, 2022**