

# **By-Laws of the Michigan Democratic Party's Lesbian, Gay, Bisexual, Transgender (LGBT) and Allies Caucus**

## **Article I: Name and Purpose**

### **Section 1: Name**

The Caucus' name shall be the Lesbian, Gay, Bisexual and Transgender (LGBT) and Allies Caucus of the Michigan Democratic Party, otherwise known as the LGBT and Allies Caucus.

### **Section 2: Purpose**

The purpose of the LGBT and Allies Caucus is in the Caucus' mission statement: The Michigan Democratic LGBT and Allies Caucus represents Lesbian, Gay, Bisexual, Transgender and Intersex Democrats and their Allies to the Michigan Democratic Party. The Caucus helps the state Party as a whole better hear the needs of the LGBT community, gets more LGBT people involved in the electoral process and get elected to office, and uses the Party's apparatus to better attain full LGBT civil rights in Michigan.

## **Article II: Organization**

### **Section 1: Relationship to Democratic State Central Committee**

The LGBT and Allies Caucus is a "Special Group Caucus" within the Democratic State Central Committee. The LGBT and Allies Caucus shall operate within its by-laws and the by-laws of the Democratic State Central Committee. In case of conflict, the by-laws of the Democratic State Central Committee shall prevail.

### **Section 2: Rules**

These by-laws shall govern the organization, operation and functions of the LGBT and Allies Caucus, expert as noted in Article II, Section 1.

### **Section 3: Membership**

The LGBT and Allies Caucus shall be open to all registered Democrats who subscribe to the purpose of the Caucus. Membership shall begin upon payment of dues, however, dues may be waived as per section 4.

### **Section 4: Dues**

Dues are for a two-year period. These are to be set by the Executive Board of the LGBT and Allies Caucus at its discretion. Any individual who states that she/he is in financial hardship may be excused from any dues requirements for membership at the discretion of the chair.

## **Article : Officers**

### **Section 1: Officers**

The officers of the LGBT and Allies Caucus shall be the Chair and three Vice-Chairs. These four people comprise the Caucus' Executive Board. Each officer serves for a two-year term, beginning and ending during the Caucus meeting of the winter/spring Michigan Democratic Party's general conference.

The Chair will appoint people to fill Executive Board vacancies during the intervening time. The Executive Committee may, by a majority vote, remove someone from their office if that person is not performing her/his duties.

## **Section 2: Duties**

The officers' duties *are* as follows:

- a) The Chair shall be the chief executive officer and the official voice of the LGBT and Allies caucus, shall carry out the purpose of the LGBT and Allies Caucus, and shall serve as a member of the Executive Board of the State Democratic Central Committee.
- b) The three Vice-Chairs will assist the Chair in carrying out her/his duties and shall vote to choose among themselves who will become chair if the chair can no longer fulfill her/his duties and shall serve as chair in the chair's absence. The Vice-Chairs will also serve as the listserv and newsletter editors and managers, the website manager and write press releases. One Vice-Chair will take custody of all accounts for all funds raised by and to be used by the LGBT and Allies Caucus consistent with the procedures of the State Democratic Central Committee and shall submit budgets and financial reports as required by the by-laws of the State Democratic Committee.

## **Section 3: Election of Officers**

- a) All officers shall be elected at the meeting of the LGBT and Allies Caucus held at the winter/spring State Convention in odd-numbered years (2009, 2011, etc). The Chair and Vice-Chairs shall be elected by the entire membership present at the meeting.
- b) Nominations for officers shall be accepted at the meeting and the election shall be based on a majority vote of members of the Caucus who are present. Members who join the caucus at the meeting are eligible to nominate and vote for officers.

## **Section 4: Term of Office and Vacancies**

- a) The term of office shall be for two years, commencing immediately upon election.
- b) A vacancy in the position of the Caucus Chair shall be filled by one of the Vice-Chairs. The three Vice-Chairs will choose by a majority vote among them which Vice-Chair will assume the position of Chair.
- c) Other vacancies will be filled by appointment by the Caucus Chair.

## **Article IV: Procedures**

## **Section 1:**

- a) All meetings of the LGBT and Allies Caucus shall be governed by Roberts' Rules of Order (latest edition), unless other procedures are specified by these by-laws.
- b) Regular caucus meetings shall occur at every State Convention of the Michigan Democratic Party.
- c) Special meetings may be called at the discretion of the Chair.

## **Section 2: Quorum to do Business**

- a) Four voting members shall be considered a quorum for a general meeting and three for an Executive Board meeting.

## **Section 3: Amendments to by-laws**

- a) These by-laws may be amended at any regular Caucus meeting by a 2/3 vote of those members present.

## **Section 4: Dissolution**

- a) This caucus may be dissolved by a 2/3 vote of members present at a regular caucus meeting. **ALL** funds and assets shall be transferred to the Democratic State Central Committee.