

# **BYLAWS OF THE NORTHWEST DETROIT DEMOCRATIC CLUB**

**Approved May 2023**

## **ARTICLE I. NAME AND MEMBERSHIP**

This organization shall be known as the Northwest Detroit Democratic Club. Its membership shall consist of citizens of Northwest Detroit, all of whom must also be members of the Michigan Democratic Party.

## **ARTICLE II. PURPOSE**

Section 1. The purposes of the Northwest Detroit Democratic Club are to inform and educate Detroit electors about important issues and to elect Democrats.

Section 2. The Northwest Detroit Democratic Club shall be a non-profit organization and upon its dissolution, all assets and real and personal property of the Club and its committees shall revert to the benefit of the Michigan Democratic Party or to charitable organizations. No part of the income or assets of the Club shall inure to any of its members except for the reimbursement of actual expenses, reasonable compensation for services if the Club approves, or a contribution for electing a member to office if the Club so approves.

## **ARTICLE III. FUNDAMENTAL PRINCIPLES**

Section 1. All public meetings of the Northwest Detroit Democratic Club shall be open to attendance by 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 identity, sexual orientation, gender identity, physical appearance, or disability.

Section 2. No tests for membership in, nor any oaths of loyalty to, the Northwest Detroit Democratic Club shall be required or used which has the effect of requiring prospective or current member of the Club 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 identity, sexual orientation, gender identity, physical appearance or disability.

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Section 3. The time and place for all public meetings of the Northwest Detroit Democratic Club shall be publicized fully and in such a manner as to assure timely notice to all interested parties. Such meetings must be held in places accessible to all Club members and large enough to accommodate all interested parties.

Section 4. The Northwest Detroit Democratic Club 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 identity, sexual orientation, gender identity, physical appearance, or disability.

Section 5. The Northwest Detroit Democratic Club 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 Club officers and representatives. Publication of those procedures shall be done in such a fashion that all prospective and current members of the Club will be fully and adequately informed of the pertinent procedure in time to participate in each selection procedure of the Northwest Detroit Democratic Club.

Section 6. The Northwest Detroit Democratic Club 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 Club. Such publication shall be done in a timely fashion so that all prospective candidates or applicants for any elected or appointed position within the Club will have full and adequate opportunity to compete for office.

Section 7. All rules and bylaws of the Northwest Detroit Democratic Club shall be consistent with the Rules of the Michigan Democratic Party and shall be available on request in writing to any member of the Club.

Section 8. The unit rule is prohibited in the Northwest Detroit Democratic Club.

Section 9. No rule shall be adopted by the Northwest Detroit Democratic Club which would require a person to cast a vote or be recorded as voting contrary to that person's judgment.

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Section 10. 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 11. Votes shall not be taken by secret ballot at any meeting of the Northwest Detroit Democratic Club.

## **ARTICLE IV. OFFICERS AND EXECUTIVE COMMITTEE**

Section 1. The Officers shall be a Chairperson, Vice-Chairperson of a different gender than the Chairperson, a Secretary, a Treasurer. They shall have 2-year terms and be elected in accordance with the *Rules for Voting and Elections in the Michigan Democratic Party* or the latest edition of *Robert's Rules of Order*. Vacancies among the Officers shall be filled by majority vote of the Executive Committee subject to ratification by the general membership. The "replacement" officer will serve out the remaining term of the officer they replaced.

Section 2. The Executive Committee shall consist of the Officers listed in Section 1 and an additional number of Officers and other members as may be required. The elected members shall serve 2 years and be elected *using the same methods described in Section 1*. Vacancies among the elected members of the Executive Committee shall be filled by majority vote of the remaining Executive Committee subject to ratification by the general membership. The "replacement" member will serve out the remaining term of the member they replaced.

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

Section 4. The Vice-Chairperson shall be a member of a different gender than the Chairperson. The Vice-Chairperson shall assist the Chairperson in the discharge of their duties and shall temporarily assume the duties and responsibilities of the Chairperson in their absence.

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Section 5. The Secretary of this organization shall keep an accurate record and minutes of the proceedings of all meetings. They 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. They shall see that proper notification is given of all meetings.

Section 6. The Treasurer shall be responsible for the financial receipts and disbursements of this organization subject to the approval of the Executive Committee. The funds of this organization shall be deposited in banks or credit unions and shall be drawn upon only by checks signed by any two of the following officers: Chairperson, Secretary, and Treasurer. The Treasurer shall make financial reports to the Executive Committee and Club. 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 V. MEETINGS**

Section 1. At least once per month there shall be a full membership meeting of the Northwest Detroit Democratic Club where the Officers and Executive Committee shall report on Club activities. At least five (5) days' notice shall be given of the date, place and time of the meeting. Notice may be given by mail, telegram, fax or email.

A quorum shall consist of any number of members in attendance plus a majority of the Executive Committee. Virtual meetings may be held if approved by the membership or made necessary by circumstances.

Section 2. Regular meetings of the Northwest Detroit Democratic Club Executive Committee shall be on the date and at the location and time set forth 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, fax, or email. A quorum shall consist of a majority of the Executive Committee. Virtual meetings may be held if approved by the membership or made necessary by circumstances.

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Section 3. Special meetings of the Executive Committee or full membership may be called by a majority of the Executive Committee or full membership, 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 mail, telegram, 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).

## **ARTICLE VI. COMMITTEES**

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

Section 2. Standing Committees shall include the following:

1. Rules and Bylaws Committee
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 Chairperson of the Club shall be an ex-officio member of all standing committees.

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## **ARTICLE VII. 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. Minutes of the previous meeting
4. Reports of officers
  - a. Chair
  - b. Vice Chair
  - c. Treasurer (financial report)
  - d. Secretary (correspondence)
5. Reports of committees
6. Unfinished business
7. Postponed business
8. New business
9. Adjournment

## **ARTICLE VIII. 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 Club 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 Northwest Detroit Democratic Club present at a meeting, provided that written notice setting forth the proposed amendment has been given to all Club members at least two (2) weeks prior to the date of the meeting.

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.