

## **Grand Rapids Township Democratic Club Bylaws**

These articles are written in accordance with the Michigan Democratic Party Rules and should not be omitted.

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

This organization shall be known as the Grand Rapids Township Democratic Club (herein referred to as GRT Democratic Club). Its membership shall consist of persons residing within Grand Rapids Township, all of whom must also be members of the Michigan Democratic Party.

### **ARTICLE II. PURPOSE**

Section 1. The purposes of the GRT Democratic Club are to advocate for Democratic values and to elect Democrats in Grand Rapids Township, and at times, neighboring municipalities, and Kent County.

Section 2. The GRT 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 a charitable organization. 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 GRT Democratic Club shall be open to attendance by all members of the Michigan 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, disability, or gender identity.

Section 2. No tests for membership in, nor any oaths of loyalty to, the GRT 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 orientation, physical appearance, disability, or gender identity.

Section 3. The time and place for all public meetings of the GRT Democratic Club 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 Club members and large enough to accommodate all interested persons.

Section 4. The GRT 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 orientation, physical appearance, disability, or gender identity.

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

Section 6. The GRT 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 GRT Democratic 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 GRT Democratic Club will have full and adequate opportunity to compete for office.

Section 7. Single-position offices, such as Club Chair, Treasurer, etc. must be elected by a majority vote.

Section 8. All rules and bylaws of the GRT Democratic Club 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 GRT Democratic Club.

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

Section 10. On all questions of procedure not resolved by the Rules or by-laws 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 GRT Democratic Club at any level.

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

Section 1. The Officers shall be a Chairperson, Vice-Chairperson of the opposite gender identity of the Chairperson, a Secretary, a Treasurer and three at-large committee members. They shall have 2-year terms and be elected by the Steering Committee initially, and every even year in January thereafter by the general member-base. Vacancies among the Officers shall be filled by the Executive Committee.

Section 2. The Executive Committee shall consist of the Officers and GRT Democratic Club elected members. The elected members shall serve 2-year terms and be elected by the Steering Committee initially, and every even year in January thereafter by the general member-base. Vacancies among the Officers shall be filled by the Executive Committee.

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 the opposite gender identity from the Chairperson. The Vice-Chairperson 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 all meetings. 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 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 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 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. The Treasurer shall be responsible for the above-mentioned duties for the club and for all accounts maintained by the club.

## **ARTICLE V. MEETINGS**

Section 1. At least once per month (May through October, and once in January) there shall be a full membership meeting of the GRT 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.

Section 2. The regular meetings of the GRT 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.

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 Executive Committee may create ad hoc committees as needed at the discretion of the Chair.

Section 2. Standing committees shall include, but are not limited to:

- Executive Committee
- Policy & Public Advocacy Committee
- Fundraising & Finance Committee
- Communications Committee

Section 3. The Chairperson shall appoint all committee chairs.

### **ARTICLE VII. ORDER OF BUSINESS**

1. Roll call of officers and committee members
2. Minutes of the previous meeting
3. Reports of Officers
4. Old Business
5. Policy Leads – if any
6. New Business
7. Adjournment

### **ARTICLE VIII. AMENDMENTS**

Section 1. Proposals for changes or amendments to these bylaws shall first be referred to the Executive 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 GRT 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 the Rules of the Michigan Democratic Party.

Approved at the Grand Rapids Township, January 18<sup>th</sup>, 2024.