SAMPLE COUNTY BYLAWS

ARTICLE I. NAME

This organization shall be known as the Montmorency County Democratic Party. It shall consist of the County Officers, the County Committee, and all members of the Michigan Democratic Party and all duly elected Democratic precinct delegates residing in the Montmorency County.

ARTICLE II. PURPOSE

The purpose of Montmorency County Democratic Party is to promote the philosophy of the Democratic Party and to elect Democrats who support this philosophy; and further, to unite and to aid in the activities of all Party members, precinct delegates, committees, officeholders, candidates and all other Democrats working to promote wide and active participation in the Democratic Party.

The Montmorency County Democratic Party 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 Michigan Democratic Party. No part of the income or assets of the Party shall inure to any of its members 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 Party so approves.

ARTICLE III. FUNDAMENTAL PRINCIPLES

Section 1. All public meetings of Montmorency County Democratic Party 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 2. No tests for membership in, nor any oaths of loyalty to, the Montmorency County Democratic Party shall be required or used which has the effect of requiring prospective or current members of the Democratic Party 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. The time and place for all public meetings of the Montmorency County Democratic Party 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 Party members and large enough to accommodate all interested persons.

Section 4. The Montmorency County Democratic Party, 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 status, sexual orientation, physical appearance or disability.

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

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

Section 7. All rules and bylaws of the Montmorency County Democratic Party 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 Montmorency County Democratic Party.

Section 8. The unit rule is prohibited at all levels of the Montmorency County Democratic Party.

Section 9. No rule shall be adopted at any level of the Montmorency County Democratic Party which would require a person to cast a vote or be recorded a voting contrary to that person's judgment.

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. The Chairperson and Vice-Chairperson of any unit, Committee, Caucus or Convention of the Montmorency County Democratic Party shall be of the opposite sex.

Section 12. Votes shall not be taken by secret ballot at any meeting of the Montmorency County Democratic Party at any level.

ARTICLE IV. MEMBERSHIP

Section 1. Membership of the Montmorency County Democratic Party shall consist of all duly elected Democratic precinct delegates of this county, members of the Michigan Democratic Party residing in this county and the Montmorency Democratic Committee, and Officers, all of whom must be members of the Michigan Democratic Party.

Section 2. Precinct delegates shall be apportioned and selected in accordance with the Rules of the Michigan Democratic Party.

Section 3. The Officers and County Committee of the Montmorency County Democratic Party shall be selected in accordance with the Rules of the Michigan Democratic Party.

ARTICLE V. MEETINGS

Section 1. The regular meetings of the Montmorency County Democratic Party shall be on the day of each month at the location and time designated 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 exist at a County Committee meeting when a majority of the County Committee members are present.

Section 3. Special meetings of the County Committee may be called by a majority of the members of the committee. At least five (5) days' notice shall be given of the date, place, time and purpose of the special meeting.

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. OFFICERS AND COUNTY COMMITTEE

Section 1. One third (1/3) of the County Committee shall automatically consist of the most recent nominees for countywide office and the county commission, and State House, State Senate and U.S. House whose districts include all or part of the county. The County Convention shall elect the balance of the County Committee which shall consist of twice the number of automatic members. Each even-numbered year within twenty (20) days following the November election, the delegates to the County Convention shall convene at the call of the county chairperson for the purpose of electing part of the County Committee. If a vacancy occurs in the position of delegate-elected member of the County Committee, the remaining delegate-elected members fill the vacancy. The County Committee may fill a vacancy in any of its offices.

Section 2. Officers shall be selected in accordance with the Rules of the Michigan Democratic Party within thirty (30) days of the election of the County Committee. The officers are a Chairperson, a Vice-Chairperson of the opposite sex of the Chairperson, a Secretary and a Treasurer, who shall serve as officers of the County Committee

Section 4. The Chairperson shall preside at all meetings, and have such other duties as are usual to the office of County Chairperson, or that may be required by this organization.

Section 5. The Vice-Chairperson shall be a member of the opposite sex 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 6. 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 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 to the County Committee of their meetings.

Section 7. The Treasurer shall be responsible for the financial receipts and disbursements of this organization subject to the approval of the County 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 County Committee meetings. 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 VII. COMMITTEES

Section 1. The Chairperson, subject to the approval of the majority of the County 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 County Party shall be an ex-officio member of all standing committees.

ARTICLE VIII. ORDER OF BUSINESS

At meetings the business of the organization shall proceed in the following order:

1. Roll call of officers
2. Minutes of the previous meeting
3. Reports of officers
   a. Chair
   b. Vice Chair
   c. Treasurer (financial report)
   d. Secretary (correspondence)
4. Reports of committees
5. Unfinished business
6. Postponed business
7. New business
8. Adjournment

ARTICLE IX. 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 County Committee 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 Montmorency County Democratic Committee, present at a meeting, provided that written notice setting forth the proposed amendment has been given to all Party 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.