

2ST. CLAIR COUNTY DEMOCRATIC PARTY BYLAWS

ARTICLE I: NAME

This organization shall be known as the St. Clair County Democratic Party (SCCDP). It shall consist of the Executive Board, the County Committee, and all members of the Michigan Democratic Party (MDP) and duly elected Democratic Precinct Delegates who reside in St. Clair County, Michigan. All Democrats duly elected to federal, state, and county-wide offices within St. Clair county shall be members.

ARTICLE II: PURPOSE

Section 1. The purpose of the SCCDP is to promote the principles of the Michigan Democratic Party and to elect Democrats who support these principles.

These principles are the following:

- The Principle of People: Serving the needs and aspirations of all people who support the ideals of democracy and Democratic candidates.
- The Principle of Democracy: Working for equal opportunity for access and full participation of all elements of society in all political and governmental processes as members of the Democratic Party.

We further state that the Democratic Party of St. Clair County, Michigan consists of those qualified members of the Democratic Party as described in these bylaws that work for and support the principles of the Michigan Democratic Party.

Section 2. The SCCDP shall be a non-profit organization and upon its dissolution, all assets, real and personal property shall revert to the benefit of the MDP. No part of the income or assets of the Party shall inure to any of its members except with prior SCCDP approval for the reimbursement of actual expenses, reasonable compensation for services, or a contribution to elect a Democratic candidate.

Section 3. For the purpose of enabling open participation in the electoral process, SCCDP members shall be encouraged to support their individual choices for Democratic candidates. The SCCDP shall not endorse candidates in contested races for any office preceding scheduled primary elections.

ARTICLE III: MEETINGS

Section 1. Public meetings of the SCCDP shall be open to all members of the Democratic Party and interested parties regardless of actual or perceived race, color, creed, sex, age, national

origin, economic status, religion, ethnic identity, ancestry, marital status, gender identity, sexual orientation, physical appearance or disability.

Section 2. No tests for membership in, nor any oaths of loyalty to the SCCDP shall be required or used which have the effect of requiring prospective or current members of the SCCDP 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, gender identity, sexual orientation, physical appearance or disability.

Section 3. The time and place for all public meetings of the SCCDP 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 SCCDP members and large enough to accommodate all interested persons in addition to provision for virtual attendance.

Section 4. The SCCDP, 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, gender identity, sexual orientation, physical appearance or disability, or geographic residence within the county.

Section 5. The SCCDP shall publicize fully and in such a manner as to assure notice to all interested parties, a full description of all the legal and practical procedures for election or appointment of all the SCCDP officers and representatives. This shall be done in a timely manner to ensure the greatest participation.

Section 6. The SCCDP 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 and full descriptions for all its officers and representatives. Publication shall be done in a timely fashion so that all interested prospective candidates will have full and adequate opportunity to compete or apply.

Section 7. The SCCDP's Rules and Bylaws shall be consistent with the MDP's Rules and Bylaws and shall be available on its website, and upon request in writing or email to any officer of the SCCDP.

Section 8. The unit rule is prohibited by the MDP and SCCDP. The unit rule is defined as when a delegation casts its entire vote as a **unit** as determined by a majority vote at a political convention.

Section 9. No rule shall be adopted that 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 of the MDP or these bylaws, the latest edition of *Robert's Rules of Order* shall be used.

Section 11. The Chair and Vice-Chair of any committee, caucus, or convention of the SCCDP shall be of different gender.

ARTICLE IV: MEMBERSHIP-General

Section 1. Membership of the SCCDP shall consist of all members of the MDP who reside in St. Clair County, all duly elected Precinct Delegates, and all Democrats elected to office at the county, state, and federal level whose districts include any part of St. Clair County.

Section 2. There shall be no fee for membership.

Section 3. Membership is effective on the date that the membership form is postmarked, received in person at State Party Headquarters, or received online by the State Party and shall be renewed annually.

Section 4. SCCDP members may attend regular meetings of the County Committee which are open meetings.

Section 5. SCCDP members can be elected to serve on the County Committee at the Fall County Convention as described below in Article VII Sections 1-4.

ARTICLE V: PRECINCT DELEGATES

Section 1. Precinct delegates shall be apportioned and elected by their precincts voters in accordance with Michigan Election Law and the Rules of the MDP in the statewide general primary election held in even numbered years.

Section 2. Delegates shall register voters, identify other Democrats and recruit new MDP members, take information on issues and candidates to voters, help turn out the vote on Election Day and keep Party leaders informed about the issues which concern voters.

Section 3. Precinct Delegate candidates must be qualified and registered electors residing within, as well as having his or her actual bona fide residence within, the election precinct for which he or she desires to become a candidate on the filing deadline with the county clerk.

ARTICLE VI: FALL COUNTY CONVENTION

Section 1. Every even-numbered year, the SCCDP shall convene at the Fall County Convention. The purpose of the convention is to elect members to the County Committee who will serve in addition to the automatic members.

Section 2. The delegates at the convention elect a temporary Chair and temporary Secretary of the Convention. The SCCDP will adhere to the same MDP Rules and Bylaws and guidelines for

all county conventions regarding delegates credentials, and selecting the Chair and Secretary of the Convention.

Section 3. The SCCDP Chair will call for the Fall County Convention to be held within twenty (20) days following the November General Election. The SCCDP Chair will ensure the date of the convention is prominently published on the SCCDP website at least forty-five (45) days prior to the date of the convention. Additionally, the Chair shall notify members by email.

Section 4. At the County Convention, the SCCDP members attending shall serve as delegates and elect a number of County Committee members equal to twice the number of automatic County Committee members. Elected County Committee members shall be members of the SCCDP and MDP, and shall maintain membership during their term of service.

Article VII: COUNTY COMMITTEE

Section 1. The purpose of the County Committee is to provide fair and equitable leadership for the SCCDP and oversight for the work of the Executive Board and the rest of the SCCDP.

Section 2. The membership shall be composed of automatic and elected members of the committee.

Section 3. Automatic members of the County Committee are the most recent Democratic nominees for partisan elected county offices, duly elected Precinct Delegates, the elected Democrats, whose districts lie within or are a part of St. Clair County, to the Michigan State House of Representatives, Michigan State Senate, and U. S. House of Representatives in the most recent even years. These candidates will comprise $\frac{1}{3}$ of the County Committee membership. When a new nomination is made for these elected offices, the new nominee shall replace the former nominee as a member of the County Committee.

Section 4. At the County Convention, delegates who are credentialed MDP members shall nominate and elect the other $\frac{2}{3}$ of the County Committee. These SCCDP County Committee members must be a member of the MDP for thirty days prior to service and maintain membership during the full term of service.

Section 5. A special meeting of the County Committee members shall be called within 30 days of the Fall County Convention by the current Chair. The election of officers for the new election cycle beginning on January 1 of odd numbered years shall take place at this special meeting, open to County Committee members. They shall serve until December 31 after the following November General Election.

Section 6. Vacancies: If a vacancy occurs in the position of an elected member of the County Committee, the remaining elected members shall fill the vacancy by appointment.

Section 7. Expansion: The County Committee can and is encouraged to expand the County Committee through nomination and election of additional members at any regular meeting of the County Committee during their term of service.

Section 8. Committee Member terms will begin at the first County Committee meeting after the general election in even numbered years and last for two years up until the first County Committee meeting after the next general election.

Section 9. The County Committee shall have final approval of any changes to the SCCDP Bylaws, the annual budgets as presented by the Executive Board, regularly review receipts and expenditures at its meetings as reported by the Treasurer, and consider any revisions to budget, additional expenditures, or actions to be taken by the county party. A simple majority of the County Committee members present are required for a vote to pass except for changes or amendments to these bylaws (see Article XI).

Section 11. A quorum shall consist of $\frac{1}{3}$ the members of the County Committee for transaction of the business by the County Committee. For the purpose of fulfilling the requirement constituting a quorum, and for voting purposes, electronic voting including but not limited to email, telephone, and remote attendance will be permitted.

Section 12. Other special meetings of the County Committee may be called by the SCCDP Chair. At least seven days' notice shall be given of the date, place, time and purpose of the special meeting.

Section 13. All meetings shall be conducted according to the MDP's Rules and Bylaws and these SCCDP Bylaws and if none apply then according to *Robert's Rules of Order* (latest edition).

ARTICLE VIII: THE EXECUTIVE BOARD and OFFICERS

Section 1. The primary role of SCCDP Executive Board is to plan and oversee the day-to-day business of the SCCDP and execute the responsibilities of the SCCDP Officers pursuant to these Bylaws.

Section 2. The Executive Board is composed of the Chair, Vice-Chair, Secretary, Treasurer, Communications Director, and two Officers-at-Large. The officers of Chair and Vice-Chair must be of different genders.

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Section 3. Executive Board members shall be members of the SCCDP and MDP for at least 30 days prior to their election and maintain membership during their term in office.

Section 4. Executive Board members are elected at the special County Committee meeting called by the Board Chair and within 30 days of the fall convention in even numbered years.

Section 5. Once elected, Executive Board members will begin serving two year terms on January 1 of odd numbered years after the prior November election.

Section 6. There are no term limits for Executive Board members.

Section 7. If a vacancy occurs on the Executive Board, the remaining members shall fill the vacancy by appointment, until the next election cycle.

Section 8. The Executive Board shall meet regularly, in person or virtually and for special meetings called by any member. Minutes will be recorded for all meetings which shall be available to members of the SCCDP County Committee upon request. Meetings may be in person or remote.

Section 9: A simple majority of the members of the Executive Board shall constitute a quorum for transaction of the business by the Executive Board. For the purpose of fulfilling the requirement constituting a quorum, and for voting purposes, electronic voting including but not limited to email, telephone, and remote attendance will be permitted.

Section 10. The Executive Board will have such powers and duties delegated to it by these Bylaws or by vote of the County Committee.

ARTICLE IX: EXECUTIVE BOARD

Section 1. The Executive Board is responsible for all day to day operations of the organization. It is also responsible for compliance and the financial management of the organization. It is subject to oversight by the County Committee.

Section 2. The Executive Board shall be composed of the Officers who are the Chair, Vice-Chair, Secretary, Treasurer, and Communications Director, in addition to two Board Members-at-Large. All Executive Board members will serve on appropriate committees as assigned by the Chair.

Section 3. The Chair shall convene and preside at all County Committee and Executive Board meetings and have such other duties as are usual to the office of County Chair or that may be required by the SCCDP.

The Chair will preside over elections of new County Committee Members and new Executive Committee members.

The Chair will serve as the primary spokesperson for all external communications regarding the SCCDP.

The Chair will be an ex-officio member of all committees.

Section 4. The Vice-Chair shall be a different gender from the Chair.

The Vice-Chair shall assist the Chair in the discharge of duties, and shall temporarily assume the duties and responsibilities of the Chair in their absence. The Vice-Chair will act in the same role at the County Convention.

The Vice Chair shall support the implementation of technology to facilitate meetings.

Section 5. The Secretary will keep all minutes and records of the Executive Board and County Commission meetings.

The Secretary shall keep and preserve all the documents, records, minutes, effects, and any other property. These will be kept at the SCCDP office, or storage facility space of the SCCDP or electronically.

Section 6. The Treasurer will deposit funds and disperse payments according to the budget approved by the County Committee. All funds will be handled through an approved institution.

Unbudgeted expenses over \$500 must be approved through simple majority vote by the County Committee members present at the time of the request.

The Treasurer will serve as a non-voting member of the Finance Committee, which provides financial oversight for financial activities.

The Treasurer shall prepare reports monthly, and submit them to the finance committee and Executive Board for review and approval.

The Treasurer will ensure that required financial reports are filed completely and accurately with the State of Michigan as required by law.

All records and reports will be maintained at the SCCDP office or electronically or both.

Section 6. The Communication Director is responsible for marketing and content including maintenance of communication media including but not limited to maintenance of the SCCDP website, social media, email and other network distribution.

The Communications Director will preserve a record of communications electronically or at the SCCDP office or storage facility.

Section 7. Officers-at-Large are to serve as voting members of the Executive Board, to provide consultation, to take on projects, and provide leadership for designated committees if assigned.

ARTICLE X: STANDING COMMITTEES

Section 1. The Chair shall appoint the standing committee chairs at the January County Committee meeting in odd numbered years. The committee chairs will serve for two years.

Section 2. Standing Committees shall include the following:

- Rules and Bylaws
- Finance
- Fundraising
- Candidate Recruitment
- Political Action and Party Building
- Communications
- Policy and Resolutions

ARTICLE XI: AMENDMENTS

Section 1. Proposals for changes or amendments to these bylaws can be made by SCCDP members. They must be referred to the Rules and Bylaws Committee, which shall report its recommendation to the next regular County Committee meeting or special meeting called for that purpose.

Section 2. These bylaws shall be amended by a two-thirds ($\frac{2}{3}$) majority vote of the members of the County Committee present at a meeting where a quorum is present.

Section 3: Notice of a meeting to approve the proposed change(s), with a draft and summary, will be provided by email to membership at least 14 days prior to the date of the meeting calling for a vote on the change(s).

Section 4. 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 MDP.

Revised: January 2001 (Complete Revision)

Adopted: April 24, 2001

Revised: May 8, 2003

Adopted: May 31, 2003 (Quorum & Endorsing)

Revised: February 5, 2005

Adopted: June 9, 2005

Revised: February 11, 2009

Revised: October 13, 2010

Revised: **XXX, 2025**