

## Cover Page

North Oakland Democratic Club Bylaws Committee	
Chair	Phillip Reid
Vice Chair	Tracy Jensen
Secretary	
Treasurer	Patrick Howse
Trustee - Oxford	Lorenzo Rivera
Trustee - Orion	Scott Walter
Trustee - Clarkston	Susan McIntosh
Trustee - Davisburg	Mark Venie

## Table of Contents

<b>Article I</b>	<b>Name</b> .....	3
<b>Article II</b>	<b>Purpose</b> .....	3
<b>Article III</b>	<b>Membership</b> .....	3
<b>Article IV</b>	<b>Executive Board</b> .....	3
	<b>Section 1. Board Members</b> .....	3
	<b>Section 2. Elections</b> .....	3
	<b>Section 3. Nominating Committee</b> .....	3
	<b>Section 4. Duties of Officers</b> .....	4
	<b>A. Chair</b> .....	4
	<b>B. Vice Chair</b> .....	4
	<b>C. Secretary</b> .....	4
	<b>D. Treasurer</b> .....	4
	<b>Section 5. Duties of Executive Board</b> .....	4
<b>Article V</b>	<b>Meetings</b> .....	4
	<b>Section 1. Regular Meetings</b> .....	4
	<b>Section 2. Quorum</b> .....	4
	<b>Section 3. Robert’s Rules of Order</b> .....	4
	<b>Section 4. Endorsements</b> .....	4
<b>Article VI</b>	<b>Committees</b> .....	5
	<b>Section 1. Club Committees</b> .....	5
	<b>Section 2. Precinct Organization and Training</b> .....	5
	<b>Section 3. Membership Committee</b> .....	5
	<b>Section 4. Program Committee</b> .....	5
<b>Article VII</b>	<b>Amendments</b> .....	5
	<b>Section 1. Proposed Amendments</b> .....	5
	<b>Section 3. Notification of Amendments</b> .....	6
<b>Article VIII</b>	<b>Dissolution</b> .....	6

## North Oakland Democratic Club - Bylaws

### **Article I Name**

This organization shall be known as the North Oakland Democratic Club, (the Club).

### **Article II Purpose**

The purpose of this organization shall be to promote the philosophy of the Democratic Party and to elect Democrats who support this philosophy through the coordination of the activities of precinct delegates, candidates, and all interested Democrats in the Townships of Addison, Brandon, Groveland, Holly, Independence, Orion, Oxford, Rose, and Springfield in Oakland County Michigan. It also includes all jurisdictions (villages and cities) within the boundaries of these townships.

### **Article III Membership**

All persons interested in advancing the principles and ideals of the North Oakland Democratic Club shall be eligible for membership and become members in good standing upon payment of annual dues of the organization. In order to receive and maintain a charter from the Oakland County Democratic Party, the Club shall have at least ten (10) fully paid or enrolled state party members in the previous year.

### **Article IV Executive Board**

#### **Section 1. Board Members**

The organization shall elect at least four (4) officers to be known as: Chair, Vice Chair, Secretary, and Treasurer. It shall also elect at least an equal number of Club members at large, not less than three of whom shall be precinct delegates representative of the cities and townships in the Club's jurisdiction, who, together with the officers, shall comprise the Executive Board.

#### **Section 2. Elections**

Nomination and election of Executive Board Officers shall be at the November meeting of odd number years with the new officers taking office in January of even numbered years. The term of office for all officers shall be for two (2) years. Election shall be by a majority of the votes cast by Club members in good standing, present and voting, at the time of the election. The Chair and Vice Chair shall be of opposite sex if at all possible.

#### **Section 3. Nominating Committee**

The Chair shall appoint a Nominating Committee of members in good standing at least two (2) months prior to the election of the Executive Board. The Nominating Committee shall make its recommendations known in a written notice to all members at least one (1) week prior to the meeting at which the elections are to take place. Additional nominations may be made from the floor by the membership, but in no case shall any member be nominated who has not been a Club member in good standing for at least thirty (30) days immediately preceding the meeting.

**Section 4. Duties of Officers**

The duties of the officers shall be as follows:

**A. Chair**

The Chair shall call and preside at all meetings, appoint all standing committees and act as ex-officio member of these committees.

**B. Vice Chair**

The Vice Chair shall assist the Chair in the discharge of his/her duties and in the case of absence or incapacity of the Chair, perform those duties. If a vacancy in the office of Chair shall occur for any reason, the Vice Chair shall fill this office for the unexpired term.

**C. Secretary**

The Secretary shall keep an accurate record of the proceedings of all meetings; maintain an accurate record of all members of the Club; and conduct whatever correspondence may be required by the Chair, including the sending of meeting notices to the membership

**D. Treasurer**

The Treasurer shall receive and keep a record of all monies paid to the organization; pay all duly authorized bills; deposit in a bank monies in the name of the organization; sign all checks; give a report in the complete record of all income and expenditures at each regular meeting; and submit the books and records whenever the Executive Board shall desire an audit.

**Section 5. Duties of Executive Board**

The duties of the Executive Board shall be to conduct the business of the organization between meetings. No expenditures of funds exceeding \$50.00 (fifty dollars) may be made without the approval of the Executive Board. All actions taken by the Executive Board shall be subject to review at the next regular meeting of the membership.

**Article V Meetings**

**Section 1. Regular Meetings**

Regular membership meetings of this organization shall be held at least six (6) times each year, and written notice of said meetings shall be mailed to the general membership at least seven (7) days prior to the meeting.

**Section 2. Quorum**

A quorum at regular meetings shall consist of a number of members in good standing equal to at least one (1) more than the number of members of the Executive Board, but at no time, except at an endorsement meeting, shall the lack of a quorum prevent those present from proceeding with the regular business of the organization. In the absence of a quorum, actions taken by those present shall be ratified at the next membership meeting.

**Section 3. Robert's Rules of Order**

The order and conduct of business at a regular meeting shall follow Robert's Rules of Order, Revised.

**Section 4. Endorsements**

If endorsements of candidates are to be made at a meeting, written notice of such intention shall be mailed by the Executive Board to the general

## North Oakland Democratic Club - Bylaws

membership and to all candidates eligible for endorsement at least two (2) weeks prior to the regular meeting. No resolution or endorsement shall be deemed to have been passed unless sixty percent (60%) of those members in good standing for at least thirty (30) days immediately preceding the meeting, present and voting, shall vote for the resolution. Such endorsements shall be timely, and shall be limited to candidates for city or township office, school board, local judicial office, county commission, state representative, state senator, and congress, whose districts fall (in whole or in part) within the geographic area of responsibility of the Club.

### **Section 5. Executive Board**

The Executive Board of this organization shall hold at least six (6) monthly meetings during the year. A quorum for such meetings shall be a majority of the Board.

## **Article VI Committees**

### **Section 1. Club Committees**

The Chair shall appoint at least three (3) standing committees, namely; Precinct Organization and Training, Membership and Program.

### **Section 2. Precinct Organization and Training**

The Precinct Organization and Training Committee shall coordinate with the County Party all precinct activities and shall find and encourage active precinct delegates and workers. The Chair of this Committee shall also serve on the Oakland County Democratic Party Precinct Organization and Training Committee.

### **Section 3. Membership Committee**

The Membership Committee shall be responsible for directing the activities of the organization in recruiting new members of the Club as well as members in the Michigan Democratic Party and shall assist the Secretary in maintaining a complete file of all individuals interested in the organization, which list shall also be transmitted to the Oakland County Democratic Party's Membership Committee.

### **Section 4. Program Committee**

The Program Committee shall be responsible for planning the program for regular membership meetings.

## **Article VII Amendments**

### **Section 1. Proposed Amendments**

Any member in good standing may submit proposed amendments to these Bylaws in writing to the Executive Board, which shall report its recommendations to the members at the next regular membership meeting.

### **Section 2. Approval of Amendments**

These Bylaws may be amended by a two-thirds (2/3) majority vote of those members of the organization in good standing for at least thirty (30) days immediately preceding the meeting, present and voting, providing that written notice setting forth the proposed amendment has been sent to all members at least one week prior to the date of the meeting.

North Oakland Democratic Club - Bylaws

**Section 3. Notification of Amendments**

Upon adoption by the Club membership, these Bylaws and all amendments subsequently made, shall be forwarded to the Oakland County Democratic Party's Bylaw Committee for approval. These Bylaws and amendments shall be in full force and effect upon the Club Chair receiving written notification of their adoption by the Oakland County Democratic Party's Bylaw Committee. They shall supersede all motions and policies of a contrary nature.

**Article VIII Dissolution**

In the event of dissolution of the North Oakland Democratic Club, all real and personal property will revert to the benefit of local government and/or the community and/or the Oakland County Democratic Party.

Submitted to the Oakland County Democratic Party Bylaw Committee

Approved March 11, 2008

Adopted as amended at a regular meeting of the North Oakland Democratic Club

February 20, 2008

<u><i>Phillip W Reid</i></u>	<u>02/20/2008</u>	_____	_____
Club Chair	Date	Club Secretary	Date