

BY-LAWS OF THE HOUGHTON COUNTY DEMOCRATIC COMMITTEE
AND THE HOUGHTON COUNTY DEMOCRATIC EXECUTIVE COMMITTEE
OF THE HOUGHTON COUNTY DEMOCRATIC PARTY

ARTICLE I. NAME.

These organizations shall be known as the Houghton County Democratic Committee (referred to below as the "County Committee") and the Houghton County Democratic Executive Committee (referred to below as the "Executive Committee").

ARTICLE II. PURPOSE OF THE EXECUTIVE COMMITTEE.

The purpose of the Executive Committee shall be to exercise the powers and to perform the duties of the County Committee between the latter's meetings. MCLA 168.599(4).

ARTICLE III. PURPOSE OF THE COUNTY COMMITTEE.

The purpose of the County Committee is (a) to promote the philosophy of the Democratic Party; (b) to elect Democratic Party members who support this philosophy; (c) to promote widespread participation in the Democratic Party; and (d) to provide a forum for the discussion of issues.

ARTICLE IV. MEMBERSHIP OF THE EXECUTIVE COMMITTEE.

Section 1. The Executive Committee shall have a total number of members equal to three times the number of Democratic candidates for countywide offices, county commissioner, State Representative, State Senator, and U. S. Representative nominated at the most recent fall primary elections. MCLA 168.599(1).

Section 2. The initial members of the Executive Committee shall be elected within twenty (20) days following the November general election in each even numbered year, when the delegates to the Houghton County Democratic Fall Convention convene at the call of the County Chairperson. At that time, the county convention shall select persons to fill two-thirds (2/3) of the number of positions of the Executive Committee. The persons nominated at the most recent fall primary elections for countywide offices, county commissioner, State Representative, State Senator, and U. S. Representative shall comprise the remainder of the Executive Committee. MCLA 168.599(1).

Section 3. Immediately following the selection of the members of the Executive Committee, the Secretary of the County Committee shall certify the names and addresses of the persons chosen to the county clerk who immediately shall notify each person chosen. MCLA 168.599(2).

Section 4. A vacancy shall occur in a delegate-appointed position on the Executive Committee when the person holding that position shall die, decline to serve, or move outside of Houghton County. If a vacancy occurs in a delegate-appointed position on the Executive Committee, the remaining delegate-appointed members of the Executive Committee shall be notified by the Secretary of the County Committee that a replacement will be elected at a meeting of the Executive Committee called by the chairperson of the County Committee. The replacement will be elected by a majority vote of the delegate-appointed members present and voting at that meeting. MCLA 168.599(1).

Section 5. A vacancy shall occur in a candidate position on the Executive Committee when the person holding that office dies, resigns from the office for which he/she was nominated, or declines to serve. The number of members on the Executive Committee shall be reduced by one (1) until the succeeding primary election. MCLA 168.599(1).

ARTICLE V. MEMBERSHIP OF THE COUNTY COMMITTEE.

Section 1. The County Committee shall consist of the following members: (a) the Houghton County Democratic precinct delegates elected at the most recent fall primary election; (b) the members of the Executive Committee; (c) registered voters who reside in Houghton County and who are members of the Michigan Democratic Party; and (d) registered voters who reside in Houghton County and who are members of the Houghton County Democratic Party if such a membership has been established by the County Committee or by the Executive Committee. This section shall be deemed to satisfy the membership

of the County Committee prescribed by state law as "not less than two members for each election precinct in the county". MCLA 168.599(4).

Section 2. A member of the County Committee shall cease to be a member if he/she meets none of the membership requirements given in Section 1.

ARTICLE VI. OFFICERS.

Section 1. Within thirty (30) days following the convening of the Houghton County Democratic Fall Convention, the Executive Committee shall meet and select a temporary chairperson and temporary secretary. The temporary officers serve only during the election of the regular officers. The regular officers shall be a Chairperson, a Vice-Chairperson of the opposite sex of the Chairperson, a Secretary, and a Treasurer. Voting for regular officers shall be held at the same meeting at which the temporary officers are selected. Election of regular officers shall be by a majority vote of those members of the Executive Committee present and voting. Only candidates for legislative offices from a district consisting of more than one (1) county shall be allowed to vote by proxy; such proxy must be in writing and only a member of the Executive Committee shall execute this proxy. MCLA 168.599(3).

Section 2. The regular officers elected by the Executive Committee shall be the officers of the Executive Committee and of the County Committee. MCLA 168.599(4).

Section 3. The duties of the officers of the Executive Committee and County Committee are the following:

- a) The Chairperson shall preside at all meetings and transact such other duties as are usual to the Office of County Democratic Chairperson or that may be required by the Executive Committee or County Committee.
- b) The Vice-Chairperson shall be of the opposite sex of the Chairperson. The Vice-Chairperson shall assist the Chairperson in the discharge of his/her duties and shall assume the duties and responsibilities of the Chairperson in his/her absence.
- c) The Secretary shall keep an accurate record and minutes of the proceedings of the meetings of the Executive Committee and County Committee. He/she shall notify the Executive Committee and the County Committee of their meetings in compliance with these By-Laws. He/she shall keep and preserve correspondence, records, minutes, and an inventory of effects and property of the Houghton County Democratic Party. When a new Secretary is elected, the past Secretary shall deliver to the newly elected Secretary all the items kept and preserved during his/her tenure of office.
- d) The Treasurer shall be responsible for the financial receipts and disbursements. Funds shall be deposited in a bank and shall be drawn upon only by checks signed by the Treasurer and/or others authorized by the Executive Committee. The Treasurer shall make financial reports to the Executive Committee and County Committee when requested to do so and shall prepare an annual financial report. When a new Treasurer is elected, the past Treasurer shall deliver to the newly elected Treasurer the funds of the Houghton County Democratic Party and all books and records kept during his/her tenure of office.

ARTICLE VII. MEETINGS.

Section 1. The Executive Committee shall meet at the call of the Houghton County Democratic Chairperson or by a resolution of a majority of the members of the Executive Committee. Three days written notice or electronic notice shall be given notifying all members of the Executive Committee of the date, time, place, and purpose of the meeting. Action at that meeting shall be limited to the purpose for which the meeting was called.

Section 2. The County Committee shall have regular monthly meetings. The regular meeting schedule shall be established at the Houghton County Democratic Fall Convention. The Secretary or his/her designate shall use the local newspapers, electronic means, or local radio stations to notify members of the County Committee of upcoming regular monthly meetings.

Section 3. Only members of the Executive Committee (as defined in Article IV) shall be entitled to vote at meetings of the Executive Committee.

Section 4. Only members of the County Committee (as defined in Article V) shall be entitled to vote at meetings of the County Committee. Elected Precinct Delegates and members of the Executive Committee are eligible to vote at all meetings of

the County Committee. Individuals acquiring membership on the County Committee by being a paid member of the Michigan Democratic Party or of the Houghton County Democratic Party shall be eligible to vote after being a paid member for at least thirty (30) days prior to a meeting of the County Committee.

Section 5. Proxy voting shall not be allowed except where provided by law.

Section 6. Subject to these By-Laws, all meetings shall be conducted according to the latest edition of Robert's Rules of Order, which shall be the Parliamentarian's guide for all matters not covered in these By-Laws.

Section 7. Votes shall not be taken by secret ballot at any meeting of the Houghton County Democratic Party.

ARTICLE VIII. COMMITTEES.

Section 1. The following standing committees shall serve both the Executive Committee and the County Committee:

1. Rules Committee
2. Finance Committee
3. Candidate Recruitment Committee
4. Political Organizing Committee
5. Policy and Resolutions Committee
6. Communications Committee
7. Events Committee
8. Membership Committee.

Section 2. The Chairs of the Standing Committees and the Members of the Standing Committees shall be appointed by the Chairperson of the County Committee with the approval of a majority vote of those members of the County Committee present and voting.

Section 3. The Chair of each Standing Committee shall be designated as a Vice Chair (Committees) of the County Committee and of the Executive Committee.

Section 4. Other standing committees and special committees can be created by a majority vote of the appropriate body (Executive Committee or County Committee) with the membership, duties, and terms to be determined at the time that the committee is created.

Section 5. The Chairperson or his/her designate shall be an *ex officio* member of all committees.

ARTICLE IX. ORDER OF BUSINESS.

Section 1. The meetings of the County Committee shall proceed according to the following order of business:

1. Roll Call of Members and Guests.
2. Reading of the minutes of the previous meeting.
3. Financial Reports.
4. Pass the Hat.
5. Reading of Communications.
6. Report of Committees.
7. Unfinished Business.
8. New Business.
9. Discussion of Current Issues.
10. Adjournment.

Section 2. The Executive Committee shall use whatever order of business is appropriate for performing its functions.

ARTICLE X. AMENDMENTS AND SPECIAL PROCEDURES.

Section 1. Those portions of these By-Laws that are not mandated by Michigan Law nor by the Rules of the Michigan Democratic Party may be changed by the following procedures:

- a) Proposals of amendments to these By-Laws must be presented in writing to the Rules Committee.
- b) The Rules Committee shall report its recommendations on proposed amendments in a timely manner to a regular monthly meeting of the County Committee.
- c) The Secretary shall use U. S. mail or electronic means to send the recommendations of the Rules Committee to all members of the Executive Committee at least two weeks prior to the subsequent regular monthly meeting of the County Committee. The Secretary shall also inform the members of the Executive Committee of the date, time, and place of this meeting.
- d) The Secretary or his/her designate shall use the local newspapers, electronic means, or local radio stations to notify the members of the County Committee that action will be taken on amendments to the By-Laws at the next regular monthly meeting of the County Committee.
- e) These By-Laws may be amended by a two-thirds vote of the members of the County Committee, present and voting at a regular monthly meeting of the County Committee, and only after the above procedures have been followed.

Section 2. These By-Laws shall be in full force and effect upon their adoption and shall supersede all motions and policies of a contrary nature with the exception of applicable provisions of law or of the Rules of the Michigan Democratic Party.

Section 3. Any official endorsement of a Democratic or non-partisan candidate in a primary election or general election or official opposition to any Democratic or non-partisan candidate in a primary election or general election shall require a two-thirds vote of members of the County Committee, present and voting at a regular monthly meeting of the County Committee; providing that all members of the Executive Committee were notified in writing or by electronic means at least two-weeks in advance that such an action will be considered at the next regular monthly meeting of the County Committee. Any candidate seeking an endorsement must be a member of the MDP before an endorsement is made. Judicial candidates are exempt from this requirement. (Amended 3/19/22)

Section 4. Any vacancy in an officer position shall be filled at a regular monthly meeting of the County Committee; providing that all members of the Executive Committee were notified in writing or by electronic means at least two-weeks in advance that the vacancy will be filled at the next regular monthly meeting of the County Committee.

Section 5. In the event of the dissolution of the Houghton County Democratic Committee, net assets of the committee shall be transferred to the Michigan Democratic Party.

Date Adopted: 3/19/22

Name: William Keith

Barbara Turuc-Mills

Signature /s/
Chairperson,
Houghton County Democratic Party

 /s/
Secretary,
Houghton County Democratic Party