

KALAMAZOO COUNTY DEMOCRATIC PARTY BYLAWS

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ARTICLE 1 – NAME

1.1. This organization shall be known as the Kalamazoo County Democratic Party (KCDP). It shall consist of all members of the Michigan Democratic Party (MDP) and all duly elected Democratic precinct delegates residing in Kalamazoo County, and operate through the KCDP Officers, Executive Committee, County Committee, standing committees and ad hoc committees.

ARTICLE 2 – PURPOSE

2.1. The purpose of the KCDP is to work to elect Democrats to public office, and to advance the

Democratic platform and values in government and among the general public.

2.2 The KCDP shall be a non-profit organization, and no part of the income and assets of the KCDP shall benefit any of its members except for the reimbursement of actual expenses, reasonable compensation for services if the KCDP approves, or a contribution for electing a member to office if the KCDP approves.

ARTICLE 3 – FUNDAMENTAL PRINCIPLES

3.1 All public meetings of the KCDP 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.

3.2 No tests for membership in, nor any oaths of loyalty to, the Democratic Party in Michigan or the KCDP 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.

3.3 The KCDP shall operate to the maximum extent feasible in an open and transparent manner and consistent with procedures designed to promote fairness.

3.4 The time and place for all public meetings of the KCDP on all levels shall be publicized fully and in such a manner as to assure timely notice to all interested persons. All meetings must be held in places accessible to all Party members and large enough to accommodate all interested persons.

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3.5 The KCDP, 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, gender identity, physical appearance or disability. The KCDP shall strive to increase participation of traditionally underrepresented citizens.

3.6 The KCDP 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 KCDP 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 KCDP will be fully and adequately informed of the pertinent procedure in time to participate in each selection procedure at all levels of the KCDP.

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

3.8 All rules and bylaws of the KCDP 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 KCDP.

3.9 No rule shall be adopted at any level of the KCDP which would require a person to cast a vote or be recorded as voting contrary to that person's judgment.

3.10 The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the KCDP in all cases to which they are applicable and in which they are not inconsistent with the laws of the state of Michigan, the Rules of the Michigan Democratic Party, these Bylaws, and any special rules of order the KCDP may adopt.

3.11 The Chair and First Vice Chair of any unit of the KCDP shall be of the opposite sex.

3.12 Proportional voting shall be used in the election of delegates and alternates to any convention and members of the County Executive Committee; however, in no event shall one person have more than one vote.

3.13 Votes shall not be taken by secret ballot at any meeting of the Democratic Party in Michigan at any level.

3.14 Election of a member to any office or position within the KCDP, either at a County Convention, a meeting of the County Committee, or a meeting of the Executive Committee, shall require a majority of members voting. If no candidate is elected following an initial vote, the candidate receiving the fewest votes is removed, and the vote is repeated, until one candidate receives a majority. The only exception is election of members of the Executive Committee (6.2).

3.15 Official documents of the Michigan Democratic Party, bearing the Party's logo or disclaimer, may not be altered by those who reproduce them for any purpose.

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ARTICLE 4 – MEMBERSHIP

4.1 THE KCDP shall be composed of all Kalamazoo County Democratic precinct delegates (4.2 to 4.4), members of the MDP residing in Kalamazoo County (4.5), and members of the Executive Committee and County Committee and its Officers (6.1, 6.8, 6.24).

PRECINCT DELEGATES

4.2 Precinct delegates are elected by direct vote of the qualified and registered Democratic electors in the precinct at the August primary in even-numbered years and serve for two years. People become candidates for precinct delegate by filing an Affidavit of Identity, available from their local clerk, in May of even-numbered years by the twelfth Tuesday before the August primary.

4.3 After their election, the county clerk will notify the precinct delegates of their election and of the first Party convention they must attend in August of even-numbered years. Precinct delegates must join the Michigan Democratic Party in order to vote at these conventions (4.7, 4.8).

4.4 All precinct delegates will be delegates to all County and/or District Conventions during their term of office. In their precinct, delegates shall register Democrats to vote, identify other Democrats and recruit new State Party 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.

MDP AND KCDP MEMBERS

4.5 A member of the MDP shall be any legal resident of Michigan age 16 or older who has

filed a current MDP membership form at State Party headquarters. A financial contribution is not required to be and to remain a member of the MDP. Membership is effective on the date that the membership form is postmarked, received in person at State Party Headquarters, received online or received by fax machine at the State Party. County, District, Club, Precinct Committee and Caucus chairs who solicit memberships shall immediately forward membership forms to the MDP to comply with the above rule.

4.6 A member of the KCDP shall be any legal resident of Michigan age 16 or older who has filed a current Kalamazoo County Democratic Party membership form with the KCDP. A financial contribution is not required to be and to remain a member of the KCDP.

MDP MEMBERSHIP REQUIRED FOR VOTE AND OFFICE

4.7 In order to vote at any Convention, Caucus or meeting of the KCDP, a person must be a member of the MDP for at least thirty (30) days prior to that Convention, Caucus or meeting. A Party member must be a qualified and registered elector in order to vote on nominations for public office.

4.8 Precinct delegates, Democratic elected officials and Democratic nominees to partisan offices are exempt from the thirty (30) day advance membership requirement. However, Precinct Delegates, Democratic elected officials and Democratic nominees to partisan offices must be a member of the MDP in order to vote at any Convention, Caucus or meeting of the KCDP.

4.9 In order to be elected or appointed to, and to hold any Party office in the KCDP, a person must be a member of the MDP for at least thirty (30) days prior to election or appointment, and

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maintain membership during the term of office. If MDP membership lapses while a person holds Party office, all rights and privileges of that office are suspended until membership is renewed, at which time all rights and privileges are immediately restored.

4.10 Precinct delegates, Democratic elected officials and Democratic nominees to partisan offices are exempt from the thirty (30) day advance membership requirements in order to be elected or appointed to any office in the KCDP. However, Precinct Delegates, Democratic elected officials and Democratic nominees to partisan offices who hold Party office must maintain membership during the term of Party office. If membership lapses while a Precinct Delegate, Democratic elected official or Democratic nominee to partisan office holds Party office, all rights and privileges of that office are suspended until membership is renewed, at which time all rights and privileges are immediately restored.

4.11 Party office (4.9, 4.10) includes State Convention Delegate, member of State Convention Committees, State Central Committee delegates and alternates, Officers and Executive and County Committee members, and members of Standing and ad hoc committees.

ARTICLE 5 – MEETINGS AND CONVENTIONS

AGENDAS AND MINUTES

5.1 Every convention, County Committee meeting, Executive Committee meeting, and Officers and Chairs meeting shall have written agendas available at the beginning of the meeting, and minutes of all meetings and conventions shall be available to all Party members upon request.

EXECUTIVE COMMITTEE MEETINGS AND QUORUM

5.2 The regular meetings of the KCDP Executive Committee shall be on the day of each month at the location and time designated in the meeting notice. A quorum shall exist at an Executive Committee meeting when at least twenty (20) members of the Executive Committee are present.

AGENDA FOR EXECUTIVE COMMITTEE MEETINGS

5.3 The customary agenda (subject to revision by the Executive Committee) for meetings of the Executive Committee shall be:

- a. Roll call of Officers
- b. Determination of Quorum
- c. Approval of Agenda
- d. Reading of Minutes
- e. Communications
 - i. Introduction of Elected Officials
 - ii. Elected Official Reports-if any
 - iii. Report of the Chair (needs approval)
 - iv. Report of Treasurer (needs approval)
 - v. Remaining Officer reports-if any
- f. Committee Reports
- g. Unfinished Business
- h. New Business
- i. Candidate/Candidate Committee Reports
- j. Announcements
- k. Adjournment

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COUNTY COMMITTEE MEETINGS AND QUORUM

5.4 The County Committee shall meet at least one time per year, at the call of the County Chair. A quorum shall exist at a County Committee meeting when at least twenty (20) members of the County Committee are present.

SPECIAL MEETINGS

5.5 Special meetings of the Executive or County Committee may be called by the Chair, or by a majority of the members of the Executive Committee or County Committee, respectively, by means of a signed petition.

NOTICE OF MEETINGS

5.6 Notice of all Executive Committee and County Committee meetings shall be given by electronic mail whenever possible and by regular mail to those members without email access or who request to be notified by regular mail. If there is any doubt as to whether a member has email access, the member shall be sent notice by regular mail. All notices shall be sent no less than five (5) days prior to the meeting.

REGULAR OFFICER AND STANDING COMMITTEE CHAIR MEETINGS

5.7 Meetings of the officers and standing committee chairs, chaired by the County Chair, shall be held monthly (at least 10 times per year). The purpose shall be to review the operation and activities of the KCDP, coordinate the activities of the various committees, share information, and discuss proposals to be made to the Executive Committee. The authority of this group is limited to that already possessed by the individual Officers and committee Chairs, except as expanded in these Bylaws (6.2, 8.3).

Meetings of the officers and standing committee chairs shall be open to members of the KCDP/MDP and guests, as granted by the County Chair. Meeting minutes shall be reported to the Executive Committee.

CONVENTIONS

5.8 The County Chair is responsible for giving notice of the three County Conventions held in every two-year election cycle as well as any other special convention called by the MDP. Notice of all County Conventions shall be given by electronic mail whenever possible and by regular mail to those members without email access or who request to be notified by regular mail. If there is any doubt as to whether a member has email access, the member shall be sent notice by regular mail. All notices shall be sent no less than fifteen (15) days prior to the Convention.

COUNTY CONVENTIONS HELD PRIOR TO FALL AND SPRING STATE CONVENTIONS

5.9 County Conventions are held following the August primary election in even-numbered years, prior to the Fall State Convention, and again in January or February of each odd-numbered year, prior to the Spring State Convention. The State Central Committee sets the specific dates for these County Conventions.

5.10 The purposes of these County Conventions are to elect members and alternates of State Convention Committees and consider resolutions for forwarding to the State Convention Platform Committee.

(The Fall State Convention adopts the Democratic Party Platform and nominates the Democratic candidates for Lieutenant Governor, Secretary of State, and other offices. The Spring State Convention elects the State Party Chair and Vice Chairs.)

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NOTICE OF THE COUNTY CONVENTION TO ELECT THE EXECUTIVE COMMITTEE

5.11 The County Chair shall call a County Convention within twenty (20) days after the November general election in even-numbered years to elect the non-candidate members of the KCDP Executive Committee (6.1).

DELEGATES TO COUNTY CONVENTIONS

5.12 Delegates to the County Conventions are the precinct delegates who were elected at the August primary election (4.2) and the most recent nominees for countywide office, the county commission, and State House, State Senate and U.S. House whose districts include all or part of the county. In order to vote at the Conventions those delegates must be members of the Michigan Democratic Party. Delegates may become members that day when they register at the Convention. If a person is both a nominee delegate and a precinct delegate, a vacancy shall exist in the precinct delegation and shall be filled as provided in section 5.14.

ELECTION OF PERMANENT CONVENTION CHAIR AT COUNTY CONVENTIONS

5.13 At County Conventions, the County Chair shall preside until the Permanent Convention Chair is elected, and no business shall be conducted until the Permanent Convention Chair is elected.

FILLING OF DELEGATE VACANCIES AT COUNTY CONVENTIONS

5.14 Delegate vacancies (including for precincts for which no precinct delegate was elected in the August primary) may be filled by majority vote of the delegates present, so long as the replacement is a qualified elector residing in the

precinct for which the vacancy occurs. Such elector must be a member of the Michigan Democratic Party for at least thirty (30) days prior to that Convention.

5.15 No delegate shall give a proxy for representation at County Conventions.

ARTICLE 6 – EXECUTIVE COMMITTEE, OFFICERS, AND COUNTY COMMITTEE

EXECUTIVE COMMITTEE

COMPOSITION OF EXECUTIVE COMMITTEE

6.1 One-third of the Executive Committee automatically consists of the most recent nominees for countywide offices, and the County Commission, and the most recent nominees for State House, State Senate and U.S. House whose districts include all or part of the County. The delegates at the County Convention (5.12) shall elect the balance of the Executive Committee which shall consist of twice the number of automatic members.

ELECTION PROCEDURE

6.2 A Nominating Committee may be appointed by the Officers and committee Chairs (of the preceding term) to nominate a slate of candidates for Executive Committee, subject to approval by two-thirds of delegates voting. Failing approval by two-thirds, or if no slate is nominated, nominations shall be taken from the floor of the Convention. Following close of nominations, each name will be called and the votes tabulated. Delegates may vote for up to as many candidates as are to be elected. Those receiving the most votes up to the number to be elected are elected. Ties are resolved by lot. Names, addresses, phone numbers and emails

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of all persons so selected shall be provided to the Corresponding Secretary before the close of the Convention by the delegates making the nomination of those persons.

TERMS, ATTENDANCE, AND REPLACEMENT OF EXECUTIVE COMMITTEE MEMBERS

6.3 Executive Committee members: (a) shall serve for 2 years after selection, or until a successor is selected; (b) may be removed from office, if a non-candidate member, after failing to attend three (3) consecutive Executive Committee meetings within one calendar year; and (c) may be replaced, if a non-candidate member, after resignation or removal, with a successor selected by the other non-candidate members of the Executive Committee.

EXPANSION OF EXECUTIVE COMMITTEE

6.4 The Executive Committee may vote to expand the membership of the Committee. These rules encourage the expansion of the Committee for the purpose of achieving more participation and representation.

OFFICERS

PROCESS FOR ELECTION OF OFFICERS BY THE EXECUTIVE COMMITTEE

6.5 Within thirty (30) days following the County Convention at which the non-candidate members of the Executive Committee are elected (6.1), the Executive Committee shall meet to select a temporary chair and temporary secretary to serve only during the selection of the new Officers of the Executive Committee. This meeting may convene immediately following the County Convention, provided a quorum of the new Executive Committee is

present, and provided notice of the meeting to select the temporary officers is given along with the notice of the County Convention.

6.6 On a date, and at a place and hour, set by the temporary chair, falling between the County Convention to select members of the new Executive Committee and January 1 of the next year, the new Executive Committee shall meet to select the new Executive Committee Officers. Notice of this meeting shall be sent by the Corresponding Secretary pursuant to Section 5.6.

LIMITATIONS ON PROXY VOTING

6.7 Executive Committee members who were nominees for state legislative districts covering more than one county may give a written proxy to other members for selection of Officers. There shall be no other proxy voting.

OFFICER POSITIONS

6.8 The Officers of the Executive Committee shall be the County Chair, First Vice-Chair (who shall be of the opposite sex from the Chair), Second Vice-Chair, Corresponding Secretary, Recording Secretary, Treasurer, and four Trustees.

VACANCIES, TERMS, AND REMOVAL FROM OFFICE

6.9 In order to be elected as an officer, either at the meeting at the beginning of the new term (6.7), or in filling a subsequent vacancy (6.10), a person must previously have been elected as a member of the Executive Committee.

6.10 Vacancies in officer positions shall be filled by the Executive Committee.

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6.11 The Officers shall serve 2-year terms, beginning January 1 of the year following their selection.

6.12 Any Officer may be removed by a two-thirds vote of those present and voting at two consecutive County Executive Committee meetings.

DUTIES OF THE CHAIR

6.13 The Chair:

(a) shall preside at all meetings;

(b) may appoint a parliamentarian at any meeting;

(c) shall appoint members to standing and ad hoc committees, with confirmation by a majority of the Executive Committee;

(d) shall be an ex officio member of all standing and ad hoc committees;

(e) shall supervise KCDP offices and personnel; and

(f) shall not be a signatory on any KCDP checking account(s).

(g) shall perform all other functions required by law or reasonably necessary to fulfill the duties of the chief executive officer of a political party.

DUTIES OF THE VICE-CHAIRS

6.14 The First Vice-Chair:

(a) shall have all powers and duties of the County Chair while the County Chair is not reasonably able to act; and

(b) shall have such other powers and duties which are required by law or may be granted from time to time by the Executive Committee.

6.15 The Second Vice-Chair:

(a) shall have all powers and duties of the County Chair while the County Chair or the First Vice-Chair is not reasonably able to act; and

(b) shall have such other powers and duties which are required by law or may be granted from time to time by the Executive committee.

DUTIES OF THE CORRESPONDING SECRETARY

6.16 The Corresponding Secretary:

(a) shall keep records of all KCDP business including the names, addresses, telephone numbers, and email addresses of all general members, committee members, and precinct delegates;

(b) shall give notice of all conventions and meetings to those entitled to notice;

(c) shall provide all information required by law to be certified to the appropriate government entity;

(d) shall notify all persons selected for membership on all committees; and

(e) shall have such other powers and duties which are required by law or may be granted from time to time by the Executive Committee.

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DUTIES OF THE RECORDING SECRETARY

6.17 The Recording Secretary:

(a) shall prepare minutes of all conventions and meetings;

(b) shall prepare copies of all minutes for distribution and approval at the following meeting;

(c) shall maintain copies of past meeting minutes as required by law or by the Executive Committee; and

(d) shall have such other powers and duties which are required by law or may be granted from time to time by the Executive Committee.

DUTIES OF THE TREASURER

6.18 The Treasurer:

(a) shall have custody and control of all KCDP accounts and funds;

(b) shall not authorize, keep or use credit cards, debit cards, ATM cards or other electronic forms of payment linked to any KCDP accounts, nor make cash withdrawals nor checks made out to 'cash' from KCDP accounts. All payments out of KCDP accounts will be made using paper checks;

(c) shall keep records of all transactions involving KCDP funds clearly documenting the amount, purpose, and parties to the transaction. Such records will be kept in a secured location in the KCDP office pending Trustee financial review (6.19c).

(d) shall submit a report at each Executive Committee meeting and at other times when requested by the Chair;

(e) shall pay all outstanding invoices (subject to (h) below) within 30 days after receiving proper documentation;

(f) shall pay requests for reimbursement for expenses incurred on behalf of the KCDP (subject to (h) below) only after receiving original receipts documenting the expenses and after verifying the nature of the expenses. All receipts must be submitted within 60 days to be considered for reimbursement.

(g) may pay KCDP obligations up to \$200 without Executive Committee approval;

(h) shall not pay any KCDP obligations over \$200 without Executive Committee approval;

(i) shall count cash taken in and deposit it into the appropriate KCDP bank account on a regular basis, but no less frequently than monthly;

(j) shall maintain no more than 2 active bank checking accounts, an Administrative Account and a Campaign Account.

(k) shall complete a Statement of Organization with the Bureau of Elections, keeping the information up to date at all times.

(l) may serve as the Designated Record Keeper (6.21). If not, the Treasurer shall coordinate with the Designated Record Keeper in filing Campaign Finance Reports.

(m) shall perform all other functions required by law to fulfill the Duties of a Treasurer of a County Political Party.

(n) shall have such other powers and duties which are required by law or may be granted from time to time by the Executive Committee, including membership on the Finance & Fundraising Committee.

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DUTIES OF THE TRUSTEES

6.19 The Trustees:

(a) shall be members of the Finance Committee;

(b) shall inventory all KCDP property annually;

(c) shall review the Treasurer's records following the close of the second quarter and the end of the year and report to the Executive Committee;

(d) may present financial recommendations to the Executive Committee; and

(e) shall have such other powers and duties which may be granted from time to time by the Executive Committee.

TREASURER'S BACKUP

6.20 In the absence of the Treasurer, at least one officer from among the following:

First Vice-Chair, Second Vice-Chair, Trustee, or Finance & Fundraising Committee Chair shall be authorized by the Executive Committee to pay KCDP obligations up to \$200 without Executive Committee approval, and as additional check signatories for approved expenses, subject to all the conditions and limitations in (6.18).

DESIGNATED RECORD KEEPER

6.21 The Chair will appoint, with the approval of the Executive Committee, a Designated Record Keeper whose duty shall be to file the Campaign Account Campaign Finance Reports using the MERTS system (Michigan Electronic Reporting & Tracking System) correctly and in a timely matter as prescribed by the Bureau of Elections.

UNEXPECTED EXPENSES

6.22 Regardless of the limitation described in Section 6.18 and Section 6.20 above, between regularly scheduled meetings of the Executive Committee, immediate payment of unexpected expenses in amounts to not exceed \$1,000 may be authorized by agreement of at least three (3) from among these four (4) officers: Chair, First Vice-Chair, Second Vice-Chair, and Treasurer. These expenditures shall be reported at the next Executive Committee meeting.

FINANCIAL REVIEW

6.23 In addition to the reviews specified in 6.19(c), the Executive Committee may, at any time, require a review of the financial records and, at its discretion, may utilize internal or external resources for such purposes. The results of the review shall be communicated at the next meeting of the Executive Committee after completion of the review.

COUNTY COMMITTEE

6.24 Within 45 days after January 1 of each odd-numbered year, the Executive Committee shall meet to select the County Committee.

6.25 The Officers of the County Committee shall be the same as those of the Executive Committee, with the same terms, powers and duties as those of the Executive Committee Officers.

AUTHORITY OF COUNTY COMMITTEE AND EXECUTIVE COMMITTEE

6.26 The County Committee shall govern the KCDP, and shall have authority to take any action to achieve the KCDP's purpose which is not inconsistent with applicable Michigan law, MDP Rules, and these Rules. Between meetings

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of the County Committee the Executive Committee shall have all the powers and perform all the duties of the County Committee, including the filling of vacancies in nominations as prescribed by law. The term of service of a County Committee shall continue for two years or until the selection of its successor.

ARTICLE 7 – STANDING COMMITTEES

LIST OF STANDING COMMITTEES

7.1 The Standing Committees of the KCDP shall be the

- 1) Candidate Recruitment and Campaigns,
- 2) Communications and Education,
- 3) Finance & Fundraising,
- 4) Membership,
- 5) Organization,
- 6) Rules and Bylaws,
- 7) Volunteer Coordination, and
- 8) Blue Tiger Democrats/Caring Committee.

GENERAL DUTIES OF STANDING COMMITTEES

7.2 Each Standing Committee: (a) shall meet at the call of the Committee Chair, KCDP Chair, or as directed by the Executive Committee; (a) shall recommend policies to the Executive Committee; (b) shall implement policies established in its area by the Executive Committee; (c) shall submit an annual report to the County Chair and County Recording Secretary by December 31 of each year; (d) shall have a chairperson and members appointed by

the County Chair and confirmed by the Executive Committee; (e) shall not assist candidates in contested primaries, absent an endorsement by the Executive Committee (8.3); and (f) shall have a term of two years, ending on Dec. 31 of even years.

GENERAL DUTIES OF STANDING COMMITTEE CHAIRS

7.3 Each Standing Committee Chair: (a) shall keep records of committee business, and turn them over to the County Recording Secretary at the end of the Chair's term; (b) shall appoint committee officers, if appropriate to the area; (c) shall report to each Executive Committee meeting.

CANDIDATE RECRUITMENT AND CAMPAIGNS COMMITTEE

7.4 The Candidate Recruitment and Campaigns Committee shall recruit and train candidates for public office. This committee shall research past elections, evaluate and recommend campaign strategies, and conduct postelection evaluations.

COMMUNICATION AND EDUCATION COMMITTEE

7.5 The Communication and Education Committee shall research means of communicating our message and activities to the public and our members and implement a program for the same.

FINANCE & FUNDRAISING COMMITTEE

7.6 The Finance & Fundraising Committee shall assist the KCDP Chair in planning and carrying out fundraising activities for the KCDP, recommend policies regarding KCDP finances

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which assure financial accountability, stability, and legal compliance, and oversee financial planning, including preparing an annual budget for the KCDP.

MEMBERSHIP COMMITTEE

7.7 The Membership Committee shall: (a) organize efforts to obtain new members for the KCDP; (b) maintain membership records and provide them for establishing the credentials of delegates at County Conventions; and (c) notify KCDP members of membership expiration.

ORGANIZATION COMMITTEE

7.8 The Organization Committee shall encourage, train, and coordinate the precinct delegates and other precinct workers in: (a) identifying Democratic voters; (b) identifying potential KCDP members and passing that information to the Membership Committee Chair; (c) communicating the Democratic message through direct voter contact; and (d) entering voter information into the voter file or passing it to data entry volunteers. It shall also engage with other local progressive organizations to further our common goals.

RULES AND BYLAWS COMMITTEE

7.9 The Rules and Bylaws Committee shall (a) review and recommend changes to the KCDP Bylaws; and (b) be familiar with and guide the KCDP in its compliance with MDP Rules and with Michigan law relevant to KCDP operating procedures and practices.

VOLUNTEER COORDINATION COMMITTEE

7.10 The Volunteer Coordination Committee shall (a) recruit, train and place volunteers for central (non-precinct based) KCDP activities; (b) maintain and expand a database of volunteers

for KCDP activities; and (c) provide volunteer contact lists for other KCDP committees, including ad hoc and administrative committees.

BLUE TIGER DEMOCRATS/CARING COMMITTEE

7.11 The Blue Tiger Democrats / Caring Committee shall (a) look for ways for the KCDP to become engaged in community service, then publicize and coordinate the implementation of these service projects in order to demonstrate our commitment to our neighborhoods and build our party from the grassroots; and (b) demonstrate our care for members and others at times of need or loss.

AD HOC COMMITTEES

7.12 The Executive Committee or the County Chair shall create other ad hoc committees or task groups as needed, for example, to organize special events, or to develop resolutions at County Conventions. Ad hoc committees shall meet at the call of the committee Chair, KCDP Chair, or as directed by the Executive Committee.

ARTICLE 8 – CANDIDATES AND ENDORSEMENT

LIMITATION ON SUPPORT OF CANDIDATES

8.1 Only those officeholders and candidates who are members of the Michigan Democratic Party and of the KCDP shall be eligible to receive election assistance of any kind from the KCDP, including endorsement. Judicial officeholders and judicial candidates are exempt from this requirement.

KALAMAZOO COUNTY DEMOCRATIC PARTY BYLAWS

ENDORSEMENTS

8.2 A motion to endorse a ballot proposal or pass a resolution may be adopted by a majority of the Executive Committee members present and voting without prior notice.

8.3 A motion to endorse a candidate must be made at a meeting of the Executive Committee at which the endorsee is present. A motion to endorse a candidate for any office will not be in order prior to the filing deadline for that office. At the following meeting of the Officers and Chairs, they may, at their discretion, attach a recommendation to the motion to endorse. The motion shall be forwarded to the Executive Committee membership along with the notice of the next meeting (5.7), at which the vote will be taken. Three-quarters of the members present and voting are required to endorse a candidate.

SUPPORT OF CANDIDATES IN PRIMARY OR OTHER ELECTIONS

8.4 A candidate for public office who is a member of both the MDP and KCDP has the right to scheduled use of the KCDP office at the Chair's discretion, and to place and distribute yard signs and literature at the office.

8.5 Only candidates who have been endorsed may be considered for allocation of KCDP funds or included in phone banks, robo-calls, slate literature or similar publicity sponsored by KCDP. Access to the VAN database is governed by the MDP.

ALLOCATIONS COMMITTEE

8.6 An ad hoc Allocations Committee will be appointed by the Executive Committee to allocate funds to candidates and campaigns in each election cycle.

ARTICLE 9 – AMENDMENT

RULES AND BYLAWS COMMITTEE ROLE

9.1 Proposed changes or amendments to these Bylaws shall first be referred to the Rules and Bylaws Committee, which shall report its recommendations at the next regular meeting of the Executive Committee or special meeting called for that purpose.

NOTICE OF PROPOSED AMENDMENTS

9.2 Proposed amendments to these Bylaws shall be sent by mail or electronic mail to all Executive Committee members at least ten (10) days prior to the date of the meeting at which a vote will be taken on the proposed change.

ADOPTION

9.3 The amended Bylaws may be adopted by a two-thirds (2/3) vote of a quorum of the Executive Committee.

9.4 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 Michigan Democratic Party.

9.5 Whenever amendments to the Bylaws are adopted, the Corresponding Secretary shall within thirty days submit the amended Bylaws to the Corresponding Secretary of the State Central Committee.

ARTICLE 10 – SEVERABILITY

10.1 If any Bylaw is inconsistent with applicable Michigan law, that Bylaw shall be superseded by the applicable Michigan law, and the remaining Bylaws shall remain in effect.

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ARTICLE 11 – DISSOLUTION

11.1 In the event that the KCDP is dissolved all general funds and any other assets or holdings shall revert to the Michigan Democratic Party.

Adopted June 19, 2014

Most recent revision June 15, 2017

Alisa Parker, Chair

Wendy Flora, Recording Secretary