



## MICHIGAN 6th CONGRESSIONAL DISTRICT REPUBLICAN COMMITTEE BYLAWS

### ARTICLE I – Name of Organization

The name of this organization shall be Michigan 6th Congressional District Republican Committee (Mi6-CDRC).

### ARTICLE II – Purpose

The purposes of the Mi6-CDRC shall be to:

1. Know, adhere to and promote the Republican Party platform in all activities.
2. Support Republican Party candidates seeking elective office at the local, county, state, and national levels.
3. Raise funds necessary to support the financial requirements of both the Mi6-CDRC and candidates.
4. Perform all duties delegated to it by law and any other duties not prohibited by law.
5. Coordinate the affairs and business of the Mi6-Congressional District (Mi6-CD).
6. Promote active citizenship within the Mi6-CD through the Republican Party.

### ARTICLE III - Membership

1. **Committee Members.** The Mi6-CDRC shall consist of 25 voting committee members elected at the District Caucus of the Spring Republican State Convention in every odd-numbered year.
  - a. Fifteen (15) persons elected as regular Committee members.
  - b. Four (4) Officers (District Chair, Vice-Chair, Secretary, and Treasurer)
  - c. Six (6) persons elected to the Republican State Committee to represent the Mi6-CDRC on matters of significance to the Michigan State Party.
  - d. Each member of the Mi6-CDRC shall be a registered voter in the Mi-6CD.
  - e. Mi6-CDRC members shall serve in two-year term(s) until their successors are elected and qualified.
  - f. All members including elected officers have even weighting for voting and quorum purposes.
  - g. The Officers and members of the Republican State Committee must meet any gender balance requirement identified in the Michigan State Party Bylaws.
2. **Ex-Officio Members.** As written in Article XII, Sections A-C of the Bylaws of the Michigan Republican State Committee, members of the Michigan State Legislature and the Michigan Congressional Delegation who reside in the Mi6-CD shall be ex-officio members in addition to the 25-member Mi6-CDRC. If an ex-officio member is not present for any meeting, he/she may provide a proxy in writing, or if no proxy is provided, may designate a substitute ex-officio member, provided that the proxy voter or substitute ex-officio member is a registered Republican voter in the Mi-6CD.
3. **Membership Dues.** Following are the obligations of all members:
  - a. \$60 per year.
  - b. Payable no later than April 30<sup>th</sup> of each year.
  - c. After a thirty (30) days delinquency, voting privileges are suspended until dues are paid in full.
  - d. After a ninety (90) days delinquency, member is subject to removal (see Article XIII of the Mi6-CDRC Bylaws).
  - e. Pro-rated at \$5 per month when a new member is appointed between elections, and payable when membership commences.
  - f. Ex-officio members are exempt.
4. **Filling of Vacancies.** A permanent vacancy in Mi6-CDRC shall be filled by a majority vote of the remaining Mi6-CDRC members at their next District Committee meeting provided the Secretary has forwarded a written notice of such vacancy to all remaining Mi6-CDRC members at least 10 days before the next District Committee meeting. Resignations by any member of the Mi6-CDRC shall be made in writing to the Mi6 District Chair and informed all other Mi6-CDRC members within 15 days of receiving the notice. All Mi6 Precinct Delegates will be notified of the vacancy with instructions for making nominations. Vacancies will be filled by the same county as the vacating member, if possible, to maintain fair apportionment.



**ARTICLE IV – Officers** - The four Principal Officers of the Mi6-CDRC shall be the Chair, Vice-Chair, Secretary and Treasurer. The Officers shall be elected in accordance with the current bylaws of the Michigan Republican State Committee, Article XII, Section B as of the inception of these bylaws.

**ARTICLE V – Duties of Officers**

**1. The Chair shall:**

- a. Call all Mi6-CDRC meetings and District Caucuses as provided by State Law or State Party rules.
- b. Preside over all Mi6-CDRC meetings and act as the general administrative officer of the Mi6-CDRC.
- c. Serve as *ex-officio* member of all Standing and *Ad Hoc* Committees
- d. Appoint other service positions identified in **Article VI**.
- e. Create any *Ad Hoc* Committee as necessary to carry out the purposes set forth in **Article VII**.

**2. The Vice-Chair shall:**

- a. Carry out the duties of the Chair in the event he/she is absent, incapacitated or otherwise unable to act as the Chair.
- b. Perform any other duties assigned by the Chair.

**3. The Secretary shall:**

- a. Record and maintain all meeting minutes of the Mi6-CDRC and State District Caucuses.
- b. Arrange for the handling of such correspondence as may be requested by the Chair.
- c. Notify all members of upcoming meetings and furnish at least three (3) days in advance the draft minutes of the prior meeting, and the agenda for the upcoming meeting.
- d. Record and maintain member attendance records and notify any member if they are one absence away from disqualifying themselves as members due to reaching one or more dismissal criteria.

**4. The Treasurer shall:**

- a. Act as custodian of all funds of the Mi6-CDRC.
- b. Keep accurate records of all revenues, expenses, receipts, and disbursements.
- c. Have the authority to disburse organization funds as may be determined by the Chair or upon invoices approved in writing by the Chair.
- d. File all State-required financial reports in a timely manner as required by law.

Funds may be disbursed based on approved budgets of the Standing Committees and *Ad Hoc* Committees with consent of the Chair. Any disbursement of money outside of the approved budgets of the Standing Committees and *Ad Hoc* Committees over \$250 must obtain the approval by majority vote of the Mi6-CDRC present at a meeting where the funding request was placed on the meeting Agenda.

The Mi6-CDRC's reporting year is the calendar year. A biennial audit of the Treasurer's books and records shall be made by such person or organization(s) as the Chair may designate.

**5. Fiscal Responsibilities.**

- a. All Standing Committees must submit their yearly budget to the Finance Committee no later than:
  - i. May 1<sup>st</sup> of each odd number year
  - ii. February 1<sup>st</sup> of each even number year
- b. Any *Ad Hoc* committee formed in one meeting, must submit their yearly budget to the Finance Committee by the subsequent meeting.
- c. Finance Committee shall present the final budget to Mi6-CDRC for final approval by simple majority no later than:
  - i. June's meeting of each odd-numbered year
  - ii. March's meeting of each even-numbered year
- d. The Chair of any Standing or *Ad Hoc* Committee responsible for a project shall approve all associated expenditures within the budgetary authority granted by Mi6-CDRC.
- e. A requisition form shall be filled out for expenditures exceeding \$250 and must be signed by two non-treasurer officers after consultation with the Treasurer to confirm budgeted funds are available.





## ARTICLE VI – Other Service Positions

1. **Parliamentarian**
  - a. Is appointed by the Mi6-CDRC Chair
  - b. Acts as an advisor on parliamentary procedures, bylaws, Republican Party rules, as well as local, state and federal law.
  - c. Serves in a non-voting role and may be filled by persons who are not elected to the Mi6-CDRC.
  - d. If an Mi6-CDRC member is appointed, they do not lose their voting capacity.
2. **Deputy Treasurer**
  - a. Is appointed by the Mi6-CDRC Chair
  - b. Covers the duties of the Treasurer in the event he/she is absent, incapacitated or otherwise unable to act as Treasurer.
  - c. Any other duties assigned by the Treasurer.
  - d. Serves in a non-voting role and may be filled by persons who are not elected to the Mi6-CDRC.
  - e. If an Mi6-CDRC member is appointed, they do not lose their voting capacity.

## ARTICLE VII - Committees

All Mi6-CDRC Members shall serve on one or more of the Standing or *Ad Hoc* Committees. The Standing Committees of this organization shall be the following:

1. **Finance Committee** shall be responsible to:
  - a. Raise sufficient funds to carry out the activities and purposes of the Mi6-CDRC.
  - b. Create and present the final budget according to the Bylaws Article V, Section 5.
2. **Campaign Committee** shall be responsible:
  - a. To assist with campaign and election efforts for State Legislative and County level Republican candidates.
  - b. To Coordinate with the campaign activities of the county organizations.
  - c. Neither to express preference(s), provide endorsement(s), coordinate, nor to expend Mi6-CDRC funds in a primary campaign without a vote of the Mi6-CDRC members. Any vote on these actions shall require a 2/3 majority to pass.
3. **Events Committee** shall:
  - a. Organize the events of the Mi6-CDRC.
  - b. Work closely with the other standing committees and assist in their efforts with outreach, campaigns and fundraising for the Mi6-CDRC.
4. **Ad Hoc Committees.** The Chair may:
  - a. Raise and dissolve them without a vote by the Mi6-CDRC
  - b. Appoint people, either Members of the Mi6-CDRC or other Republicans who are residents in the 6<sup>th</sup> Congressional District, to any number of *Ad Hoc* Committees. The purpose, duties, and budgets of *Ad Hoc* Committees shall be defined by the Chair.

## ARTICLE VIII – Meetings

1. **Regular Meetings.** Shall be held monthly on the first Monday of every month, unless the Board votes in simple majority for a different date due to an unforeseen conflict which threatens a quorum, such as a public emergency, religious or government holiday, or a County, District or State convention.
2. **On-going Health Crisis.** When in person regular meetings are allowed yet there is an ongoing health crisis as written in state law, or a committee member with a legitimate health concern may, with notice to the Chair, participate virtually via web conference.
3. **Virtual-Only Meetings.** Upon the request of the Chair, with the consent of two officers, the regular monthly meeting may be held virtually. There must be a reasonable emergency to invoke this action. This allows the meeting to be held virtually if an unforeseen circumstance arises, such as the meeting area is unavailable, inclement weather, or government restrictions such as a pandemic or natural disaster.





4. **Special Meetings.** Special meetings may be held at the call of the Chair upon notice of the time, place, and purpose of such meeting served upon all Mi6-CDRC Members by mail, e-mail, or telephone at least two (2) days before such meeting. Agendas, to the extent known, shall be provided to all members at least 1 day in advance of the meeting. Special meetings may be held virtually.
5. **Subcommittees.** Standing or *Ad Hoc* subcommittees shall coordinate separate meetings called by their respective Chairs and may be conducted virtually.
6. **Meeting Procedures.** The procedure for all meetings shall be governed by the current Robert's Rules of Order in any cases beyond the scope of these bylaws.

## ARTICLE IX – Voting

1. **Quorum Requirement.** The quorum requirement shall be a simple majority of Mi6-CDRC Members.
2. **Restriction on Voting by Proxy.** No voting by proxy is permissible by the Mi6-CDRC. Members must be in person to vote, with one exception written in Article III Section 2.
3. **Voting Members.** Eligible to vote if present in person or virtually and complying with Article III Section 3 and Article X of these bylaws.

## ARTICLE X – Attendance

1. In-person meetings. All Committee Members are encouraged to attend in person all regularly scheduled and duly called special meetings. Members are permitted three (3) absences during the calendar year. Anyone exceeding this limit shall be subject to dismissal as provided in Section XIII of the Bylaws. The Secretary shall keep the official record of all absences including special meetings. The Secretary shall notify in writing to affected Mi6-CDRC Member who is one (1) absence short of being subject to being removed from the committee.
2. Virtual attendance will be allowed for health or family crisis, or business travel needs.
  - a. Mi-CDRC member shall notify Secretary as soon they know they are unable to attend in person.

## ARTICLE XI – Amendments to the Bylaws These bylaws may be amended by the below procedure wherein the amendment sponsor:

1. Submits it in writing at a regular Mi6-CDRC meeting.
2. Directs the Secretary to provide copies of it to all Mi6-CDRC Members ten (10) or more days before the next Mi6-CDRC meeting, and gets it on the agenda.
3. Achieves a 2/3 majority vote.

## ARTICLE XII - Leave of Absence (LOA) for Office Candidacy

1. **Primary Election.** An Mi6-CDRC member may run for office in a contested or non-contested primary election without resigning their Mi6-CDRC position. The Mi6-CDRC member running for office must notify the Chair, who will announce it at the next regular Mi6-CDRC meeting. Upon notification, Chair has the authority to appoint a temporary member from the same jurisdiction for the duration of the LOA.
2. **General Election.** If a Mi6-CDRC member officially announces a run for public office in a state or federal general election, they automatically become an ex-officio member of this committee. Therefore, they shall submit their resignation from the Mi6-CDRC within 10 business days.

## ARTICLE XIII – Removal from Mi6-CDRC

1. **Reasons for Removal.** The Mi6-CDRC shall have the authority and power to remove anyone from the Committee who:
  - a. Is found guilty of a felony in any local, state or federal court while serving as a Mi6-CDRC member.
  - b. Exhibits violent behavior towards others on the first occurrence.
  - c. Repeats harassing behavior towards others after being put on notice of the first complaint filed with the Chair. The Secretary shall issue the notice within 48 hours of complaint.
  - d. Fails to attend meetings resulting in excessive absences as defined in Article X above.



- e. Runs for General Office (federal or state-wide) as outlined in Article XII, Section 2 of these Bylaws.
- f. Engages in undermining or sabotaging the efforts of Mi6-CDRC.

2. **Removal Process.** Removing any Mi6-CDRC member for reasons defined in Article XIII, excluding 1(d) and 1(e) shall require a 2/3 majority vote on a motion made by the Chair at any regular meeting, or a special meeting called specifically for this purpose.

#### ARTICLE XIV – Dissolution of the Mi6-CDRC

In the event the MI-GOP decides to reorganize, re-district, transfer, or dissolve the Mi6-CDRC, the Chair shall notify all Mi6-CDRC Members and Precinct Delegates of the Mi6-CD via email or by US Mail of the dissolution and its effective date. The Chair shall establish a transition committee to plan, manage, and execute the actions involved in the disillusionment within the rules of these Bylaws, MI-GOP, State Statutes, and Regulated Funds laws.

The Transition Committee shall

1. Develop a transition plan.
2. Inventory and account for all monetary, intellectual, real, and physical assets.
3. Present it to the Chair for execution.
4. Auction publicly any assets that are to be sold under the Plan.
5. Report on the auction and hand the proceeds over to the treasurer.
6. Turn over any and all intellectual property to the succeeding organization or to MI-GOP.

Finally, a complete audit of the Committee's records will be made and submitted to the Chair of the MI-GOP and the Chair of the succeeding Committee.

#### ARTICLE XV – Approval of these Bylaws

The Mi6-CDRC has adopted them by the majority of the members on the 10<sup>th</sup> of April, 2023, officer signatures below.

*Signed* 07/10/23

Hima Kolanagireddy  
Chairwoman

*Signed* 07/10/23

Gerry Hermann  
Vice-Chairman

*Signed* 08/07/23

Edward McCall  
Secretary

*Signed* 07/10/23

Miriam Corvino  
Treasurer

#### Approved amendment(s) to the Mi6-CDRC Bylaws:

Amendment # Article Name, Section & Paragraph, see details attached

Date approved


