

# BYLAWS FOR REPUBLICAN PARTY OF MCLENNAN COUNTY EXECUTIVE COMMITTEE

## ARTICLE I – NAME

**Section 1.** The name of this organization shall be the Republican Party of McLennan County Executive Committee, hereinafter referred to as the Executive Committee.

## ARTICLE II – PURPOSE

**Section 1.** The Purpose of the Executive Committee shall be:

- (a) To establish the policies of the Republican Party in McLennan County subject to the direction of the biennial County/Senatorial District Convention and the Texas Election Code.
- (b) To represent and promote the Republican Party and the party candidates of this county, state, and nation.
- (c) To cooperate in carrying out programs initiated by the Republican Party of Texas including but not limited to:
  1. Conducting a Republican Primary in as many election precincts within the county as practicable, but, at a minimum, having a voting location in each County Commissioners' precinct; and
  2. Organizing a coordinated effort to publicize the Party's candidates, including Get-Out-The-Vote preceding each general election.

**Section 2.** The Executive committee is charged with the responsibility of observing all laws of the State of Texas and the United States and the rules of the Republican Party of Texas in fulfilling its purposes stated in this Article.

## ARTICLE III – MEMBERS

**Section 1.** The voting members of the Executive Committee shall be the County Chairman and the Precinct Chairmen. Officers and Committee Chairmen who are not Precinct Chairmen may serve as ex-officio (non-voting) members of the Executive Committee.

**Section 2.** A Precinct Chairman must be a qualified voter residing within the bounds of the entity represented and cannot be a holder of elected public office at the county, state, or federal level or candidate for such office.

**Section 3.** The term of office shall be for two(2) years, commencing on the twentieth (20<sup>th</sup>) day after the Run-Off Primary Election Day, as provided for in Section 171.022© of the Texas Election Code.

## ARTICLE IV – OFFICERS

**Section 1.** Officers of the Executive Committee shall be the County Chairman, County Vice Chairman, Treasurer, and Secretary. The Chairman shall appoint the Vice Chairman and the Treasurer immediately upon assuming office. In no case shall the office of Vice Chairman or Treasurer be vacant more than ninety (90) days. The Secretary shall be a current Precinct Chair and elected from the membership of the Executive Committee by the Executive Committee at the statutory organizational meeting.

**Section 2.** The term of office of the officers shall be concurrent with that of the Executive Committee, except in the event of a vacancy of the office of County Chairman (at which time the appointed officers shall serve only until election of a new County Chairman).

**Section 3.** A vacancy in the office of County Chairman shall be filled in accordance with the provisions of Section 171.025 of the Texas Election Code. A vacancy in the office of Secretary shall be filled by the Executive Committee following notice of the vacancy, or at a special meeting called for that purpose.

**Section 4.** Any vacancy in the office of County Chairman or Precinct Chairman shall be filled by the Executive Committee. A majority of the total membership of the Executive Committee must participate in filling a vacancy and the person selected must receive a majority of the votes cast of those members participating in the election, as provided by Section 171.024(a) of the Texas Election Code (see Section 171.024(c) for exception.)

**Section 5.** Duties of officers shall be those prescribed by the Parliamentary authority adopted by the executive Committee and by these Bylaws, as listed below:

- A. County Chairman.** The County Chairman shall be the Executive Committee's presiding officer and official spokesman. He/She shall perform the duties required by statute, these Bylaws, and by the Rules of the Republican Party of Texas. He/She shall be an ex-officio member of all county Standing and Special Committees. The County Chairman may be a member of the Texas Republican County Chairman's Association and any assessments or dues are to be paid by the County Executive Committee.
- B. County Vice Chairman.** The County Vice Chairman shall assist the Chairman as requested in the performance of the duties of the office, and, in the event of the death of the Chairman, or his/her inability or unwillingness to serve, the Vice Chairman shall serve as acting Chairman until the Chairman resumes his/her duties or until the election of a new County Chairman.
- C. Treasurer.** The Treasurer shall be responsible for keeping systematic records and for complying with any applicable state and federal statutes with regard to reporting contributions and expenditures. The Treasurer shall prepare a current report of financial conditions for presentation to the Executive Committee at each regularly scheduled quarterly meeting.
- D. Secretary.** The Secretary shall carry out the usual duties of that office, keeping an up-to-date role of the Executive Committee's members and ensuring that each member receives timely notices of meetings. A permanent file containing minutes of the Executive Committee meetings shall be maintained. In the event of a vacancy in the office of County Chairman, the Secretary shall call a meeting of the Executive Committee for the purpose of electing a new County Chairman, as provided for in Section 171.025 of the Texas Election Code. The Secretary is authorized to receive applications for a place on the Primary Ballot, as provided for in Section 172.022(a) (2) of the Texas Election Code.

## **ARTICLE V – MEETINGS**

**Section 1.** The Executive Committee shall meet at least once a quarter.

**Section 2.** In each even-numbered year, one of the initial meetings shall be the organizational meeting to be held within forty-five (45) days of the date the County Chairman takes office.

**Section 3.** Regular meetings shall be called by the County Chairman with a minimum of ten (10) days' notice to each Executive Committee member. Per RPT Rules, the organizational meeting is to be called with a minimum of fourteen (14) days' notice. Emergency meetings may be called by the County Chairman with a minimum of five (5) days' notice.

**Section 4.** A special meeting must be held on petition of a minimum of twenty-five percent (25%) of Precinct Chairs. Notice of such meeting must be provided to each member of the Executive Committee. Special meeting shall be held no earlier than five (5) days after presentation of the petition to the Secretary and/or County Chairman.

**Section 5.** Unless otherwise provided by statute or these Bylaws, a quorum of the Executive Committee shall consist of twenty-five percent (25%) of the total Executive Committee membership. Quorum for purposes of conducting statutorily required business shall be of the members present. In the event less than twenty-five percent (25%) of the total Executive Committee membership be in attendance at a statutorily required business meeting, then and in that event, only business required by statute shall be conducted. Members attending by electronic or telephonic means shall be counted as present for establishment of quorum and voting.

**Section 6.** Each member in attendance may vote. A member is in attendance when physically present or present by electronic or telephonic means. For purposes of filling a vacancy in the office of a precinct chairman the Executive Committee may authorize voting by mail or facsimile transmission.

**Section 7.** In the absence of the County Chairman at a meeting, the Vice Chairman shall preside over the meeting. In the absence of the Chairman and the Vice Chairman, the Secretary shall call the meeting to order and preside over the election of a Temporary Chairman for that meeting. In the absence of the Chairman, Vice Chairman, and Secretary at a meeting any Precinct Chairman may call the meeting to order and preside over the election of a Temporary Chairman for that meeting. A Temporary Chairman has the authority of a presiding officer at that meeting as that of the County Chairman.

**Section 8.** The Presiding Officer at any meeting or the vote of the majority members present at the meeting may compel the meeting, or any part thereof, to be held in executive session.

**Section 9.** All meetings of the Executive Committee, excluding those in executive session, may be attended by any interested person.

**Section 10.** All meeting notices must be in writing and include the date, time, and location of the meeting. A notice must include a general statement of any business requiring a vote of the Executive Committee to be conducted at the meeting. Official action may be taken only on items listed on the notice unless unanimous consent is received from Executive Committee members present at the meeting to waive such requirement. Notice may be accomplished by first class mail, by electronic communications, or by any other reasonable means of actual notice.

## **ARTICLE VI – COMMITTEES**

**Section 1.** The County Chairman shall appoint the chairmen and members of any Standing Committees deemed necessary by the Chairman to carry out the policies of the local Party.

**Section 2.** Each committee is authorized to develop procedures for conducting the business within that committee's jurisdiction, subject to review and amendment by full Executive Committee.

**Section 3.** A committee member or members, including the committee chair, may be removed from a committee by the County Chairman upon request of the committee chairman.

## **ARTICLE VII – PARLIAMENTARY AUTHORITY**

**Section 1.** The rules contained in the most current edition of Robert's Rules of Order shall govern the Executive Committee in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules promulgated by the Republican Party of Texas, or any Texas or federal statutes.

## **ARTICLE VIII – AMENDMENT OF BYLAWS**

**Section 1.** These Bylaws may be amended by a two-thirds (2/3) vote of the members of the Executive Committee present and voting at a properly called meeting of the Executive Committee by giving notice at the previous regular meeting or by mailing written notice to each Executive Committee member at least seven (7) days in advance of a regular or Special Meeting called for that purpose.

July 2016