

**BYLAWS
OF THE EXECUTIVE COMMITTEE OF THE
HUNT COUNTY REPUBLICAN PARTY**

ADOPTED AUGUST 15, 2016

**ARTICLE I
NAME**

The official name of the organization shall be “Hunt County Republican Party,” hereafter referred to as the “Party.”

**ARTICLE II
OBJECTIVES**

Section 2.1 Objectives

The objectives of the Party shall be as follows:

- Provide a forum to educate the community, teaching the principles of conservative government;
- Provide information during primary and general election seasons to membership and others to grow an informed voter base, facilitating the election of conservative Republican candidates;
- Grow a group within Hunt County that is committed to support and participate in the election of conservative Republican candidates;
- To increase the number of registered Republican voters in Hunt County;
- To encourage greater voter participation of Republicans in the election process; and
- To exert a viable influence on local and State Republican policy and provide feedback on issues to our elected officials.

**ARTICLE III
EXECUTIVE COMMITTEE**

Section 3.1 Membership

The Executive Committee shall be composed of the County Chairman and the Precinct Chairmen elected in each voting precinct in the Republican Primary Election in Hunt County or appointed by the Executive Committee to fill a vacancy.

Section 3.2 Purpose

The purpose of the Executive Committee shall be:

1. To exercise those powers conferred upon it by the Texas Election Code, the Republican Party Rules, these Bylaws and any Standing Rules adopted hereunder.
2. To establish general policies to promote the purpose of the Party; and
3. Cooperate with the Party in carrying out programs that support Republican candidates and principles advocated by the Party.

Section 3.3 Qualifications

To qualify to hold the office of Precinct Chairman or County Chairman, a candidate must be a qualified voter residing within the bounds of the area represented and, during the voting year in which primary elections are held, must have voted in the Republican Primary. The candidate must not be a candidate for or holder of an elective Federal, State or County office in accordance with Section 161.005 of the Texas Election Code. This does not prevent candidates for or holders of local non-partisan offices such as city councilman or school board member from holding this office.

Section 3.4 Terms

The term of office shall be for two (2) years commencing on the twentieth (20th) day after the Runoff Primary Election day as provided for in the appropriate section(s) of the Texas Election Code.

Section 3.5 Vacancies

Any vacancy in the office of County Chair or Precinct Chair shall be filled promptly by the Executive Committee by a majority vote of those present and voting, provided a majority of the full committee membership is present, and due notice of the purpose having been given in the call to the meeting. These Bylaws incorporate by reference Sec. 171.024 and Sec. 171.025 of the Texas Election Code, which stipulate procedures for filling vacancies in the office of County Chair and Precinct Chair.

Any vacancy in the office of Secretary or Treasurer shall be filled by the Executive Committee by a majority vote of the members present, provided that a quorum is present, with notice of the filling of the vacancy to be included in the call of a meeting; such committee meeting to occur within sixty (60) days of the vacancy. A vacancy shall occur in the event the Secretary and/or Treasurer dies, resigns, or no longer resides in the county. Any resignation shall be deemed to be effective immediately when given to the County Chairman, whether given in writing or orally.

Section 3.6 Endorsements

The Executive Committee, as a body, shall not endorse one Republican over another in a contested primary race. No Republican Party of Hunt County resources shall be used to recruit a Republican candidate to run against a Republican incumbent. All resources of the Republican Party of Hunt County shall be made equally available to all Republican primary candidates.

ARTICLE IV

OFFICERS

Section 4.1 Officers

Officers of the Executive Committee shall be the County Chairman, the County Vice-Chairman, Treasurer and Secretary. The Officers of the Executive Committee shall constitute the Executive Board. The officers shall be appointed by the County Chairman and approved by a majority vote of the Executive Committee.

Section 4.2 Terms

The term of office of the officers shall be concurrent with that of the Executive Committee. In the event of a vacancy in the office of County Chairman, the appointive officers shall serve only until the election of a new County Chairman. Other than the County Chair, the officers may be removed from office by majority vote of the Executive Committee.

Section 4.3 Vacancies

A vacancy in the office of County Chairman shall be filled in accordance with provisions of Section 171.025 of the Texas Election Code. A vacancy in the office of Secretary or Treasurer shall be filled by the Executive Committee at the next regular meeting of the Executive Committee following notice of the vacancy, or at a special meeting called for that purpose. A vacancy in the office of Vice-Chairman shall be filled within ninety (90) days of vacancy.

Section 4.4 Duties

Duties of officers shall be those prescribed by the parliamentary authority adopted by the Executive Committee and by these Bylaws as listed below:

1. **Duties of County Chairman.** The County Chairman shall be the Executive Committee's presiding officer and official spokesman. He shall perform those duties required by statute and by these Bylaws and by the Rules of the Republican Party of Texas. He shall be an ex-officio member of all county Standing and Special Committees.

The Chairman of the Executive Committee shall preside at all meetings of the Executive Committee and shall be the Committee's official representative and spokesman. In addition, the Chairman shall be charged with the following duties and powers: 1) to be responsible for the safekeeping of the records of the Hunt County Republican Party and to turn them over to his/her successor when he/she vacates the office; 2) to have the usual powers of supervision and management necessary to maintaining a well ordered County Headquarters; 3) to make party records available for inspection by executive committee members during regular office hours upon prior request; and 4) to appoint other officers as specified in these Bylaws.

2. **Duties of Vice-Chairman:** The County Vice-Chairman shall be appointed by the County Chairman, with the appointment being confirmed by the Executive Committee.

The County Vice-Chairman shall assist the Chairman as requested in the performance of the duties of the office and, in the event of his/her absence, resignation, death or 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 Chairman. However, the Vice-Chairman may not make appointments or otherwise assume the office of Chairman purely in the Chairman's absence at a regular meeting. The Vice-Chairman shall be an ex officio member of all committees excluding the nominating committee.

3. **Duties of Treasurer:** The Treasurer is appointed by the County Chairman at the first meeting of each newly-elected Executive Committee. The Treasurer shall be responsible for keeping systematic records and for complying with any applicable state and federal statute with regard to reporting contributions and expenditures.

The Treasurer shall be the custodian of all funds of the Party and shall pay all bills authorized by the Chairman of the Party. The Treasurer shall keep an account of all monies received and disbursed. The Treasurer will not approve payment of any Party expenditure of over \$100.00 without the signature of the Party Chairman. Any disbursement made payable to the Treasurer shall require the written/email approval of the Chairman. The Treasurer shall submit a financial report to the Executive Committee at each regular meeting. The Treasurer report will be accepted with a majority vote of the Executive Committee.

4. **Duties of Secretary:** A Secretary will be appointed by the County Chairman at the first meeting of each newly-elected Executive Committee and the Secretary shall serve for the same term as the Executive Committee.

The Secretary shall carry out the duties normally required of a recording secretary, and shall have the following duties:

- a. The Secretary shall keep an accurate record of the minutes and attendance of all meetings of the Executive Committee. A permanent certified copy, bearing his/her signature and that of the presiding officer, shall be kept in a binder at County Headquarters, a copy of which shall be furnished to any Executive Committeeman upon request.
- b. The Secretary shall keep a current list of Executive Committeemen and shall furnish a list of vacancies which have occurred during the previous month to the Chairman; A current list of Executive Committeemen, officers, and Standing Committee members, as well as members of Special Committees or other committees, shall be furnished upon request to any Executive Committeeman and shall be brought to each Executive Committee meeting.
- c. The Secretary shall insure that each member receives timely notices of meetings. The Secretary's primary source of notification shall be by email. It will be the member's responsibility to keep this information current. The Secretary shall be protective of member's privacy and may not distribute a list, including an email list of current or past members without the consent of the Executive Board. The Secretary shall be responsible in verifying voting member's eligibility at all votes taken by the Party.

- d. The Secretary shall keep a permanent record of the Bylaws, Standing Rules and Special Rules of Order of the Executive Committee, a copy of which shall be furnished to any Executive Committeeman upon request and shall be brought to each meeting of the Executive Committee.
- e. The Secretary shall keep a date record of Standing Committee, Special Committee and other committee meetings, reminding the Committee Chairmen when meetings are required and maintaining an up-to-date file on Committee minutes.
- f. The Secretary is authorized to receive applications for a place on the Primary Ballot, as provided for in Section 172.022 of the Texas Election Code.
- g. In the event the office of County Chairman becomes vacant, the Secretary shall call a meeting of the Executive Committee for the purpose of electing a new Chairman, as outlined in Section 171.025 of the Texas Election Code.

Section 4.5 Failure to Appoint

If the County Chairman fails to appoint the above named officers within three (3) months of taking office, the Executive Committee may make these appointments on its own cognizance provided the County Chairman has been given reasonable notice and opportunity to cure.

ARTICLE V **MEETINGS**

Section 5.1 Regular Meetings

The Party regular meeting should be held quarterly at a time and location determined by the Party Chairman. The Executive Board may change the date and time of a membership meeting with a two-thirds majority vote of the Executive Board without amending the Party Bylaws. Unless ordered by the Party Executive Board, there shall be no less than two meetings annually. These meetings may be Party parties, or other Party activities.

Statutorily required meetings shall be called by the County Chairman, consistent with the Rules of the Republican Party of Texas and state and federal law.

In the year in which the Executive Committee is elected, the County Chairman shall call an organizing meeting, to be held no sooner than twenty (20) days and no later than fifty (50) days following the date of the Run-off Primary Election, and in accordance with Rule 8 of the Republican Party of Texas. If the meeting is not called within the allotted time, procedures documented in Rule 8 shall be followed.

At the organizing meeting, the Executive Committee shall elect the Vice-Chairman, the Secretary and the Treasurer. The County Chairman shall appoint Committee Chairs for the Standing Committees. The Executive Committee shall set the time and place for its regular meetings. The

Executive Committee may fill vacant Precinct Chair positions if candidates are available. No business other than organization shall be conducted at the organization meeting.

Section 5.2 Special Meetings

Special meetings may be called at the request of the County Chairman. The Executive Board also reserves the right to call a special meeting upon a majority vote of the Executive Board. The call for a special meeting shall include an agenda for the meeting, and no business other than that included on the agenda may be considered.

A special meeting must be called by the County Chairman upon delivery to the County Chairman of a petition signed by at least 25 percent of the seated Precinct Chairs, and the special meeting shall be called for a date no later than 14 days from the date of delivery of the petition. A copy of the petition shall be delivered to the Secretary. The petition may be in hardcopy form, or may consist of individual emails from petitioning Precinct Chairs, or a combination thereof. If the County Chairman does not call the requested special meeting within the required time, the Secretary shall call the special meeting for a date no later than 21 days from the date of delivery of the petition.

Section 5.3 Executive Board Meetings

Regular meetings of the Party Executive Board should be held monthly at a time and place determined by the Party Chairman. The Chairman may, at his/her discretion, invite others to attend Executive Board meetings including the Chairmen of the standing or special committees.

Section 5.4 Meeting Notification

Notices of the regular and special Party meetings should be communicated to the membership by email at least ten (10) days prior to the scheduled meeting. The call and notice must contain the time and place of the meeting, together with the objective(s) thereof. In the event of a stated emergency, notification of at least two (2) days by personal contact of each member shall be deemed sufficient. The Executive Board is responsible for ensuring proper notice is given.

Section 5.5 Voting

Only members of the Executive Committee shall have the right to vote. The Chairman shall only vote when his or her vote will affect the result. Voting shall be by personal attendance only, except that the Executive Committee may authorize voting by email to fill vacancies in the office of Precinct Chairman and members of Standing or Special Committees.

Discussion or debate on any resolution or other matter of business brought before the Executive Committee or any Committee of the Hunt County Republican Party shall be limited to a total of three (3) speakers "For" and three (3) speakers "Against". Each speaker will be entitled to speak not more than two (2) minutes on such matter for or against, provided, however, that the limitations contained in this section may be suspended by a majority vote of the quorum of the respective Committee before which such matter is set for discussion or debate.

Section 5.6 Quorum

- a. Non-Statutory Business – At all Regular and Special Executive Committee meetings, one-fourth (1/4) of the membership, excluding vacancies, shall constitute a quorum for conduct of non-statutory business.
- b. Statutory Business – A quorum for statutory meetings (called for by the Texas Election Code) shall be those members present; however, if one-fourth (1/4) of the membership is not present at a statutory meeting, only business required by the Texas Election Code shall be transacted.
- c. Executive Board – A quorum for a meeting of the Party Executive Board will require three members to be present for any duly called meeting of the Party Executive Board.

ARTICLE VI **COMMITTEES**

Section 6.1 Standing Committees

The standing committees of the Party shall consist of the following:

1. Programs
2. Hospitality/Events
3. Campaign Activities
4. Communication/Technology

Section 6.2 Duties

The duties of the standing committees shall be as follows:

1. Programs
 - a. Assists with programs for the monthly and special Party meetings.
 - b. Arranges for procurement of speakers, meeting facilities and program agendas with the approval of the Executive Board.
 - c. Prepares introductory remarks for each speaker at each meeting.
 - d. Maintains a database of potential speakers on various topics.
 - e. Prepares monthly and special program information for use on Facebook, the Party website, and any press release. Forwards this information to the chairman of the Communications committee and the Chairman on a timely basis for review prior to each program.
2. Hospitality/Events
 - a. Coordinates any events the Party holds or participates in.
 - b. Works with the Chairman of the Membership committee to ensure new Party members have name tags.
 - c. Assists Republican candidates in the general election.
3. Campaign Activities
 - a. Keeps track of all local, state, and federal GOP races.

- b. Assists with finding conservative candidates to run for public office.
 - c. Gathers and distributes information on candidates.
 - d. Assists with public debates/forums during the Primary election period.
 - e. Assists Republican candidates during the General election.
 - f. Conducts an annual voter registration drive.
4. Communications/Technology
 - a. Maintains the Party's social networking sites.
 - b. Updates the social networking pages on a timely basis regarding events and activities.
 - c. Assists the Party Secretary and Treasurer with maintenance of the Party's database.
 - d. Manages audio/video and or computer technology for monthly meetings and other Party activities.
 - e. Prepares and delivers press releases.

Section 6.3 Committee Chair(s)

The Party Chairman shall appoint a chairman for each standing committee with the approval of a majority of the Executive Committee. Each Standing Committee Chairperson is responsible for appointing one or more members to the Committee and giving this list to the Secretary. Additional Standing Committees may be created by a majority vote of all members of the Executive Committee.

The Chairman shall have the authority to remove committee chairmen with the majority vote of the Executive Committee.

Section 6.4 Terms

The term of office of Standing Committee Chairpersons shall be concurrent with the term of office for which officers of the Party are elected.

Section 6.5 Special Committees

Short term or special ad hoc committees such as the ones listed below may be established or appointed by the Chairman and/or the Executive Committee as deemed necessary.

- Nominating
- Membership
- Audit
- Bylaws
- Education
- Voter Recruitment and Registration
- Legislative
- Precinct Development
- Youth Outreach

Approval of the committee and its appointed chairman shall be given by the Executive Committee.

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ARTICLE VII
PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly revised, or the latest edition thereof, shall govern all proceedings of the Executive Committee and its committees, except where inconsistent with these Bylaws or the Rules of the Republican Party of Texas.

ARTICLE VIII
AMENDMENTS TO BYLAWS

These Bylaws may be amended at any regular meeting of the Executive Committee by a two thirds (2/3) majority vote of all the members present, which must represent at least fifty (50%) of the current membership of the Executive Committee; provided that written notice to amend has been given at the previous regular meeting and also in the notice of the call of the meeting.

ARTICLE IX
SEVERABILITY

In the event that any provision of these Bylaws violates or is inconsistent with the Code or the Party Rules, that provision shall be deemed to be of no effect and the remaining provisions of these Bylaws shall not be affected thereby.

These Bylaws shall be filed with appropriate county, state and party offices.

Dated: 8-15-16 Recording Secretary, Misty Money
temp. sec.

County Chairman, Mark Helms