

# **BYLAWS of the Clark County Republican Women**

## *Revised April 21, 2023*

### **Article I - NAME**

The name of this club shall be "Clark County Republican Women."

### **Article II - CORE MISSION**

The core mission of this organization shall be:

1. To promote an informed electorate through political education and activities.
2. To increase the effectiveness of women in the cause of good government by electing strong Republican women to public office and encourage effective participation in supportive roles.
3. Recruit and promote qualified Republican women and men in all elections, including non-partisan elections.
4. To facilitate cooperation among Republican Women's Clubs.
5. To foster loyalty to the Republican Party and to promote its principles.
6. To support the objectives and policies of the Republican National Committee, the Republican State Central Committee and the local Clark County Republican Party.
7. To work for the election of Republicans.

### **Article III - MEMBERSHIP**

Any person who supports the objectives of the Republican Party, the National Federation of Republican Women (NFRW) and the Washington Federation of Republican Women (WFRW), is eligible for membership.

**Section 1.** The Club shall consist of ten or more Republican Women who are active in the club. An active member is one who supports and subscribes to the club bylaws, is in good standing with current dues paid, and is a registered voter. Such members shall be entitled to all rights and privileges of voting, holding office, making nominations and serving as a delegate to the Federation convention meetings. Active members in the Club shall not be active members in any other WFRW or NFRW chartered club.

**Section 2.** An associate member includes women and men who are otherwise ineligible to join as active members and is one who supports and subscribes to the club bylaws and pays required dues. Such members shall be entitled to all rights and privileges of membership except voting, holding office, making nominations and serving as a delegate to the Federation convention meetings.

#### **Article IV. MEMBERSHIP DUES**

**Section 1.** Dues for active members are a total of \$40.00 per year and are payable to CCRW at the beginning of each fiscal year, January 1. (Dues include a disbursement paid to Washington Federation of Republican Women and to National Federation of Republican Women.

**Section 2.** Dues for associate members are \$15 per year and are payable at the beginning of each fiscal year, January 1, (\$15.00 for Clark County Republican Women).

**Section 3.** The dues of the Club may be changed at any regular meeting by a two-thirds vote of eligible members present and voting and shall include WFRW and NFRW dues.

**Section 4.** New members who remit dues to CCRW between October 1 and December 31 will have valid membership in CCRW through the end of current year and also valid CCRW membership throughout the following calendar year. Such members shall have valid membership in WFRW and NFRW throughout the following calendar year.

**Section 5.** The names and addresses of at least ten active members, (including all Club officers), shall be sent with the first dues payment and WFRW and NFRW annual service fees to the WFRW Treasurer by January 1 of each year. Dues for additional members shall be sent on a rolling or monthly basis to the WFRW Treasurer. New and returning members' dues must be postmarked to the WFRW Treasurer at least sixty days prior to the WFRW Biennial Convention and at least ninety days prior to the NFRW Biennial Convention in order to qualify for the convention delegate count.

#### **Article V. OFFICERS**

The officers of this club shall not be limited to President, 1st Vice President, 2nd Vice President, 3rd Vice President, 4th Vice President, Recording Secretary and Treasurer. A Parliamentarian may be appointed by the President. The Club officers shall be active members in good standing with the WFRW and NFRW.

## **Article VI. DUTIES OF THE OFFICERS**

**Section 1.** The President shall preside at all meetings of the club and shall have general oversight of the work of the organization and be the official spokesperson for CCRW or designate a club member as the official spokesperson. The President shall attend all WFRW Biannual Board of Directors meetings or appoint a proxy who is a Club member in good standing to attend.

**Section 2.** In the absence of the President, the duties of that office shall be performed by the 1st Vice-President. In the absence of the President and 1st Vice President, the duties of that office shall be performed by the 2nd Vice-President.

**Section 3.** The 2nd Vice President shall make program recommendations and arrangements.

**Section 4.** The Secretary shall keep a record of all meetings and give a written report of the same to the members within ten (10) days of said meeting.

**Section 5.** The Treasurer shall receive all funds and pay all bills when duly approved and at the request of the President. The Treasurer or her designee shall provide a financial report to members. Report shall be delivered quarterly to each member in good standing via electronic mail.

**Section 6.** All officers shall deliver all records, files, and properties of the Club to their successors within one month from retiring from office.

## **Article VII. NOMINATIONS AND ELECTIONS**

**Section 1.** A nominating committee of not less than three (3) members shall be elected by the Executive Board. The Nominating Committee will name at least one nominee for each office. The President shall not be a member of the Nominating Committee.

**Section 2.** The election of officers will be held each November in even numbered years for the Secretary and the 1st Vice President; and elections in odd numbered years for the President, 2nd Vice President and Treasurer.

**Section 3.** Nominations may be made from the floor.

**Section 4.** Officers are to serve for two (2) years. All new terms are effective January 1.

## **Article VIII. MEETINGS**

**Section 1.** The regular meeting shall be held on the day, time and place to be determined at the discretion of the Executive Board.

**Section 2.** There shall be a minimum of 6 meetings a year.

**Section 3.** Special meetings shall be called at the will of the President. Special meetings may also be called upon the request of 50 percent of the active members. The call must be sent in writing at least ten days in advance, with the purpose of the meeting stated in the call, and with no other business to be transacted at the special meeting.

**Section 4.** A quorum of the club shall be 10 members.

## **Article IX. THE EXECUTIVE BOARD**

**Section 1.** The officers of the club shall constitute the Executive Board.

**Section 2.** The Executive Board shall have authority to transact any necessary business between meetings and to make recommendations to the membership concerning all policies and to serve as advisor to the President and to fill all vacancies as may occur between elections.

**Section 3.** A quorum of the Executive Board shall be 3 members.

## **Article X. COMMITTEES**

**Section 1.** Each committee shall consist of a chair appointed by the President except as otherwise provided herein and such additional members as may be appointed by the President and Chairman.

**Section 2.** The standing committees are:

A. Achievement Awards Committee, to monitor the award requirements of WFRW and NFRW.

B. Events Committee, to oversee the planning and implementation of activities and meetings which meet the goals of our club, state federation and NFRW.

C. Campaign Committee, for development of campaign activities and reporting all campaign hours to the state president.

D. Legislation Committee, to report on current local, state and federal legislation at meetings and in the newsletter.

E. Budget and Finance Committee, to prepare the yearly budget and to monitor it. CCRW Treasurer shall chair this committee.

F. Membership Committee, to oversee membership recruitment and retention. CCRW Secretary shall chair this committee.

G. Ways & Means Committee, to raise money as needed for activities.

H. Chaplain Committee, to provide prayer for meetings and for other opportunities or events.

I. Communication Committee, to contact members and prospective members about upcoming meetings or events and desired action on legislation, and to prepare and distribute a bi-monthly newsletter.

J. Education Committee, to organize affiliated campaign schools for candidates and campaign managers, facilitate constitutional classes and assist college age Republicans in establishing a "Young Republican Club" at local colleges and universities in SW Washington.

**Section 3.** Such other committees, standing or special, shall be appointed by the President as the club or the Executive Board shall from time to time deem necessary to carry on the work of the club. The President shall be ex officio a member of all committees except the Nominating Committee.

## **Article XI. DELEGATES TO THE WFRW AND NFRW CONVENTION**

### **Section 1.** WFRW Biennial Conventions.

The appropriate number of delegates and alternates to the WFRW Biennial Convention are to be elected at the regular September meeting of the even years as follows:

A. Since the President is an automatic delegate, the President cannot be elected as a

delegate. No proxy is allowed to take her place.

B. Delegates must be active members of the Club in good standing for at least sixty days prior to the convention.

C. Alternates must meet the same eligibility standards as delegates. One alternate will be elected for each delegate. They will be elected in priority order and promoted to delegate status (if needed) in the same order as elected. No alternate shall be elected or appointed for the President.

D. The President may appoint substitutes for any delegates or alternates who are unable or unwilling to attend the convention, except that alternates shall be promoted to delegates (in priority order) before any other substitute is appointed, with the approval of the Executive Board.

## **Section 2. NFRW Biennial Conventions.**

The Club shall have paid the previous year's dues and service charge and maintained its current dues and service charge to be in good standing and eligible for representation at the convention.

A. The Club is entitled to elect one delegate and one alternate to the NFRW biennial convention from active members in good standing at the regular May meeting of odd numbered years. The President may appoint a substitute for any delegate or alternate who is unable or unwilling to attend, except that the alternate shall be promoted to delegate before any other substitute is appointed.

B. The Club President shall send the names, addresses, zip codes, phone numbers and email addresses of the delegate and alternate to the WFRW and NFRW Presidents on credential forms provided by NFRW. The credential forms must be postmarked to the WFRW and NFRW Presidents no later than thirty days prior to the convention. Emergency changes must be forwarded in writing to the NFRW President for her approval and must be postmarked no later than ten days prior to the convention.

## **Article XII. DISSOLUTION OR WITHDRAWAL FROM FEDERATION**

### **Section 1. Procedure**

A. The Club may withdraw from WFRW and NFRW or be dissolved at any regular meeting by a two-thirds vote of active members present and voting providing that:

1. The proposed withdrawal or dissolution was approved by a two-thirds vote of the Executive Board at a meeting where they received at least thirty days prior notice of the vote on the withdrawal or dissolution.
2. The vote of the Executive Board took place before notice of the proposed withdrawal or dissolution was sent to all active members; and
3. Notice of the proposed withdrawal or dissolution was sent in writing to all active members with the call for the meeting.

B. The Secretary shall notify the appropriate WFRW District Director that the Club is withdrawing or dissolving within ten days of the passage of the motion to withdraw or dissolve.

C. The Treasurer shall forward all assets of the Club to WFRW within ninety days of the date of dissolution. None of the assets shall be distributed to any member or officer of the Club. The right to use the name of the Club shall revert to WFRW.

### **Article XIII. PARLIAMENTARY AUTHORITY**

Roberts Rules of Order (newly revised), shall be the parliamentary guide for matters not covered by the bylaws.

### **ARTICLE XIV Revision/Amendment of Bylaws**

**Section.1** Proposed amendments of these bylaws shall be submitted in writing to the Executive Board for approval.

**Section .2** Amending these bylaws shall be by vote of two thirds (2/3) majority of active members present, in good standing, at any regular or special meeting called for that purpose. Proposed amendments must be read at the previous General Meeting or sent to all members prior to the next monthly meeting.

**Section .3** These bylaws shall be automatically amended by the organization secretary to conform to any changes in the bylaws of the WFRW and the NFRW. The amended bylaws shall be in effect upon adoption.

**Section .4** A committee of three (3) shall review these bylaws every (3) three years.

They will make necessary recommendations to the Executive Board. A Parliamentarian, if available, is recommended to this committee as an advisor.

## **Article XV. CODE OF CONDUCT**

**Section 1.** All members of the CCRW shall participate in club meetings and activities in an ethical manner in order to promote and maintain the highest standards of civility among members. Each member shall honor, respect and support the purposes of this Club and honor, respect and support all members of CCRW.

**Section 2.** A CCRW member who repeatedly demonstrates a lack of civility toward board members and/or club members in public, in print or on social media may be sanctioned by the Executive Board. The sanction shall be approved with a 3/5 vote by the Executive Board and will result in a letter of reprimand signed by the President to the offending member. After two letters of reprimand, the Executive Board, by a 3/5th vote, may bring a motion to Club membership for removal of sanctioned member from the CCRW roster. Removal of the member shall only occur by a 3/5 vote of membership present and voting, provided a quorum requirement of ten members has been met at any regularly scheduled Club meeting.

**Section 3.** The CCRW shall not be represented as advocating or endorsing any issue or candidate unless approved by the Executive Board and a majority vote of membership present and voting, provided a quorum requirement of ten members has been met.

**Section 4.** No member shall actively solicit business from any other member at CCRW meetings without the approval of the Executive Board. At no time shall the membership lists be released to any campaign, individual or organization other than WFRW and NFRW.

END

(Rev. 9/95)

Revised: February 24, 2017, November 14, 2019, May 15, 2021, November 11, 2022, April 21, 2023 by majority vote of the CCRW Members in Good Standing.



