

# HAYS COUNTY REPUBLICAN PARTY EXECUTIVE COMMITTEE BYLAWS

## ARTICLE I – NAME

**Section 1.** The name of the organization shall be Hays County Republican Party County Executive Committee, hereinafter referred to as the County Executive Committee (CEC). Also herein referred to as the Executive Committee.

## ARTICLE II – PURPOSE

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

- (a) to establish general policy of the Republican Party in the County, subject to direction of the biennial County/Senatorial District Convention;
- (b) to represent the Republican Party of this county, state, and nation, articulating the Party's candidates;
- (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 Commissioner's precinct; and
  2. organizing a coordinated effort, including Get-Out-The-Vote, preceding each general election, to publicize the Party's candidates.

**Section 2.** The County Executive Committee is charged with the responsibility of observing all laws of the State of Texas and these United States in fulfilling the purposes stated in this Article.

## ARTICLE III – MEMBERS

**Section 1.** The voting members of the County Executive Committee when conducting official business required by the Texas Election Code shall be the County Chairman and Precinct Chairmen. Officers, SREC members representing Hays County, the Committee Chairmen who are not Precinct Chairmen may serve as ex-officio (non-voting) members of the Executive Committee. Only members and officers of the CEC shall have privileges of the floor.

**Section 2.** To qualify to hold the office of Precinct Chairman, a person 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(c) of the Texas Election Code.

**Section 4.** Any vacancy in the office of County Chairman or Precinct Chairman shall be filled by the County Executive Committee after review of the prospective member by the Selection Committee. A majority of the total membership of the County 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.}

## HAYS COUNTY REPUBLICAN PARTY EXECUTIVE COMMITTEE BYLAWS

**Section 5.** Selection Committee: The Chairman shall appoint a Selection Committee Chair and a minimum of two additional members who shall review and make recommendations on appointments to fill vacancies of Precinct Chairmen. The County Chair shall also be an automatic member of this committee. In the event of a vacancy in the office of the County Chairman this committee shall make a recommendation to fill the vacancy consistent with Section 171.025 of the Texas Election Code.

### ARTICLE IV – OFFICERS

**Section 1.** Officers of the Executive Committee shall be County Chairman, County Vice Chairman, Treasurer, and Secretary. The Chairman shall appoint the Treasurer immediately upon assuming office. The County Vice Chairman shall be appointed by the County Chairman, and in no case shall the office of Vice Chairman be vacant for more than ninety (90) days. The Chairman may appoint other assistant officers as needed to carry out the work of the Party, such as Legal Counsel, Parliamentarian, Assistant Treasurer and Sergeant-at-Arms. More than one Vice-Chair is allowed and will be designated First Vice-Chair, Second Vice-Chair, etc. The Secretary shall be elected by the Executive Committee following commencement of term of office.

**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 in 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.** Duties of officers shall be those prescribed by the parliamentary authority adopted by the Executive Committee and by the 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 these duties required by the statute and by these and by the Ruler 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 Party County Chairman's Association and any assessments or dues are to be paid by the County Executive Committee. The Chairman will recruit people to fill key positions and establish general policies to promote the purpose of the Party.
- 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 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

## HAYS COUNTY REPUBLICAN PARTY EXECUTIVE COMMITTEE BYLAWS

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 County Executive Committee shall meet at least once a quarter.

**Section 2.** In each even-numbered year, one of the regular meetings shall be an organizational meeting to be held within sixty-five days of the date the County Executive Committee takes office. At Regular and Special meetings a quorum shall consist of twenty-five (25) percent of the members of the County Executive Committee, excluding vacancies.

**Section 3.** Regular meetings shall be called by the County Chairman with a minimum of ten (10) days' notice to each County Executive Committee member. N Per RPT Rules, organizational meetings are 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 to each Executive Committee member. Notice may be by email or USPS if an email address is not on file.

**Section 4.** A special meeting must be held on written petition signed by a minimum of a majority of the Precinct Chairs excluding vacancies. Notice of such meeting must be provided to every member of the Executive Committee and held no earlier than five (5) days after presentation of the petition to the Secretary and/or the County Chairman.

**Section 5.** All meeting notices must be in writing and the date, time, and location of the meeting. An Agenda must include a statement of any business requiring a vote of the Executive Committee to be conducted at the meeting and be sent forty-eight (48) hours prior to the meeting. Official action may be taken only on items listed on the notice unless consent is received from Executive Committee members present at the meeting to waive such requirement.

### ARTICLE VI – COMMITTEES

**Section 1.** The County Chairman shall appoint the chairmen and members of any Standing Committees deemed necessary to carry out 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 the Executive Committee.

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

### ARTICLE VII - PARLIAMENTARY AUTHORITY

**Section 1.** The rules contained in the 11<sup>th</sup> Edition of Robert's Rules of Order, Newly Revised, 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 state or federal statutes.

**ARTICLE VIII – AMENDMENT OF BYLAWS**

**Section 1.** The 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.

Passed on \_\_\_\_\_

\_\_\_\_\_

Chairman, Robert K. Parks

\_\_\_\_\_

Pro-Tem