



BY-LAWS
DUBUQUE COUNTY REPUBLICAN CENTRAL COMMITTEE

Article I

Membership

Section 1

- a. Two persons from each precinct may be elected to represent their precinct.
- b. An additional two persons from each precinct may be elected as assistants to assist the committee persons. These assistants shall not have a vote in the Central committee except in the absence of the committee person.
- c. These persons must be registered Republicans.

Section 2

A member of the Central Committee may be removed by a majority vote by the Central Committee if the member misses three consecutive meetings without excuse, whether the meetings are scheduled, special or instructional.

Section 3

At a minimum level of performance, Central Committee members are expected to help organize their precinct caucuses; help with Central Committee fund-raising activities; cooperate with organizational activities, and aid in organizing election day activities within their precincts; actively participate in the functions of the Central Committee; and support the candidates endorsed by the Republican Party.

Section 4

Vacancies on the Central Committee shall be filled by names submitted by the Organization Committee. Members of the Central Committee who have suggestions of persons to fill vacancies should submit those names to the Organization Committee. Final appointment requires a majority vote of the Central Committee

Article II

Officers

Section 1

The officers of the County Central Committee Shall be the Chairperson, Co-Chairperson, Secretary, Treasurer, and Communicator.

Section 2

The officers shall be elected by the Central Committee at its February Meeting of the odd numbered years. Article II Section 2 a. Each candidate must receive more than 50% of the votes cast. In the event no candidate receives more than 50% of the votes cast, then there will be an immediate runoff between the two candidates with highest vote count (including ties for 2nd place). The term of office shall be two years, beginning at the time of election and concluding upon the election of their successors. Officers may be re-elected. They may be removed for just cause upon a majority vote of the Central Committee.

Section 3

The officers shall discharge the duties prescribed by the By-Laws and by the parliamentary authority of this organization, ie Robert's Rules of Order, revised.

- a. The Chairperson shall preside at the Central Committee meetings and serve as its spokesperson. The Chairperson shall provide leadership and direction necessary for the fulfillment of the purpose of the Central Committee. The Chairperson, after consultation with the Executive Board, may establish special committees and appoint their members.
- b. The Co-Chairperson shall assist the Chairperson in the fulfillment of their duties and assume those duties in the absence of the Chairperson. The Co-Chairperson is nominated with the expectation that they will succeed in the role of Chairperson in the next term provided a vote of confidence by the Central Committee.
- c. The Secretary shall record the minutes of the meetings of the Central Committee and the Executive Board. Keep attendance roll for monthly meetings and officer meetings. And be responsible for Central Committee communications, and Chairperson meetings in the absence of the Chairperson and Co-Chairperson.
- d. The Treasurer shall maintain all financial records for the Central Committee and prepare and file records, required by federal and state laws. The Treasurer will Chairperson meetings in the absence of the Chairperson, Co-Chairperson, and Secretary.
- e. The Communicator will manage the webpages, all social media pages, run support for all events within the county, and communicate with other entities at the discretion of the Executive Committee. The Communicator will Chairperson meetings in the absence of the Chairperson, Co-Chairperson, Secretary, and Treasurer.

Section 4

In the event of vacancy in the office of the Chairperson, the Co-Chairperson shall call a meeting of the Central Committee for the election of a new Chairperson. In the event of a vacancy of the Co-Chairperson, Secretary, Treasurer, or Communicator, the Chairperson shall call a meeting of the Central Committee for the purposes of filling any such vacancy. If the offices of the Chairperson and Co-Chairperson are both vacant, the Secretary or in their absence the Treasurer or in both of their absences the Communicator, will call a meeting of the Central Committee for the purpose of filling those vacancies. In the event that all of the offices are vacant, or in the event of a vacancy in any officer for a period of longer than 30 days, a meeting with a purpose to fill these vacancies may be called by the Chairperson of the District Executive Committee.

Section 5

The Central Committee shall be notified at least five days in advance of any meeting at which it is proposed to fill a vacancy of a Central Committee officer.

Article III

Committees

Section 1

The standing committees of the Central Committee may be empowered by the Central Committee and in appropriate circumstances by the Chairperson with the consultation of the Executive Board, to make determination, recommendations, and implement action consistent with the purposes and policies of the Central Committee.

Section 2

The standing committees are as follows:

a. The BUDGET and FINANCE COMMITTEE shall recommend the annual budget to the Central Committee. The Treasurer is the ex-officio members of this committee.

b. The ORGANIZATION COMMITTEE will be responsible for the filling of vacancies of the precinct committee person.

c. *The YOUTH OUTREACH COMMITTEE shall work with and communicate with local College Republican Chapters, Young Republican Chapters, and other Youth Groups that are Pro Republican, Conservative, or hold the ideals, principles, and platform of the Republican Party of Iowa. (IN AD-HOC Status pending review in 7 months after Executive Order Trial Run)*

d. The CANDIDATE SCREENING COMMITTEE will train and advise potential candidates for the local, city, county, and state legislative offices, as well as appointed local boards and commissions.

e. The EVENT PLANNING and LOGISTICS COMMITTEE will brainstorm, plan, and organize events including aiding in finding a county election headquarters.

f. The CAUCUS and CONVENTION PREPARATION COMMITTEE shall help to organize, plan, prepare, and train for the bi-annual Iowa Caucuses and County Convention.

IF ANY OR ALL OF THE ABOVE STANDING COMMITTEES do not exist.....

Section 3

Special committees may be established for a specified time by the Central Committee or the Chairperson and the Executive Board in order to perform specific tasks.

Section 4

Committee Chairpersons and members may be removed for just cause by the Chairperson and the Executive Board, or by a majority vote of the Central Committee.

Section 5

The Central Committee Chairperson and Co-Chairperson will be ex-officio members of all standing committees.

Article IV

Executive Board

Section 1

The members of the Executive Board will be the Chairperson, Co-Chairperson, Secretary, Treasurer, and Communicator. In that order is also the line of succession to duty.

Section 2

The Executive Board will transact the routine business of the Central Committee and may act in the name of the Central Committee when recourse to the entire Central Committee is not possible.

Article V

Meetings

Section 1

Regular meetings of the Central Committee will be held at least quarterly.

Section 2

Special meetings of the Central Committee will be convened on written call of the Chairperson, Executive Board, or 15 members of the Central Committee

Section 3

Notice of each meeting will be conveyed by written communication to each Central Committee member at least five days prior to the meeting.

Section 4

A quorum to conduct a business meeting shall consist of 15 members of the Central Committee.

Section 5

In the event a member of the Central Committee and or Executive Board is unable to attend a duly called meeting, he/she should notify a member of the Executive Board in advance of any meeting.

Article VI

Property, Records, and Personal Responsibility

Section 1

All records and property purchased or acquired by the Central Committee of any of its employees in connection with the conduct of the affairs of the Central Committee, will be the property of the Central Committee.

Section 2

Contracts, checks, loans, and deposits

a. Contracts: The Central Committee may authorize any member(s) of the Executive Board to enter into any contract or execute and deliver any instrument in the name of, and on behalf of, the central committee.

b. Loans: No loans will be contracted on behalf of the Central Committee and no evidence of indebtedness will be issued in its name unless authorized by a resolution of a quorum of 15 voting members of the Central Committee.

c. Checks, Drafts, etc.: All checks, drafts, or other orders for the payment of money, notes, or other evidence of indebtedness issued in the name of the Central Committee will be signed by the Treasurer or an authorized Executive officer.

d. Deposits: All funds under control of the central committee will be deposited to the credit of the Central Committee in insured (FDIC, FSLIC) institution.

e. All funds of the Central Committee will be segregated from any personal funds of the officers, members, or associates of the Central Committee.

Section 3

No member of the Central Committee will be liable personally for any obligations to the Central Committee, except that each individual is responsible personally for prompt transmittal of funds collect by him/her to the Treasurer, and for the accurate accounting of Central Committee funds and property in his/her custody.

Section 4

The Secretary shall distribute the minutes of each Central Committee and Executive Board meeting at or before the following meeting of Central Committee as the case may be. For good cause the Chair may extend the due date.

Section 5

Each Executive Board Officer and Sub-committee chairs are required to maintain all relevant records, information, files, and passwords.

a. All Central Committee and Executive Committee files, codes, keys, passwords and records are to be kept organized and backed up.

Article VII

Amendments

Section 1

No rule or by-law of this county organization can supersede a like rule or by-law of the State Central Committee.

Section 2

These by-laws may be amended by a majority vote of the Central Committee. Written notice of the proposed amendment, and a full copy thereof, shall be forwarded to the members of the Central Committee at least five days prior to the meeting at which said amendment(s) is to be presented for consideration and vote.

Revised July 12, 2021

Respectfully submitted on July 12, 2021 by Secretary Gavin Nelson and approved by the Dubuque County Republican Central Committee.