

Kittitas County Republican Party

Bylaws

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Kittitas County Republican Central Committee
Bylaws
Adopted January 3, 2003

ARTICLE 1 - NAME

The name of this organization shall be the Kittitas County Republican Central Committee (Hereinafter referred to as the Central Committee). The trade name of the organization shall be the Kittitas County Republican Party.

ARTICLE 2 - PURPOSE

The purpose of this organization shall be as follows:

1. To serve as the official governing body of the Republican Party in Kittitas County, Washington;
2. To promote and make more effective in Kittitas County those principles for which the Republican Party stands;
3. To elect Republicans to office;
4. To attract voters and workers to the Republican Party;
5. To lead, contribute to, and participate in the establishment of a Republican Party organization that is an effective vehicle for setting public policy;
6. To plan, organize, administer and finance the Central Committee's operation to accomplish the other stated purposes;
7. To recruit, promote and assist those candidates that adhere to those principles for which the Republican party stands as defined in the most recent party platform; and
8. To fulfill those functions and principles conferred on the party by state law in accordance with RCW 29.42.

ARTICLE 3 - CENTRAL COMMITTEE MEMBERS

Section 1 - Membership

The Central Committee shall consist of the duly elected and appointed Kittitas County Republican Precinct Committee Officers (hereinafter referred to as "PCO' s") and Central Committee Officers, provided, however, that until the organization of the Central Committee has been completed following each state general election, the membership of the Central Committee shall be limited to those PCO's duly elected in their respective precincts in the state general election and certified by the county auditor as provided by law. The term of office of a is two years, commencing the first day of December following the primary. Said PCOs shall serve so long as the committee officer remains an eligible voter in that precinct.

Section 2 - PCO Vacancies

Should any vacancy in the office of PCO occur by reason of death, resignation or disqualification of the incumbent or because of failure to elect, the county chairman shall be empowered to fill such vacancy by appointment; provided, that the person so appointed shall have the same qualifications as candidates when filing for election to such office for such precinct; provided further, that when a vacancy in the office of PCO exists because of failure to elect at a state general election, such vacancy shall not be filled until after the organization meeting of the Central Committee and the new county chairman selected as provided by RCW 29A.80.030; provided further, that a majority of the present Central Committee ratify such appointment.

ARTICLE 4- MEETINGS

Section 1 - Biennial Organizational Meeting

Following each state general election held in even-numbered years, the Central Committee shall meet for the purpose of organization at an easily accessible location within the county, subsequent to the certification of precinct committee officers by the county auditor and no later than the second Saturday of the following January. The authorized officers of the retiring committee shall cause notice of the time and place of such meeting to be mailed to each PCO at least seventy-two hours prior to the date of the meeting.

Section 2 - Regular Meetings

The Central Committee shall meet at least quarterly each calendar year. Ten days notice of a meeting time and place shall be provided to members. Notice may be made via personal contact, regular mail, telephone, fax or e-mail.

Section 3 - Special Meetings

The Chairman may call a special meeting of the Central Committee at any time. The Chairman shall call, within fourteen days, a special meeting of the Central Committee whenever two-thirds of the members of the Executive Board, or majority of the members of the Central Committee, by signed petition, demand such a meeting to be called. Ten days notice of the meeting time and place shall be provided to members. Notice may be made via personal contact, regular mail, telephone, fax or e-mail.

Section 4 - Quorum

A quorum for Central Committee meetings called for adoption or amendment of bylaws, election of officers, or removal of officers shall be sixty percent of the Central Committee at the time of the call. At other meetings, twenty percent of the Central Committee shall constitute a quorum for the transaction of business. and any action taken by a majority of the members voting at said meeting shall be the valid action of the said Committee and Board provided that proper notice has been given to all members pursuant to Article 4 Section 2 of these Bylaws

Section 5 - Voting

(a) Eligibility

After the Organizational Meeting, voting members of the Central Committee shall include all elected and appointed PCO's and officers.

(b) Proxies

Written proxies will be allowed at any meeting of the Central Committee except at the organizational meeting following a general election. No person may vote more than one proxy.

ARTICLE 5 - OFFICERS

Section 1 - Eligibility of Officers

Only declared Republicans who are registered voters in Kittitas County shall be eligible for election to any office in the Central Committee. Elected officers do not have to be PCO's, but they may be.

Section 2 - Elected Central Committee Officers

Elected Central Committee officers shall consist of a County Chairman and a County Vice-Chairman who must be of the opposite sex, a County Secretary, a County Treasurer, a State Committeeman and a State Committeewoman.

Section 3 - Nominating Committee

Prior to the Organizational Meeting, the outgoing Central Committee Chairman shall appoint a nominating committee of at least three persons. Such nominating committee shall present at least one slate of nominees for County Chairman, County Vice-Chairman, State Committeeman and State Committeewoman. Other persons may be nominated from the floor by a PCO at the Organizational Meeting.

Section 4- Election at Organizational Meeting

The Central Committee shall elect at least a Chairman, a Vice-Chairman, State Committeeman and State Committeewoman at the Organizational Meeting.

Section 5 - Removal of Officers

Removal of an officer may be for any cause for which the Central Committee shall deem sufficient. Consideration for removal of an officer shall take place at a regular or special meeting of the Central Committee provided that notice of such impending action is given 10 days prior to the meeting. If the Chairman is the officer being removed, the Vice-Chairman shall preside at the meeting. The officer to be removed shall be given full and fair opportunity to present evidence and arguments on his behalf. A quorum of sixty percent of the members eligible to vote shall be required and a two-thirds majority vote shall be required.

Section 6 - Vacancies

Whenever a vacancy should occur in any elected Central Committee office, the Chairman shall advise the Central Committee prior to the next meeting.

Section 7- Duties of Officers

The duties and/or authorities of the officers shall be as follows:

(a) Chairman

- i. be the chief executive officer of the Central Committee;
- ii. preside at the meetings of the Central Committee and of the Executive Board;
- iii. be an ex-officio member of all standing and special committees, except the nominating committee;
- iv. appoint PCO's where vacancies occur with the approval of the majority of the Central Committee;
- v. be responsible for the day-to-day activities of the Kittitas County Republican Party;
- vi. create from the Republican electorate such special committees as he may deem advisable or as directed by the Central Committee and to appoint the chairman thereof;
- vii. be responsible for causing notice of meetings to members of the Central Committee and Executive Board;
- viii. have the power to remove any member or chairman of any committee appointed by him for sufficient reason;
- ix. provide for holding Precinct Caucuses in the several precincts and give sufficient notice thereof in accordance with any call received from the State Chairman;
- x. arrange and provide a County Convention in accordance with the official call received from the State Chairman, fix the time and place for such meetings, appoint convention committees and issue, or cause to be issued, timely notification to the delegates;
- xi. solicit and receive funds on behalf of the Central Committee either personally or through any representative appointed by him for that purpose and transmit or cause to be transmitted to the Treasurer all such funds received;
- xii. make appointments to fill vacancies in Central Committee offices with the approval of a majority of the Central Committee;

- xiii. shall assist the Kittitas County Auditor's election supervisor in appointing election board workers at the precinct level as required by law;
- xiv. seek, or cause to be sought, legal counsel on party actions or matters that are or may be in violation of any law, rule or regulation;
- xv. verify that the treasurer complies with all state and federal reporting requirements regarding the receipt and disbursement of funds; and
- xvi. authorize expenditures of up to \$100.
- xvii. represent the Central Committee on the Republican State Central Committee and perform such duties as usually pertain to these officers; in the capacity, they shall be guided in their voting and participating by the wishes of the Central Committee;

(b) Vice-Chairman

- i. assist and advise the Chairman in the administration of his duties and in the day-to-day activities of the Kittitas County Republican Party;
- ii. exercise all the powers and perform all the duties of the Chairman in the event of the Chairman's absence, sickness or other inability to act;
- iii. perform further duties as reasonably assigned by the Chairman; and
- iv. in the event of a vacancy in the office of the Chairman, shall, within thirty days, call a meeting of the Central Committee for the purpose of filling such vacancy and shall exercise all of the powers and perform all of the duties of the Chairman until said vacancy has been filled.

(c) Secretary

- i. keep the minutes of all meetings of the Central Committee and Executive Board and of standing and special committees if requested by the committee chairman;
- ii. perform further duties as reasonably assigned by the Chairman; and
- iii. in the absence of the Chairman and Vice-Chairman, become the Acting Chairman have the authority and responsibilities of the Chairman.

(d) Treasurer

- i. be the custodian of all funds of the Central Committee;
- ii. keep records of receipts and disbursements and prepare quarterly and annual financial reports;
- iii. deposit all funds received in a bank designated by the Executive Board; all checks drawn on such funds shall be signed by two members of the Executive Board.
- iv. Shall disburse funds (1) for the purposes of paying regularly occurring operating expenses of the Central Committee when such debts do not exceed the amount of \$100 each; or (2) on order of the Chairman; or (3) as approved and directed by the Executive Board of Central Committee;
- v. Become familiar and comply with all state and federal reporting requirements regarding the receipt and disbursement of funds.
- vi. Perform further duties as reasonably assigned by the chairman; and
- vii. In the absence of the Chairman, Vice-Chairman, and Secretary, become the Acting Chairman and have the authority and responsibilities of the Chairman.

(e) State Committeeman and Committeewoman

- i. represent the Central Committee on the Republican State Central Committee and perform such duties as usually pertain to these officers; in the capacity, they shall be guided in their voting and participating by the wishes of the Central Committee;
- ii. report fully to the Chairman, Executive Board and Central Committee the activities of the Republican State Central Committee;
- iii. perform further duties as reasonably assigned by the Chairman; and
- iv. appoint their own proxies in the event either or both are unable to attend any meeting of the State Committee. Said proxy must be in writing. The person so appointed shall not already be a voting member of the State Committee.

ARTICLE 6 - EXECUTIVE BOARD

Section 1 - Membership

The Executive Board shall consist of the County Chairman, County Vice-Chairman, County Secretary, County Treasurer, State Committeeman and State Committeewoman.

Section 2 - Meetings

The County Chairman or three members of the Executive Board shall have the authority to call a meeting of the Board into special session, setting the time and place, should such special meeting be deemed necessary and proper.

In case of an emergency as determined by the Chairman, an Executive Board meeting may be held and business conducted by means of personal contact, telephone conference call, telephone poll, fax or e-mail. The Chairman shall testify to the Central Committee and the Executive Board at the next regularly scheduled meeting what actions were taken and how votes, if any, were cast.

Section 3 - Duties and Powers

Between meetings of the Central Committee, the Executive Board shall have authority to act for the Central Committee; provided that in no case shall such action be contrary to previous actions of the Central Committee.

ARTICLE 7 - COMMITTEES

The Chairman shall form and appoint members of any standing and special committees as may be deemed necessary by the Chairman or the Central Committee.

ARTICLE 8 - COUNTY CAUCUSES

Section 1 - Arrangements for Caucuses

Upon receiving a call from the Secretary of State for the purpose of holding a caucus, and official notice call has come from the Republican State Committee of Washington, the County Chairman shall announce a meeting of Republican voters in each precinct. Citizens attending such caucuses shall be registered voters in their precincts.

Pursuant to instructions from the Republican State Committee of Washington, the County Chairman shall establish the procedures to be followed and the number of delegates and alternates elected to participate in the County Convention.

Section 2 - Delegates to County Convention

Unless contrary to Section 1, officers of the Central Committee, qualified PCO's, and any Republican residing in Kittitas County and holding an elected, partisan county, legislative, state-wide or federal office are automatic delegates to the county convention.

ARTICLE 9 - COUNTY CONVENTION

Section 1 - Arrangements for Convention

The Chairman shall arrange and provide for a Kittitas County Republican Convention, either in accordance with a call received from the Republican State Committee of Washington or as called by the Central Committee or executive Board. The Chairman, in consultation with the Executive Board, shall set the time and place for such a meeting.

Section 2 - Delegates to State Convention

The County Chairman shall follow instructions from the Republican State Committee of Washington in determining the number of delegates and the procedures and rules for electing those delegates to the State Convention

Section 3 - Convention Rules

The County Convention shall adopt the following minimum permanent rules:

- 1.No proxies shall be recognized by the convention
2. On all questions before the convention, the vote shall be by "yeas" and "nays" or standing vote unless a roll call is demanded.
- 3.In case of a vote by roll call at this convention, the vote shall be by precinct in rotation.
- 4.All resolutions and platform subjects to come before the convention must be timely submitted in writing and referred to the platform and resolutions committee for a report thereon before being read on the floor of the convention.
- 5.The report of the Platform Committee shall be read to the convention en toto and the vote may be taken to adopt the report of the committee en toto, or section by section.
- 6.The proponent of any resolution or motion shall be allowed the privilege of the floor for three (3) minutes to support such resolution or motion. He shall further be entitled to two (2) minutes to close the debate, if any, upon such resolution or motion and shall have the privilege of closing such debate notwithstanding the previous question moved or called for; otherwise no person shall speak on any subject more than once and all speeches shall be limited to three (3) minutes.
- 7.Robert's Rules of Order Newly Revised (most current edition) shall govern on any procedure not provided for herein.

Section 4 - Platform

It shall be the goal of the Central Committee to mail the proposed platform to all delegates at least seven days prior to the County Convention.

Section 5 - Appointment of State Convention Officers

Every two years, the KCRP is required by the WSRP to appoint a representative to the Platform Committee, the Rules Committee, and the Credentials Committee of the Washington State Republican Convention. These representatives shall be nominated by the County Chairman but ratified by the Central Committee by a majority vote. Appointment and ratification shall take place at least 2 weeks before the County Convention. Appointees shall be selected from delegates elected to the County Convention at the Precinct Caucuses. No appointee shall serve on more than one committee.

ARTICLE 10 - PARLIAMENTARY AUTHORITY

When not inconsistent with the provision in these Bylaws, Roberts Rules of Order Newly Revised (most current edition) shall govern all meetings of the Central Committee and Executive Board.

ARTICLE 11 - CONSTRUCTION

Section 1 - Severance

IF FOR ANY REASON ANY PART OF THESE bylaws is declared invalid or not in compliance with the Revised Code of Washington or the Washington Administrative Code, the remaining portions not affected shall remain in full force and effect.

Section 2 - Relationship, to Previous Bylaws

These bylaws supersede all previous Bylaws of the Central Committee or the Kittitas County Republicans.

Section 3 - Expiration

These By-laws shall continue in perpetuity or until such time as the Kittitas Republican Central Committee deems it necessary to adopt new by-laws.

ARTICLE 12 - AMENDMENT OF BYLAWS

These bylaws may be amended at any meeting of the Central Committee by a two-thirds vote, provided that a quorum is present; provided that any proposed amendment is submitted in writing to the County Chairman by the initiator at least 20 days prior to the meeting at which it is to be considered; and provided a copy of the proposed amendment is sent to each Central Committee member at least ten days prior to the meeting at which it is to be considered

IN WITNESS WHEREOF, the foregoing Bylaws have been duly approved and executed by the Kittitas County Central Committee this 9th day of December 2004.

Mathew Manweller, Chairman

Judy Heesaker, Secretary