

# Parker County Republican Party Bylaws

## ARTICLE I --- NAME

**Section 1.** The name of this organization shall be the Parker County Republican County Executive Committee, hereinafter referred to as the County Executive Committee (CEC).

## ARTICLE II --- PURPOSE

**Section 1.** The purpose of the County Executive Committee (CEC) 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 treat all Republican candidates for office fairly and equitably;
- (d) to cooperate in carrying out programs initiated by the Republican Party of Texas, including but not limited to:
  - (a) 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
  - (b) 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 (CEC) 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 (CEC) when conducting official business required by the Texas Election Code shall be the County Chair and the Precinct Chairs. Officers and Committee Chairs who are not Precinct Chairs may serve as ex-officio (non-voting) members of the County Executive Committee (CEC).

**Section 2.** To qualify to hold the office of Precinct Chair, 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 Chair or Precinct Chair shall be filled by the Executive Committee.

- (a) **County Chair.** A majority of the total membership of the 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.
- (b) **Precinct Chair.** One-fourth (1/4) of the total membership of the Executive Committee, excluding vacancies, shall constitute a quorum for 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(C) of the Texas Election Code.

#### **ARTICLE IV --- OFFICERS**

**Section 1.** Officers of the County Executive Committee (CEC) shall be the County Chairman, Treasurer, and Secretary. The Treasurer and Secretary shall be appointed by the County Chairman at the Organizational Meeting, and in no case shall the office of Treasurer be vacant more than ninety (90) days

**Section 2.** The term of office of the officers shall be concurrent with that of the County Executive Committee (CEC), except in the event of a vacancy in the office of County Chairman (at which time the appointed officers shall serve only until a new County Chairman is elected).

**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 Treasurer or Secretary shall be filled by the County Chair following notice of the vacancy, at a regular meeting 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 County Executive Committee (CEC) and by these bylaws, as listed below:

- A. County Chairman.** The County Chair shall be the County Executive Committee (CEC)'s presiding officer and official spokesman. The County Chair shall perform these duties required by the statute and by these bylaws and by the Rules of the Republican Party of Texas, and shall be an ex-officio member of all county Standing and Special Committees. The County Chair may be a member of the Texas Republican County Chairman's Association and any assessments or dues are to be paid by the County Executive Committee (CEC). The County Chair has a discretionary spending limit of no more than \$500 (Five Hundred Dollars) for any single transaction. All other expenses must be approved by the Executive Committee.



- B. 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 County Executive Committee (CEC) at each regularly scheduled meeting.
  
- C. Secretary.** The Secretary shall carry out the usual duties of that office, keeping an up-to-date role of the County Executive Committee (CEC)'s members and ensuring that each member receives timely notices of meetings. A permanent file containing minutes of the County Executive Committee (CEC) meetings shall be maintained. In the event of a vacancy in the office of County Chair, the Secretary shall call a meeting of the County Executive Committee (CEC) for the purpose of electing a new County Chair, 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 (CEC) shall meet at least once a quarter.

**Section 2.** In each even-numbered year, as required by Republican Party of Texas Rule 8d, one of the regular meetings shall be an organizational meeting to be held within forty-five (45) days of the date the County Executive Committee (CEC) takes office. (This is twenty (20) days after the Primary Run-off Election according to Subsection 171.022 (c) of the TEC.) The County Chair shall be responsible for calling the meeting however, if the County Chair does not call the meeting, then one-fourth (1/4) of the Precinct Chairmen may, by written demand, call an organizational meeting. Notice of the organizational meeting shall be mailed by USPS to the last known address of the members of the executive committee at least fourteen (14) days prior to the date of the meeting and such notice shall state the time, date, and location of the meeting and the names(s) of the person(s) issuing the call. The agenda of the organizational meeting shall include, but not be limited to, the swearing in of the newly elected executive committee members and the adoption of Bylaws and/or Rules for the biennium. The proposed Bylaws and/or Rules shall be sent out with the meeting call via USPS at least fourteen (14) days prior to the date of the meeting.

**Section 3.** Regular meetings shall be called by the County Chair with a minimum of ten days' notice to each County Executive Committee (CEC) member. Emergency meetings may be called by the County Chair with a minimum of five days' notice to each County Executive Committee (CEC) member.

**Section 4.** A special meeting must be held on petition of a minimum of twenty-five percent of Precinct Chairs. Notice of such meeting must be provided to every member of the County

Executive Committee (CEC) and held no earlier than ten days after presentation of the petition to the Secretary and/or County Chair.

**Section 5.** All meeting notices must be in writing and posted on the Parker County Republican Party's website or they can be emailed or sent via USPS and include the date, time, and location of the meeting. A notice must include a statement of any business requiring a vote of the County Executive Committee (CEC) to be conducted at the meeting. Official action may be taken only on items listed on the notice unless a two-thirds consent is received from County Executive Committee (CEC) members present at the meeting to waive such requirement. A Precinct Chair may request that an item be included on the agenda upon written notice to the County Chair at least ten days' prior to the applicable meeting.

**Section 6.** No county executive committee meeting shall be held during the week of the biennial State Convention or the quadrennial National Convention.

**Section 7.** In accordance with Republican Party of Texas Rule 8f, All meetings of the County Executive Committee (CEC) including meetings of any, sub-committee, or ad hoc committee shall be open to any member of that County Executive Committee (CEC), and they shall have the right to appear before any such committee, sub-committee, or ad hoc committee and make recommendations for the committee's consideration or testify concerning any item under purview of the committee. This Rule does not preclude the committee from going into executive session; however, such executive session(s) shall be open to any member of the County Executive Committee (CEC) including ex-officio members.

Rule 8. Quorum, in accordance with Republican Party of Texas Rule 9

- A. Non-Statutory Business and Filling Vacancies – 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 conduct of statutory business (called for by the Texas Election Code) shall consist of those members present.

## ARTICLE VI --- COMMITTEES

**Section 1.** The County Chair shall appoint the chair 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 full County Executive Committee (CEC).

**Section 3.** The Standing Committees of the Executive Committee of the Republican Party of Parker County shall be the Nominations, Rules & Bylaws, Budget & Finance and Volunteers & Headquarters.



**Section 4.** Each Standing Committee Chair or representative should provide a verbal report of any significant Standing Committee activities at each meeting of the Parker County Executive Committee.

A. The **NOMINATIONS COMMITTEE** shall:

1. Following the submission of a Precinct Chair application to the County Chair, the Nominations Committee will screen and interview legally qualified persons to fill vacancies on the County Executive Committee pursuant to Subchapter B, Section 171.024 of the Texas Election Code; and recommend persons by majority vote of the Nominations Committee to be submitted to the County Executive Committee for appointment as members of the Parker County Executive Committee.
2. Recruit and interview potential candidates for elected offices such as school boards, hospital boards and local municipalities.
3. The Nominations Committee should meet at least quarterly and/or at the call of the Nominations Committee Chair.

B. The **RULES & BYLAWS COMMITTEE** shall:

1. Periodically review the bylaws governing the Parker County Executive Committee and assure that the bylaws support orderly and efficient operation of the Republican Party of Parker County, and assure that the bylaws and any written procedures generated for conducting business complies with applicable Rules of the Republican Party of Texas, and state and federal laws.
2. The Rules & Bylaws Committee should meet at least quarterly and/or at the call of the Rules & Bylaws Committee Chair.

C. The **BUDGET & FINANCE COMMITTEE** shall:

1. Plan, budget, and present fund-raising activities to the County Chair and County Executive Committee for approval.
2. Under the supervision of the County Chair, coordinate and execute approved fund raising activities for the Parker County Republican Party.
3. Coordinate with the County Chair and Treasurer regarding expenses and profit for fund-raising activities.
4. Should meet at least quarterly and/or at the call of the Budget & Finance Committee Chair.

D. The **VOLUNTEERS & HEADQUARTERS COMMITTEE** shall:

1. Assure efficient operation of the Parker County Republican Headquarters.
2. Develop and maintain a list of volunteer workers to support Republican activities in Parker County.
3. Develop and maintain a list of potential election judges and alternate election judges.

4. Develop and deploy Parker County's GOTV efforts including:
  - (a) Precinct Chair tools and training
  - (b) Call and Walk list management for volunteers
  - (c) GOP calendars and candidate coordination
5. Socials – set up regular events throughout Parker County designed to attract a diverse groups of Republicans and grow the reach of the Parker County Republican Party.
6. Meet at least quarterly and/or at the call of the Volunteers & Headquarters Committee Chair.

#### **ARTICLE VII --- PARLIAMENTARY AUTHORITY**

**Section 1.** The rules contained in the most current edition of Robert's Rules of Order shall govern the County Executive Committee (CEC) 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.

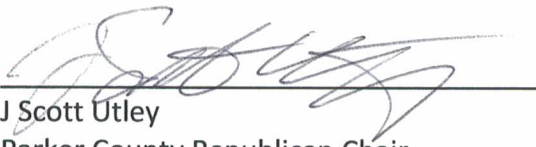
#### **ARTICLE VIII --- PUBLIC STATEMENTS**

**Section 1.** No individual or organization shall be authorized to make public statements on policy or specific candidate recommendations in any manner purporting to represent the Republican Party of Parker County Texas. This prohibition includes public statements to the press or media, social media posts, paid advertisements (e.g. newspaper, television, or radio), signage adjacent to Rights-of-way, or by printed material delivered by mail or by hand. Upon a majority vote of the Parker County Executive Committee, any individual or organization shall be formally censured and be required to immediately cease any such activity. Further, any such individual or the leadership of any such organization shall be denied formal participation in the Republican Party of Parker County Texas for a period of not less than four (4) years. This denial shall include any formal participation as a Delegate to county conventions or consideration as a delegate to a Texas State Republican Party Convention. [Note that the elected Republican Party Chairperson is the official spokesperson authorized to make public statement on policies approved by the Parker County Republican Party Executive Committee.]

#### **ARTICLE IX --- AMENDMENT OF BYLAWS**

**Section 1.** These bylaws may be amended by a two-thirds (2/3) vote of the members of the County Executive Committee (CEC) present and voting at a properly called meeting of the County Executive Committee (CEC) by giving notice at the previous regular meeting, or by mailing written notice to each County Executive Committee (CEC) members at least fourteen (14) days in advance of a Regular or Special Meeting called for that purpose.

Adopted: August 18, 2020



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J Scott Utley  
Parker County Republican Chair