

# **By-Laws Legislative District 17**

## **ARTICLE I – NAME**

- Section A     The name of this organization shall be the Legislative District 17 Republican Committee hereafter referred to as the District.
- Section B     The District shall be affiliated with the State Republican Party and the Maricopa County Republican Party.

## **ARTICLE II – OBJECTIVES**

- Section A     The objectives of the District shall be
1.     To elect Republican candidates at all levels who promote and reflect Republican ideals.
  2.     To promote an informed electorate through political education.
  3.     To foster the Republican Party and to promote its ideals.
  4.     To increase the effectiveness of Republican workers in the cause of good government through active political participation.
  5.     To encourage all qualified Republican candidates who promote and reflect Republican ideals to run for elected offices.

## **ARTICLE III – MEMBERSHIP**

- Section A     The membership of the District shall be all elected and appointed Republican Precinct Committeemen of Legislative District 17.
- Section B     In addition to those duties prescribed by law and State and County By-Laws, the duties of the members of this District shall be:
1.     To attend all regular or special meetings of the District whenever possible.
  2.     To attend all County statutory, mandatory and special meetings, in person or by proxy.
  3.     To attend all State statutory, mandatory and special meetings, in person or by proxy, if elected to serve on the State Committee.
  4.     To organize and work in the precinct where elected or appointed, as well as in the District, for the election of Republican candidates.

## **ARTICLE IV – MEETINGS**

- Section A     In even numbered years, no fewer than ten (10) regular monthly meetings will be held.
- Section B     In odd numbered years, no fewer than six (6) regular meetings will be held.

Section C

1. Special meetings of the District may be called by the Chairman, or called at the written request of one-third (1/3) of the Precinct Committeemen.
2. The Chairman shall call meetings of the Executive Committee at least once per quarter unless a documented majority of the committee feels a given meeting may be postponed.
3. Committees or task forces of the District may be asked to attend special meetings by the Chairman or Vice-Chairman, based on need.

Section D

Notice of District meetings shall be given to each Precinct Committeeman not later than 10 days prior to the meeting. Written notice shall be communicated to every Precinct Committeeman, either electronically or by mail.

Section E

The organizational meeting of the District shall be held no earlier than the second Saturday after the general election and no later than the first Saturday in December.

Section F

A quorum for the transaction of any business at a regular or special meeting shall be 25% of all Precinct Committeemen, either present in person or by proxy.

Section G

A quorum for the organizational meeting shall be 50% of all elected Precinct Committeemen, either in person or by proxy.

## **ARTICLE V – ORGANIZATION**

Section A

Officers

1. The officers of the District shall consist of the Chairman, First and Second Vice-Chairmen, Secretary and Treasurer.
2. These officers shall be elected at the organizational meeting of the District as prescribed by the Arizona Revised Statutes, and shall serve for a two year term.
3. All officers of the District shall be Precinct Committeemen of the legislative district. If an officer moves within the District and is appointed a Precinct Committeeman in his new precinct, he or she shall continue to hold his or her district office.
4. Mandatory Resignation. An elected District officer shall resign his or her position upon formal announcement of candidacy or upon filing nomination petitions for any partisan elected position within the District. The requirement does not apply to the election of Precinct Committeeman or Precinct Captain.
5. If there is a vacancy in an elected office, the vacancy shall be filled by an election no later than the District meeting immediately following the first meeting after which the vacancy occurs. The procedure followed in the conduct of such an election shall conform as closely as possible to that outlined for the bi-annual organizational election in these by-laws.

## Section B

### Duties of Officers

1. The duties of the Chairman, in addition to those specified in the County By-Laws, shall be:
  - a. To preside at all meetings of the District organization.
  - b. To represent the District as a member of the Maricopa County Executive Guidance Committee in accordance with the County By-Laws.
  - c. To appoint all committee chairman and committees with the advice of the Executive Committee.
  - d. To keep members of the District organization informed of the activities of the District, County and State organizations.
2. The duties of the First Vice-Chairman shall be
  - a. To perform all duties of the Chairman in his absence.
  - b. To assist the Chairman and executive committee in working with precinct committeemen to organize their precincts.
3. The duties of the Second Vice-Chairman shall be:
  - a. To perform the duties of the Chairman if both the Chairman and the First Vice-Chairman are absent.
  - b. To assist the Chairman and executive committee in working with precinct committeemen to organize their precincts.
4. The duties of the Secretary shall be:
  - a. To take minute of all regular meetings, Executive Committee meetings and special meetings.
  - b. To keep a complete and up-to-date roster of the Officers, Area Coordinators, Precinct Captains, and Precinct Committeemen.
  - c. To maintain necessary correspondence (including meeting notifications) and organize and retain the District's permanent records.
5. The duties of the Treasurer shall be:
  - a. To receive and be custodian of all funds of the District and to pay all bills upon authorization, as provided in Article Six, Section A of these bylaws.
  - b. To keep an account of all monies received and disbursed, and to report in full at regular meetings, and as required by the Chairman.
  - c. To submit an annual report to the District and such other reports as required by law.

## Section C

### Other Leadership Positions

1. Precinct Captains shall be selected and shall serve in accordance with the rules and standards established by the bylaws of the Maricopa County Republican Committee.
2. It shall be the responsibility of the Precinct Captain to provide the leadership necessary to meet the objectives of the Maricopa County Republican Committee and the Legislative District 17 Republican Committee. The obligations set forth by the Arizona Revised Statutes shall also be satisfied.

Section D Committees

1. Executive Committee. The Executive Committee shall consist of the five elected officers. The Executive Committee shall function as an advisory group to the Chairman and shall assist him in managing the affairs of the District.
2. The District Chairman shall appoint chairmen of committees and members of committees as required.
3. A Nominating Committee of five members, reflective of the geographic divisions of the district, shall be appointed by the Chairman at the regular meeting preceding the organizational meeting.
4. Precinct Committeeman Nominations – The name of any person nominated by the Chairman, First Vice Chairman or Second Vice Chairman of the District 17 Legislative District Committee to fill any vacancy in the office of precinct committeeman for any precinct in Legislative District 17 shall be forwarded by the Chairman of the District 17 Legislative District Committee to the Chairman of the Maricopa County Committee for recommendation to the County Board of Supervisors for appointment to fill such vacancy. If more than one person is nominated to fill such vacancy, the person shall be selected by a majority vote by the Executive Committee. It is intended that the Precinct Captain of a precinct should be consulted before a vacancy is filled.
5. A Credentials and Tally Committee of three members shall be appointed by the Chairman prior to the organizational meeting. The duties of this committee, associated with the election of District 17 officers, shall include: ensuring the eligibility of those voting and running for District office, tallying the votes cast in District elections, and announcing and certifying the results of District elections.

**ARTICLE VI – FINANCIAL AFFAIRS**

Section A The District Chairman may authorize any expenditures up to \$150.00 for routine expenses, such as printing, postage, etc. Expenditures are to be paid upon presentation of a receipt to the Treasurer. Expenses exceeding \$150.00 shall be referred to the Executive Committee by the District Chairman for approval. Contributions from the District shall be authorized by the Executive Committee regardless of the amount.

Section B. The Chairman and Executive Committee shall ensure that an audit of the Treasurer’s financial records is performed annually.

**ARTICLE VII – ELECTIONS**

Section A Organizational Meeting

1. All officers shall be elected at the organizational meeting of the District by a majority vote of the elected Precinct Committeemen voting in person or by

proxy, provided a quorum is present as provided in Article IV, Section G of these bylaws.

2. Nominations for District officers and state committeemen shall be made by the Nominating Committee. Any person wishing to be nominated for a District office shall submit a letter of intent at least 14 days prior to the organizational meeting in order to be placed on the ballot.
3. Additional nominations for all elected officers may be made from the floor at the organizational meeting.
4. Voting will be made by ballot except where only one nominee is being considered for an office, in which case election may be by voice vote of a motion.
5. Conduct of the elections:
  - a. The Credentials and Tally Committee will certify the number of eligible votes as of the call to order and present its report for adoption by the membership.
  - b. Upon adoption of the credential report, the Nominating Committee will present its nominations in written form suitable for use as a ballot.
  - c. Each of the District officers will be separately considered in the following sequence: Chairman, First Vice-Chairman, Second Vice-Chairman, Secretary, and Treasurer.
  - d. Nominations from the floor will be entertained immediately prior to the vote for the respective office.
  - e. Each candidate for District office may have nominating and seconding speeches not to exceed three (3) minutes in total, if the candidate requests the time.
  - f. The election will be determined by the candidate receiving the majority of the votes cast for each office. If no candidate receives a majority of the votes, a second ballot will be cast which will be limited to the candidates that received the two highest number of votes on the first ballot.
  - g. Balloting for the office of State Committeeman or delegate and alternate to a convention will follow the balloting for District officers and proceed as follows:
    - 1.) The election will be determined by the candidates receiving the largest number of votes until the district quota is filled.
    - 2.) All proxies must be presented at the time of registration
    - 3.) Elected State Committeemen shall attend, in person or by proxy, both the statutory and mandatory meetings of the Arizona Republican Party.

## Section B Removal from Office

An officer, may be removed at any time by two-thirds (2/3) vote of those present and voting at any meeting provided a notice of the proposed removal has been given in writing to all members at least ten (10) days prior to the meeting at which the removal is to be voted upon.

## **ARTICLE VIII – AMENDMENTS**

- Section A Amendments to these By-Laws may be effected by two-thirds (2/3) vote of Precinct Committeemen voting in person or by proxy, provided a quorum is present as provided in Article IV, Section G of these Bylaws.
- Section B Amendments may be proposed by any Precinct Committeeman to the Executive Committee for review at any regular meeting of the District. The Executive Committee shall review all proposed amendments and recommend adoption or rejection to the membership at the next meeting of the District. If the amendment is not recommended by the Executive Committee for District vote, the membership may elect to overrule the Executive Committee by a majority vote of the membership present or by proxy. If the proposed amendment is recommended by the Executive Committee or overridden by the membership, the Chairman will notify the District of the proposal in writing within ten (10) days prior to the next District meeting.
- Section C Consideration of the amendment will be at the next meeting of the District, to be held not more than sixty (60) days following introduction of the amendment.
- Section D Amendments will become effective immediately upon adoption.

## **ARTICLE IX – APPLICABILITY**

These By-Laws shall conform with the Arizona Revised Statutes.

## **ARTICLE X – DURATION**

These By-Laws shall take effect at the close of the meeting at which they are voted upon and shall continue in effect until amended as provided for in Article VIII.

## **ARTICLE XI – PARLIAMENTARY AUTHORITY**

Robert's rules of Order, Revised Edition, shall govern this organization in all matters of procedure not covered in these By-Laws.

APPROVED AT THE REGULAR MEETING OF LEGISLATIVE DISTRICT 17 REPUBLICAN COMMITTEE ON September 8, 2009 Tempe Multi-Generational Center Tempe, Arizona