

BYLAWS OF THE CANYON COUNTY REPUBLICAN CENTRAL COMMITTEE

ARTICLE I. NAME

The name of this organization shall be the Canyon County Republican Central Committee, hereinafter referred to as the CCRCC.

ARTICLE II. OBJECTIVE

The goals and purposes of the CCRCC shall be:

1. To act as the governing body of the Canyon County Republican Party;
2. To support and implement the platforms that have been adopted by both the national and state Republican Parties;
3. To recruit, develop, promote, support, and elect Republican candidates at the national, state, and local levels;
4. To promote sound, honest, and representative government at the national, state, and local levels;
5. To advise the Idaho Republican Party regarding the development of policies and functions;
6. To increase the number of Republican voters in Canyon County and encourage their participation in the political process; and
7. To preserve and protect the dignity, rights, freedom and liberty of the individual citizens of Canyon County.

ARTICLE III. MEMBERSHIP

Section 1. Members. Members of the CCRCC shall be the elected and appointed Precinct

Committeemen, and the County Chairman, as provided in Idaho Code § 34-502.

Section 2. Qualifications. Each member and officer of the CCRCC shall be a qualified elector of the precinct in which he or she resides and be registered as a Republican. (*See* Idaho Code §§ 34-104 and 34-402).

Section 3. Selection of Precinct Committeemen. Precinct Committeemen shall be elected in the State Primary Election as provided in Idaho Code § 34-624 or elected by the CCRCC in accordance with Idaho Code § 34-502, Idaho Republican Party State Rules, Article IV, Section 8 and these Bylaws.

Section 4. Selection of Alternate Precinct Committeemen.

- (a) An Alternate shall be a qualified elector, registered as a Republican and a resident of the precinct in which he or she serves.
- (b) The Precinct Committeeman shall, within ninety (90) days of election or appointment nominate an Alternate in his or her precinct which Alternate may then be confirmed by election by the CCRCC. An appointed Precinct Committeeman can nominate an Alternate only if the position of Alternate is vacant. If the Precinct Committeeman fails to nominate an Alternate within ninety (90) days of election or appointment, any CCRCC member may nominate an Alternate for that vacant Alternate precinct position.
- (c) An alternate's term runs from the date of confirmation by the CCRCC until the end of the Precinct Committeeman's term. (*See* Idaho Code § 34-624 (1)).

Section 5. Notice, form, and attendance of meetings.

- (a) The term “notice” in these Bylaws means written notice, which includes the purpose, date, time and location of meetings or events and may be delivered by U.S. mail, delivery service, personal delivery, email, text message, or any other form of written message.
- (b) The term “form” means that meetings will be held both in person and/or virtually.
- (c) Members and officers may attend meetings or events in person or virtually with the same rights contained herein.

Section 6. Resignation and Vacancies.

- (a) Any Precinct Committeeman desiring to resign from the CCRCC shall submit his or her resignation, in writing, to the CCRCC Chairman.
- (b) Vacancies occurring in the office of Precinct Committeeman shall be filled as follows:
 - i. The CCRCC Chairman shall give notice of the vacancy at least two (2) weeks prior to the next scheduled meeting. (*See Idaho Republican Party State Rules, Article IV, Section 8*). All nominations shall be from the floor, and in the event of a contested race, election shall be by secret ballot.
 - ii. At that meeting (the nominating meeting), any member of the CCRCC may nominate a person to fill the vacancy. The nominee shall attend the meeting (nominating meeting) either in person or virtually and may be invited to speak to the CCRCC.
 - iii. It shall be the duty of the CCRCC Chairman to verify that the nominee is:
 - (1) a qualified elector of the precinct, and (2) registered as a Republican. Such verification shall be completed prior to the next scheduled meeting (election

meeting). Upon such verification, the nominee may be elected at the next CCRCC meeting or any meeting thereafter (election meeting). The nominee shall be present in person or virtually at the meeting (election meeting). If the Chairman fails to complete verification within the allowed time, the CCRCC may, but is not required to, elect the nominee at the next meeting or any meeting thereafter (election meeting) without the Chairman's verification. However, at any time, the nominator or the nominee may present verification that the nominee is: (1) a qualified elector of the precinct, and (2) registered as a Republican.

- (c) If the Chairman desires to resign, the Chairman shall submit his or her written resignation to the CCRCC Vice-Chairman. If the office of Vice-Chairman is vacant, the Chairman shall submit his or her written resignation to the Idaho Republican State Party Chairman. The vacancy will then be filled by following the procedure outlined in Idaho Republican Party State Rules, Article IV, Section 9.
- (d) Any officer of the CCRCC, other than the Chairman, desiring to resign shall submit his or her written resignation to the Chairman. A vacancy in an office other than Precinct Committeeman or Chairman shall be filled by following the procedures outlined in Idaho Republican Party State Rules, Article IV, Sections 10 or 11, as applicable.

Section 7. Voting Members.

- (a) All CCRCC members (Precinct Committeemen and the Chairman as provided in Idaho Code § 34-502) have voting rights on all matters before the CCRCC. Others may participate in voting as provided in this section.
- (b) An Alternate Precinct Committeeman may vote in the absence of the Precinct

Committeeman. If no Alternate has been confirmed by the CCRCC, or neither the Alternate nor Precinct Committeeman will be present at a given meeting, the Precinct Committeeman may issue a proxy within the confines of Idaho Republican Party State Rules, Article IV, Section 12. (Note- In summary, IRPSR, Art. IV, Sec. 12 provides that proxies are allowed at CCRCC meetings except for the election of CCRCC officers, election of delegates to the State Convention and nominees to fill County vacancies. Proxies must be written by the grantor to another voting member and limited to that particular meeting).

(c) An Officer who is not a Precinct Committeeman may vote on all matters except:

- i. Elections for Central Committee officers,
- ii. Precinct Committeeman vacancies,
- iii. Delegates to the State Convention,
- iv. Changes to the Bylaws, and
- v. Nominations to fill county office vacancies. (*see* Idaho Code § 59-906 and Idaho Code §59-906A)

(d) There shall be one person, one vote. A member or officer who holds more than one position or office has only one vote.

ARTICLE IV. OFFICERS

Section 1. Composition. The officers of the CCRCC shall be the County Chairman, Vice-Chairman, Secretary, Treasurer, State Committee Man, State Committee Woman, and State Youth Committee Person. These officers shall perform the duties prescribed by these Bylaws, the Standing Rules of Order and the parliamentary authority adopted by this organization in

Article IX of these Bylaws.

Section 2. Election of Officers.

- (a) Re-organization. All officers of the CCRCC shall be elected by the Precinct Committeemen at a meeting called for that purpose by the incumbent County Chairman to be held within ten (10) days after the Primary Election. (See Idaho Code § 34-502 and Idaho Republican Party State Rules, Article IV, Section 1). (Please note that the term of a Precinct Committeeman elected at the Primary election does not commence until the eighth (8th) day after the primary election. (See Idaho Code § 34-624)). In the event more than one (1) candidate is nominated for any office, voting shall be by secret ballot.
- (b) The incumbent Chairman shall cause written notice of the re-organization meeting stating the purpose, date, time and location to be sent to each member and officer of the CCRCC at least seven (7) days prior to such meeting. (See Idaho Code, Section 34-502).

Section 3. Term of Office.

The term of office for each officer shall be from his or her election or appointment until the end of the term for which precinct committeemen are elected. (See Idaho Code § 34-624). Further, officers, “shall hold office at the pleasure of the county central committee or until their successors are elected,” as provided in Idaho Code § 34-502.

Section 4. Duties.

- (a) **Chairman.** The Chairman shall:
 - i. Preside at all meetings of the CCRCC and Executive Board;

- ii. Have authority to act as the official representative of the CCRCC between meetings;
- iii. Perform, such other duties as are determined by State statute, State Party Rules or granted by the CCRCC, and
- iv. Attend the State Central Committee meetings.
- v. The Chairman shall cause proper notice of meetings and events to be sent to members and officers.
- vi. The Chairman may appoint officers pursuant to Article V of these Bylaws. (For a further discussion of the Chairman's duties see Robert's Rules of Order, 47:1-10).

(b) **Vice-Chairman**. The Vice-Chairman shall:

- i. Assist the Chairman;
- ii. Carry out assigned responsibilities;
- iii. Preside in the Chairman's absence at any meeting of the CCRCC, Executive Board, or any other meeting to which the Chairman would be authorized to attend; and
- iv. Vote in the absence of the Chairman. In that instance, however, the Vice-Chairman is limited to one vote. (*See* these Bylaws, Article III, Section 6(e)). (For a further discussion of the Vice-Chairman's duties see Robert's Rules of Order, 47:23-31).

(c) **Secretary**. The Secretary shall:

- i. Be the Correspondence Secretary of the CCRCC and Executive Board;
- ii. Prepare such correspondence as requested by the Chairman;
- iii. Forward all received correspondence to the Chairman for review and response.

- iv. Upon request from the Chairman, provide notice to CCRCC members and officers of meetings, events and function and perform other duties as requested by the Chairman;
- v. Be the Recording Secretary of the CCRCC and Executive Board;
- vi. Record and keep a file of minutes of all CCRCC meetings and Executive Board Meetings;
- vii. Forward a copy of draft minutes to the Chairman for review prior to the draft being presented for approval;
- viii. Maintain a current roster of all members of the CCRCC;
- ix. Inform the Canyon County Clerk and State Party of changes in Precinct Committeemen;
- x. Perform other duties as may be requested by the Chairman; and
- xi. Be the custodian of the current, approved copy of the Bylaws and Standing Rules of the CCRCC.

Any member or officer is entitled to request and timely receive a copy of minutes, Bylaws, Standing Rules or any other information in the Secretary's possession. (For a further discussion of the Secretary's duties, see Robert's Rules of Order, 47:32-37 and 48:1-8).

(d) **Treasurer**. The Treasurer shall:

- i. Have charge of all funds of the CCRCC;
- ii. Furnish a financial report at each CCRCC meeting;
- iii. Annually furnish a written financial statement to the members and officers of the CCRCC;

- iv. Follow appropriate financial procedures to protect CCRCC funds;
- v. File such reports as required by State and Federal Law;
- vi. Comply with requests of authorized auditors; and
- vii. Perform other duties as may be requested by the Chairman.

The Treasurer shall also attend Executive Board meetings. (For a further discussion of the Treasurer's duties, see Robert's Rules of Order, 47:38-39).

(e) **State Committee Woman/State Committee Man**. These representatives to the State Central Committee shall attend all meetings, including the CCRCC meetings and Executive Board meetings, and perform other duties as may be requested by the Chairman.

(f) **State Youth Committee Person**. The State Youth Committee Person shall be between the ages of eighteen (18) and forty (40) at the time of his or her election, and shall attend meetings of the State Central Committee, the CCRCC and Executive Board.

Section 5. Removal from Office.

Upon two-thirds (2/3) vote of members present, any officer may be removed from office for neglect of duty or misconduct. Proceedings for removal are as follows:

- (a) A member of the CCRCC must file a written motion to remove the officer. The written motion must include a second and the basis for the motion. It may be accompanied by sustaining documentation. (Hereinafter, the motion, second, basis for the motion and any sustaining documentation are referred to as "the motion").

- (b) The motion must be submitted to the CCRCC Chairman unless the Chairman is the subject of the motion, in which case, the motion must be submitted to the CCRCC Vice-Chairman who, thereafter, shall fill the responsibilities of the Chairman outlined in this section.
- (c) Within five (5) days of receiving the motion, the Chairman shall cause a copy of the motion to be sent to the officer who is the subject of the motion and a copy to be sent to each member and officer of the CCRCC.
- (d) The officer that is the subject of the motion may, but is not required to, make a written response to the motion within ten (10) days of service by the Chairman. Within five (5) days of receiving a response, the Chairman shall cause a copy of the response to be sent to each member and officer of the CCRCC.
- (e) The Chairman shall place the motion as an action item on the agenda for the next meeting and shall cause notice of the meeting and the agenda item to be sent to each member and officer of the CCRCC. Such notice shall be sent at least fourteen (14) days prior to the meeting.
- (f) At that meeting, the maker of the motion shall present any relevant information. The officer shall have an opportunity to present any relevant information. The maker then has the opportunity for rebuttal and the officer has the opportunity for sur-rebuttal.
- (g) Thereafter, the CCRCC shall make its decision.

ARTICLE V. APPOINTED POSITIONS

Section 1. Appointed Positions. Appointed positions may include, but are not limited to, Finance Chairman, Parliamentarian and Publicity Chairman. (For further discussion of

appointed positions, see Robert's Rules of Order, 47:40-45).

Section 2. Duties

- (a) **Finance Chairman**. The duties of the Finance Chairman are to raise money for the CCRCC and attend Executive Board meetings if requested. The Finance Chairman shall chair the Finance Committee and be responsible for preparing and submitting a finance plan to the Central Committee.

- (b) **Parliamentarian**. The Parliamentarian shall advise the County Chairman and members on parliamentary procedure and protocol at CCRCC meetings when requested and attend Executive Board meetings if requested. (For a further discussion of the duties of the Parliamentarian, see Robert's Rules of Order, 47:46-56).

- (c) **Publicity Chair**. Under the direction of the Chairman, the Publicity Chairman shall be responsible for all press releases and publicity for all Central Committee meetings and events. The Publicity Chairman shall attend Executive Board meetings if requested.

ARTICLE VI. MEETINGS AND QUORUM

Section 1. Regular Meetings. Regular meetings shall be established pursuant to the Standing Rules. (For a further discussion of meetings see, Roberts Rules of Order, Chapter IV).

Section 2. Special Meetings. Special meetings maybe called by the County Chairman or by the Vice-Chairman if the position of County Chairman is vacant, in which case, the Vice-Chairman

shall fill the role of the Chairman in this section. Sixteen (16) members of the CCRCC may request a special meeting by submitting a written and signed petition to the Chairman. Within seven (7) days of receiving the signed petition the Chairman shall, cause written notice of the Special meeting to be sent to each member and officer of the CCRCC. The notice shall include a copy of the signed petition and state the purpose, date, time and location of the meeting.

Section 3. Quorums. Thirty-three percent (33%) of Precinct Committeemen presently holding that position shall constitute a quorum. Proxies cannot be used to establish a quorum.

ARTICLE VII. EXECUTIVE BOARD

Section 1. Membership.

(a) The Chairman, Vice-Chairman, Secretary, Treasurer, State Committeeman, State Committeewoman, and State Youth Committee Person constitute the members of the Executive Board.

(b) The CCRCC Chairman shall extend an invitation to the President of the Canyon County Republican Women and the Chairman of each Legislative District with precincts located in Canyon County (at the time of the adoption of these Bylaws this includes Legislative Districts 9, 10, 11, 12 and 13) to be an Ex Officio (non-voting) member of the CCRCC Executive Board. Such invitation shall occur within thirty (30) days of the Canyon County Republican Women Club election or the Legislative District Chairman's election either at the organizational meeting or pursuant to Idaho Republican Party State Rules, Article VII, Section 7. If the invitation is accepted, the invitee shall be an Ex Officio member of the

CCRCC Executive Board.

Section 2. Duties. The Executive Board shall:

- (a) provide general supervision of the CCRCC between meetings;
- (b) make recommendations to the CCRCC;
- (c) perform any orders assigned by the CCRCC;
- (d) perform duties specified in the Bylaws or Standing Rules;
- (e) be subject to the orders and accountable to the CCRCC and no act of the Executive Board shall conflict with action taken by the CCRCC.

Section 3. Executive Board Meetings.

- (a) Regular meetings of the Executive Board shall be held prior to the CCRCC meetings.
- (b) Special meetings of the Board shall be called by the Chairman or upon written request of three (3) members of the Board to the Chairman.
- (c) For purposes of regular or special meetings or making recommendations to the CCRCC, a majority of the Board shall constitute a quorum.
- (d) Any precinct committee members or their alternate may attend the meeting, although they do not have a vote or a right to present unless called upon by the Chairman.

ARTICLE VIII. COMMITTEES

Section 1. Standing Committees. Standing Committees and Special Committees of the CCRCC will be appointed by the Chairman unless otherwise ordered by the CCRCC.

ARTICLE IX. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Roberts Rules of Order, latest revision shall govern the proceedings of the CCRCC in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, Standing Rules of Order, State Statute or Party Rule.

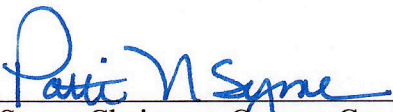
ARTICLE X. AMENDMENTS

Section 1. The Bylaws of the CCRCC may be amended at any meeting of the CCRCC by a two-thirds (2/3) vote of the members in attendance, provided that all members are sent notice in writing at least seven (7) days prior to the meeting that amendments will be considered.

Section 2. Upon approval all amendments shall become effective at the following meeting.

REVISION ADOPTED: May 18, 2021

SIGNED:



Patti Syme, Chairman, Canyon County Republican Central Committee

STANDING-RULES

1. The regular meetings of the CCRCC shall be held on the third Tuesday of each month at the Canyon County Administration Building, unless another date, time and/or location or cancelation of the meeting is designated by a majority vote of the Executive Board. The Chairman has authority to call a Special Meeting of the Executive Board to make such a decision. Executive Board Members may attend such a meeting physically or virtually. Upon an affirmative vote of the Executive Board, if possible, the Chairman shall cause two-week's notice of the meeting to be provided to all members and officers. If two-week's notice is not possible, the Chairman shall cause notice to be given with as much time as possible.
2. Any member or officer present physically or virtually may participate in general discussion and debate.
3. Amendments to these Standing Rules may be made at any regular meeting of the CCRCC by a two-third (2/3) vote without notice or by a majority vote with notice. All amendments become effective immediately.
4. Standing Rules and their amendments shall be attached to the Bylaws as part of the government of this committee.