

# **IDAHO REPUBLICAN PARTY LEGISLATIVE DISTRICT 14 BYLAWS**

## **ARTICLE - I. NAME**

The name of this organization shall be Legislative District 14 Committee of the Idaho Republican Party, hereinafter referred to as the District Committee.

## **ARTICLE - II. MISSION**

The mission of the District Committee is to promote the Republican philosophy, to build, strengthen and support the Republican Party from the grassroots up, and to recruit, identify, and elect competent and qualified Republican candidates for public office.

The primary focus of this mission shall be the Legislative District 14 Senate and House seats. Secondly, the District Committee shall provide assistance to county-wide races, and state constitutional office races. Support for municipal candidates who identify as a Republican shall be at the discretion of the committee.

## **ARTICLE - III. GOVERNING BODY AND DOCUMENTS**

The District 14 Executive Board shall be the governing body of the organization. The Executive Board shall be made up of the officers duly elected at the biennial organizing meeting or their successors.

The Executive Board shall be empowered to make decisions and take action on any matter not restricted by these bylaws, or the bylaws of the Idaho Republican Party, or any jurisdictional agency or law.

These Bylaws and Rules of Order of the District shall be the governing documents of the organization. The Bylaws and Rules shall be in compliance with the Idaho Republican Party Rules and the Election Laws of the State of Idaho. A copy of the Bylaws and Rules shall be provided to the Idaho State Republican Party to be stored in their archives.

The Committee and Executive Board shall use as its parliamentary authority the most recent edition of Roberts Rules of Order Newly Revised.

October 13, 2022

**ARTICLE - IV. MEMBERSHIP**

The District Committee is composed of the Precinct Committeemen of the precincts within District 14 who are elected at the State of Idaho Primary Election or duly elected at an Ada County Central Committee meeting in accordance with their bylaws and rules, and the elected legislative district chairman, vice chairman, and secretary. The legislative district chairman, vice chairman, secretary, and such other officers of the District as are elected by the duly elected Precinct Committeemen of the District.

- Section 1 Quorum - Fifty percent (50%) plus one (1) of the duly elected precinct committeemen or their duly elected Alternates and officers who are duly elected and current precinct committeemen shall constitute a quorum at meetings of the District.
- Section 2 Voting - Only duly elected precinct committeemen from precincts in which they currently live, an Alternate attending in the absence of his precinct committeeman (except as provided in Section 3), and elected District Committee Officers may vote at regular and/or special meetings of the District. Officers who are precinct committeemen shall have one vote except as otherwise provided in the State Party Rules.
- Section 3 Alternate Precinct Committeemen - May vote only in the absence of the Precinct Committeemen. Per State Party Rules, Alternates are prohibited from voting for the election of the District Committee officers, election of delegates and alternates to the State Convention, nominations to fill legislative vacancies and nominations to fill vacancies on the ballot.

**ARTICLE - V. MEETINGS**

- Section 1 Organization Meeting - The District shall meet biennially at the organization meeting for the purpose of election of officers and election of voting delegates and alternates to the Idaho Republican Convention.
- a. The organization meeting shall be called by the District Chairman to be held upon seven (7) days' notice and between eight (8) and eleven (11) days after each Primary Election to be held within the Legislative District.
  - b. Only precinct committeemen may nominate, second, and vote for officers, convention delegates, and convention alternates. Any qualified resident of the District who is a qualified elector of Legislative District 14, and who is a bona-fide and recognized member of the Republican Party is eligible for nomination and election. They are not required to be precinct committeemen.

- Section 2 Vacancy in Legislature - The District shall meet with a quorum present for the purpose of nominating candidates to the governor to fill vacancies in the Idaho State Legislature. The requirements and procedures for the meeting are listed on the attached “Rules for Vacancy in Legislature.”
- Section 3 Vacancy on Ballot - The District shall meet with a quorum present for the purpose of electing legislative candidates if a vacancy on ballot (refer to Idaho Code 34 Elections Chapter 7 Section 15 Filling of Vacancies) occurs before or after Primary Elections.
- Section 4 Regular Meetings – A minimum of four (4) regular meetings shall be held at a time and place to be designated by the District Chairman. Notice of meetings shall be given by postal or electronic mail at least seven (7) days in advance of the date of the meeting. All State party rules related to electronic meetings are incorporated by reference into this section and the language of the current state party rules shall apply to District Committee meetings.
- Section 5 Special Meetings – A special meeting may be called at the discretion of the Legislative District Chairman when deemed necessary by the Chairman to consider urgent business concerning the District. Notice of special meetings of the District shall be given as soon as possible in advance of the meeting.
- Section 6 Petition for Meeting – Upon receipt of a written petition signed by one- third (1/3) of the voting members of the District requesting a special meeting, the Legislative District Chairman shall, within 10 days, and upon not less than four (4) days’ notice, call a meeting of the District as requested by the petition.
- Section 7 Meeting Notice and Agenda – A notice of meeting shall include a proposed agenda. Any member wishing to add or remove an item from the proposed agenda may offer an amendment to the motion to approve the agenda at the meeting. Amendments and approval of the agenda shall be by majority vote.
- Section 8 Meeting Minutes – The Secretary shall distribute draft meeting minutes within seven (7) days of any meeting. Any members with questions shall reply to the Secretary, who shall present final minutes for approval at the next regular meeting.

## **ARTICLE - VI. OFFICERS**

The officers of the District shall consist of the Chairman, the Vice Chairman, and the Secretary, and such other officers of the District as are elected by the duly elected Precinct Committeemen of the District.

## Section 1 Election of Officers

- a. All officers of the District - shall be elected by the precinct committeemen at an organization meeting called by the incumbent Chairman to be held between eight (8) and eleven (11) days after the Primary Election and upon seven (7) days' notice at a location within the legislative district. Only precinct committeemen elected in the May Primary Election may vote.
- b. Nominations - At the organizational meeting, all nominations for the election of officers shall come from the floor and only precinct committeemen shall be eligible to nominate a candidate.
- c. Nominees - Any qualified resident of the District who is a qualified elector of Legislative District 14, and who is a bona-fide and recognized member of the Republican Party is eligible for nomination and election.
- d. Balloting - When more than one candidate is nominated for an office, election to that office shall be by secret ballot. Voting will follow the procedures set forth in the current edition of Roberts Rules of Order, Newly Revised. Should a first ballot fail to provide a winner by majority vote, the Committee will continue to revote until such time as there is a majority vote. When more than two names have been nominated, the name of the candidate receiving the lowest number of votes is not dropped from the list. He/she is permitted to withdraw if he chooses to do so, but shall not be mandated to withdraw.
- e. The office of Chairman shall be considered first. Upon completion of the voting process, the newly elected Chairman will assume the chair, complete the elections process, and conduct the remainder of the meeting.

## Section 2 Duties of Officers

- a. Chairman – In addition to the duties specifically provided for by the laws of the State of Idaho, the Rules of the Republican State Party, and the bylaws of the Ada County Republican Party, the Chairman shall preside at all District meetings, shall serve as Chairman of the Executive Committee, if any, and serve as ex-officio member of all standing and special committees of the District.
- b. Vice Chairman – In the absence of the Chairman, the Vice Chairman shall preside at meetings of the District, and assume those functions of the

Chairman in the conduct of normal business. He/she shall perform such other duties that may be delegated to him/her by the Chairman.

- c. Secretary – The Secretary shall maintain a permanent record of all regular, special, and executive meetings of the District; shall take minutes of all District meetings, maintain a permanent record of the minutes, and mail or electronically mail the minutes of District meetings to all members and attendees of the meetings. The Secretary shall perform such other duties that may be delegated to him/her by the Chairman.
- d. Treasurer – The Treasurer shall maintain custody of the accounts and financial records of the Central Committee; be authorized to open accounts on behalf of the Committee and to disburse funds as authorized by the Committee; ensure compliance with Idaho Campaign Financial Reporting laws; assist the Committee in developing a budget; and provide financial reports to the committee at all regular and organizing meetings of the central committee. He/she shall perform such other duties as may be delegated to him/her by the Chairman or the Committee. The Treasurer may also serve simultaneously as the Secretary of the Committee. He shall designate a member of the Central Committee other than the Chairman to serve as an Assistant Treasurer who shall be appointed by the Chairman to serve in the absence or incapacity of the Treasurer. In the event of a vacancy, the acting Treasurer shall fulfill the duties of the Treasurer until a new Treasurer is selected by the Committee in accordance with Article VI, Section 3.

### Section 3 Vacancy in Officer Positions

- a. Vacancy in the office of Legislative District Chairman. Should a vacancy arise in the office of Chairman, the Vice Chairman of the District shall call a meeting for the purpose of electing a new District Chairman. This meeting shall be called within thirty (30) days following the occurrence of the vacancy and upon giving seven (7) days' notice.
- b. Vacancy in any other office. Should a vacancy arise in the office of Vice Chairman or Secretary or other elected officer position - of the District, the Legislative District Chairman shall within thirty (30) days following the occurrence of the vacancy and upon giving seven (7) days' notice, call a Legislative District meeting for the purpose of filling such vacancy.
- c. Voting to elect a new officer shall follow the same rules as those used for the organizational meeting. If the presiding officer is also a candidate, then the duties of the chair shall pass to another officer present. If no other

officer is present, then the presiding officer may appoint any other member of the committee to preside during the course of the election. After which, in the event of a newly elected Chairman, the new Chairman will assume the chair. In all other cases, the Presiding Officer will assume the chair.

Section 4 Removal of Officers - Officers serve at the pleasure of the Committee. They shall serve until their successors are elected pursuant to the laws of the State of Idaho. Any officer deemed unwilling to perform the duties required by these Bylaws and by the Rules of the Idaho Republican Party may be removed from office by a vote of two-thirds (2/3) of the duly elected Precinct Committeemen present at a regular or special meeting of the District called for the purpose of considering the removal of officer(s). Proxies shall be allowed for a vote on removal of an officer, but will not be valid to elect the replacement. No officer shall continue to serve if no longer a resident of the Legislative District.

#### **ARTICLE - VII. COMMITTEES**

Section 1 Special and standing committees - may be appointed by the Chairman as may be necessary to the administration of the business of the District.

Section 2 Duties – The duties of all committees shall be designated by the Chairman and subject to the review of said Chairman.

#### **ARTICLE - VIII. PLATFORM, RESOLUTIONS, AND RULES OF THE IDAHO REPUBLICAN PARTY**

The District may meet to consider or develop proposed Platform planks, Resolutions, and/or Rules for the Idaho Republican Party. The proposed Platform changes/additions, Resolutions, and Rules shall be submitted to the District members at least twenty-one (21) days prior to the date of the meeting at which the proposals will be voted upon. The Platform, Resolutions, and Rules shall be adopted by a majority vote of the Committee and submitted to the Idaho Republican Party and received by the state party at least ten days prior to any state central committee meeting or convening of the State Convention.

#### **ARTICLE - IX. PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of the District in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, state statute, or State Party Rule. The Chairman may appoint a Parliamentarian to advise the Chair during meetings.

**ARTICLE - X. BYLAW AMENDMENTS**

The Bylaws of Legislative District 14 may be amended, providing a quorum exists, by an affirmative vote of two-thirds (2/3) of the precinct committeemen in attendance at any regular or special meeting of the District, called for the purpose of considering amendments to these Bylaws, or by a majority vote when all members of the Committee are present for the vote, irrespective of whether they exercise their option to vote present or decline to vote.

However, any amendments to the bylaws or rules shall be out of order during a period beginning sixty (60) days prior to the Primary election and ending at the conclusion of the organizing meeting.

Section 1 Qualified Voters - Only qualified and duly elected precinct committeemen, or alternates in the Committeeman's absence, may vote on proposed Bylaw amendments. Officers who are not precinct committeemen shall have no vote. The Chairman, if not a PC or Alternate, shall not have a tiebreaking vote.

Section 2 Notice of Amendment – Proposed amendments to the Bylaws shall be presented, in writing, to members of the District at least ten days prior to the vote on the amendment(s).

Section 3 Notification of Voters - All voting members shall be notified at least seven days prior to the meeting at which the amendment(s) will be voted upon.

Section 4 Conflicts – Should changes occur in the laws of the State of Idaho or the Rules or Bylaws of the Idaho Republican Party, which changes create conflicts with these Bylaws, the Legislative District Chairman shall call a meeting of the Committee to review those changes and to make appropriate amendments to conform with the laws of the State of Idaho and the Rules of the Idaho Republican Party. The provisions for amendment of these Bylaws shall apply to the above amending process, except that the notice specified in Article X, Section 2, shall not be required.

Section 5 Effective Date – All amendments shall become effective immediately upon approval, unless otherwise specified.

Section 6 The Chairman is responsible for ensuring that the Secretary transmits a copy of the approved bylaws to the Idaho State Republican Party.

I hereby certify that this document consists of the Bylaws and Rules of the



October 13, 2022

Legislative District 14 Republican District Committee as adopted at a duly called meeting of the Committee.



\_\_\_\_\_  
Signature of the Secretary

Brian Almon

\_\_\_\_\_  
Printed Name of the Secretary

Approved on: October 13, 2022

\_\_\_\_\_  
Date

## **LEGISLATIVE DISTRICT 14** **RULES OF ORDER**

The order of business at duly called regular or special meetings of Legislative District 14 may include but not be limited to:

1. Call to Order
2. Roll Call
3. Quorum Report
4. Approval of Agenda
5. Pledge of Allegiance
6. Minutes of Previous Meeting(s)
7. Committee Reports
8. Unfinished Business
9. New Business
10. Announcements
11. Adjournment

The order of business at the organizational meeting includes but is not limited to the following:

1. Call to Order
2. Roll Call
3. Quorum Report
4. Approval of Agenda
5. Pledge of Allegiance
6. Election of Chairman
7. Election of Other Officers
8. Election of Convention Delegates
9. Election of Convention Alternates
10. Announcements
11. Adjournment

Adoption of a proposed agenda for a meeting shall require a majority vote. Once adopted, any amendments to the agenda shall require a two-thirds (2/3) vote.

Amendments to the Rules of Order may be made at any regular meeting of Legislative District 14 by a two-thirds (2/3) vote without notice and a majority vote with notice. All amendments become effective immediately, unless otherwise specified.

## **LEGISLATIVE DISTRICT 14 RULES FOR VACANCY IN THE LEGISLATURE**

The District shall meet with a quorum present for the purpose of nominating candidates to fill District vacancies in the State Legislature.

1. The Chairman of the Legislative District shall call a meeting of the District within ten (10) days of occurrence of the vacancy and after giving at least forty-eight (48) hours' notice, stating the purpose of the meeting, which is recommending to the Governor three (3) nominees to fill said vacancy.
2. Only precinct committeemen shall be entitled to nominate and second nominations for candidates and to vote. Proxy voting is not allowed and precinct alternates are not allowed to nominate, second, or vote.
3. Qualifications for Nominees: must have resided within the Legislative District and have been qualified electors for at least the past one (1) year; must be at least 21 years of age, and a citizen of the United States. Nominees must sign a copy of the attached certification of qualifications for candidacy.
4. Voting shall be conducted separately for each of three names to be presented to the Governor, with the first choice being elected first, the second choice being elected second, and the third choice being elected third. All candidates shall be nominated prior to the first vote.
  - a. Nominating and seconding speeches shall be limited to one (1) minute.
  - b. Nominations from the floor will be asked for. If none, the Chairman will accept a motion to close nominations.
  - c. No write-in votes will be counted. Any ballot for someone other than a nominee shall not be counted as a vote nor factored into determining a majority.
  - d. Nominees will be allowed three (3) minutes to discuss their qualifications and philosophy. There will be no questions asked of the candidates.
  - e. Voting will be by secret ballot.
    - i. First Round Voting: All nominees will be listed on the ballot. Precinct Committeemen will vote for one (1) candidate. The candidate with the highest percentage of votes over 50% will be the first-choice nominee. That candidate's name will be removed from the list for the next round.
    - ii. Second Round Voting: Precinct Committeemen will vote for one (1) candidate. The candidate receiving the highest percentage of votes over 50% will be the second-choice nominee. That candidate's name will be removed from the list for the next round.

iii. Third Round Voting: The Precinct Committeemen will vote for one (1) candidate. The candidate receiving the highest percentage of votes over 50 % of the vote will be the third-choice nominee.

iv. No Majority: In any round of voting, should no one candidate receive at least 50% of the vote, the candidate with the lowest vote percentage will be dropped from the list and the Committeemen will revote on all other names remaining on the ballot. In the event that only three names are on a ballot, and the candidate with the most votes does not receive a majority but the other two names are tied (for example, 9-6-6), a re-vote shall be taken with all three names. If there is no change in the vote total, each candidate shall be given the opportunity to address the committee and remove their name from consideration. However, under no circumstance shall their name be removed without their express approval. Voting will continue until the tie is broken at which point the candidate with the lowest number of votes is dropped from the list and a final vote is taken between the two remaining candidates.

v. When ties result between only two candidates, additional rounds of voting shall occur until the tie is broken in accordance with Robert's Rules of Order. Prior to the distribution of ballots, a candidate may be recognized to remove his or her name from consideration.

5. The Legislative District Chairman shall submit the names of the three (3) nominees to the Governor within two (2) days of their selection by the District. Said nominees shall be listed in order of preference based on the election.
6. In accordance with Idaho Code 59-904A, the Governor shall fill the vacancy by appointment from the list of three (3) nominees within fifteen (15) days. If no appointment has been made within fifteen (15) days, the legislative district committee shall designate one (1) of the three (3) nominees to fill the vacancy. The vacancy shall be so filled until the next general election after such vacancy occurs, when such vacancy shall be filled by election.

## **LEGISLATIVE DISTRICT 14 RULES FOR FILLING VACANCY ON BALLOT**

The District shall meet with a quorum present for the purpose of filling vacancies on the ballot that occur during the ten (10) day period before a primary election, or after the primary election but at least ten (10) days before the general election in the slate of District 14 Republican candidates for the state legislature.

1. The Chairman of Legislative District 14 shall call a meeting of the District to fill the vacancy within fifteen (15) days from the date the vacancy occurred and after having given at least forty-eight (48) hours' notice, stating the purpose of the meeting, which is selecting a nominee to fill the legislative vacancy on the general election ballot.
2. Only precinct committeemen shall be entitled to nominate and second nominations for candidates and to vote. Proxy voting is not allowed and precinct alternates are not allowed to nominate, second, or vote.
3. Qualifications for Nominees: must have resided within the Legislative District and have been qualified electors for at least one (1) year by the time of the general election; shall have attained the age of 21 years at the time of the general election, and must be a citizen of the United States. Nominees must sign a copy of the attached certification of qualifications for candidacy.
4. Precinct committeemen may vote for one (1) candidate.
  - a. Nominating and seconding speeches shall be limited to one (1) minute.
  - b. Nominations from the floor will be asked for. If none, the Chairman will accept a motion to close nominations.
  - c. Nominees will be allowed three (3) minutes to discuss their qualifications and philosophy.
  - d. Voting will be by secret ballot if there is more than one candidate.
  - e. The nominee receiving the highest percentage of votes over 50% will be the candidate to fill the vacancy on the ballot.
  - f. Should no one receive 50% of the vote, the individual with the lowest vote percentage will be dropped from the list if there are five or fewer nominees. If there are six or more nominees, up to three individuals with the lowest vote percentages will be dropped from the list (If the third and fourth lowest are tied, only the fifth and sixth lowest will be removed.)
5. The District Chairman shall within twenty-four (24) hours submit the name of the candidate selected to the Secretary of State.

6. The candidate selected must, in order to have his name on the general ballot, file a declaration of candidacy and pay the required filing fee.

**CERTIFICATION OF QUALIFICATIONS  
FOR LEGISLATIVE CANDIDATES**

I, \_\_\_\_\_, am seeking the Legislative District 14 nomination as a  
(print name)

Republican candidate for appointment to the Idaho State \_\_\_\_\_.  
(Senate, House, Seat A or B)

I certify that I have resided in District 14 for at least the past one (1) year; that I am at least 21 years of age; that I am a qualified elector of District 14; and that I am a citizen of the United States of America.

Signature

Address

Telephone

Date

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**CERTIFICATION OF QUALIFICATIONS  
FOR LEGISLATIVE CANDIDATE ON THE BALLOT**

I, \_\_\_\_\_, am seeking the Legislative District 14 appointment as a  
(print name)

Republican candidate on the General Election Ballot for the Idaho State \_\_\_\_\_.  
(Senate, House, Seat A or B)

I certify that I will have resided in District 14 for at least the past one (1) year at the time of the General Election; that I am or will be at least 21 years of age at the time of the General Election; and that I am a citizen of the United States of America.

Signature

Address

Telephone

Date

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