

# **BYLAWS**

**OF THE**

## **BONNEVILLE COUNTY REPUBLICAN PARTY**

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### **PREAMBLE**

1. The **Bonneville County Republican Party** is a voluntary organization, independent of the government, made up of citizens exercising their freedom of association while seeking to advance shared values. The Bonneville County Republican Central Committee (“BCRCC”) makes up part of the Idaho State Republican Party and participates in the drafting and adoption of the Idaho Republican Platform.
2. The Bonneville County Republican Party exists for the express purpose of advancing the principles of the Republican platform. The participants in the Bonneville Republican party are committed to making our county, our state, and our nation better through the promotion of republican values.
3. The Bonneville County Republican Party works with voters who choose to affiliate with the organization in order to promote our principles, and to recruit, nominate, and elect candidates for government office that will do the same. The BCRCC welcomes all participants who share belief in Republican platform principles and a desire to advance those principles.

### **ARTICLE I - ORGANIZATION**

#### **1. Precinct Officer**

- A. A Precinct Committee Officer (PCO) is a Republican Party official who is elected in each precinct of Bonneville County.
- B. Each PCO serves for a term of two years and is elected directly by the republican-affiliated voters in his or her precinct during primary elections.

- C. Any PCO who is absent from ten consecutive BCRCC meetings or who changes his or her residence such that they do not live at an address within the precinct in which they were elected, shall vacate his or her PCO seat by way of resignation.
- D. To serve as a PCO, a person must have been registered as a Republican for at least one consecutive year immediately prior to such service.
- E. To serve as a PCO, a person must first submit to the BCRCC a signed and completed Idaho GOP Integrity in Affiliation Pledge, which Pledge must be provided prior to the election of said PCO position or prior to being nominated for appointment to said PCO position.
- F. A PCO may appoint one or more Assistant Precinct Officers (APCO) to act as the PCO's agent in fulfilling the PCO's duties, including but not limited to voting in the PCO's behalf. Notwithstanding,
  - i. An APCO must live within the precinct to which he or she is appointed.
  - ii. Appointments of APCOs must be submitted in writing to the BCRCC Secretary and announced in a BCRCC meeting.
  - iii. To serve as an APCO, a person must have been registered as a Republican for at least one consecutive year immediately prior to such service.
  - iv. If more than one APCO is appointed, the PCO must establish an order of precedence for the APCOs' authority and communicate that order in writing to the Executive Committee.
  - v. When a PCO resigns or forfeits his or her position, all APCOs acting as said PCO's agent pursuant to this part E are released.
- G. The BCRCC may nominate and appoint an APCO if and only if (1) the PCO has failed to appoint an APCO, (2) the PCO has been given 7 days' notice and (3) the PCO does not offer reasonable objection.

## **2. Central Committee**

- A. The BCRCC is the official Republican Party organization in Bonneville County.
- B. The BCRCC is the governing body of the Bonneville County Republican Party.
- C. The BCRCC consists of all PCOs/APCOs, the elected officers who make up its Executive Committee, and Subcommittee Chairs.
- D. All members, officers, or affiliates of the BCRCC including but not limited to PCOs, APCOs, Executive Committee Officers, secretaries, committee and subcommittee members, and the ECA, must be registered members of the Republican Party for at least one year prior to being elected or assuming their membership, office, or position within the BCRCC. Furthermore, if any person claims to have been assigned or elected as a member, officer, or affiliate of the BCRCC—or an entity, such as Bonneville County makes such a claim on the person's behalf—where such person was not a registered Republican for at least a year before assuming the position, the Chairman may not count such person's

vote on any matter, nor may such person be counted for purposes of a quorum, and finally such person shall have no rights to participation or governance within the BCRCC including but not limited to its monthly business meetings or any of its committees, subcommittees, or the Executive Committee.

### **3. Executive Committee**

- A. The Executive Committee of the BCRCC consists of officers elected by the BCRCC which includes the following:
  - i. The Bonneville County Chairman as the chief executive officer.
  - ii. The four (4) Vice-Chairmen designated as First Vice-Chairman, Second Vice-Chairman, Third Vice-Chairman, and Fourth Vice-Chairman.
  - iii. The State Committee persons consisting of a State Committeeman, State Committeewoman, and Youth Committee Person.
  - iv. The Secretary of records and correspondence within the BCRCC.
  - v. The Treasurer charged with custody and accounting the BCRCC funds.
  - vi. Any Chairman of a Legislative District Committee who resides within Bonneville County.
  - vii. The Veterans Vice Chairman shall serve as the primary spokesperson and liaison for all Veterans-related organizations in Bonneville County. The Veterans Vice Chairman shall actively recruit Republican Veterans to the Party; for the purpose of representing Veteran specific issues. These issues may require the Veterans Vice Chairman to advocate locally, for party resolutions or for statewide Legislation. The Veterans Vice Chairman shall act as a Vanguard for all our Republican Veterans. Said position includes a 6-month review. If this position is not staffed and active, it must be brought before the body to reaffirm the creation and ongoing function or be dismantled.
- B. Prior to being nominated to any position on the Executive Committee, a person must submit to the BCRCC a signed and completed Idaho GOP Integrity in Affiliation Pledge.

### **4. Subcommittees**

- A. BCRCC Subcommittee Chairmanships are assigned and delegated by the BCRCC Chairman.
- B. At a minimum, BCRCC subcommittees shall include standing committees for:
  - i. Recruitment
  - ii. Candidate
  - iii. Elections
  - iv. Communications

v. Finance

- C. Each PCO will volunteer or be assigned to serve on a BCRCC subcommittee.
- D. APCOs and republican-affiliated volunteers may serve on one or more BCRCC subcommittees.
- E. Working subcommittees may be created and disbanded by the chairman for various special projects or as deemed necessary and may also be designated a subcommittee of one of the standing committees.

**5. Executive Committee Assistant**

- A. With the consent of the BCRCC, the Executive Committee may hire a person or entity to act as an Executive Committee Assistant (ECA).
- B. The ECA may act as the agent of the Executive Committee with authority to perform the specific tasks assigned.
- C. The rate at which the Executive Committee Assistant is paid must be authorized by the BCRCC body.
- D. The ECA may attend Executive Committee meetings and BCRCC meetings and provide comment as needed, but shall have no vote.

**6. Convention Delegates**

- A. Idaho Republican Party convention delegates represent Bonneville County at the State Republican Convention held every two years.
- B. Convention Delegates are elected according to the Idaho Republican State Party rules and procedures.

**ARTICLE II – DUTIES AND POWERS**

**1. Precinct Officer (PCO)**

- A. PCOs shall attend all meetings of the BCRCC.
- B. PCOs shall help implement BCRCC strategic plans to accomplish the goals of the Bonneville County Republican Party and advance the principles of the Republican Platform.
- C. PCOs shall take an active part in proposing resolutions, nominations, rules, platform revisions, and other motions in the BCRCC.
- D. PCOs shall serve as the primary point of contact between voters, candidates, and elected officials for his/her precinct.
- E. Each PCO shall encourage Republicans in his/her assigned precinct to be registered, informed, and prepared to vote.

- F. PCOs shall assist in maintaining an accurate list of Republican residents within his/her precinct.
- G. PCOs shall assist the BCRCC in recruiting Republican poll watchers and election board workers for his/her precinct.
- H. Each PCO shall keep him/herself informed of current issues and monitor the performance of elected officials.
- I. PCOs shall help voters in the relative PCO's precinct to understand and be aware of current issues and the performance of elected officials.
- J. Each PCO shall recruit his/her respective Assistant Precinct Officers and other volunteers from within the Bonneville County Republican Party.

## **2. Assistant Precinct Officer (APCO)**

- A. APCOs are expected to attend BCRCC meetings.
- B. In the absence of an APCO's respective PCO attending a BCRCC meeting, said APCO shall have the right and duty to stand in for the PCO in the meeting.
- C. Each APCO will assist and share in his/her respective PCO's responsibilities within their precinct.

## **3. Central Committee (BCRCC)**

- A. The BCRCC shall vote on motions made by precinct officers or Subcommittees and may debate such motions before voting.
- B. The BCRCC may approve, modify, update, or reject annual strategic plans and budgets as proposed by the Executive Committee.
- C. The BCRCC is the Official Republican Party Organization in Bonneville County, and no other organization can speak on its behalf without the BCRCC'S express permission.
  - i. The BCRCC Chairman or Executive Committee may speak on behalf of the BCRCC, setting forth its official position on different topics, if and only if such communications align with the Idaho State Party's current platform, and unless prohibited by the BCRCC
- D. The BCRCC may propose resolutions, rules, and platform revisions to the Idaho State Republican Party.
- E. The BCRCC shall send delegates to any and all meetings of the Idaho State Republican Party where such delegates are able to advance the goals of the BCRCC or are otherwise expected by the Idaho State Republican Party to attend.
- F. The BCRCC's policy includes seeking opportunities to coordinate with other official Republican Party organizations, including but not limited to, Legislative Districts, Regions, and State Party organizations.

- G. The BCRCC shall recruit, vet, and recommend candidates for election (a “Recommendation”) to government office, subject to the following:
  - i. No motion may be made to Recommend a candidate unless the fact that such motion will be made is first published in the BCRCC’s official meeting notice notifying the BCRCC members of the intended motion.
  - ii. To receive a Recommendation, a Candidate must receive at least a two-thirds majority vote of a quorum of the Central Committee.
  - iii. Candidate Recommendation voting may only be conducted by secret ballot.
- H. The BCRCC may make financial contributions to a candidate who has been Recommended if such contribution has been approved by a two-third majority vote of the BCRCC.
- I. The BCRCC may endorse, oppose, or create any ballot measure, initiative, and/or proposal by a two-thirds (2/3) majority vote of all BCRCC members present.
- J. Platform Enforcement
  - i. If and when petitions are received from a minimum of one fifth (1/5) of PCOs, the BCRCC shall meet with and review concerns about Bonneville County Republican-nominated elected officials disregarding the Idaho Republican Party Platform. Such review shall be done in compliance with State Party rules.
- K. Removal of Officers
  - i. If at least one-fourth (1/4) of the Central Committee PCOs sign and file a written petition for the removal of a BCRCC officer with the Chairman or the Secretary, the Secretary shall announce consideration of said officer’s removal on the agenda for the next regular or special meeting of the BCRCC. Said officer will be removed, and said position declared vacant, by a three-fourths (3/4) affirmative vote of a Quorum of the BCRCC. A vacancy thus created may be filled at the next meeting of the BCRCC.

#### **4. Officers of the Executive Committee**

- A. The Chairman
  - i. The BCRCC Chairman shall act as chief executive officer of the BCRCC and, subject to the direction of the BCRCC, and shall have general supervision, direction and control of the affairs of the BCRCC.
  - ii. The Chairman shall preside at all meetings of the BCRCC or Executive Committee, and he/she may call meetings of the BCRCC and Executive Committee to be held at such times and places as he/she shall deem proper, subject to the limitations prescribed by law or by these Bylaws.

- iii. The Chairman shall execute such documents, papers and instruments in writing as authorized by the BCRCC, or which, in the judgment of the Chairman, must be executed on behalf of the BCRCC.
- iv. The Chairman shall have general charge of the property of the BCRCC and shall supervise and direct all officers, agents, and contractors/employees of the BCRCC.
- v. The Chairman shall serve as a delegate of, and represent, the BCRCC at all Region and State meetings of the Idaho Republican Party and State Central Committee.

B. Vice Chairmen

- i. The BCRCC Vice Chairmen shall have such other powers and perform such other duties as the Chairman, the Executive Committee, or BCRCC shall direct.
- ii. In the absence or disability of the Chairman, business of the BCRCC may be conducted by the First Vice Chairman first, the Second Vice Chairman second, etc.
- iii. Each Vice-Chairman shall serve on and chair one of the standing committees as appointed by the BCRCC Chairman.

C. State Committee Persons

- i. The BCRCC State Committeeman, State Committeewoman, and Youth Committee Person shall serve as delegates of, and represent, the BCRCC at all region and state meetings of the Idaho Republican Party and State Central Committee.
  - 1. The State Committeeman shall serve as the primary spokesperson and contact for all Republican men or male organizations in Bonneville County.
  - 2. The State Committeewoman shall serve as the primary spokesperson and contact for all Republican women or female organizations in Bonneville County.
  - 3. The Youth Committee Person shall serve as the primary spokesperson and contact for all Republican young or youth-related organizations in Bonneville County.

D. Secretary

- i. The BCRCC Secretary shall make and keep a true record of the proceedings of all BCRCC meetings, Executive Committee meetings, Convention records, Caucus records, and any other records necessary.
- ii. The Secretary shall conduct correspondence of the BCRCC including transmission of meeting notices, agendas, and minutes as directed by the Chairman or Executive Committee.

- iii. The secretary shall be responsible for maintaining an attendance record of all BCRCC meetings.
- iv. The Secretary shall provide an accurate and current list of PCOs, APCOs, and party officers to the county elections office as required.
- v. The Secretary shall keep all personal contact information private except for use on official Republican Party business within the appropriate party jurisdictions.

E. Treasurer

- i. The BCRCC treasurer shall be charged with custody of the BCRCC funds, shall keep regular accounts thereof, and shall provide a report at BCRCC meetings and any other time required.
- ii. The Treasurer shall file all financial reports required by law and the state republican party.
- iii. The Treasurer shall deposit and disburse all monies in such a manner as the Executive Committee may require.
- iv. The Treasurer shall provide monthly budget updates to the Executive Committee.
- v. The Treasurer shall serve on the finance subcommittee and assist the Chairman and/or Executive Committee in the preparation of a budget to be presented to the BCRCC.

F. Appointed Officers or Advisors

- i. As approved by the BCRCC, the BCRCC Chairman may appoint additional officers of the BCRCC when deemed necessary, and such appointees shall serve under the direction of the Chairman.
- ii. The BCRCC Chairman may appoint advisors including parliamentarian or others as necessary.

## **5. Executive Committee**

- i. The Chairman shall preside at Executive Committee meetings. However, if the Chairman is absent from an Executive Committee meeting, the Vice-Chairs shall preside in order of seniority from the 1st Vice-Chair to the 4th. If neither the Chairman nor Vice-Chairs can attend a meeting, the Chairman shall appoint another member of the Executive Committee to preside. It shall be the duty of the Executive Committee to assist and advise the Chairman in the conduct of the business of the BCRCC. The Chairman shall preside at meetings of the Executive Committee unless delegated to another.
- ii. Each year the Executive Committee shall propose a strategic plan and a budget plan for the BCRCC.



## **6. Subcommittees**

- A. Participants in the standing subcommittees of the BCRCC shall meet, coordinate, and work as needed to advance the roles of their respective subcommittees.
- B. Subcommittees shall coordinate within the Executive Committee and present reports and proposals for authorization in the BCRCC.
- C. BCRCC subcommittees chairs may spend funds allocated to their respective subcommittees subject to approval by the BCRCC Chairman.
  - i. Additional funding for budget line items must be approved by the BCRCC.
- D. The BCRCC Recruitment Subcommittee shall:
  - i. Have a duty to do their best to identify and recruit wise, respected, conservative members of the community to be candidates for elected government office.
  - ii. Make a continuing and diligent effort to enlist volunteer participants in the Republican Party organization.
- E. The BCRCC Candidate Subcommittee shall: Gather and compile comprehensive information about candidates seeking office and/or Republican nomination.
  - i. Work to fully inform the party organization as well as Bonneville County Republican voters about such candidates.
- F. The BCRCC Elections Subcommittee shall:
  - i. Coordinate and lead the Bonneville County Republican Party's election efforts for nominated and/or recommended candidates and issues.
  - ii. Coordinate poll watching efforts at ballot locations.
- G. The Communications Subcommittee shall:
  - i. Organize the Bonneville County Republican Party's communication and outreach efforts to republican-affiliated voters in Bonneville County.
  - ii. Work to promote and maintain a positive reputation for the Republican party organization in Bonneville County.
- H. The Finance Subcommittee shall:
  - i. Consist of the Treasurer, the BCRCC Chairman, one member of the Executive Committee and one precinct officer as chosen by the Central Committee.
  - ii. Draft and propose a budget to the Executive Committee.
- I. As necessary, the BCRCC Chairman may form and appoint members to other standing subcommittees or temporary special committees.

## **7. Executive Committee Assistant (ECA)**

- A. The ECA may act as an agent of the BCRCC when so directed by the Chairman. This includes, but is not limited to, specific work or tasks the Executive Committee requires the ECA to undertake.

## **8. Convention Delegates**

- A. Delegates selected for State Republican Party Conventions have a duty to represent Bonneville County.
- B. Convention delegates shall participate in committees as assigned by the Idaho State Republican party, including but not limited to committees on the following: Platform, Rules, Resolutions, and Credentials.
- C. Delegates shall assist in the creation of, and place their vote for or against, changes to the official Idaho Republican Party platform, organization rules, resolutions, and State Republican Party officers.

# **ARTICLE III – MEETINGS, NOTICES, AND QUORUMS**

## **1. Organizational Meeting**

- A. Newly elected PCOs shall hold a reorganization meeting after each biannual primary election.
  - i. No Quorum of the BCRCC is necessary to conduct business at a reorganization meeting.
  - ii. Notice of a reorganization meeting shall be publicly advertised in a local newspaper of the BCRCC's choosing at least one month before such reorganization meeting.
  - iii. The outgoing BCRCC Chair will preside until such time as a new chair is elected who will then conduct the remaining elections.

## **2. Regular BCRCC Meetings**

- A. The BCRCC shall meet monthly unless a majority of a Quorum of the BCRCC votes otherwise.
  - i. A Quorum shall consist of 1/3 of all voting members of the BCRCC.

- ii. The BCRCC will give notice to its members of its monthly meetings at least 7 calendar days before such meetings.
- B. Except where conflicting with these Bylaws, BCRCC meetings shall be conducted according to Roberts Rules of Order.
- C. The BCRCC Secretary shall send to all BCRCC members, via email, all meeting Notices, Agendas, and Minutes.

### **3. Special Central Committee Meeting**

- A. Special Meetings of the BCRCC may be called as needed by the Chairman, a majority of the Executive Committee, or when more than 1/3 of PCOs have petitioned the BCRCC Secretary for such a meeting.
  - i. A quorum for special BCRCC meetings shall consist of a majority of voting members of the BCRCC.
  - ii. Notice of a special BCRCC meeting must be given at least 3 calendar days before the meeting.

### **4. Executive Committee Session**

- A. The Executive Committee shall meet once a month or as directed by the Chairman, unless otherwise directed by the Executive Committee or BCRCC.
  - i. A quorum, if applicable, of the Executive Committee shall consist of a majority of the members.
  - ii. While notice must be given of Executive Committee meetings to all Executive Committee members, there is no time requirement as to how long before such meeting notice must be given to Executive Committee members.

### **5. Subcommittee Meetings**

- A. A quorum of a BCRCC subcommittee shall consist of the subcommittee chair and/or a majority of the subcommittee members.
- B. BCRCC subcommittees are not required to give notice of subcommittee meetings.

## **ARTICLE IV – VOTING**

### **1. Precinct Officer (PCO)**

- A. A PCO may vote on all matters before the BCRCC unless he or she recuses himself or herself, or is otherwise disqualified.

## **2. Assistant Precinct Officer (APCO)**

- A. For any meeting where a PCO is entitled to vote and yet is absent, the respective APCO may vote in said PCOs stead, except for BCRCC officer elections or appointments of public officials, in which case APCOs may not vote in the PCOs stead.

## **3. Executive Committee Official**

- A. An Executive Officer of BCRCC may vote on all matters before the BCRCC except for election of BCRCC officers or appointment of public officials as per Idaho Code.

## **4. Chairman**

- A. As per Roberts Rules of Order, the Chairman or his/her designee may not vote on matters while conducting meetings except in the event of a tie, or to create a tie; notwithstanding, the Chairman may debate and vote as any other officer of the Executive Committee at Executive Committee meetings.

## **5. Multiple Positions**

- A. Individual Members of the BCRCC are limited to one vote in any meeting of the BCRCC. Notwithstanding, in any particular meeting where a person has the right to vote by virtue of being a PCO and also the right to vote by virtue of holding another position within the BCRCC, such person is entitled to one vote and their APCO is entitled to one vote in such meeting.

## **6. Proxies**

- A. Proxy votes may be carried by BCRCC officials with the following exceptions:
  - i. Proxies may only be granted to an authorized voting member.
  - ii. Proxy votes are not allowed for BCRCC officer elections, State Convention delegates elections, or nominations and appointments of public officials.
  - iii. No member may carry more than three proxies for any given meeting or vote.
  - iv. For a proxy to be valid, the BCRCC secretary must first be provided a written authorization evidencing that proxy's authority to vote, and such proxy must be recorded in the meeting minutes.
  - v. An APCO's right to vote when present at any given meeting shall supersede the right of another to cast a vote by virtue of being granted a proxy vote.

## **7. Nominations**

- A. Nominations may only be made by voting members.
- B. A nominee must either be present in the meeting or have provided written confirmation of nomination acceptance.
- C. Notice of proposed nominations to fill existing vacancies must be given to the members with the meeting notice.
- D. If a new vacancy occurs, the body must be provided two weeks' notice before the nomination is made.
- E. All contested races shall be decided by secret ballot.

# **ARTICLE V – DISPUTES**

## **1. Alleged Violation of Bylaws**

- A. Members and only members of the BCRCC may file a complaint with the BCRCC Chairman alleging that the BCRCC bylaws were violated by a member of the BCRCC. The Chairman shall investigate the complaint and give opportunity to the filing party to be heard within 30 days of such complaint having been filed.
- B. Any member of the BCRCC aggrieved by the actions of the Chairman may file a complaint with the BCRCC Executive Committee Sans Chairman. The Executive Committee Sans Chairman shall investigate the complaint and provide such member an opportunity to express their complaint to the Executive Committee Sans Chairman within 30 days of such complaint having been filed.
- C. No one residing outside Bonneville County has standing to allege a violation of these bylaws.
- D. A member of the BCRCC may only submit a complaint of an alleged violation of these bylaws to the State Party Chair after seven days have passed since such person's complaint has been heard by the Chairman or Executive Committee Sans Chairman.

# **ARTICLE VI – AMENDMENTS**

## **1. Amending BCRCC Bylaws**

- A. Any proposal to amend these bylaws must be in writing with a copy of the proposal and the amendment sent to all PCOs and Officers through the regular meeting's notice, which proposed amendment shall then be presented to the BCRCC for action.
- B. Such proposed amendment will pass if and only if there is a two-thirds (2/3) vote in favor of the adoption by a Quorum of the BCRCC.