

BYLAWS OF THE MINIDOKA COUNTY REPUBLICAN CENTRAL COMMITTEE

ARTICLE 1 – NAME

The name of this organization shall be the Minidoka County Republican Central Committee, hereinafter referred to as the “County Central Committee”.

ARTICLE II – OBJECTIVE

The goals and purposes of the Minidoka County Republican Central Committee are:

To act as the governing body of the Minidoka County Republican Party;

To implement the beliefs stated in the Idaho Republican Platform Preamble (Adopted July 16, 2022);

To advise the Idaho Republican Party regarding the development of policies and functions;

To preserve the dignity, rights, and liberty of the individual citizens of Minidoka County and maintain our Republic form of government.

ARTICLE III – MEMBERSHIP

SECTION 1 – COMPOSITION

The County Central Committee shall be composed of Minidoka County’s Precinct Committeemen, Chairman, Vice Chairman, Secretary, Treasurer, State Committeewoman, State Committeeman, State Youth Committeeperson, Minico Young Republican Chairman, and other such officers of the County Central Committee as are elected by the Precinct Committeemen.

SECTION 2 – QUALIFICATIONS

All members of the County Central Committee shall be qualified electors of the precinct in which they reside and be registered as a Republican. (See Idaho Code 34-104 and 34-402)

SECTION 3 – SELECTION OF PRECINCT COMMITTEEMEN

Precinct Committeeman shall be elected at the State Primary Election as provided in Idaho Code 34-624 or appointed by the County Central Committee according to Idaho code 34-502, Idaho Republican Party Rules, Article IV, Section 8, and these Bylaws.

SECTION 4 – SELECTION OF ALTERNATE PRECINCT COMMITTEEMEN

a. Alternates shall be qualified electors, registered as a Republican, and a resident of the precinct in which they serve.

b. Alternates shall be nominated and confirmed by the County Central Committee.

SECTION 5 – RESIGNATIONS AND VACANCIES

- a. **PRECINCT COMMITTEEMAN:** Any precinct committeeman desiring to resign from the County Central Committee shall submit the resignation in writing to the County Chairman. The County Chairman will declare a vacancy if the precinct committeeman is no longer qualified under Idaho code 34–104. A vacancy shall be filled by following the procedures outlined in the Idaho Republican Party State Rules, Article IV, Section 8.
- b. **OTHER ELECTED MEMBERS:** Any other elected member desiring to resign from the County Central Committee shall submit their resignation in writing to the County Chairman. A vacancy shall be filled by following the procedures outlined in the Idaho Republican Party State Rules, Article IV, Section 10 or 11, as applicable.
- c. **COUNTY CHAIRMAN:** If the Chairman desires to resign, the Chairman shall submit their written resignation to the County Central Committee Vice-Chairman. If the Vice-Chairman is vacant, the Chairman shall submit their written resignation to the Idaho Republican State Party Chairman. The vacancy will then be filled by following the procedure outlined in the Idaho Republican Party State Rules, Article IV, Section 9.

SECTION 6 – VOTING MEMBERS

- a. Precinct Committeemen shall have all voting rights.
- b. Alternate Precinct Committeemen may vote in the absence of the Precinct Committeemen as allowed by rules of the Idaho Republican Party Article IV Section 12.
- c. Voting by proxies shall not be allowed at County Central Committee Meetings *See* Idaho Republican Party Article IV Section 13.
- d. Members of the County Central Committee who are not Precinct Committeemen have voting rights apart from the election of Central Committee Officers, Legislative District, Precinct vacancies, delegates to the State Convention, nomination of nominees to fill county vacancies, and changes to the bylaws.
- e. There shall be ONE PERSON ONE VOTE. A member who holds more than one position or office has only one vote.

ARTICLE IV – OFFICERS

SECTION 1 – COMPOSITION

The officers of the County Central Committee shall be the Chairman, Vice Chairman, Secretary, Treasurer, State Committeewoman, State Committeeman, State Youth Committeeperson, Minico Young Republican Chairperson, and Minico Young Republican Student Chairman. These officers shall perform the duties prescribed by these bylaws, the Standing Rules, and the parliamentary authority adopted by this organization.

SECTION 2 – ELECTION OF OFFICERS

- a. RE-ORGANIZATION. All officers of the County Central Committee shall be elected by the Precinct Committeemen at a re-organization meeting called for that purpose by the incumbent County Chairman to be held within ten (10) days after the primary election. In the event more than one candidate is nominated for any office voting shall be by secret ballot.
- b. There will be no nominating committee and nomination shall be entertained from the floor. It is requested that all persons seeking to run for a County Central Committee office file a letter of intent with the Secretary at least seven (7) days prior to the re-organization meeting.
- c. Notice of reorganization meetings stating the date, time, and location shall be mailed, faxed, texted, or emailed by the Secretary to each member of the County Central Committee at least seven (7) days prior to such meetings as per Idaho code 34–502.

SECTION 3 – TERM

The term of office for all officers shall be two (2) years or until their successors are elected and certified.

SECTION 4 – DUTIES OF OFFICE

- a. CHAIRMAN. The Chairman shall preside at all meetings of the County Central Committee; serve as an ex officio member of all committees; ensure that members uphold County Central Committee bylaws; ensure the officers properly perform the duties of their office; have the authority to act as the official representative the County Central Committee between meetings; perform such other duties as are determined by State Statute, Party Rule or granted by the County Central Committee.
- b. VICE CHAIRMAN. The Vice Chairman shall assist the Chairman, preside in the absence of the chairman at any meeting of the County Central Committee or represent the Chairman at any meeting that the chairman is authorized to attend and perform other duties as requested by the Chairman.
- c. SECRETARY. The Secretary shall record and keep a file of minutes of all County Central Committee meetings and Executive Board Meetings; maintain a current roster of all members of the County Central Committee; shall notify members of regular and special meeting; prepare general correspondence that is necessary to maintain the committee and prepare correspondence as directed by the Chairman; perform other duties as requested by the Chairman. The Secretary shall be the custodian of the official copy of the bylaws and rules of the Minidoka County Central Committee and shall be responsible for bringing the state rules, district rules, and county bylaws to county meetings. (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 have charge of all funds of the County Central Committee; shall furnish a financial report at each County Central Committee meeting; furnish a written financial statement to the members of the County Central Committee annually; file such reports as required by State Law and perform other duties as requested by the Chairman. (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 representative to the State Central Committee shall attend all meetings, including the County Central Committee 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 County central Committee, and Executive Board.

g. MINICO YOUNG REPUBLICAN CHAIRPERSON. Minico Young Republican Chairperson shall attend meetings of the County Central Committee, and the Executive Board, supervise activities of the Minico Young Republican Club, inform prospective students and their parents about the club, encourage member involvement, coordinate with the Student Chairman in preparing for events and activities.

h. MINICO YOUNG REPUBLICAN STUDENT CHAIRMAN. Minico Young Republican Student Chairman shall be a student belonging to and elected by the Minico chapter of the Young Republicans. He or She shall attend meetings of the County central committee and executive board upon request from the Chairman. He or She shall conduct meetings of the Minico Young Republican club and coordinate chapter activities with the Minico Young Republican Chairperson.

SECTION 5 - REMOVAL FROM OFFICE

Any officer of the County Central Committee may be removed from office for neglect of duty or unlawful conduct by a 2/3 vote of the precinct Committeemen. Neglect of duty means to omit or fail to perform a duty or performance of a duty without the usual amount of care or attention to task. Proceedings for removal are as follows:

a. A member of the County Central Committee must file a written motion to remove the officer. The written motion must include a second and a basis for the motion. It may be accompanied by sustaining documentation.

b. The motion must be submitted to the County Chairman unless the Chairman is the subject of the motion, in which case, the motion must be submitted to the County 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 cop to be sent to each member and officer of the County Central Committee.

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 County Central Committee.

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 County Central Committee. Such notice shall be at least seven (7) 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 County Central Committee shall make its decision.

ARTICLE V – APPOINTED OFFICERS

SECTION 1 – SUMMARY

The Chairman shall have authorization to appoint the following officers as needed: Parliamentarian, Database Coordinator, Publicity Coordinator, Audit Chairman, and Special Events Chairman.

SECTION 2 – DUTIES

a. **PARLIAMENTARIAN.** The Parliamentarian shall advise the chairman and members on parliamentary procedure and protocol requested and attend Executive Board meetings if requested.

b. **DATABASE COORDINATOR.** The Database Coordinator will learn the latest data base programs provided for the County Central Committee as directed by the Chairman to include donor, member, and voter lists. The Database Coordinator will assist County Central Committee members with accessing the data in the database program.

c. **PUBLICITY COORDINATOR.** The Publicity Coordinator shall publicize County Central Committee sponsored events online and in other media outlets and serve as the media/press point of contact for these events.

d. **AUDIT CHAIRMAN.** The Audit Chairman manages the activities of the Audit Committee ensuring the proper performance of timely audits and reports.

e. **SPECIAL EVENTS CHAIRMAN.** The Special Events Chairman manages and coordinates all activities associated with planning and executing a special event sponsored by the County Central Committee.

ARTICLE VI -MEETINGS IN QUORUM

SECTION 1 - REGULAR MEETINGS

Regular meetings shall be established by the Standing Rules.

SECTION 2 – SPECIAL MEETINGS

a. Special meetings may be called by the County Chairman or by the Vice Chairman in the absence of the Chairman. Five (5) regularly elected members of the County Central Committee may request a special meeting by petitioning the Secretary for notice as hereinafter provided.

b. Special meetings may be held upon such notice as appropriate due to circumstances. The purpose of the meetings, including date, time, and location shall be mailed, emailed, texted, or faxed by the Secretary to each member of the County Central Committee.

c. Notice of special meetings will be at least seven (7) days prior to such meetings.

SECTION 3 – QUORUM

Fifty (50) percent of those Precinct Committeemen presently holding that position shall constitute a quorum. A motion to suspend the rule is in order if forty (40) percent of Precinct Committeemen are present and vote unanimously to suspend the rule.

ARTICLE VII – EXECUTIVE BOARD

SECTION 1 – MEMBERSHIP

Members of the Executive Board are County: Chairman, Vice Chairman, Secretary, Treasurer, State Committeeman, State Committeewoman, State Youth Committeeperson, Minico Young Republican Chairperson, and Minico Young Republican Student Chairperson.

SECTION 2 – DUTIES

The Executive Board shall have the general supervision of the County Central Committee between regular meetings, make recommendations to the County Central Committee, perform any orders assigned by the County Central Committee, approve all unbudgeted expenditures in excess of \$200 and perform other such duties as are specified in the bylaws.

SECTION 3 – CONFLICTS

The Executive Board shall be subject to the order of the County Central Committee and none of its acts shall conflict with the action taken by the County Central Committee.

SECTION 4 – MEETINGS

Regular meetings of the Executive Board shall be prior to the County Central Committee meetings unless otherwise ordered. Special meetings of the Board to be called by the Chairman or upon written request of three (3) members of the Executive Board.

SECTION 5 – QUORUM

Forty (40) percent of the members of the Executive Board presently holding that position shall constitute a quorum.

ARTICLE VIII – COMMITTEES

SECTION 1 – STANDING COMMITTEES

Standing Committees of the County Central Committee shall be formed by nomination from the floor or nomination by the County Central Committee chairman as needed and may include but not be limited to the following: Parades; County Fair Booth; Lincoln Day; Candidates Support and Strategy,

- a. Parade Committee: The Parade Committee shall plan and coordinate participation in parades and community events in each community throughout the entire county.
- b. Fair Committee: The Fair Committee shall plan and coordinate participation in the County Fair.
- c. Lincoln Day Committee: The Lincoln Day Committee shall plan and coordinate the annual Lincoln Day Dinner.
- d. Candidates Support and Strategy Committee: The Committee shall be responsible for candidate training and general marketing of recommended candidates.

ARTICLE IX PARLIAMENTARY AUTHORITY

The rules contained in the current addition of Robert’s Rules of Order Newly Revised shall govern the proceedings of the County Central Committee and all cases to which they are applicable and in which they are not inconsistent with these Bylaws, State Statute, or Party Rule.

ARTICLE X – AMENDMENTS

SECTION 1 – AMENDMENT

The bylaws of the Minidoka County Central Committee may be amended at any regular meeting of the County Central Committee by two-thirds (2/3) vote of the voting members in attendance provided that:

- a. The amendment has been submitted in writing at the previous regular meeting and
- b. All voting members are notified by writing via fax, mail, text, or email at least seven (7) days prior to the meeting at which the amendment will be voted upon.

SECTION 2 - EFFECTUAL DATE

All amendments shall become effectual immediately upon approval unless otherwise specified.

ARTICLE XI-SUSPENSION OF RULES

The rules and by-laws as contained in this document may be suspended for valid reasons only. A motion to suspend the rules is in order if Forty (40) percent of the precinct committeemen are present and vote unanimously to suspend the rules and shall not conflict with the rules of the Idaho Republican Party and the laws of the State of Idaho.

**MINIDOKA COUNTY REPUBLICAN CENTRAL COMMITTEE
STANDING RULES**

- a. The regular meetings of the Minidoka County Central Committee shall be held on the Second Thursday of each month, unless another time and place is designated by the Committee and proper notice is provided by mail, email, fax, or text to the County Central Committee members as specified in these bylaws.

The order of business at duly called meetings of the Minidoka County Central Committee may include but is not limited to:

1. Call to Order
2. Prayer and Pledge of Allegiance
3. Determination of a Quorum
4. Reading and Approval of Minutes
5. Treasurers Report
6. Committee Reports
7. Old Business
8. Programs and/or Special Guests
9. New Business
10. Announcements
11. Adjournment

b. Any member present may participate in general discussion and debate.

c. Amendments to the standing rules may be made at any regular meeting of the Minidoka County Central Committee by a two-thirds (2/3) vote without notice or by a majority vote with notice. All amendments become effective immediately.

d. Standing rules and their amendment shall be attached to the bylaws as part of the government of this committee.

These bylaws were presented to the County Central Committee on November 10, 2022, motion was made to approve the bylaws as presented and that they would supersede any other bylaws if any.

Motion was seconded and passed.

These bylaws were placed in effect on the 10th day of November 2022. Updated January 2024.

Jennie Bateman

Chairman

Brandi Bourn

Secretary

Idaho Republican Party State Rules and Platform <https://idgop.org/party-resources/>

[Section 34-104 – Idaho State Legislature](https://legislature.idaho.gov/statutesrules/idstat/Title34/T34CH1/SECT34-104/)

<https://legislature.idaho.gov/statutesrules/idstat/Title34/T34CH1/SECT34-104/>

[Section 34-402 – Idaho State Legislature](https://legislature.idaho.gov/statutesrules/idstat/Title34/T34CH4/SECT34-402/)

<https://legislature.idaho.gov/statutesrules/idstat/Title34/T34CH4/SECT34-402/>

[Section 34-502 – Idaho State Legislature](https://legislature.idaho.gov/statutesrules/idstat/Title34/T34CH5/SECT34-502/)

<https://legislature.idaho.gov/statutesrules/idstat/Title34/T34CH5/SECT34-502/>

[Section 34-624 – Idaho State Legislature](https://legislature.idaho.gov/statutesrules/idstat/Title34/T34CH6/SECT34-624/)

<https://legislature.idaho.gov/statutesrules/idstat/Title34/T34CH6/SECT34-624/>