

# **Bannock County Republican Central Committee Bylaws**

## **Article I**

### **NAME**

1.1 The name of the organization shall be the Bannock County Republican Central Committee, which may hereinafter be referred to as the BCRCC.

## **Article II**

### **AUTHORITY AND PURPOSE**

2.1 The BCRCC is formed in accordance with Idaho Code 34-502 and 34-505 and the rules of the Republican Party of the State of Idaho. The BCRCC shall have all the powers and duties prescribed by state law and regulations adopted by the State Party Conventions or the State Central Committee.

2.2 The BCRCC shall be the governing body for the Republican Party of Bannock County and as such shall establish all policies and functions of the Republican Party on the county level, as long as they are not inconsistent with the rules and regulations of the Idaho Republican Party and Idaho Statutes. The following articles of these bylaws shall constitute the rules of conduct of the Bannock County Republican Central Committee, and shall supersede all previous bylaws and rules of order.

## **Article III**

### **MEMBERS**

3.1 Composition: The BCRCC shall consist of the Precinct Committeemen elected at the State Primary Election and the officers duly elected by the Precinct Committeemen. The officers are the Chairman, Vice Chairman, (optional) 2<sup>nd</sup> Vice Chairman, State Committeeman, State Committeewoman, State Youth Committee Person, Secretary, Treasurer, Legislative District Chairmen, and such other officers as elected by the BCRCC members.

3.2 The Precinct Committeemen shall elect all officers of the BCRCC at the biennial organization meeting in accordance with Section 5.1 of these bylaws. Term of office for officers shall be for two years.

3.3 Qualifications: All members of the BCRCC shall be affiliated with the Republican Party and be qualified electors of the Bannock County precinct in which they reside.

3.4 Selection of Precinct Committeemen: Precinct Committeemen shall be elected at the State Primary Election, or appointed by the BCRCC according to Idaho Code 34-502 and Section 6.1 of these bylaws.

### 3.5 Voting Members

- a. Voting members of the BCRCC shall consist of all Precinct Committeemen, Elected officers of the BCRCC, and Chairmen of the Legislative Districts having precincts within the county.
- b. Voting privileges shall comply with these Bylaws, Idaho Republican Party State Rules and Idaho Code.
- c. A BCRCC member who holds more than one position shall have only one vote.

## **Article IV OFFICERS AND THEIR DUTIES**

4.1 The officers of the BCRCC shall be composed of a Chairman, Vice Chairman, (optional) 2<sup>nd</sup> Vice Chairman, State Committeeman, State Committeewoman, State Youth Committeeperson, Secretary, and a Treasurer, none of whom are required to be Precinct Committeemen.

a. **CHAIRMAN:** The Chairman shall call to order and preside at BCRCC meetings. The Chairman shall be responsible for conducting all BCRCC meetings in accordance with these bylaws. The Chairman shall see that order is maintained at BCRCC meetings. The Chairman shall oversee officers and Precinct Committeemen pertaining to BCRCC business and perform such other duties as are determined and granted by the BCRCC and these bylaws. The Chairman is an ex- officio member of all standing committees. The Chairman has the responsibility to see that a copy of these bylaws are presented to all members within sixty days of their election, that all new members receive a copy within sixty days of their election, and that these bylaws are posted on the BCRCC website. The Chairman will also see that an up-to-date membership roster is issued to the entire membership within sixty days of reorganization and within 30 days of any changes, once officially certified, and posted on the BCRCC website.

b. **VICE CHAIRMEN:** The Vice Chairmen shall assist the Chairman; carry out assigned responsibilities; preside in the Chairman's absence at any meeting of the BCRCC, Executive Committee, or any other meeting to which the Chairman would be authorized to attend, and shall perform other duties as assigned by the Chairman.

c. **SECRETARY:** The Secretary shall record and maintain the minutes of meetings of the BCRCC and the Executive Committee; publish the agenda for each meeting; call the roll; notify the members of each meeting; maintain a list of names, addresses, and contact information for members of the BCRCC; maintain a record of attendance and of proxies; handle all correspondence pertaining to BCRCC business; and shall perform other duties as assigned by the Chairman.

d. **TREASURER:** The Treasurer shall have charge of all funds of the BCRCC and furnish a written treasurer's report to the Chairman at each BCRCC regular meeting. The

Treasurer shall annually furnish a written treasurer's report to the members of the BCRCC at the January regular meeting; file such reports as required by State and Federal Law and provide copies of such reports to the members of BCRCC if requested; and shall perform other duties as assigned by the Chairman.

The Treasurer's report shall include but not be limited to: actual income and expenditures, with a reconciliation of the actual income and expenditures by comparison.

e. STATE COMMITTEEMAN and STATE COMMITTEEWOMAN: These officers shall serve as BCRCC liaison to the State Central Committee.

f. STATE YOUTH COMMITTEEPERSON: This officer shall serve as BCRCC liaison to the State Central Committee and shall be between the ages of 18 and 40 at the time of his or her election, and shall also perform other such duties as prescribed by the Chairman.

4.2 Qualifications: All officers of the BCRCC shall be affiliated with the Republican Party and be qualified electors of the Bannock County precinct in which they reside.

## **Article V MEETINGS**

5.1 Biennial Organization Meeting: The biennial organization meeting is held to elect officers of the BCRCC and delegates to the state convention. The meeting shall be held within ten (10) days after the primary election (as set forth in Idaho Code 34-502) in Pocatello on Wednesday, provided the Chairman may also select a different day that is in compliance with Idaho Code and State Party Rules. of the week following each primary election. The incumbent Chairman shall notify the newly elected Precinct Committeemen as reported on the County Clerk's election results posting, and shall give them at least five (5) days' notice of the date, time and place of the meeting.

5.2 Regular meetings: Regular meetings shall be held at 7 p.m. on the fourth Tuesday, Wednesday, or Thursday of each quarter (January, April, July, October). The Secretary and/or Chairman shall notify the members of the time and place of all regular meetings at least fourteen (14) days prior to the meeting. Any single regular meeting can be changed by a majority vote of BCRCC or on an emergency basis by the Chairman. All notification criteria herein still apply.

5.3 Special meetings: Special meetings may be called by the Chairman, or by ten (10) members of the BCRCC duly qualified to vote, petitioning the Secretary and/or Chairman for notice as herein provided. Proper notification shall consist of at least a 72-hour notice. Notice shall include the purpose for the meeting and the business to be conducted. The meeting shall be limited to the purpose stated in the notice.

5.4 The Agenda: A proposed agenda shall be published not less than five (5) days prior to

each meeting and be made available to the members of BCRCC by email. A printed agenda shall be provided for each member at each BCRCC meeting. Items to be included on the agenda must be submitted to the Chairman or the Secretary for consideration, not less than seven (7) days prior to the meeting at which the agenda is to be used. The agenda shall follow the format prescribed by the BCRCC Special Rules. Right to Vote: Only the duly elected, or appointed by election, precinct committeemen and members of the executive committee shall be allowed to vote, originate motions, and make nominations at all state law-mandated meetings.

5.5 Quorum: A quorum shall consist of fifty percent plus one (50% +1) of the duly elected BCRCC members.

5.6 Alternates: At all other regular and special meetings precinct committeemen may designate in writing to the Chairman one alternate to act in their stead in all matters, provided that the alternate resides within their precinct. Voting members of the executive committee may designate in writing to the Chairman one alternate to act in their stead in all matters, provided that the alternate resides within Bannock County. The designation of an alternate by a precinct committeeman shall be a general designation which is a valid designation which expires at the end of the meeting for which they were designated.

5.7 Proper Method of Notification of Meetings: Primary notification shall be by email. If any member wishes to be notified by postal mail or text, the member must give written request of his preference to the Secretary.

5.8 Emergency meetings of the Executive Committee may be called by the Chairman at any time.

## **Article VI VACANCIES**

6.1 BCRCC vacancies: When a vacancy occurs in the BCRCC a notification of vacancy shall be given to each member of the BCRCC at least fourteen (14) days prior to a BCRCC regular meeting where nominations may be held. Notification may also be given in person at any regular meeting prior to a subsequent meeting at which nominations would be made. The BCRCC shall fill such vacancies by nomination. Only a voting member of the BCRCC may make such nominations. All nominees shall be voted on by written ballot. All nominees must be present to be voted on. Any BCRCC member chosen according to the provisions of this article shall be considered duly elected.

a. A notification of vacancy shall be given by the chairman when any committee member resigns from their position; dies; moves their primary residence from their precinct; changes their party affiliation from Republican; ceases to be a qualified elector; or without excuse acceptable to the BCRCC, fails to attend three (3) consecutive regular meetings of the BCRCC.

6.2 Certification of Election: If the vacant office filled is that of a Precinct Committeeman, the Chairman shall certify to the County Clerk, before the next regular meeting, the name and address of the elected member.

## **Article VII COMMITTEES**

7.1 The BCRCC shall have a standing Executive Committee.

7.2 The County Chairman, in consultation with the Executive Committee, shall have the authority to appoint Special Committee Chairmen. Such committee chairmen, in consultation with the county chairman, shall appoint their own Special Committee members. Special Committees shall be appointed by the Chairman, from time to time, as deemed necessary to carry on the work of the BCRCC. Special Committees may include (but are not limited to): Budget, Recruitment, Rating & Vetting, Campaign, Legislative, Parades & Events, Fair, and Lincoln Day. All non-standing committees shall terminate with completion of assignment and acceptance of their final report by the Chairman.

7.3 Executive Committee

a. Composition: The Executive Committee shall consist of the Chairman, Vice Chairmen, Secretary, Treasurer, State Committeeman, State Committeewoman, Youth Committee Person, the Chairmen of Legislative Districts 28 and 29, and four (4) precinct committeemen. Ex-officio members of the Executive Committee include any Bannock County Republican county elected official, any Republican district elected official whose district includes any precincts in Bannock County, any Idaho Republican party elected official who resides in Bannock County, the ISU College Republican Chair, and the Southeast Idaho Republican Women Chair.

b. Quorum: A quorum shall consist of fifty percent plus one (50% +1) of the voting members of the Executive Committee. No requests for alternates will be allowed for Executive Committee meetings.

c. The Executive Committee shall have the authority to act on behalf of the BCRCC between regular meetings and at the discretion of the Chairman. The Treasurer or Chairman are authorized to expend available funds for normal operational expenses up to \$500.00 in between Executive Committee meetings; expenditures from \$500.01 up to \$1000.00 with the approval of the Chair and Treasurer, and without prior approval of the Executive Committee.

## **Article VIII RULES OF PROCEDURE**

8.1 Robert's Rules of Order Newly Revised, latest edition, shall be the parliamentary authority for the conduct of business and meetings of the BCRCC and committees for all matters not specifically covered by these bylaws, insofar as they are not inconsistent with Idaho Code Title 34 and the Rules of the Idaho Republican Party.

8.2 These bylaws may be amended at a regular or special meeting by a two-thirds (2/3) vote of members present. Notice of this action and a copy of the proposed changes must be given to all members twenty-five (25) days in advance.

### **SPECIAL RULES OF ORDER - ORDER OF BUSINESS**

a. The order of business at duly called meetings of the Bannock County Republican Central Committee (BCRCC) may include and must be limited to the following:

1. Call to order
2. Invocation
3. Pledge of Allegiance
4. Programs and/or Special Guests
5. Roll Call and Determination of a Quorum
6. Reading and Approval of Minutes
7. Treasurer's Report
8. Committee Reports
9. Unfinished Business
10. New Business
11. Announcements
12. Adjournment

b. Items not on the printed agenda under New Business must be passed by a fifty percent plus one (50% +1) vote to be introduced for debate on the floor. The motion shall be read before the vote is taken.



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Craig Yadon, BCRCC Chairman