

WOODBURY COUNTY CENTRAL COMMITTEE

BYLAWS

I.

OFFICERS

PATRICK F. GILL  
WOODBURY COUNTY

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AUDITOR RECORDER  
COMM OF ELECTIONS

Section 1. The officers of the Woodbury County Central Committee ("Central Committee") shall serve at the pleasure of the Central Committee and shall discharge the duties described below:

a. The Chair shall preside at meeting of the Central Committee and serve as its spokesperson. The chair shall provide leadership and direction necessary for the fulfillment of the purpose of the Central Committee, subject to the provisions of the bylaws and the concurrence of the Central Committee in matters of policy. The chair, after consultation with the co-chairs, may establish special committees and appoint all committee members.

b. The City Co-Chair shall organize and coordinate the city precincts, schedule the headquarters staff and supervise headquarters activities during general election years, assist the Chair in the fulfillment of that officer's duties and may assume those duties in the absence of the Chair.

c. The County Co-Chair shall organize the rural precincts, schedule and staff the Woodbury County fair booth, organize the County Caravan during general election year campaigns, assist the Chair in the fulfillment of that officer's duties and may assume those duties in the absence of the Chair.

d. The Secretary shall keep minutes of all meetings of the Central Committee and the Executive Committee and all other records. The secretary shall perform such other duties as may pertain to the office, and as specified in these bylaws.

e. The Treasurer shall maintain all financial records for the Central Committee and prepare and file records required by federal and state laws. No money shall be expended by the Treasurer unless said expenditure has been approved by the Chair or the Co-Chairs in the absence of the chair.

f. The Parliamentarian shall rule upon the application of the governing rules to the conduct of the affairs of the Central Committee and shall develop rules of procedure upon request of the Chair or Co-Chair.

Section 2. The officers whose terms shall be for a period of two (2) years shall be elected by the Central Committee at a Central Committee meeting immediately following each general election, but no later than the following April 1. The officers shall serve at the pleasure of the Central Committee. In the event of a vacancy in the office of chair,

the co-chair shall call a meeting of the Central Committee for the purpose of filling such vacancy. If the office of Chair and both Co-Chairs are all vacant, the Secretary, or in that officer's absence the Treasurer, shall call a special meeting of the Central Committee for the purpose of filling any vacancies. In the event that all offices are vacant or in the event of a vacancy in any one office for a period of more than 30 days, a meeting for the purpose of filling vacancies may be called by the chair of the district executive committee.

Section 3. The Central Committee shall be notified at least five days in advance of any meeting at which it is proposed to fill a vacancy in the position of chair, co-chairs, secretary or treasurer.

## II. COMMITTEES

Section 1. The standing committees of the Central Committee may be empowered by the Central Committee, and in appropriate circumstances by the chair, after consultation with the co-chair, to make determinations, make recommendations and implement action consistent with the purposes and the policies of the Central Committee.

The standing committees are:

- a. The finance committee, which shall plan and implement fundraising activities;
- b. The organization committee, which shall be responsible for developing the precinct organization, identifying voters, and developing and implementing plans to increase Republican votes in the county;
- c. The budget committee, which shall be responsible for recommending budgets on an annual calendar year basis for the expenditures of the Central Committee and shall consider budgeting of such additional items of expenditures as from time to time are proposed for the Central Committee. Expenditures for each line item of the budget shall be limited by the budget unless the amount authorized is later specifically increased by the Central Committee. This limitation shall not, however, apply to the cost of fundraising functions;
- d. The candidates and campaign assistance committee, which shall recruit candidates and assist them in their campaigns;
- e. The special projects committee, which shall sponsor activities or assist other groups within the Republican Party in sponsoring activities which shall improve the image and/or financial condition of the Republican Party; and
- f. The communications committee, which shall publicize Republican activities.

Section 2. Special committees may be established for a specific time by the Central Committee or the chair, after consultation with the co-chairs, to perform specified tasks.

Section 3. Central Committee chairs and members may be removed by the Central Committee chair after consultation with the Co-chair or by a majority vote of the Central Committee. Such removal shall be implemented in accordance with Article VI, Section 2 thereof.

Section 4. The chair and co-chairs shall be ex-officio members of all committees.

### III. EXECUTIVE COMMITTEE

The members of the executive committee shall include the chair, co-chairs, secretary, treasurer, parliamentarian, and finance committee chair.

### IV. ADVISORY COMMITTEE

Section 1. The members of the advisory committee shall include the officers, chair of the standing committees and the chief officers of any county Republican auxiliary organizations.

Section 2. The advisory committee shall assist the chair and co-chairs in coordinating Republican events in the county.

### V. MEETINGS

Section 1. Regular meetings of the Central Committee shall be held at least quarterly and shall be called by the chair, co-chairs, or 30% of the duly elected and serving members of the Central Committee.

Section 2. Meetings shall be convened on written calls of the chair, co-chair or 30% of the duly elected and serving members of the Central Committee.

Section 3. Notice of each meeting shall be communicated to each Central Committee member prior to the meeting date.

Section 4. A quorum for the conduct of business shall consist of 20% of the duly appointed members of the Central Committee.

Section 5. In the event a member of the Central Committee is unable to attend a duly called Central Committee meeting, the member shall notify the chair, a co-chair, or secretary.

Section 6. Robert's Rule of Order Newly Revised shall prevail at all meetings of the Central Committee, except as shall be altered by the Republican Party Constitution, or by the Constitution or bylaws of this Committee.

Section 7. Members of the Central Committee may not vote by proxy, except that voting by proxy is allowed to elect or remove officers of the Committee.

## VI.

### PROPERTY, RECORDS AND PERSONAL RESPONSIBILITY

Section 1. All records and property purchased or acquired by the Central Committee or any of its employees in connection with the conduct of the affairs of the Central Committee shall be the property of the Central Committee.

#### Section 2. Contracts – Checks – Loans – Deposits

- a) Contracts – The Central Committee may authorize the chair or treasurer to enter into any contract or execute and deliver any instrument in the name and/or behalf of the Central Committee.
- b) Loans – No loans shall be contracted on behalf on the Central Committee and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Central Committee.
- c) Checks, drafts, etc. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Central Committee shall be signed by the treasurer of the Central Committee or that officer's designee and in such manner as may be determined by resolution of the Central Committee. All expenditures shall be approved by the chair.
- d) Deposits – All funds under control of the Central Committee shall be deposited to the credit of the Central Committee in such banks, trust companies, savings and loan institutions, or other as the Central Committee may select. All funds of the Central Committee shall be segregated from personal funds of the officers, members or associates of the Central Committee.

Section 3. No member of the Central Committee shall be liable personally for any obligations of the Central Committee, except that each member is personally responsible for the prompt transmittal of funds the member has collected, on behalf of the Central Committee, to the treasurer, and for the accurate accounting as to funds and property in the member's custody.

VII.  
MINIMUM PERFORMANCE

Section 1. Minimum performance by Central Committee members includes attendance of at least half of the meetings held by the Central Committee, organization of precinct caucuses; cooperation with the Central Committee fundraising activities in the member's precinct; cooperation with organizational activities in the member's precinct, such as county registration or canvass activities; organization of election day activities, in the member's precinct, such as registration or canvass activities; organization of election day activities in the member's precinct; and active support of the candidates nominated by the Party.

Section 2. A member of the Central Committee may be removed by a majority vote of the Central Committee if the member fails to properly carry out his or her duties. Notice of this removal motion must be given to said member before the meeting at which the removal action will be considered. The member shall be given opportunity to be heard when the removal question is before the Central Committee.

VIII.  
CONFLICT WITH STATUTES

No provisions hereof shall supercede or abrogate any of the provisions of the Code of Iowa as in effect at such time, the Constitution of the Republican Party of Iowa or the rules of the Republican National Committee which are in conflict herewith

IX.  
AMENDMENTS TO THE BYLAWS

These bylaws may be amended by a majority vote of members of the Central Committee present at any meeting of the Central Committee. Written notice of the proposed amendment and a full copy thereof shall be forwarded to the members of the Central Committee at least five days before the meeting at which said amendment is to be presented for consideration and vote.

X.  
ADOPTION OF BYLAWS

These bylaws were adopted at a meeting of the Woodbury County Central Committee on \_\_\_\_\_, 2009, at Sioux City, Iowa, and were filed with the county and state commissioners of election on \_\_\_\_\_, 2009.