

The Polk County Republican Central Committee

BYLAWS

Article I. NAME

The name of this organization shall be “The Polk County Republican Central Committee”.

Article II. MEMBERSHIP AND TERM OF OFFICE

Section 1. Membership. A member of the Central Committee must be a registered Republican throughout their term of office. The members of the Central Committee shall be composed of two persons from each voting precinct, as specified by the Code of Iowa, elected at the precinct caucus, or otherwise provided by law, such precinct persons as have been elected by the Central Committee to fill vacancies, as set forth in Article V of these Bylaws.

Section 2. Term. The term of a member shall begin at the next Central Committee meeting following the precinct caucuses and shall continue for two years. A member of the Central Committee can be removed from membership by the Central Committee, with or without recommendation of the Executive Committee, for inattention to duty, incompetence, or failure to support the candidates nominated by the Republican Party.

Article III. OFFICERS AND DUTIES

Section 1. Officers. Officers of the Central Committee shall be a Chair, Co-Chair, Secretary, Treasurer, and other officers as may be deemed necessary by the Central Committee.

- a. Chair – shall preside at meetings of the County Central Committee and serve as its spokesperson; provide the leadership and direction necessary for the fulfillment of the purpose of the Central Committee, subject to the Constitution and Bylaws; establish special committees and appoint all committee members; and may sit on any or all committees.
- b. Co-Chair – shall assist the Chair in the fulfillment of his or her duties; act as Chair when the Chair is absent, deceased, or the Chair turns over temporary control of a meeting to the Co-Chair; and sit on any special committees assigned by Chair.
- c. Secretary – shall keep minutes of all meetings of the Central Committee and of the Executive Committee and sit on any special committees assigned by Chair.
- d. Treasurer – shall maintain all financial records of the Central Committee and prepare and file records required by Federal and State law; shall make all deposits of funds received and make payments to vendors approved; and shall sit on the Finance Committee.

Section 2. Organization. The Central Committee shall organize immediately following each general election, but no later than the following April 1 and shall choose from its membership or otherwise Chair, Co-Chair, Treasurer, and Secretary.

Section 3. Appointment. Subject to the ratification by the Central Committee, the Chair is empowered to appoint a Legal Counsel and such other officers as may be deemed necessary to carry out the aims and purposes of the organization.

Section 4. Duties. Duties of the officers shall be such as implied by their respective titles with such additional duties as may be determined by the Executive Committee.

Article IV. EXECUTIVE COMMITTEE

Section 1. Membership. There shall be an Executive Committee composed of the elected and appointed officers and in addition, not less than fifteen (15) and not more than thirty (30) Republicans who may or may not be members of the Central Committee, provided that a majority of the Executive Committee shall be members of the Central Committee.

Section 2. Appointment. Members of the Executive Committee shall be appointed by the Chair and Co-Chair, subject to the approval of the Central Committee.

Section 3. Duties. In the interim of Central Committee meetings, the Executive Committee shall have authority to speak and act on behalf of the Central Committee on all matters affecting it.

Article V. VACANCIES

Section 1. Central Committee. A vacancy in the office of the Central Committee shall be filled by the Central Committee, or in the interim, by the Executive Committee, subject to the approval of the Central Committee.

Section 2. When a vacancy occurs in the office of County Chair, and/or Co-Chair, the Central Committee shall be notified at least ten (10) days in advance of the meeting at which it is proposed to fill said vacancy, and the call to said meeting shall include notice of the proposed action.

Article VI. COMMITTEES

Section 1. Standing Committees. There shall be such Standing Committees as the Executive Committee may deem necessary and with duties as proscribed by the Executive Committee; among these may be a committee on Finance, Organization, Campaign, Candidates, Public Relations, Registration, affiliated groups, such others as may from time to time be deemed advisable.

Section 2. Chairs. The Chairs of said Standing Committees shall be members of the Executive Committee.

Section 3. Special Committees. Special Committees may be appointed by the Chair when deemed necessary for special activities, not necessarily of a permanent nature. Chairs of such Special Committees may be members of the Executive Committee or the Central Committee.

Section 4. Duties. All Committee Chairs shall make reports, from time to time as requested, to the Executive Committee; when occasion arises, such reports shall also be made to the Central Committee by the Committee Chairs or to the Central Committee Chair.

Article VII. MEETINGS

Section 1. Central Committee. The Central Committee shall meet on call of the Chair or Co-Chair or thirty percent (30%) of the duly elected members of the Central Committee, and there shall be not less than four (4) meetings per year.

Section 2. Executive Committee. The Executive Committee shall meet on call of the Chair or Co-Chair as frequently as proper administration requires, or thirty percent (30%) of the Executive Committee Members.

Article VIII. AUXILIARIES

Section 1. The Central Committee may recognize official auxiliaries as authorized by the County Party Constitution.

Section 2. Purpose. Auxiliaries must subscribe to the objectives, platforms, and principles of the Republican Party; and their affiliation with the Central Committee shall be encouraged, provided that their activities shall be coordinated with authorized Party activities and approved by the Central Committee.

Section 3. Duties. Said Auxiliaries shall retain their autonomous identities and carry on their programs and activities when consistent with Section 2 of the Article.

Section 4. Representations on the Central Committee. A representative of any recognized auxiliary, duly appointed by said Auxiliary, may be an advisory member, without vote, of the Central Committee.

Article IX. CONTRACTS AND AGREEMENTS, LOANS, DEBTS

Section 1. Central Committee may authorize the Chair to enter into any contract to execute and deliver any instrument on behalf of the Central Committee.

Section 2. The Chair, Co-Chair, or Executive Committee members shall not make a contractual obligation or enter into any agreement that creates any financial liability that is more than 90-days past the Chair's term in office as described in Article III, Section 2 of the Bylaws.

Section 3. Debts and Bills. It is the obligation of the Chair, Co-Chair and other members of the Executive Committee to order repayment from Central Committee funds all debts and bills not authorized by the Central Committee, before the end of the Chair's term in office.

Article X. AMENDMENTS

These Bylaws may be amended by a two-thirds (2/3) vote of the Central Committee at any regular meeting, provided that notice of a proposal to amend will have been given in the call to such meeting. A proposal to amend must have the recommendation of the Executive Committee, or upon recommendation of ten (10) members of the Central Committee presented to the Chair of the Central Committee at least ten (10) days prior to the issuance of the call to the meeting at which the amendment(s) are to be considered.

Article XI. CONFLICT WITH STATUTES

No provision of these Bylaws shall supersede or abrogate any of the provisions of the Statutes of the State of Iowa which are in conflict herewith.

Article XII. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern the Polk County Republican Central Committee at all meetings of the Central Committee to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Republican Party of Polk County may adopt.

Article XIII. COUNTY CONVENTION

The Republican Party of Polk County shall elect persons from the Delegates to this convention only to serve on each of the following committees at the 3rd District Caucus: Rules; Credentials; and Permanent Organization. In addition, Polk County shall elect persons from the Delegates to this convention to serve on the platform committee at the 3rd District Caucus. No one person can serve on more than one 3rd District Caucus committee.

Anyone elected to serve on the Rules, Credentials, Platform, or Permanent Organization committees to the 3rd District Caucus shall automatically be slated as an At Large Delegate to the 3rd District Caucus and State Conventions according to the rules for At Large Delegates.

At the County Convention the delegates from each precinct shall meet as a precinct to elect Delegates and Alternate Delegates to the District Caucus and State Convention. The number of Delegates and Alternates elected from each precinct shall be designated in the call of the County Convention. Said number shall be based on the Republican vote for Governor or President in the previous election. No less than one Delegate to the District Caucus and State Convention shall be elected from each precinct. No less than one Alternate Delegate shall be elected for each Delegate elected.

Notwithstanding the above paragraphs, the County Convention may also elect an “at-large” slate of Delegates to the District Caucus and State Convention. Said “at-large” slate shall be proposed by the Republican Party of Polk County Chair with the approval of Polk County Central Committee and included in the call of the County Convention. The proposed “at-large” slate is subject to amendment by and requires the approval of a majority of the Delegates attending the County Convention and become final with the adoption of the Polk County Convention Rules. At Large Delegates shall not be eligible to be elected by their precinct to the county convention, but may participate in the election of delegates from their precinct. The “at-large” slate shall only consist of:

- 1) The County Chair, Co-Chair, Treasurer, and Secretary
- 2) Elected statewide Republican officeholders who are registered to vote in Polk County
- 3) Elected Republican members of the United States House of Representatives and the United States Senate who are registered to vote in Polk County
- 4) Elected Republican members of the Iowa General Assembly who are registered to vote in Polk County
- 5) Elected Republican Polk County officeholders
- 6) National Committee Members and State Central Committee members who are registered to vote in Polk County

The “at-large” slate need not include all of the six categories. However, if a category is included in the “at-large” slate, it shall not exclude any individuals within that category.

It is presumed that all officials on the at-large slate of Delegates meeting the necessary eligibility requirements to be a Republican Party of Polk County Delegate to the District Caucus and State Convention and all are subject to challenge and verification.

Should the number of Delegates to the District Caucus and State Convention elected from the precincts, elected to a standing committee and the at-large slate be less than the total number of Polk County Delegate slots to the District Caucus and State Convention followed by then Alternates shall be selected in the following manner to become Delegates:

- 1) Randomly selected from the list of Alternates elected in the precincts to the District Caucus and State Convention,
- 2) Randomly selected from the seated Delegates to the Polk County Convention who were not otherwise elected to the District Caucus and State Convention,

3) Randomly selected from the Alternate Delegates to the Polk County Convention.

The selection of Alternate Delegates shall be publicly conducted and occur no later than one week after the County Convention in a manner, and at a time and place announced at the County Convention by the County Chair.

Polk County Republican Party shall not certify any list of Delegates to the District Caucus and State convention until proper determination of eligibility of all persons contained within to hold such position is made. No person shall be denied eligibility due to determination of inability to pay any requisite fee. All requests for fee waiver must be received by the Chair no later than 14 calendar days prior to the District Caucus, all requests for waiver must be in writing stating the inability to pay and all factors to be considered in making the determination. All personal identifying information shall be redacted by the Chair and forwarded to the Credentials Committee to be voted upon. All waiver requests shall be anonymous to the members of the credentials committee at all times.

Effective Date:

These Bylaws were adopted and became effective at a meeting of the Polk County Central Committee on June 14, 1974.

These Bylaws were filed with the County and State Commissioners on the 14th day of June, 1974.

The Polk County Central Committee amended these Bylaws on November 18, 2003.

The amended Bylaws were filed with the County Commissioner of Elections on January 2, 2004.

The Polk County Central Committee amended these Bylaws on April 4, 2012.

The amended Bylaws were filed with the County Commissioner of Elections on February 25, 2013.

The Polk County Central Committee amended these Bylaws on January 26, 2016.

The Polk County Republican Central Committee amended these Bylaws on September 28, 2021.