

# SPOKANE COUNTY REPUBLICAN CENTRAL COMMITTEE BYLAWS

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# **SPOKANE COUNTY REPUBLICAN CENTRAL COMMITTEE BYLAWS**

Pursuant to the Revised Code of Washington<sup>1</sup> (RCW), the Spokane County Republican Central Committee hereby adopts these Bylaws on November 19, 2011, and all prior Bylaws, amendments, interpretations and other versions are null and void. The undersigned signatures of the Chair and Secretary with date certify the adoption of these, the complete and only Bylaws of the Spokane County Republican Central Committee (SCRCC), until changed as provided herein.

## **Article 1: Name, Affiliation and Authority**

1.1 The name of this organization shall be the Spokane County Republican Central Committee, Inc. and is referred to as the "Central Committee" in these Bylaws.

1.2 The Central Committee is the organization functioning as, and also known as, the Spokane County Republican Party.

1.3 The Central Committee is affiliated with the Washington State Republican Central Committee and the Republican National Committee, which are also otherwise known as the Republican Party.

1.4 These Bylaws shall be construed with the Bylaws of the Washington State Republican Central Committee.

## **Article 2: Purposes and Objectives**

2.1 The purposes and objectives of the Central Committee shall be as follows:

2.1.1 To promote good government by providing Republican Party leadership in the County of Spokane, Washington.

2.1.2 To promote the election of Republican candidates in Spokane County, Washington State, and National elections.

2.1.3 To conduct the political and business affairs of the Republican Party in Spokane County consistent with the best interests of all people under our government.

2.1.4 To call a County Republican Convention in each of the even numbered years.

2.1.5 To collect and disburse funds in support of good government, in support of the Central Committee's affairs, and in support of the election of Republican candidates.

## **Article 3: Membership**

3.1 The membership of the Spokane Republican Party is made up of individuals who believe better government will be achieved by organizing and uniting with others of similar mind to further causes of mutual interest, including, but not limited to, the purposes and objectives of the Central Committee and who identify themselves as Republicans.

3.2 The membership of the Central Committee shall consist of the Spokane County Republican Precinct Committee Officers (PCOs), elected or appointed, the Officers of the Central Committee, and the District Leaders.

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3.2.1 PCOs shall be American citizens, qualified registered voters, residing within their precincts, and must declare themselves to be Republicans.

3.2.2 Elected PCOs shall consist of those elected according to Washington State law.<sup>ii</sup>

3.2.3 Appointed PCOs shall consist of those appointed as set forth in these Bylaws.

## **Article 4: Central Committee Meetings**

### **4.1 Organization Meetings**

4.1.1 The Central Committee shall meet on the second Saturday in December of each even-numbered year at an accessible location in Spokane County for the purpose of an Organization Meeting.

4.1.2 Such meeting shall be in accord with the RCW<sup>iii</sup> and for the purpose of electing Central Committee Officers, holding Legislative District Caucuses for the election of Legislative District Leaders, and for such other business as may appropriately come before the Central Committee.

### **4.2 Special Meetings**

4.2.1 A Special Meeting of the Central Committee, or applicable portion thereof, may be called by the Chair of the Central Committee at any time for the purpose of conducting any business of the Central Committee.

4.2.2 The Special Meeting shall be limited to consideration and action upon the items set forth in the call and notice of any such Special Meeting.

4.2.3 A Special Meeting may also be called upon receipt of a petition signed by a simple majority of the Executive Board or thirty percent (30%) of the PCOs. In such case, the call must be issued by the County Chair within seventy-two (72) hours of the receipt of such a petition requesting a Special Meeting and specifying the purpose for the Special Meeting. Upon the County Chair's failure to act within said seventy-two (72) hours, the County Vice Chair must act within seventy-two (72) hours thereafter in accordance herewith. In the event that both the Chair and the Vice Chair are unable or unwilling to so act, any three (3) voting Executive Board members shall make the call.

### **4.3 Call and Notice of Meetings**

4.3.1 All notices of such meetings shall be mailed to all voting members via U.S. mail or by electronic transmission, as defined in the Policies and Procedures, at least ten (10) days prior to the meeting. The agenda, date, time, and place for such meetings shall be specified in the notices.

4.3.2 In the event a meeting or venue for a meeting is cancelled due to circumstances beyond the control of the Executive Board, the Chair/Executive Board may make necessary arrangements to reschedule, even on short notice.

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## 4.4 Credentials, Voting and Quorum

4.4.1 Prior to conducting business, a Credentials Committee shall examine the credentials of all attending who claim voting rights and shall certify to the membership those qualified to vote at such meeting.

4.4.2 The County Chair shall appoint the Credentials Committee Chair. The remainder of the Committee shall consist of the District Leaders. District Leaders may appoint PCOs from their Districts to assist as required.

4.4.3 Only qualified elected PCOs or their proxies are entitled to vote at an Organization Meeting.<sup>iv</sup>

4.4.4 Only qualified elected or appointed PCOs or their proxies are entitled to vote at a Special Meeting.

4.4.5 Any PCO who is unable to attend a Central Committee meeting may issue a written proxy notice authorizing another Republican residing within that PCO's precinct to vote in place of that PCO at that meeting. Such proxy notice shall include the Proxy's name and residential address and shall be delivered to the Credentials Committee at least 24 hours prior to the meeting. No person may have more than one vote. If a PCO is unable due to unforeseen circumstances to give proxy notification at least twenty-four (24) hours prior to the meeting, the proxy may be admitted pending Credentials Committee certification and a simple majority vote of the Central Committee.

4.4.6 Forty percent (40%) of the PCOs, or their written qualified proxies, shall constitute a quorum for the transaction of business of the Central Committee.

4.4.7 When not specifically addressed in these bylaws, voting at a Central Committee meeting may be by voice, a show of hands, standing, voting card, or by secret ballot to be determined by the Chair in accordance with Policies and Procedures and with a simple majority required to prevail of those voting.

## **Article 5: Executive Board**

5.1 Membership on the Executive Board shall consist of the following:

5.1.1 Elected Officers and District Leaders of the Central Committee.

5.1.2 Appointed Officers of the Central Committee (non-voting).

5.2 Purpose and Objective

5.2.1 The Executive Board shall be the Board of Directors of the Central Committee with the purpose and objective of establishing the policies and procedures for conducting the affairs of the Central Committee. This shall include:

5.2.1.1 Implementing the policies and directions of the Central Committee.

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5.2.1.2 Developing and implementing the policies of the Executive Board through direction to the officers.

5.2.1.3 Accounting for funds, establishing budgets and priorities for the Central Committee.

5.2.1.4 Carrying out the purpose and objectives for the Central Committee and the Republican Party in Spokane County.

5.2.1.5 Monitoring and acting on issues that are important to the Central Committee and the Republican Party.

5.3 The Executive Board shall report its activities to the Central Committee through the County Chair at each Organization Meeting of the Central Committee and at such Special Meetings as appropriate.

5.4 The Executive Board should have monthly meetings and shall adopt its own procedural rules and standing policies, provided such approved rules or policies are not in conflict with these Bylaws.

5.4.1 In the event that both the Chair and Vice Chair are absent from a meeting, the members present shall elect a Temporary Chair from among its members for the meeting.

5.4.2 Emergency Meetings. The Chair, or a majority of the Executive Board members by petition in writing to the Chair, may call an emergency meeting of the Executive Board upon 24-hour notice to the Executive Board members. Said petition shall state the purpose of the emergency meeting. The call shall be issued in accordance with the Policies and Procedures of the SCRCC.

## **5.5 Voting, Proxies and Quorum**

5.5.1 Voting members of the Executive Board shall be the Chair, Vice-Chair, State Committeeman, State Committeewoman, and the District Leaders.

5.5.2 Proxies. Any voting member of the Executive Board who is unable to attend an Executive Board meeting may issue a written proxy notice authorizing a PCO to represent that member at the Executive Board meeting specified in the notice. The Chair should receive notice of the proxy at least twenty-four (24) hours prior to the meeting and the written proxy notice shall be delivered to the Secretary at the meeting. No written proxy notice may be issued for more than one meeting.

5.5.2.1 The proxy for all elected officers must be of the same gender as the officer.

5.5.2.2 The proxy for any District Leader may be given by that District Leader only to a PCO in the District Leader's district who does not otherwise have a vote on the Executive Board.

5.5.2.3 Under no circumstances may any person have more than one vote.

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5.5.3 Quorum and Vote. A majority of the voting members of the Executive Board shall constitute a quorum for the purpose of conducting any business of the Executive Board. A simple majority vote of those voting shall prevail.

5.6 The County Chair may appoint a qualified parliamentarian to serve as needed from meeting to meeting and who may be a nonvoting attendee of the Executive Board, unless such person also holds a voting position on the Executive Board in some other capacity.

5.7 The Executive Board may establish or appoint committees to examine and investigate issues of interest and make recommendations for action by the Executive Board.

5.8 Conflict of Interest. No Executive Board Member who may have a conflict of interest in fulfilling his/her duties shall conduct or authorize any Central Committee business with any entity in which he/she or any Executive Subcommittee member holds any direct or indirect interest, unless fully disclosed and unanimously approved in advance by the other members of the Executive Board or Subcommittee.

## **Article 6: Officers and Duties**

6.1 Elected Officers. Elected officers shall be the County Chair, County Vice Chair, State Committeeman and State Committeewoman.

6.1.1 The County Chair and County Vice Chair shall be of opposite gender,<sup>v</sup> as shall be the State Committeeman and State Committeewoman.

6.1.2 Elected officers shall take their office immediately after the close of the Organization Meeting, and shall hold office for two (2) years from the Organization Meeting to the next Organization Meeting.

6.1.3 Nominees shall meet the requirements for PCOs as outlined in 3.2.1.

6.1.4 No elected officer shall be eligible to serve simultaneously in another elected officer position within the SCRCC or as a District Leader, but may be a PCO.

6.2 Appointed Officers. Appointed officers shall be the Secretary and Treasurer.

6.2.1 Appointed officers shall be appointed by the County Chair and confirmed by the Executive Board. Appointed officers shall serve at the pleasure of the Executive Board.

6.2.2 As necessary, the chair may appoint Legal Counsel who shall serve without compensation unless expressly provided for by the Central Committee or Executive Board.

6.3 County Chair

6.3.1 The County Chair shall serve as the Chief Executive Officer of the Central Committee responsible for Republican Party activities in Spokane County, including the day to day operations and business of the Central Committee.

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6.3.2 The County Chair shall preside at meetings of the Central Committee and the Executive Board, and may serve as the Temporary Chair at the opening exercises of the Spokane County Republican Convention.

6.3.3 The County Chair shall represent the Central Committee as a member of the Republican State Central Committee (per State Bylaws) and act as liaison between the County and State organizations.

6.3.4 The County Chair, with the confirmation of the Executive Board, shall appoint the Appointed Officers, Chairs of standing committees,<sup>1</sup> and Chairs of special committees to carry out the functions of the Central Committee. Appointed Chairs of such committees shall be responsible for selecting the members of the committee with the approval of the County Chair. Committee Chairs serve at the pleasure of the County Chair.

6.3.5 The County Chair shall prepare a written report of his/her activities during his/her term of office and shall submit the report at the Organization Meeting for distribution to the PCOs and others attending.

6.3.6 The County Chair shall be a voting member of all committees, including convention committees.

## **6.4 County Vice Chair**

6.4.1 The County Vice Chair shall preside in the absence of the County Chair at any meeting where the County Chair would otherwise preside and shall perform the duties of the Chair in absence or incapacity of the Chair.

6.4.2 The County Vice Chair may prepare a written report of activities of the office and may submit a report at the Organization Meeting for distribution to the PCOs and others attending.

6.4.3 The County Vice Chair shall perform all other duties as assigned by the County Chair.

## **6.5 State Committeeman and State Committeewoman**

6.5.1 The State Committeeman and Committeewoman shall each represent the Central Committee as members of the Republican State Central Committee and act as liaisons between the County and State organizations.

6.5.2 They may each prepare a written report of activities of their respective office and may submit a report at the Organization Meeting for distribution to the PCOs and others attending.

6.5.3 The State Committeeman and Committeewoman shall each perform all other duties as assigned by the County Chair.

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<sup>1</sup> as specified in Article 10

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## **6.6 Secretary**

6.6.1 The Secretary shall act as recording secretary for the Central Committee and the Executive Board at all meetings.

6.6.2 The Secretary shall keep a complete record of minutes of all Central Committee and Executive Board meetings, and maintain such other correspondence as the Executive Board or other committees may have in their possession that is of importance to the Central Committee. All such records shall be maintained at the County Republican headquarters.

6.6.3 The Secretary shall update end-note references to these Bylaws as changes occur. The Executive Board shall conduct an annual review of references for consistency with state law.

6.6.4 The Secretary shall perform all other duties as assigned by the County Chair.

## **6.7 Treasurer**

6.7.1 The Treasurer shall issue receipts for all monies received by and for the Central Committee, retaining a copy for the record of the Central Committee.

6.7.2 The Treasurer shall make deposits in one or more depositories as approved by the Executive Board.

6.7.3 The Treasurer shall disburse funds as designated by the Executive Board and shall report such disbursements at each meeting of the Executive Board.

6.7.4 The Treasurer shall be responsible for and ensure compliance by the Central Committee of all statutory or regulatory financial requirements, including, but not limited to, public disclosure reporting, payment of tax liabilities, and submittal of all tax returns as required.

6.7.5 The Treasurer shall be a voting member of the Finance and Budget standing committees.

6.7.6 The Treasurer shall prepare and submit a complete report of the activities of the office for distribution at the Organization Meeting.

6.7.7 The Treasurer shall perform all other duties as assigned by the County Chair.

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## **Article 7: Districts and District Leaders**

7.1 Districts. For purposes of representation upon the Executive Board from the precincts in each State Legislative District and to facilitate the purposes and objectives of the Central Committee within the State Legislative Districts, full or partial, located in Spokane County, there shall be created one or more District subdivisions in each State Legislative District, as noted in the end-notes.<sup>vi</sup>

7.2 The establishment of the number, boundaries, and allocation of Sub-Districts within each State Legislative District shall be re-examined immediately following each redistricting of State Legislative Districts by the State government and when deemed necessary. The Central Committee upon the recommendation of the Executive Board shall determine any changes to the established Sub-Districts.

7.3 Precincts and Sub-District Boundaries. Precincts shall be allocated to each Sub-District within each Legislative District, consistent with the Legislative District boundaries. The allocation of precincts to each Sub-District shall result in approximately an equal number of precincts allocated to each Sub-District within its respective Legislative District.

7.4 Duties. Each District Leader shall have the responsibility and authority for Republican activity in his/her Sub-District, subject to these Bylaws. The District Leader shall:

7.4.1 Nominate individuals to fill vacant precinct PCO positions, as per Article 9.6 of these Bylaws, for appointment by the County Chair.

7.4.2 Preside over the Sub-District Caucus at the Organization Meeting until the incoming District Leader is elected.

7.4.3 Serve as liaison to the PCOs and other Republicans in the Sub-District for purposes of recruitment, training, support of Republican candidates, and encouragement of Republican activity within the precincts and the Sub-District.

7.4.4 Assist the Credentials Chair to verify Credentials and distribute ballots and any other necessary documents at all Central Committee Meetings and the County Convention.

7.4.5 Coordinate with the PCOs to establish locations to host the Precinct Caucuses in even-numbered years.

7.4.6 Perform all other duties as assigned by the County Chair.

### **7.5 District Leader Selection and District Caucuses**

7.5.1 Following the completion of business at the Organization Meeting of the Central Committee, PCOs for each Sub-District shall meet for the election of their District Leader.

7.5.2 Only qualified elected PCOs from the Sub-District, or their proxies as allowed at the Organization Meeting, may participate in the selection of the District Leader. No

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established quorum shall be necessary. A majority vote of the PCOs present shall be sufficient to elect a District Leader.

7.5.3 The outgoing District Leader shall preside over the Sub-District Caucus until the incoming District Leader is elected or re-elected. In the absence of the outgoing District Leader, a majority of the PCOs attending may elect a Temporary Chair from their ranks.

7.6 Eligibility. Persons eligible to be elected as District Leaders must meet the requirements for PCOs as outlined in 3.2.1.

7.7 Term. The term of office shall be for two (2) years from the Organization Meeting to the next Organization Meeting.

7.8 A District Leader may not serve simultaneously as an elected Central Committee officer but may serve as a PCO.

7.9 Sub-District Caucus (Meeting)

7.9.1 The District Leaders can call a meeting of their Sub-District Caucus whenever they believe there is an issue that affects their caucus or when requested by 30% or more of the qualified PCOs within the Sub-District.

7.9.2 In the event that the District Leader fails to call for a Caucus within seventy-two (72) hours after receiving the request by 30% or more of the qualified PCOs, the PCOs may petition the County Chair to enact the call.

7.9.3 Notice and call for meetings shall be the same as outlined in section 4.3.

## **Article 8: Precinct Committee Officers**

8.1 Duties. Each PCO shall have the responsibility and authority for Republican activity in his/her precinct, shared with the Central Committee, Executive Board, and District Leader and subject to these Bylaws. The PCO shall:

8.1.1 Arrange for and hold Precinct Caucuses at certain designated times for the purposes as set forth in these Bylaws.

8.1.2 Serve as liaison to the voters within the precinct for purposes of recruitment, training, support of Republican candidates, and encouragement of Republican activity within the Precinct.

8.1.3 Attend and participate in meetings of the Central Committee and District Caucuses or District meetings called from time to time.

8.1.4 PCOs should be trained as election observers and assist with the recruitment of Republicans to do the same, pursuant to the current RCW.<sup>vii</sup>

8.1.5 Perform duties as assigned by the County Chair.

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8.2 Election and Appointment. PCOs may either be elected according to law or appointed by the County Chair as provided by law and by these Bylaws.

## **Article 9: Vacancies**

9.1 Vacancies Defined. An office will become vacant by death, resignation, or removal from office of the person holding such office or the absence of a candidate for that office.

9.2 Vacancies in the State Legislature and Partisan County Elected Offices. Consistent with the Washington State Constitution, Article II, Section 15, vacancies in Republican State Legislative and County partisan elective office shall be filled by the following procedure:

9.2.1 For Districts within Spokane County. Within ten (10) days of such vacancy, the County Chair shall provide written notice to the applicable portion of the Central Committee of a meeting to be held within twenty (20) days of such notice for the purpose of receiving nominations to fill such vacancy and submitting three nominees to the Board of County Commissioners of Spokane County.

9.2.1.1 The applicable portion of the Central Committee for a legislative vacancy shall be the PCOs within that legislative district. The applicable portion of the Central Committee for a county elective office vacancy shall be the entire Central Committee. At such meetings the County Chair shall preside.

9.2.1.2 Nomination, Quorum, and Voting. At such meeting, nominations may be made by any member of the Central Committee who resides in the district for which position the vacancy is to be filled. Nominations to fill partisan County elective office vacancies may be made by any member of the Central Committee. Only duly elected or appointed PCOs are entitled to vote. No establishment of a quorum shall be necessary.<sup>2</sup>

9.2.1.3 The names of three (3) nominees shall be forwarded by the County Chair to the Board of County Commissioners of Spokane County for their consideration and appointment of one (1) nominee to fill such vacancy as provided by law.

9.2.1.4 Balloting shall be defined in the Policies and Procedures.

9.2.2 Legislative Vacancies for Districts Crossing Spokane County Boundaries. Legislative vacancies for Districts where the boundaries of the district cross Spokane County boundaries and include parts or all of one or more other counties shall be filled pursuant to the provisions of the Bylaws of the Washington State Republican Central Committee.

9.3 Central Committee Officer Vacancies. When a vacancy occurs in the office of the County Chair, Vice Chair, State Committeeman or State Committeewoman, a Special Meeting of the Central Committee shall be called within 30 days of such vacancy, as provided in these Bylaws, for the purpose of filling such vacancy. Proxies, quorum, and voting shall be in the same manner

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<sup>2</sup> *Current State Law may not allow time to reschedule another meeting to fill vacancies.*

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as for a Central Committee meeting. At such meeting, the County Chair shall preside. The term of the person filling such vacancy shall be for the unexpired term of the position.

9.4 District Leader Vacancies. When a vacancy occurs in the office of a District Leader, the County Chair shall call a meeting of the PCOs within 30 days of such vacancy in the affected Sub-District for the purpose of filling such vacancy. The manner and means for calling such meeting shall be consistent with the calling of a Special Meeting of the Central Committee. Proxies, quorum, and voting shall be in the same manner as for a District Caucus meeting. At such meeting, the County Chair shall preside. The term of the person filling such vacancy shall be for the unexpired term of the position.

9.5 Standing Committee and Other Vacancies. All such vacancies shall be filled by appointment of the Chair in the same manner as provided in these Bylaws for the original appointment. The term of the person filling such vacancy shall be for the unexpired term of the position.

9.6 Precinct Committee Officers. In the event of a vacancy in the position of a PCO, the District Leader from the Sub-District where the precinct is located has the responsibility to nominate a candidate as defined in 3.2.1 to the County Chair. The County Chair shall appoint or decline in writing said nominee as PCO for the precinct within thirty (30) days of his/her nomination. If there is a vacancy at the time of the PCO election, the affected position may not be appointed until after the Organization Meeting.<sup>viii</sup> The term of the person filling such vacancy shall be for the unexpired term of the position. No appointed PCO shall have any voting authority for the first thirty (30) days of his/her appointment.

9.7 Removal from Office. The Central Committee is the only body with authority to remove a Central Committee Officer from office prior to the end of the person's term. The PCOs in a Sub-District are the only body with authority to remove a District Leader from office prior to the end of the person's term.

9.7.1 After physical absence of the member from three (3) consecutive regular Executive Board meetings or four (4) regular Executive Board meetings within a 12-month period, the Chair shall apprise the Board of this status and will commence the process to reconfirm or replace such Officer or District Leader.

9.7.2 In such case, the County Chair shall call a Special Meeting of the Central Committee or Sub-District, as applicable, for the purpose of considering the reconfirmation or replacement of said person.

9.7.3 The Officer or District Leader subject to removal shall be given fair opportunity to present evidence and argument on his/her own behalf at such meeting.

9.7.4 The call shall be made in the same manner and means as set forth in these Bylaws for the Call and Notice of a Special Meeting.

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## **Article 10: Standing Committees**

10.1 Budget Committee. The County Chair shall appoint a Budget Committee Chair<sup>3</sup> to work with the Finance Committee, to estimate receipts and expenditures for the Central Committee, and to prepare and present a proposed budget to the Executive Board.

10.2 Finance Committee. The County Chair shall appoint a Finance Committee Chair<sup>4</sup> to assist the Central Committee in soliciting funds for the Central Committee's operation and affairs.

10.3 Candidates Committee. The County Chair shall appoint a Candidates Committee Chair<sup>5</sup> to identify, recruit, train, and support individuals for partisan races. This may include partisan races at all levels of government.

10.4 Lincoln Day Committee. The County Chair shall appoint a Lincoln Day Committee Chair, as specified in Article 6.3.4, during the May Executive Board Meeting to make arrangements for the event for the next year. This committee shall serve through April 30<sup>th</sup> of the following year and shall make regular reports to the Executive Board. The committee established in an even numbered year shall serve through a successor administration.

10.5 Convention Committee. The County Chair shall appoint a County Convention Committee Chair.

10.6 Election Committee. The County Chair shall appoint an Election Committee that shall be in charge of observing ballot counting and other issues related to fair and accurate elections.

10.7 Credentials Committee as outlined in 4.4.2.

## **Article 11: Precinct Caucuses and Convention**

11.1 Precinct Caucuses. The County Chair shall call a meeting of the Republicans within each precinct in the County on such a date as may be directed by the Republican State Committee and in compliance with all applicable State Committee rules.

11.1.1 Such meeting shall be known as the Precinct Caucus.

11.1.2 Such meeting shall be held for the purpose of electing the precinct delegates and alternate delegates to the County Republican Convention.

11.1.3 Precinct caucuses may recommend planks for inclusion in the County Republican Platform and shall conduct any other business relating to the Republican Party in the precinct.

11.2 County Convention. The County Chair shall call a meeting of the delegates elected at the Precinct Caucuses at least thirty (30) days preceding the date fixed for the Republican State

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<sup>3</sup> as specified in Article 6.3.4

<sup>4</sup> as specified in Article 6.3.4

<sup>5</sup> as specified in Article 6.3.4

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Convention, or not less than, as set forth in State Committee Rules. This meeting shall be known as the Spokane County Republican Convention.

11.2.1 Purpose and Objective. The County Convention shall be for the election of delegates and alternate delegates to represent Spokane County at the Washington State Republican Convention, for the consideration of a Convention Platform and resolutions, and for such other political activity or business that may appropriately come before the Convention.

11.2.2 Convention Committee. The purpose of the Convention Committee shall be planning and providing all arrangements and registration for the Convention. The District Leaders shall prepare Convention notices and Caucus materials.

11.2.3 Call and Notice. The Call and Notice of the County Convention shall be distributed to the elected delegates and alternates not later than two weeks prior to the County Convention.

11.2.4 Convention, Credentials, Rules, and Platform Committees. The County Chair shall appoint a chair for each of the Convention, Credentials, Rules, and Platform Committees. Said committees should include representatives from each of Spokane County's Legislative Districts. Fair representation shall be considered at all times.

11.2.5 The Credentials Committee shall examine the voting credentials of all delegates to the County Convention, shall certify alternate delegates to replace elected delegates not in attendance, and shall report to the Convention the number of duly elected delegates and alternates (moved to delegates) present who are eligible to vote in Convention business. The report of the Credentials Committee shall be presented to the Convention as early as practicable, following opening ceremonies, and before the transaction of any business of the Convention.

11.2.5.1 To be consistent with Washington State Republican Party Bylaws or State Convention Rules, any member of the Executive Board who participates in another political party convention, openly endorses another political party candidate, contributes financially or works on a campaign of another political party candidate will not be eligible to serve as a Republican Party officer or delegate to the Republican County or State Conventions during the time of such participation, endorsement, contribution, or work.

11.2.6 The Rules Committee shall propose a set of Rules for the Convention to consider adopting to facilitate the orderly transaction of business by the Convention.

11.2.7 The Platform Committee shall review prior platforms, input from the precinct caucuses and from other Republicans, and shall prepare and present a proposed Platform for the Convention to consider adopting. The Committee may also review and make recommendations on resolutions brought before the Convention. In the event of a minority report from the Platform Committee, it shall follow the presentation of the majority report to the Convention.

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11.2.8 Temporary Convention Officers. The County Chair shall appoint Temporary Convention Officers to preside at the Convention until a Permanent Convention Officer is nominated and elected by the Convention for each post. The Temporary Convention Officers shall be the Chair, Secretary, Parliamentarian, and Sergeant at Arms. A motion to replace the Temporary Chair and elect a Permanent Chair may be in order any time after the Credentials Committee has given its first report.

11.2.9 Temporary Convention Officers, Convention Officers, Committee Chairs and Committee members may, but need not be, delegates or alternate delegates to the County Convention.

11.2.10 All voting in the assembly of the convention shall be by majority vote, with the exception of the suspension of the convention rules, which shall require a two-thirds (2/3) vote.

11.2.11 The Rules for the County Convention and its proceedings, including the elections of delegates and alternate delegates to the State Convention, shall be in conformity with the State Convention Rules where applicable or necessary.

11.3 Delegation to State Convention. Within two (2) weeks after the County Convention, the elected delegates to the State Convention shall meet at the Call of the County Chair to elect a Delegation Chair and members, as allowed under State Convention Rules, to the State Convention Credentials, Rules, and Platform Committees. Matters relating to the State Convention may also be considered.

11.3.1 The establishment of a quorum shall not be necessary in order for the Delegation to transact business under this section. All voting shall be by majority vote.

11.3.2 The County Chair or Chair's Representative shall serve as Temporary Chair of the County delegation until the elected Delegation Chair is chosen. The election of the Delegation Chair shall be the first order of business. The Delegation Chair shall be one of the delegates elected to represent Spokane County at the State Convention.

11.3.3 In the event the Delegation Chair is unable to attend the State Convention, the delegation shall meet again to elect a substitute. This meeting may occur prior to or at the State Convention.

## **Article 12: Business Affairs**

12.1 Audit. The books and financial records of the Central Committee shall be audited by a three (3) to five (5) member committee, including knowledgeable person(s) outside the Central Committee, appointed by the County Chair. Such audit shall be completed within thirty (30) days after the end of each reporting period.<sup>6</sup>

12.2 Indemnification. The Central Committee shall indemnify, defend, and hold harmless all members of the Executive Board against liability, damage, and expense arising from or in

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<sup>6</sup> Reporting periods currently end in May and November, based on PDC requirements.

# SPOKANE COUNTY REPUBLICAN CENTRAL COMMITTEE BYLAWS

connection with good faith service as such and arising from defense of claims or lawsuits. This obligation shall be under all circumstances permitted by law for all acts conducted in good faith.

12.3 Reimbursement of Officer Expenses. The Executive Board shall adopt a policy for the reimbursement of Executive Board member expenses.

12.4 Records. The Executive Board shall adopt a policy for the retention and destruction of Central Committee records.

## **Article 13: Authority**

13.1 Statutory Authority. These Bylaws are promulgated under the authority of RCW,<sup>ix</sup> et seq., permitting political parties to make their own rules and regulations, and to perform all functions inherent in such organization. Powers herein delegated to officers, elected or appointed, shall be subject to paramount authority of the Central Committee.

13.2 Parliamentary Authority. The rules contained in Robert's Rules of Order Newly Revised, latest edition, shall govern this organization in all cases to which they are applicable, and which they are not inconsistent with these Bylaws.

## **Article 14: Amendments**

14.1 These Bylaws may be amended at any Organization or Special Meeting of the Central Committee by a two-thirds (2/3) majority vote of the members present provided there is a quorum present, and provided that notice of the proposed amendment or amendments has been included in the notice of the meeting.

14.2 Policies and Procedures may be adopted or amended by a two-thirds (2/3) vote of the Executive Board. The Central Committee may set aside a policy with a simple majority vote of the Central Committee.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands as of the 19<sup>th</sup> day of November, 2011

## **SPOKANE COUNTY REPUBLICAN CENTRAL COMMITTEE**



**Matthew Pederson, Chair**



**Debbie Moran, Secretary**

# SPOKANE COUNTY REPUBLICAN CENTRAL COMMITTEE BYLAWS

## End Notes

Annual Review Done \_\_\_\_\_ (Date)  
\_\_\_\_\_ (Chair) \_\_\_\_\_ (Secretary)

Annual Review Done \_\_\_\_\_ (Date)  
\_\_\_\_\_ (Chair) \_\_\_\_\_ (Secretary)

Annual Review Done \_\_\_\_\_ (Date)  
\_\_\_\_\_ (Chair) \_\_\_\_\_ (Secretary)

<sup>i</sup> RCW 29A.80.010 - Each political party organization may adopt rules governing its own organization and the nonstatutory functions of that organization.

<sup>ii</sup> RCW 29A.04.311 - Nominating primaries for general elections to be held in November, and the election of precinct committee officers, must be held on the third Tuesday of the preceding August.

<sup>iii</sup> RCW 29A.80.030 - Following each state general election held in even-numbered years, this committee shall meet for the purpose of organization at an easily accessible location within the county, subsequent to the certification of precinct committee officers by the county auditor and no later than the second Saturday of the following January.

<sup>iv</sup> RCW 29A.28.071 – Precinct Committee Officer. When a vacancy in the office of precinct committee officer exists because of failure to elect at a state primary, the vacancy may not be filled until after the organization meeting of the county central committee and the new county chair has been selected as provided by RCW 29A.80.030.

<sup>v</sup> RCW 29A.80.030 - At its organization meeting, the county central committee shall elect a chair and vice chair of opposite sexes.

<sup>vi</sup> 7.1.1 Third Legislative District: Sub-Districts A, B, and C  
7.1.2 Fourth Legislative District: Sub-Districts A, B, and C  
7.1.3 Sixth Legislative District: Sub-Districts A, B, C, and D  
7.1.4 Seventh Legislative District: District A  
7.1.5 Ninth Legislative District: Sub-Districts A and B

<sup>vii</sup> RCW 29A.44.420 - At the same time the officer having jurisdiction of the election appoints the inspector and two judges as provided in RCW 29A.44.410, he or she may appoint one or more persons to act as clerks if in his or her judgment such additional persons are necessary....

<sup>viii</sup> RCW 29A.28.071

<sup>ix</sup> {29A.80}, et seq.

# SPOKANE COUNTY REPUBLICAN CENTRAL COMMITTEE BYLAWS

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