



**BYLAWS
OF
THE GILLESPIE COUNTY
REPUBLICAN PARTY**

**ADOPTED
July 19, 2022**

ARTICLE I NAME

Section 1. Name - The name of this organization shall be the Gillespie County Republican Party (GCRP), hereinafter referred to as the “Party”, or GCRP.

Section 2. Establishment - This organization is established by these bylaws and the Texas Election Code, Section 171.021.

Section 3. Designation - This organization is under Title 15 of the Texas Ethics Code as a General Purpose Political Action Committee (GPAC). It is an unincorporated political association exempt from Federal taxation under Section 527 of the Internal Revenue Code with shared responsibilities with the Republican Party of Texas.

ARTICLE II PURPOSE

Section 1. Purpose - The purpose of this organization shall be:

- A.** To perform the duties assigned to it in the Texas Election Code including conducting a Republican Primary election for all election precincts in as many locations as needed.
- B.** To support, assist, and elect Republican candidates to public office including organizing coordinated efforts preceding each election and publicizing the Republican candidates.
- C.** To establish, promote, and educate the voting public on positions and issues consistent with the State and/or National Republican Party Legislative Platform and Priorities.
- D.** To support the growth of political influence of the Party.

ARTICLE III ORGANIZATION

The GCRP organization is comprised of the following:

- A. County Executive Committee** – The County Chair and Precinct Chairs
- B. Officers** – The County Chair, Vice Chair, Treasurer and Secretary
- C. Committees** – Committee Chairs and members
- D. Other Members** – Sergeant at Arms, Parliamentarian, and Honorary Members, as appropriate

ARTICLE IV COUNTY EXECUTIVE COMMITTEE

The County Executive Committee (CEC) conducts the official business of the Party as specified in the Texas Election Code and these bylaws.

Section 1. Members - The voting members of the CEC shall be limited to the County Chair and the Precinct Chairs, who are elected at Primary election or filled by vacancy process – see Section 4 below. Article V and VI define ex-officio, non-voting members of the CEC.

Section 2. Terms of Office - The term of office shall be for two (2) years, commencing on the twentieth (20th) day after the Run-Off Primary Election Day, as provided for in Section 171.022(c) of the Texas Election Code.

Section 3. Qualifications

A. County Chair - To qualify to hold the office of County Chair, a person must be a qualified voter residing in Gillespie County. A County Chair cannot be a holder of elected public office at the county, state, or federal level or candidate for such office.

B. Precinct Chair - To qualify to hold the office of Precinct Chair, a person must be a qualified voter residing in that Precinct. A Precinct Chair cannot be a holder of elected public office at the county, state, or federal level or candidate for such office.

Section 4. Vacancies – A vacancy in the office of County Chair and Precinct Chair shall be filled in accordance with the provision of Section 171.025 and 171.024 of the Texas Election Code, respectively, and shall be by secret ballot. Precinct Chair vacancies may be filled via mail or email voting per Republican Party of Texas Rule 7C. In such cases, the vote shall be sent directly to the Secretary to be recorded and read at the meeting.

Section 5. Duties - The CEC shall exercise those powers conferred upon it by the Election Code of the State of Texas, and by these bylaws, and perform all duties necessary to promote the best interest of the Party.

A. County Chair. The County Chair shall be the CEC's presiding officer and official spokesman, and performs the following responsibilities:

- Duties required by statute and by these Bylaws and by the Rules of the Republican Party of Texas
- Serve as an ex-officio, non-voting member of all Standing and Special Committees
- Recruit people to fill key positions
- Help promote and grow the Party
- Conduct Primaries and County Conventions in even numbered years
- Keep election records and take all steps to ensure election integrity
- Maintain a current list of the names, and mailing address of the Precinct Chairs. The list shall be updated within seven (7) business days of a

change

- Lead the generation and presentation of the annual budget with support from the Treasurer. The annual budget shall be approved by the CEC
- Is a member of the Texas Republican County Chair's Association (TRCCA). Any assessments or dues required by TRCCA are to be paid by the CEC
- Dispense Operational funds up to \$1000.00 for urgent needs for each event, and shall notify the CEC of such expenditures at the next CEC Regular meeting
- Manage the Primary account as worked with the Texas Secretary of State for all elections activities.

B. Precinct Chairs. Precinct Chairs have the following responsibilities:

- Maximize the Republican votes in the precinct
- Help promote and grow the Party
- Help elect Republican candidates
- Attend meetings of the CEC
- Conduct Republican Precinct Conventions
- Serve as or recruit voters as Election Judge, Election Clerk, election workers, or volunteers in the Party's work
- Serve as an Officer, Committee Chair, or Committee Member as needed
- Assist the County Chair as needed

ARTICLE V OFFICERS

Section 1. Members - The Officers are the Chair, Vice Chair, Secretary, and Treasurer. The Chair shall be the County Chair and shall preside over the CEC meetings. The Vice Chair, Secretary and Treasurer are ex-officio, non-voting members of the CEC unless they serve as Precinct Chair.

The County Chair shall appoint the Vice Chair and Treasurer, subject to the CEC approval by secret ballot at the Organizational meeting or upon vacancy. And in no case shall the offices of Vice Chair and Treasurer be vacant more than ninety (90) days.

The Secretary shall be elected by the CEC by secret ballot following commencement of term of office, or upon vacancy.

Section 2. Terms Of Office - The term of office shall be concurrent with that of the CEC, except in the event of a vacancy in the office of County Chair in which event the appointed officers shall serve only until election of a new County Chair.

Section 3. Qualification - All CEC officers shall be registered voters in Gillespie County and either voted in the last Republican Primary election or sign an oath of affiliation with the Republican Party.

Section 4. Vacancies - A vacancy in the Officers' positions is filled in the same

manner as specified in Article V, Section 1.

Section 5. Duties

A. Chair. See Article IV, Section 5A.

B. Vice Chair. The Vice Chair has the following responsibilities:

- Assist the County Chair as requested in the performance of the duties of the office
- In the absence of County Chair, the Vice Chair presides over the meetings
- In the event the office of the County Chair becomes vacant, the Vice Chair shall serve as Acting County Chair until the Chair resumes his/her duties or until the election of a new County Chair. When serving as Acting Chair, the Vice Chair shall have all the authority and powers of the Chair
- Review and recommend changes to the Party's bylaws as deemed necessary to update it with the latest State rules and conduct of the Party
- Serve as Committee Chair or Committee Member as needed

C. Secretary. The Secretary has the following responsibilities:

- Maintain records of the minutes of all CEC meetings
- Keep permanent record of the CEC minutes and the bylaws, which shall be brought to each CEC meeting
- Carry out the usual duties of that office, keeping an up-to-date roll of the CEC members, distributing such member roll (including contact information) to all members, and ensuring that each member receives timely notices of meetings
- Make the Secretary's books and records open to all members of the CEC upon request at such time and place as may be convenient to the Secretary
- Transfer records of the CEC to the new Secretary or Chair upon leaving office
- In the event of a vacancy in the office of County Chair, call a meeting of the CEC for the purpose of electing a new County Chair, as provided for in Section 171.025 of the Texas Election Code
- In the event of a simultaneous vacancy in the offices of Chair and Vice Chair, preside over the election of a new Chair, relinquishing presiding officer duties immediately upon election of the new County Chair
- Authorized to receive applications for a place on the Primary Ballot, as provided for in Section 172.022(a)(2) of the Texas Election Code

D. Treasurer. The Treasurer has the following responsibilities:

- Shall be custodian of the funds deposited in the Party's accounts
- Shall perform applicable duties required by federal and state statutes including listing of names, address, occupation, amount and the date of contributions
- Prepare a current report of financial condition for presentation at each CEC regular meeting

- Pay all bills and dispense funds by check on the order of the County Chair as approved by the CEC
- Make the records open to all members of the CEC upon request at such time and place as may be convenient to the Treasurer
- At the request of either the County Chair or the CEC, support an annual audit by a committee of no more than three (3) appointed by the County Chair, and to be completed and presented to the CEC within one month of the request
- Complete and submit financial reports, as required, to the appropriate government entities such as the Texas Ethics Commissions or Secretary of State in compliance with Texas Election Laws
- Support the County Chair to generate and present the annual budget
- The accounts shall have signature authority of the County Chair and the Treasurer, but only one is required to write checks or make deposits
- The Operational account shall be used for the Party's routine and normal expenses for conducting Party's business
- The Primary account is used strictly for the purpose of conducting Primary elections and candidate filing fees in conjunction with the Texas Secretary of State. It, in no way, shall be used for Party's routine business conduct

ARTICLE VI COMMITTEES

Section 1. Members - The Committee Chairs are ex-officio, non-voting members of the CEC, unless they also serve as Precinct Chair. The County Chair shall appoint, subject to CEC approval, the chair of the committees to carry out policies of the Party. Committee Chairs serve at the County Chair's pleasure and for such time as the County Chair may hold office.

The Committee Chairs are expected to present their progress status at the CEC Regular meetings. The Committee Chair shall obtain CEC approval for implementing recommended proposals and related expenses.

The Committee Chair may appoint members as he/she may choose.

Section 2. Qualification - All committee members shall be registered voters in Gillespie County and either voted in the last Republican Primary election or sign an oath of affiliation with the Republican Party.

Section 3. Member Removal - A committee member may be removed from a committee upon request of the Committee Chair.

Section 4. Procedures - Each committee is authorized to develop procedures for conducting the business within that committee's jurisdiction, subject to review and amendment by the CEC.

Section 5. Standing Committees - The following Standing Committees are established to foster and improve the Party's standing throughout the community.

- C. Election Preparation** – The Election Preparation Committee objective is to:
- Generate and maintain working list of election personnel including judges, backup judges, and election clerks for each precinct
 - Arrange and plan for additional training of election workers
 - Work with the County Election Administrator in determining the Primary election polling locations, hours of operation and complete posting announcement as required

- B. Voter Engagement** – The Voter Engagement Committee objective is to develop and implement programs designed to increase informed Republican voter turnout. These programs should include:

- GOP Data Center training
- Voter lists including newcomers
- Maintain and use phone lists, block walk lists, etc.
- Sponsor/support candidate questionnaires and forums
- Deputy Voter Registrars and voter registration venues

- C. Fundraising** – The Fundraising Committee objective is to raise funds to maintain Party operations. Fundraising activities should include:

- Planning and preparation for the event
- An assessment of the budget to be presented to CEC for approval
- Soliciting and confirming key speakers
- Reaching out to donors and sponsors
- Supporting the development of advertising, social media and related announcements

- D. Outreach** – The Outreach Committee objective is to improve Party engagement with the community such as:

- Planning and preparation for parades and fairs, and purchase of materials as needed
- An assessment of the budget to be presented to CEC for approval
- Organizing and establishment of new Republican clubs (i.e. Hispanic)

- E. Communications** – The Communication Committee is to publicize the actions of the Party. This should include:

- Maintain and update the Party's website and social media
- Public announcements (ex. newspaper, radio)
- Newsletter/emails

Section 6. Special Committees – The County Chair as deemed advisable, subject to CEC approval, may appoint additional Special committees.

Section 7. Quorum for Committee Meetings - A quorum is a majority of the committee membership.

ARTICLE VII OTHER MEMBERS

Section 1. Parliamentarian - The County Chair may at his/her discretion appoint a Parliamentarian. The duties of this office shall be to interpret rules for the conduct of meetings, and to advise the County Chair of those rules. The Parliamentarian's term of office shall be concurrent with that of the CEC, except in the event of a vacancy in the office of County Chair in which event the Parliamentarian shall serve only until election of a new County Chair.

Section 2. Sergeant At Arms – The County Chair may at his/her discretion appoint a Sergeant at Arms to maintain order at the CEC meetings and to perform such other duties as requested by the Chair. The Sergeant at Arms' term of office shall be concurrent with that of the CEC, except in the event of a vacancy in the office of County Chair in which event the Sergeant at Arms shall serve only until election of a new County Chair.

Section 3. Honorary Members – The Party may extend honorary membership to individuals such as Republican Club Presidents or representatives, and those who significantly contributed to the Party. An Honorary Member is invited to attend and provide comments/advice during the CEC meetings. Honorary Members and duration of the membership shall be approved by the CEC.

ARTICLE VIII MEETINGS OF THE COUNTY EXECUTIVE COMMITTEE

Section 1. Meeting Types

- A. Regular Meetings** – Regular meetings are held to conduct CEC normal course of business. The County Chair shall call Regular meetings.
- B. Organizational Meeting** - In each even-numbered year, one of the Regular meetings shall be an Organizational meeting, which shall be held within forty-five (45) days after the terms of office begins. The County Chair is responsible for calling the meeting; however, if the County Chair does not call the meeting, then one fourth (1/4) of the Precinct Chairs may, by written demand, call an Organizational meeting. Notice of the Organizational meeting shall be sent to the CEC members at least fourteen (14) days prior to the date of the meeting. The meeting shall include swearing in the newly elected CEC members and adoption of bylaws and Rules. The proposed bylaws and/or Rules shall be sent out with the meeting agenda. No CEC meeting shall be held during the week of the biennial State Convention or quadrennial National Convention.
- C. Emergency Meetings** - Emergency meetings may be called by the County Chair with a minimum of five (5) days notice to each CEC member.
- D. Special Meetings** - A Special meeting shall be held on petition by super majority vote of the CEC members. The petition must state the purpose, time,

date and location of the meeting. The petition shall be sent to the Secretary and County Chair. A meeting notice shall be sent to CEC members at least five (5) days prior to the date of the meeting.

Section 2. Meeting Frequency - A minimum of one (1) Regular meeting per quarter shall be held. Additional meetings may be held as needed to conduct the Party business.

Section 3. Meeting Notices - Meeting notices shall be sent to all CEC members at least ten (10) days prior to the date of the meeting. All meeting notices must include the date, time, and location of the meeting. A notice shall include the proposed agenda and supplemental data as necessary.

- A. The County Chair prepares the agenda to be submitted to the Secretary for inclusion into the meeting packet.
- B. Any member who wishes to add a topic on the agenda shall submit the topic to the County Chair no later than 14 days before the meeting.
- C. A change to the agenda can be made at the meeting by majority vote.

Section 4. Notice Delivery - A good faith effort must be made to notify the CEC members by one of the following means: mail, electronic mail (e-mail), telephone, electronic facsimile, courier, or personal delivery.

Section 5. Conduct of Meetings - Motions, seconds, and votes are made:

- A. In the conduct of official business required by the Texas Election Code (statutory)
- B. Regarding appointment or election of Officers, Precinct Chairs
Committee Chairs
- C. Amendment of bylaws
- D. Expenditure of funds

Section 6. Records - All CEC and Party records in the possession of any CEC or committee members are the property of the CEC and/or Party and shall be made available to all CEC members upon request. The records shall be transferred to the subsequent officers or County Chair upon leaving office.

Section 7. Recording - Audio or video recordings of the CEC meetings must be announced prior to the start of the meeting. If there is an objection raised to the recording, then the County Chair shall call for a CEC vote to either accept or reject the recording request.

Section 9. Attendance – All the CEC meetings are open to public, and the Presidents of the Gillespie County Republican clubs or their representative are encouraged to attend and communicate pertinent information as appropriate to help provide republican synergism across the community.

Section 10. Voting

- A. Approval.** A motion passes by simple majority vote of members present unless otherwise stated. A super majority vote requires at least 2/3 votes of members present.
- B. Vote by Mail** – No electronic voting is allowed except to fill Precinct Chair vacancies.
- C. Proxy Voting** - Proxy voting is specifically prohibited by Texas Election Code Section 171.026.

Section 11. Quorum – A Quorum of voting members shall be present to conduct a meeting:

- A. Non-Statutory Business** - A quorum consists of a majority of the voting membership of the CEC.
- B. Statutory Business** - A quorum shall consist of those voting members present. Statutory business meetings are held in response to the Texas Election Code.

ARTICLE IX POLICY

Section 1. Candidate Endorsement - Any Party endorsement in support of a candidate shall be approved by 2/3 votes of full members.

- A.** Individual CEC members may support candidate(s) of their choice in any contested Republican Primaries election, but shall not work or represent him/herself in the name of the Party.
 - The GCRP logo shall not be used in any political advertising
 - No GCRP fund shall be raised or spent in connection with the candidates' campaign

Section 2. Finances

- A.** No one has authorization to close or move the financial accounts of the Party to another account or institution (s) without super majority vote of the CEC.
- B.** To transition signature authority at financial institution(s) both the outgoing and incoming County Chairs and Treasurers shall be present with proper documentation to validate the change of responsibility (minutes).
- C.** In the event of the Party becoming inactive, no part of the property, assets or any monetary fund shall be used for the benefit of anyone except to distribute these assets to an organization pursuant to and in compliance with Internal Revenue Code or other relevant treasury or Political Action Committee codes.

- D. No GCRP member shall borrow money in the name of the Party unless expressly authorized by super majority vote.

ARTICLE X PARLIAMENTARY AUTHORITY

The rules contained in the most current edition of Robert's Rules of Order, as revised, shall govern the CEC meetings provided they are not inconsistent with these bylaws and any rules promulgated by the Republican Party of Texas, or any state or federal statutes.

ARTICLE XI AMENDMENT OF BYLAWS

Amendment and approval of these bylaws at the Organizational meeting is by simple majority vote. If bylaws are not approved at the Organizational meeting, the previous bylaws remain in effect.

Subsequent to the Organizational meeting, these bylaws may be amended by super majority vote. The text of the proposed changes shall be included in the notice of the meeting.

Adopted at the Organizational meeting on 19th day of the month of July, 2022 by the Executive Committee of the Gillespie County (Texas) Republican Party.