

BYLAWS OF THE EXECUTIVE COMMITTEE
OF THE
REPUBLICAN PARTY OF ALLEGAN COUNTY

ARTICLE I.

NAME

Name Section 1. This committee shall be known as the Allegan County Republican Party Executive Committee and for the purposes of these bylaws shall be referred to as the Committee,

ARTICLE II.

PURPOSES

The purposes of the Committee shall be:

Legal Duties Section 1. To perform all duties delegated to the Committee by law and by the rules and bylaws of the Republican National Committee and the Republican State Committee as have been adopted and amended or may hereafter be adopted and amended.

Business Section 2. To direct, manage and supervise the affairs and business of the Allegan County, Republican Party for the purpose of increasing participation in the Party and aiding the election of qualified Republican candidates.

Bylaws Section 3. To adopt a set of bylaws by which the Committee shall be governed.

ARTICLE III.

MEMBERSHIP

Selection Section 1. The membership of the Committee shall be determined in accordance with law and in particular MCLA 168.599 as amended or may hereafter be amended. The members elected at the Fall county convention shall be known as elected members, and those persons who are members due to their nomination as Republican candidates for county or state office shall be known as statutory members.

Qualifications Section 2. Members of the Committee shall be qualified voters residing in Allegan County, except as provided by law.

Vacancies Section 3. If a vacancy occurs among the elected members of the Committee, the remaining elected members shall elect a qualified person to fill that vacancy. Such election shall take place at the first meeting of the Committee for which prior notice, as provided for in these bylaws, is given. If a vacancy occurs among the statutory members, that vacancy shall not be filled.

Voting Privileges Section 4. The privilege of voting shall be accorded members whose annual dues to the County Committee are currently paid. The Committee shall designate types of membership and set dues accordingly,

ARTICLE IV.

OFFICERS

Selection Section 1. In accordance with MCLA 168.599, as amended or may hereafter be amended, the Committee shall elect a Chairperson, a Vice Chairperson of the opposite sex of the Chairperson, a Secretary and a Treasurer.

Vacancies Section 2. A vacancy occurring among the officers shall be filled by the Committee at the next meeting of the Committee for which prior notice, as provided for in these bylaws, can be given.

ARTICLE V.

REMOVAL

Automatic Removal Section 1. Members of the Committee automatically forfeit Committee membership and all Committee offices upon being absent without excuse from three consecutive Committee meetings, provided that prior notice of those meetings was given to such officers and members.

Removal by Committee Vote Section 2. Members of the Committee are subject to removal from the Committee by a two-thirds majority vote of the Committee, provided that prior notice of the vote, as provided for in these bylaws, has been given and the officers or members in question have been given prior notice by certified mail.

Reasons for Removal by Committee Vote Section 3. Reasons for removal include, but are not limited to, failure to observe these bylaws or the other bylaws, rules and statutes to which the Committee is subject; failure to fulfill the duties and responsibilities delegated by these bylaws or by the other rules, bylaws and statutes to which the Committee is subject; conviction of a felony; or change of residence, in the case of elected members, to another county, and in the case of statutory members, to another area whose state representative districts do not include any part of Allegan County.

Vacancies Section 4. The removal of a member or officer from the Committee or forfeit of membership or office shall create a vacancy, which vacancy shall be filled or left vacant in accordance with these bylaws.

ARTICLE VI

POWERS, DUTIES AND RESPONSIBILITIES OF OFFICERS, MEMBERS AND EMPLOYEES

General Duties	Section 1. The officers of the Committee shall have such powers, duties and responsibilities as usually pertain to their offices except as modified by these bylaws and by such other rules, bylaws and statutes to which the Committee is subject, or as may be modified by the Chairperson or by the action of the Committee.
Chairperson	Section 2. a. The Chairman, as chief executive officer of the committee, shall preside at all meetings of the Committee, unless otherwise directed by the Committee, and shall execute all contracts, agreements, documents and other commitments authorized by the Committee, and he may delegate this authority. b. No later than the first day in December of each calendar year, the Chairman shall prepare and present to the Committee for approval and possible amendment, a budget for the Committee which shall cover the upcoming fiscal year running from January 1 through December 31. Such budget shall be prepared with the advice of the Allegan County Republican Finance Committee and other officers of the Committee. If the Committee does not approve a budget by January 1, the Chairperson may adopt the budget of his or her choice. c. The Chairperson of the Committee shall also be Chairperson of the Convention Committee. d. The Chairperson shall be an ex-officio member of all standing committees, but shall not have the right to vote unless named a member thereto.
Vice Chairperson	Section 3. The Vice Chairperson, in the absence of the Chairperson, shall perform all the duties of the Chairperson, shall perform such other duties as the Committee shall determine, shall be an ex-officio member of all standing committees, but shall not have the right to vote unless named a member thereto.
Secretary	Section 4. a. The Secretary of the Committee shall take accurate minutes of the meetings of the Committee, shall preserve such minutes and shall supply a copy of same to officers and members on request. b. The Secretary shall at all times maintain a current roster of the Committee's officers and membership, and the officers and membership of the standing committees, including their residence and business addresses and telephone numbers and shall supply a copy thereof to any member or officer on request. c. The Secretary shall be a member of the Communications Committee, d. The Committee shall reimburse the Secretary for copying and mailing costs incurred in fulfilling the duties of the office.
Treasurer	Section 5. a. The Treasurer shall have custody of all funds of the Committee which funds

shall not be drawn upon without the approval of the Finance Committee, which shall act in the interest or under the direction of the Committee.

b. The Treasurer shall be responsible for preparing and filing all legally required state and federal campaign finance reports.

c. The Treasurer shall keep the Chairperson and The Committee informed of all payments due including county quota payments due the Republican State Committee.

d. The Treasurer shall keep a record of all receipts and disbursements of funds in his or her charge and said records, upon reasonable request, shall be open to inspection by any officer or member of the Committee,

e. The Treasurer shall arrange for a regular annual audit by an accountant designated by the Committee. The Treasurer shall also, within twenty (20) days after the end of his term of office, turn over to his successor all funds, monies, books of accounts and other records pertaining to or associated with the affairs of the Committee.

Finance
Chairperson

Section 6. The Finance Committee shall be responsible for raising all funds needed to meet the budget of the Allegan County Republican Party and shall at all times keep the Committee advised of the financial resources and prospects of the Allegan County Republican Party and shall make a report of such resources and prospects at each regular meeting of the Committee.

Others

Section 7. All other officers, members and employees of the Committee, as well as standing committee members, shall be subject to these bylaws and to the other rules, bylaws and statutes to which the Committee is subject.

ARTICLE VII

STANDING COMMITTEES

Purpose

Section 1. The Committee shall have standing committees, which shall study and advise the Chairperson and the Committee with respect to all matters within their jurisdiction and shall perform such other duties as the Chairperson and the Committee may direct.

Membership

Section 2. The Chairperson, with the approval of the Committee, shall appoint the membership of each standing committee at the first meeting of the committee in each calendar year. The Chairperson is free to make subsequent changes in the membership of the standing committees, but every member of the Committee must serve on at least one standing committee

First Meeting

Section 3, Each standing committee shall meet at the call of the Chairperson within thirty days after the first meeting of the Committee in each calendar year.

Standing

Committees

Section 4. There shall be the following standing committees with the following responsibilities:

- a. The Allegan County Republican **Finance Committee** shall be responsible for developing and implementing fundraising programs and events for the Party.
- b. The **Convention Committee** shall be responsible for all details and preparations related to county conventions which are not delegated by law to other groups or persons. This shall include adoption of a county apportionment plan, as specified by MCLA. 168.595 as amended or may hereafter be amended, for the selection of Allegan County delegates and alternates to State Conventions which plan shall be presented to the Committee for approval and shall be made available for use at Allegan County Republican conventions.
- c. The **Campaign Committee** shall recruit and train qualified candidates to run for public office on the Republican ticket and shall develop programs to secure the election of those candidates.
- d. The **Organizational Committee** shall develop and implement programs for securing reliable Party workers in every precinct in the county.
- e. The **Issues Committee** shall consider and recommend to the Committee appropriate stands on relevant matters of the day. All such recommendations shall be in the form of written resolutions which shall be voted on by the Committee.
- f. The **Communications Committee** shall be responsible for preparing and disseminating all mass communications by the Committee. This shall include, but is not limited to, newsletters, print advertising and broadcast advertising.
- g. The **Membership Committee** shall develop and implement programs for maintaining and increasing the number of dues-paying members of the Allegan County Republican Party.
- h. The **Youth Involvement Committee** shall develop and implement programs for securing greater participation in Party activities by young people.
- i. The **Minorities Involvement Committee** shall develop and implement programs for securing greater participation in Party activities by ethnic and racial groups within the county.
- j. The **Senior Citizens Involvement Committee** shall develop and implement programs for securing greater participation in Party activities by county residents over 60 years of age.
- k. The **Labor Involvement Committee** shall develop and implement programs for securing greater participation in Party activities by member of workers unions within the county.
- l. The **Data Committee** shall develop and implement programs to facilitate and improve the maintenance and retrieval of information relevant to Party activities within the county. This shall include, but not be limited to , lists of dues-paying Party members, lists of registered voters, and voter identification phone back lists.

m. The **Rules Committee** shall interpret these rules of Procedure and shall be the parliamentary authority on all matters concerning these rules. The Chairperson of this committee shall act as parliamentarian at all meetings; however, his rulings are subject to appeal. (amd. 2/17/83)

n. The **Resolutions Committee** shall be available to draft or assist in the forming of all proposed resolutions. The chairperson may refer proposed resolutions to this committee, which shall file its report on the same at the next committee meeting. All resolutions originally submitted at any meeting of the committee shall be referred to this committee at such meeting, if any members of this committee are present, which shall immediately meet and file its report on the same before the committee meeting adjourns, unless the committee grants further time to consider the same. (amd. 2/17/83)

Other Committees Section 5. The Chairperson may create other standing committees with powers and duties not inconsistent with these bylaws.

ARTICLE VIII.

MEETINGS

Regular Meetings Section 1. The Committee shall hold meetings at least six times each year or more frequently as required to carry out the duties and responsibilities of the Committee. The time and place of all meetings shall be determined by the Chairperson and a tentative schedule of the Year's meetings shall be announced by the Chairperson at the first meeting of the Committee in each calendar year.

Special Meetings Section 2. The Chairperson may call special meetings of the Committee and must call special meetings when requested in writing by seven members of the Committee.

Prior Notice Section 3. Not less than ten days prior to each regular meeting of the Committee and, when possible, prior to each special meeting, the Secretary shall forward to each member of the Committee, notice of the time and place of the meeting and an agenda of any special matter to be considered at that meeting.

Quorum Section 4. Those members and officers of the Committee present and voting shall constitute a quorum at meetings of the Committee.

Voting Section 5. Members and officers whose dues are current, shall each have one vote and must be present in order to exercise that vote, except as otherwise provided by law.

Rules Section 6. *Robert's Rules of Order, Revised*, shall govern the conduct of the Committee, its meetings and the meetings of its standing committees except as otherwise provided for in these bylaws and the other rules, bylaws and statutes to which the Committee is subject.

ARTICLE IX.

STATE CONVENTIONS

- Delegation
Chairperson Section 1. Unless otherwise directed by the county convention, the Committee Chairperson shall serve as the Chairperson of the Allegan County Delegation to Republican state conventions.
- Alternates Section 2. Unless otherwise directed by the county convention the Chairperson of the Allegan County Delegation to state conventions shall be responsible for choosing which alternates shall fill vacancies in the Allegan County delegation.

ARTICLE X.

MISCELLANEOUS

- Records Section 1. Records and materials received or prepared by the officers or employees of the Committee in the discharge of their duties shall be the property of the Committee and each such officer or employee at the conclusion of their term of service shall deliver all such records and materials to his successor, to the Chairperson of the Committee or to the Chairperson of the Republican State Committee, except as the Committee may otherwise direct.
- Indemnification Section 2. The Committee shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, by reason of the fact that he or she is or was an officer, member or employee of the Committee, against expenses (including attorney's fees), judgments, fines and amounts paid in settlements actually and reasonably incurred by him or her in connection with such action, suit, of proceeding if he or she acted in good faith, with the approval of the Committee or Chairperson and in a manner he or she reasonably believed to be in the best interests of the Committee, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his or her conduct was unlawful.

ARTICLE XI.

BYLAWS

- Amendments Section 1. These bylaws may only be amended by a vote of two-thirds of the Committee.
- Effective
Date Section 2. Any amendment which shall affect the voting rights or membership of Committee members or officers shall not take effect until the next election of elected Committee members at the fall county convention as provided for by MCLA 168.599.
- Distribution Section 3. The Secretary shall deliver a current copy of these bylaws to all members of the Committee and to the Chairperson of the Republican State Committee following adoption or amendment of these bylaws. In a like manner, the Secretary shall also be responsible for

delivering a current copy of MCLA 168.599 to all members and officers of the Committee.

The by-laws were adopted on November 18, 1982 and amended on February 17, 1983: