

ARTICLE I — NAME

SECTION 1. The name of this organization shall be the Parker County Republican County Executive Committee, hereinafter referred to as the CEC.

ARTICLE II — PURPOSE

SECTION 1. The purpose of the CEC shall be:

1. To establish general policy of the Republican Party in the county, subject to direction of the biennial Senatorial District Conventions;
2. To represent the Republican Party of this county, state, and nation, articulating the Party's candidates;
3. To treat all Republican candidates for office fairly and equitably;
4. To cooperate in carrying out programs initiated by the Republican Party of Texas, including but not limited to:
 - (a) Conducting a Republican Primary in as many election precincts within the county as practicable, but, at a minimum, having a voting location in each County Commissioner's precinct; and
 - (b) Organizing a coordinated effort, including Get Out The Vote preceding each general election, to publicize the Party's candidates.
 - (c) Encourage Precinct Chairs to participate in GOTV activities during the general election .

Section 2. The CEC is charged with the responsibility of observing all laws of the State of Texas and these United States in fulfilling the purposes in this Article.

ARTICLE III — MEMBERS

Section 1. The voting members of the CEC when conducting official business required by the Texas Election Code shall be the County Chair and the Precinct Chairs. Officers and Committee Chairs who are not Precinct Chairs may serve as ex-officio (non-voting) members of the CEC.

Section 2. To qualify to hold the office of Precinct Chair, a person must be a qualified voter residing within the bounds of the entity represented and cannot be a holder of elected public office at the county, state, or federal level or candidate for such office.

Section 3. 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© of the Texas Election Code.

Section 4. Any vacancy in the office of County Chair or Precinct Chair shall be filled by the Executive Committee.

- (a) **County Chair.** A majority of the total membership of the Executive Committee must participate in filling a vacancy and the person selected must receive a majority of votes cast of those members participating in the election, as provided by Section 171.024(A) of the Texas Election Code.
- (b) **Precinct Chair.** A majority of the membership of the Executive Committee, excluding vacancies, shall constitute a quorum for filling a vacancy and the person selected must receive a majority of the votes cast of those members participating in the election, as

provided by Section 171.024(C) of the Texas Election Code. The CEC should offer training to all Precinct Chairs on a periodic basis.

ARTICLE IV — OFFICERS

Section 1. Officers of the CEC shall be the County Chairman, Vice-Chairman, Treasurer, and Secretary. The Vice-Chairman, Treasurer and Secretary shall be appointed by the County Chairman at the Organizational Meeting, and in no case shall the office of Treasurer be vacant more than sixty (60) days.

Section 2. The term of office of the officers shall be concurrent with that of the CEC, except in the event of a vacancy in the office of County Chairman (at which time the appointed officers shall serve only until a new County Chairman is elected).

Section 3. Text Deleted.

Section 4. Duties of officers shall be those prescribed by the parliamentary authority adopted by the CEC and by these bylaws, as listed below:

- A. **County Chairman.** The County Chair shall be the CEC's presiding officer and official spokesman. The County Chair shall perform these duties required by the statute and by these bylaws and by the Rules of the Republican Party of Texas, and shall be an ex-officio member of all county Standing and Special Committees. The County Chair may be a member of the Texas Republican County Chairman's Association and any assessments or dues are to be paid by the CEC. The County Chair has a discretionary spending limit of no more than \$500 (Five Hundred Dollars) with the expenses being disclosed in the monthly financials for any single transaction. All other expenses must be approved by the Executive Committee.
The County Chair will provide contact information for CEC members on request by a CEC member.
- B. **Vice Chairman.** The Vice Chairman shall assist the Chairman as requested in the performance of any non – statutory duties of the office. The Vice Chair may not perform any statutory duties as outlined by state law but may assist in any other functions authorized by the County Chair.
- C. **Treasurer.** The treasurer shall be responsible for keeping accurate records and for complying with any applicable state and federal statutes with regard to reporting contributions and expenditure. The Treasurer shall prepare a current report of financial statements for presentation to the CEC at each regularly scheduled meeting. The monthly Financial Statements will include the Balance Sheet, P&L Statement, and detail list of expenses.

The Treasurer will be responsible for making sure all transactions are properly identified and recorded in the Party's bank accounts and financial statements. The Treasurer will be given the authority to pay all necessary and recurring Party expenses. Those expenses will be included in the monthly financial statements and list of expenses that will be approved by the CEC.

The Treasurer provides the following upon request from a CEC member:

1. All Financial Statements (Balance Sheet, P&L Statement, all detailed list of expenses) are presented monthly to and approved by Executive Committee at each meeting.
 2. All donations of any kind received by the Party for any purpose/event and all expenses deposited in the Party bank account where appropriate and properly identified.
 3. All TEC Reports are filed correctly and timely. All TEC Reports will be made available to the CEC.
- D. **Secretary.** The Secretary shall carry out the usual duties of that office, keeping an up-to-date role of the CEC's members and ensuring that each member receives timely notices of meetings. A permanent file containing minutes of the CEC meetings shall be maintained. In the event of a vacancy in the office of County Chair, the Secretary shall 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. The Secretary is 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.

ARTICLE V — MEETINGS

Section 1. The CEC shall meet at least once a quarter.

Section 2. In each even-numbered year, as required by Republican Party of Texas Rule 8d, one of the regular meetings shall be an organizational meeting to be held within forty-five (45) days of the date the CEC takes office. The Organizational Meeting shall be conducted in accordance with Republican Party of Texas Rules [Rule 8.e.] (This is twenty (20) days after the Primary Run-off Election according to Subsection 171.022.c of the TEC.).

The County Chair shall be responsible for calling the meeting. However, if the County Chair does not call the meeting, then one-fourth (1/4) of the Precinct Chairmen may, by written demand, call an organizational meeting. Notice of the organizational meeting shall be mailed by USPS to the last known address of the members of the executive committee at least fourteen (14) days prior to the date of the meeting and such notice shall state the time, date, and location of the meeting and the name(s) of the person(s) issuing the call. The agenda of the organizational meeting shall include, but not be limited to, the swearing in of the newly elected executive committee members and the adoption of Bylaws and/or Rules for the biennium. The proposed Bylaws and/or Rules shall be sent with the meeting call via USPS at least fourteen (14) days prior to the date of the meeting.

Section 3. Regular meetings shall be called by the County Chair with a minimum of ten days' notice to each CEC member. Emergency meeting may be called by the County Chair with a minimum of five days' notice to each CEC member.

All CEC meetings and All Committee Meetings (Nominations, Rules & Bylaws, Budget & Finance, Volunteers & Headquarters, and Resolutions) with agendas must be emailed out to CEC members.

Section 4. A special meeting must be held on petition of a minimum of twenty-five percent of Precinct Chairs. Notice of such meeting must be provided to the CEC and held no earlier than ten days after presentation to the Secretary and/or County Chair.

Section 5. All meeting notices must be in writing and posted on the Parker County Republican Party's website or they can be emailed or sent via USPS and include the date, time and location of the meeting. A notice must include a statement of any business requiring a vote of the CEC to be conducted at the meeting. Official action may be taken

only on items listed on the notice unless a two-thirds consent is received from CEC members present at the meeting to waive such requirement. A Precinct Chair may request that an item be included on the agenda upon written notice to the County Chair at least ten days' prior to the applicable meeting.

Section 6. No county executive committee meeting shall be held during the week of the biennial State Convention or the quadrennial National Convention.

Section 7. In accordance with the Republican Party of Texas Rule 8.f, All meetings of the CEC including meetings of any, sub-committee, or ad hoc committee shall be open to any member of that CEC, and they shall have the right to appear before any such committee, sub-committee, or ad hoc committee and make recommendations for the committee's consideration or testify concerning any item under purview of the committee. This Rule does not preclude the committee from going into executive session; however, such executive sessions(s) shall be open to any member of the CEC including ex-officio members.

Section 8. Quorum, in accordance with Republican Party of Texas Rule 9

- A. Non-Statutory Business with Filing Vacancies – One-fourth (1/4) of the membership, excluding vacancies, shall constitute a quorum for conduct of non-statutory business.
- B. Statutory Business — A quorum for conduct of statutory business (called for by the Texas Election Code) shall consist of those members present.

ARTICLE VI — COMMITTEES

Section 1. The County Chair shall appoint the chair of any Standing Committees deemed necessary to carry out policies of the local Party.

Section 2. Each committee is authorized to develop procedures for conducting the business within that committee's jurisdiction, subject to review and amendment by the full CEC.

Section 3. The Standing Committees of the Executive Committee of the Republican Party of Parker County shall be the Nominations, Rules & Bylaws, Budget & Finance, Volunteers & Headquarters and Resolutions.

Section 4. Each Standing Committee Chair or representative should provide a verbal report of any significant Standing Committee activities at each meeting of the Parker County Executive Committee:

Section 5. Each Standing Committee Chair must provide a list of each committee member to the CEC.

A. The NOMINATIONS COMMITTEE shall:

- 1 Following the submission of a Precinct Chair application to the County Chair, the Nominations Committee will screen and interview legally qualified persons to fill vacancies on the County Executive Committee pursuant to Subchapter B, Section 171.024 of the Texas Election Code; and recommend persons by majority vote of the Nominations Committee to be submitted to the County Executive Committee for appointment as members of the Parker County Executive Committee.

- A. Floor nominations are acceptable; however, they must still submit an application to the County Chair to confirm they are legally qualified to

serve. The County Chair will postpone any vote until the floor nominated candidate(s) has been vetted.

- 2 Recruit and interview potential candidates for elected offices.
- 3 The Nominations Committee should meet as needed

B. The RULES & BYLAWS COMMITTEE shall:

1. Periodically review the bylaws governing the Parker County Executive Committee and assure that the bylaws support orderly and efficient operation of the Republican Party of Parker County, and assure that the bylaws and any written procedures generated for conducting business compose with the applicable Rules of the Republican Party of Texas, and state and federal laws.
- 2 The Rules & Bylaws Committee should meet as needed

C. The BUDGET & FINANCE COMMITTEE shall:

1. Present budget, and a plan for fund-raising activities to the County Chair and CEC for approval.
2. Present an annual budget to the CEC for approval.
3. Coordinate and execute approved fundraising activities for the Parker County Republican Party.
4. Report expenses and profit for fundraising activities to the CEC.
5. Should meet at least as needed

D. The VOLUNTEERS & HEADQUARTERS COMMITTEE shall:

1. Assure efficient operation of the Parker County Republican Headquarters.
2. Develop and maintain a list of volunteer workers to support Republican activities in Parker County.
3. Develop and maintain a list of potential election judges and alternate election judges.
4. Develop and deploy Parker County's GOTV efforts, including:
 - a. Precinct Chair tools and training
 - b. Call and Walk list management for volunteers
 - c. GOP calendars and candidate coordination
6. Socials – set up regular events throughout Parker County designed to attract a diverse group of Republicans to grow the reach of the Parker County Republican Party.
7. Meet at as needed
8. Will maintain a petty cash fund of \$100.00 at Headquarters, working with the Treasurer to replenish when necessary.
9. Parker County Headquarters volunteers must provide primary candidate information without prejudice.

E. The RESOLUTIONS COMMITTEE shall:

1. Will accept resolutions from current CEC members for consideration by the body.
2. Review the substance, format, language and punctuation of the proposed resolution before submitting it to the CEC for consideration.
3. Confirm the resolution does not conflict with the Republican Party of Texas platform and/or legislative priorities, nor is currently included in the Republican Party of Texas platform and/or legislative priorities.
4. The Resolutions committee cannot prevent a resolution from being presented to the CEC.
5. The Resolutions committee will meet as needed at the call of the Resolutions Committee Chair.

- 6. The Resolutions Committee must submit reviewed resolutions to the Chair for distribution to the CEC..
- 7. Meet as needed.

ARTICLE VII — PARLIAMENTARY AUTHORITY

Section 1. The rules contained in the most current edition of Robert’s Rules of Order shall govern the CEC in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules promulgated by the Republican Party of Texas, or any state or federal statutes.

ARTICLE VIII — PUBLIC STATEMENTS

Section 1. No individual or organization shall be authorized to make public statements on policy or specific candidate recommendations in any manner purporting to represent on behalf of the Parker County Republican Party CEC. This prohibition includes public statements to the press or media, social media posts, paid advertisements (e.g. newspaper, television or radio), signage adjacent to Rights-of-way, or by printed material delivered by mail or by hand. Upon a majority vote at a CEC meeting, any individual or organization shall be formally censured and be required to immediately cease any such activity. Further, any such individual or the leadership or any such organization shall be denied formal participation on the Republican Party of Parker County Texas for a period of not less than four (4) years. This denial shall include any formal participation as a Delegate to county conventions or consideration as a delegate to a Texas State Republican Party Convention. (Note that the elected Republican Party Chairperson is the official spokesperson authorized to make public statement on policies approved by the Parker County Republican Party CEC.)

ARTICLE IX — AMENDMENT OF BYLAWS

Section 1. These bylaws may be amended by a two-thirds (2/3) vote of the members of the CEC present and voting at a properly called meeting of the CEC by giving notice at the previous regular meeting, or by mailing written notice to each CEC members at least fourteen (14) days in advance of a Regular or Special Meeting called for that purpose.

Adopted: 6 October, 2022



 J. Scott Utley
 Parker County Republican Chair