

# Matagorda County Republican Party Bylaws

## BYLAWS

The function of the Bylaws is to define the primary characteristics of the organization & is the fundamental instrument establishing the organization. The Bylaws are to prescribe how the organization functions & shall contain all rules that the organization considers so important that they cannot be changed without previous notice to the CEC members & the vote of a specified majority. In addition, these bylaws shall not be suspended unless the clause itself has provisions for suspension. The Bylaws supersede the Standing Rules. It is necessary that the Bylaws have direct bearing on the rights of the CEC members – whether present or absent from the assembly.

### ARTICLE I --- NAME

**Section 1.** The name of this organization shall be the Matagorda County Republican Party (MCRP), hereinafter referred to as the County Executive Committee (CEC). This organization is established by the Texas Election Code (TEC) Section 171.021. This organization is governed by the TEC, & the Rules of the Texas Ethics Commission, the Republican Party of Texas, & the MCRP Bylaws.

### ARTICLE II --- PURPOSE

**Section 1.** The purpose of the MCRP / CEC shall be:

- (a) To perform the duties assigned to the Republican Party in Matagorda County, by the TEC & Rules of the Republican Party of Texas.
- (b) To support, assist, & elect Republican Candidates to public office, & to establish, promote & educate the voting public on positions & issues consistent with the State & National Republican Party Platform(s).
- (c) To cooperate in carrying out programs initiated by the Republican Party of Texas, including but not limited to:
  - 1. 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; &
  - 2. Organizing a coordinated effort, including Get-Out-The Republican Voters, preceding each general election, to publicize the Party's candidates & to educate & equip all CEC members to meet these goals.

**Section 2.** The County Executive Committee (CEC) is charged with the responsibility of observing all laws of the State of Texas and these United States in fulfilling the purposes stated in this Article.

### ARTICLE III --- MEMBERS

**Section 1.** The voting members of the County Executive Committee (CEC) consisting of a County Chairman & Precinct Chairs when conducting official business required by the Texas Election Code Section 171.022 shall be only the County Chairman & the Precinct Chair(s), Officers & Committee Chairmen who are not Precinct Chairmen may serve as ex-officio (non-voting) members of the County Executive Committee (CEC).

**Section 2.** To qualify to hold the office of Precinct Chairman, a person must be a qualified voter residing within the bounds of the precinct(s) 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(c) 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 pursuant to TEC Sections 171.024 & 171.025.

(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 the votes cast of those members participating in the election, as provided by Section 171.024(a) of the Texas Election Code.

(b) **Precinct Chair.** One-fourth (1/4) of the total membership of the Executive Committee, excluding vacancies, shall constitute a quorum for filling a vacancy of one or more precinct chairs or officers 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.

#### ARTICLE IV --- OFFICERS

**Section 1.** Officers of the County Executive Committee (CEC) shall be the County Chairman, County Vice Chairman, Treasurer, and Secretary. The County Vice Chairman, Secretary & Treasurer shall be appointed by the County Chairman at the Organizational Meeting, & in no case shall the office of Vice Chairman, Secretary or Treasurer be vacant more than ninety (90) days. The Secretary shall be nominated by County Chair by motion to approve by the County Executive Committee (CEC) following commencement of term of office.

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

**Section 3.** A vacancy in the office of County Chairman shall be filled in accordance with the provisions of Section 171.025 of the Texas Election Code. A vacancy in the office of Secretary shall be filled by the County Executive Committee (CEC) following notice of the vacancy, or at a special meeting called for that purpose.

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

A. **County Chairman.** The County Chairman shall be the County Executive Committee (CEC)'s presiding officer and official spokesman. He/She shall perform these duties required by the Texas State statute(s) and by these bylaws and by the Rules of the Republican Party of Texas. He/She shall be an ex-officio member of all county Standing & Special Committees. The County Chairman may be a member of the Texas Republican County Chairman's Association & any assessments or dues are to be paid by the County Executive Committee (CEC).

B. **County Vice Chairman.** The County Vice Chairman shall be a seated Precinct Chairman & assist the Chairman as requested in the performance of any non – statutory duties of the office. Vice Chairman may not perform any statutory duties as outlined by state law but may assist in any other in. The County Vice Chairman shall assist the Chairman as requested in the performance of any non – statutory duties of the office. The Vice Chairman may not perform any statutory duties as outlined by state law but may assist in any other functions of the County Chairman, including appointment to committees.

C. **Treasurer.** The Treasurer shall be responsible for keeping systematic records and for complying with any applicable state & federal statutes, in regards, to reporting contributions & expenditures. The



Treasurer shall prepare a current written report on financial conditions for presentation to the County Executive Committee (CEC) at each regularly scheduled meeting & a full End of Year Financial Report Annually. Treasurer cannot disburse any funds without the written, emailed or texted Authority of the County Chairman.

D. **Secretary.** The Secretary shall carry out the usual duties of that office, keeping an up-to-date role of the County Executive Committee (CEC)'s members and ensuring that each member receives timely notices of meetings. A permanent file containing minutes of the County Executive Committee (CEC) meetings shall be maintained. In the event of a vacancy in the office of County Chairman, the Secretary shall call a meeting of the County Executive Committee (CEC) for the purpose of electing a new County Chairman, 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.

E. **Social Media / Public Relations Chairman.** The Social Media/Public Relations Chairman is required to present an updated presentation to the County Chairman as often as they both set and discuss any issues the County Chairman has in any social media/public relations campaign(s) and discuss any needed changes, in reference to, Event/Candidate campaigns, to get out the vote efforts, or public statements.

## ARTICLE V --- MEETINGS

**Section 1.** The County Executive Committee (CEC) shall meet at least once a quarter.

**Section 2.** In each even-numbered year, as required by Republican Party of Texas Rule 8e, one of the regular meetings shall be an organizational meeting to be held within forty-five (45) days of the date the County Executive Committee (CEC) takes office. (This is twenty (20) days after the Primary Run-off Election according to Subsection 171.022 (c) of the TEC.) The County Chairman shall be responsible for calling the meeting(s) however, if the County Chairman 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, E-mail &/or by Text Messaging 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, & location of the meeting & 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 & the adoption of Bylaws and/or Rules (See Attached Supplemental Meeting Rule(s) if any are adopted by CEC) then sent out with the meeting call via USPS, E-mail &/or by Text messaging to all CEC members for the biennium. The proposed Bylaws &/or Rules shall be at least fourteen (14) days prior to the date of the meeting.

**Section 3.** Regular meetings shall be called by the County Chairman with a minimum of ten days' notice to each County Executive Committee (CEC) member. Emergency meetings may be called by the County Chairman with a minimum of five days' notice to each County Executive Committee (CEC) member.

**Section 4.** A special meeting called by Precinct Chairs (CEC), must be held on petition of a minimum of twenty-five percent of Precinct Chairs. Notice of such meeting must be provided to every member of the County Executive Committee (CEC) and held no earlier than five days after presentation of the petition to the Secretary and/or County Chairman.

**Section 5.** All meeting notices must be in writing and include the date, time, and location of the meeting. A notice must include a statement of any business requiring a vote of the County Executive Committee (CEC) to be conducted at the meeting, petitioners (CEC members only) must submit in



writing to each and all CEC Member(s), a minimum of five days prior to any and all Meetings to conduct any party business requiring a vote, to be in writing/email and submitted to Party Secretary and County Chairman five days prior to called meeting notice (10 days). Official action may be taken only on items listed on the notice Agenda unless unanimous consent in writing with all CEC members signatures is received from County Executive Committee (CEC) members present at the meeting to waive such requirement.

**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 Republican Party of Texas Rule 8f, All meetings of the County Executive Committee (CEC) including meetings of any, sub-committee, or ad hoc committee shall be open to any member of that County Executive Committee (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 session(s) shall be open to any member of the County Executive Committee (CEC) including ex-officio members.

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

A. Non-Statutory Business and Filling Vacancies – One-fourth (1/4) of the membership, excluding vacancies, shall constitute a quorum for conduction 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 Chairman shall appoint the chairmen of any Standing Committees deemed necessary to carry out policies of the local Party.

**Section 2.** Each committee is authorized to develop & present to County Chairman in writing any procedures for conducting the business within that committee's jurisdiction, subject to review & amendment by the full County Chairman & full County Executive Committee (CEC) body.

**Section 3.** A committee member or members may be removed from a committee upon request of the committee chairman or the County Chairman.

## **ARTICLE VII --- PARLIAMENTARY AUTHORITY**

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

## **ARTICLE VIII --- AMENDMENT OF BYLAWS**

**Section 1.** These bylaws may be amended by a two-thirds (2/3) vote of the members of the County Executive Committee (CEC) present & voting at a properly called meeting of the County Executive Committee (CEC) by giving notice at the previous regular meeting, or by USPS, E-mail &/or Text

Approved June 8<sup>th</sup>, 2024

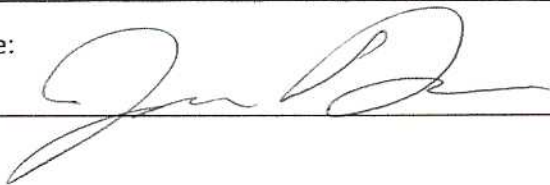
messaging written notice to each County Executive Committee (CEC) member at least seven (7) days in advance of a Regular or Special Meeting called for that purpose.

These Bylaws adopted as submitted &/or amended by the Matagorda County Republican Party Executive Committee on this 8<sup>th</sup> day, of June, 2024.

MCRP Chair Signature:



MCRP Secretary Signature:



Matagorda County Republican Party

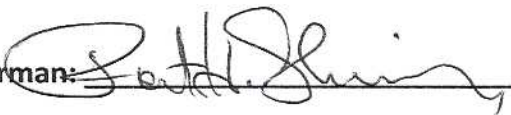
**Supplemental Meeting Rules**

**Rule I --- Motion Debate Speakers**

**Section 1.** All Motion(s) that are up for debate to have a maximum of three Speakers For & three Against & each Speaker is limited to two minutes each.

**These Standing Rules adopted by the Matagorda County Republican Party Executive Committee on this the 8th day, of June, 2024**

Chairman:



Secretary:

