

## Bylaws of the West Pearland Republican Women

### ARTICLE I - NAME

The name of this organization shall be: West Pearland Republican Women.

The address of this organization shall be 8325 Broadway #27, Suite 202, Pearland, TX 77581.

### ARTICLE II – OBJECTIVES

The objectives of this organization shall be:

- To work for the election of the Republican Party's nominees.
- To promote an informed electorate through political education.
- To increase the effectiveness of women in the cause of good government through active political participation.
- To facilitate cooperation among local Republican Women's clubs.
- To foster loyalty to the Republican Party and to promote its principles and candidates in all elections including non-partisan elections.

### ARTICLE III - POLICY

**Section 1. Organization Membership:** This organization and its members shall be members of the Texas Federation of Republican Women and the National Federation of Republican Women, shall support their objectives and policies, and shall pay per capita dues and the annual service charges to said organizations.

**Section 2. Registered PAC:** This organization shall be registered with the Texas Ethics Commission as a Political Action Committee.

**Section 3. A. Candidate Endorsement:** This club as a whole, its President, and its Campaign Activities Chairman shall not publicly endorse any candidate for public office in contested Republican primaries, runoff elections, and special elections, and/or nonpartisan elections when more than one Republican is in the race. Individual members of this organization, with the exception of the President and Campaign Activities Chairman may work for any candidate of their choice in contested Republican primaries but not in the name of the organization.

B. No candidate shall use the TFRW logo in any political advertising, and any political advertising shall contain the following disclaimer: “This endorsement is given by the individual(s) only, NOT the Texas Federation of Republican Women.”

**Section 4. Candidate Endorsement Exemption:** This article pertains only to contests between Republican candidates for public office. If the President or Campaign Activities Chairman is a candidate, or whose husband, or another family member, is a candidate, she shall be exempt from this rule, but may not endorse in the name of the organization.

**Section 5. Controversial Issues:** This organization and its officers shall not issue statements or pass resolutions on controversial issues in the name of the organization without first polling its members and obtaining a two-thirds (2/3) written vote of approval of the total membership.

**Section 6. Delivery of Records:** All officers and committee chairmen and vice chairmen shall deliver

all records, file, passwords, social media administrative rights and properties of West Republican Women to their successor before December 31 of the year in which she is retiring from office or within 3 days of leaving the position if earlier than December 31, unless otherwise directed by the Club President or Executive Committee. Failure to meet the deadlines may result in the termination of her membership.

**Section 7. Lobbying:** There shall be no lobbying with Legislators using the name of the Texas Federation of Republican Women by any federated local club or any individual member without the express permission of the Board of Directors of the Texas Federation of Republican Women.

**Section 8. Fiscal Year:** The fiscal year of this club shall be from January 1 through December 31.

**Section 9. Candidate Fairness:** After the end of the candidate filing period for any office and ending the day after the final election for that office, it is the policy of TFRW that all Republican candidates for that office shall be treated fairly and equitably. When one Republican candidate is invited to speak at a Club meeting, then all Republican candidates for that office shall be offered equal presentation time at the same meeting or another meeting before the election.

**Section 10. Split Ticket:** Neither the Club nor an individual member shall advocate a split ticket, support an opposition party candidate, or act against the NFRW or TFRW policies and bylaws.

#### ARTICLE IV - MEMBERSHIP

##### Section 1. Eligibility:

- A. Membership in West Pearland Republican Women shall consist of 10 or more members who pay the annual per capita dues and service charges to the Texas Federation of Republican Women (TFRW) and whose bylaws are not in conflict with TFRW and the National Association of Republican Women and who have filed as a Political Action Committee with the Texas Ethics Commission.
- B. Any woman believing in the philosophy of the Republican Party and in the objectives of this organization shall be eligible for membership.
- C. She shall be a registered voter.
- D. A member in good standing shall be a member who has paid the required dues for the current calendar year. The dues amount for primary members will be stated in the West Pearland Republican Women's standing rules and will be amended as required.
- E. Annual dues must be paid for at least one month and at least one meeting must be attended prior to the privilege of voting.

##### Section 2. Classification of Membership

A. **Primary** – any woman who believes in the philosophy of the Republican Party and the objectives of the local club and who pays the required annual dues is classified as an active member. An active member may be counted in only one local club for the purpose of delegate representation to Federation State and National Conventions, and this will be the only local unit in which she may hold office. Her dues and name shall be submitted to the Texas Federation of Republican Women from her primary local unit only.

B. **Primary/Supporting** - any woman who believes in the philosophy of the Republican Party and the objectives of the local club and who pays the required annual dues but who is unable to participate fully as does an Active Member, is classified as an Active/Supporting member. Her name, address, and telephone number shall be furnished to the Texas Federation of Republican

Women headquarters, and her per capita dues to the Texas Federation of Republican Women and the National Federation of Republican Women shall be paid. She shall enjoy all the privileges of an active member.

**C. Associate** - A Republican Woman who is a regular member of a federated local club and who wishes to support another local club may be eligible for Associate membership upon payment of required dues to said local club. She cannot hold office, vote or be counted for the purpose of determining the number of delegates to National or State Federation meetings or convention

**D. Associate Men** - Republican men are eligible for Associate membership upon payment of the required annual dues. They cannot hold office, have a voice or vote, or be counted for the purpose of determining the number of delegates to national or state federation meetings or conventions. They do not become members of the State or the National Federation.

**E. Honorary** – Honorary members shall have all the privileges of membership except when an active member of another local Republican Women’s club. Honorary members shall pay no dues, and the local club shall pay their per capita dues to the Texas Federation of Republican Women and the National Federation of Republican Women, unless they are active members of another federated Republican Women’s club.

**F. Young Affiliate** - A Young Affiliate is a young teenager, age thirteen through seventeen, who wishes to be affiliated with a local Republican Women’s club by paying the required annual dues. A Young Affiliate may not be listed on the roster to the Texas Federation of Republican Women, cannot be counted for purposes of determining the number of delegates to the Texas Federation of Republican Women or the National Federation of Republican Women meetings or conventions, and shall have no vote at local club meetings. Their name and dues will not be sent to the Texas Federation of Republican Women headquarters.

**G. Submission of Officers**- West Pearland Republican Women shall elect officers and submit their names, addresses, zip codes, telephone numbers and email addresses to the TFRW Headquarters by January 1 of each year, and to the TFRW SD 11 District Director.

## ARTICLE V - DUES

**Section 1.** Annual Dues shall be set by the membership in the Standing Rules.

**Section 2.** Dues shall be payable on December 31, which shall include West Pearland Republican Women dues, state dues, and national dues. Dues collected in November and December may be applied to the following year’s membership.

**Section 3.** Submission of members to NFRW: Membership expires each year on December 31.

Renewing members remain in good standing until the last day of February. NFRW must receive member dues by March 1 or member is dropped from membership and loses all membership privileges.

**Section 4 .** This organization shall pay the annual service charges required by the Texas Federation of Republican Women and the National Federation of Republican Women and submit names and addresses of club officers and members with payment.

**Section 5.** This organization shall pay the annual per capita dues for its active members and annual service charges to the TFRW and NFRW.

## ARTICLE VI - OFFICERS AND THEIR DUTIES

**Section 1. Elected Officers:** The officers of this organization shall be President, First Vice President- Programs, Second Vice President- Membership, Secretary, and PAC Treasurer.

## Section 2. Duties of Officers:

**A. The President** shall preside at all meetings of the organization and the Executive Committee, shall appoint chairmen of all standing and special committees, except that of the Nominating Committee, and any other chairmen designated in these by-laws with the approval of the Executive Board; shall appoint a parliamentarian; shall serve *ex officio* as a member of all committees except the Nominating Committee, and shall have general supervision of the work of the organization.

**B. The First Vice President - Programs** shall perform the duties of the President whenever the President is absent or otherwise unable to serve. She shall perform such other duties as the President may designate. She shall also serve as Program Chairwoman, schedule appropriate speakers/programs for each meeting and appoint Program Committee members as she deems appropriate.

**C. The Second Vice President – Membership** shall serve as Membership Chairwoman and shall perform other such duties as the President may designate. She shall maintain contact with all members and maintain an accurate record of names, addresses, telephone numbers, interests and abilities of members. She shall give written notice to all officers of new members and changes to member information. She shall send dues renewal notices to members no later than November of each year and, if necessary, shall send delinquent notices no later than March of each year. She shall appoint Membership Committee members as she deems appropriate.

**D. The Secretary** shall keep a factual and unbiased record of the proceedings of all meetings of the organization and the Executive Committee, shall be responsible for and custodian of all correspondence of this organization as designated and approved by the President, shall have custody of all records pertinent thereto and shall perform such additional duties as may be required of the office.

**E. The PAC Treasurer** shall receive and be Custodian of all funds of the organization and shall pay all bills upon authorization by the President. The Treasurer shall keep an account of all monies received and disbursed and shall give a report at each regular meeting of the organization to the membership. She shall be registered with the Texas Ethics Commission and shall submit all reports required by the TEC in a timely manner. All records must be submitted at the end of the year for review.

**Section 3. Term of Office:** The term of office for officers and chairmen shall be for 2 years from January 1 of the first year to December 31 of the second year following their election or appointment. No officer or chairman may serve in the same position for more than 2 consecutive terms, with exception to the PAC Treasurer.

## Section 4.

Succession:

A. In the event the President should be permanently disabled or resign, the First Vice President shall succeed to that office for the unexpired portion of the term.

B. If the First Vice President cannot serve, the Executive Committee shall elect by a two third (2/3) vote, a president for the unexpired term from one of it's own members.

**Section 5. Removal from Office or Membership:** Members of the Executive Committee or members of the club may be removed by a two thirds (2/3) vote of the membership for any of the following reasons after investigation by the Executive Committee:

- A. Failure to pay dues;
- B. Advocating for an opposition party candidate;
- C. Supporting an opposition party ticket;
- D. Failure to uphold the policies and Objectives of WPRW as stated in the bylaws.

## **ARTICLE VII - Executive Board**

**Section 1.** The Executive Board shall consist of the elected officers, the immediate Past President, who shall serve as advisor, the chairmen of the Standing Committees and the Parliamentarian who shall serve *ex officio* without vote.

**Section 2.** The Executive Board shall have the authority to transact any necessary business between meetings to make recommendations as to the policies of the organization, to advise the President, and to fill vacancies that occur between elections by a two-thirds (2/3) vote of the Executive Board members present with the exception of a vacancy in the presidency.

**Section 3.** A quorum for a meeting of the Executive Board shall be a majority of the Executive Board.

## **ARTICLE VIII – MEETINGS**

### **Section 1. Regular Meetings:**

**A. Regular meetings /mixers shall be held on the first Thursday of each month with exception to June and July. The Executive Committee may make a change and must give no less than seven (7) days notice of the change.**

**B.** A minimum of five regular meetings per annum shall be held.

### **Section 2. Special Meetings:**

**A.** Special meetings shall be held at the call of the President or upon the request of 20% of the Membership, with at least 3 days notice of the membership.

**B.** The purpose of the meeting shall be stated in the call and no other business shall be considered at the special meeting except that stated in the call of the meeting.

**Section 3. Regular Meetings Executive Board:** Regular meetings of the Executive Board shall be held prior to the regular meeting of the membership at such time and place as may be determined by the President. Meetings will be held at least every other month.

**Section 4. Special Meetings Executive Board:** Special meetings of the Executive Board may be called by the President or upon the request of a majority of the members of the Board with at least 3 days notice of the board. The purpose of the meeting to be stated in the call and no other business shall be transacted.

**Section 5. Quorum for Regular Meeting:** A quorum for a meeting of this organization shall be 15% of the members.

**Section 6. Electronic Meetings:** A vote of the club or the Executive Committee may be conducted by electronic means between meetings, provided there is participation by a majority of the body. The vote shall be ratified and entered into the minutes of the bodies next regular meeting.

**Section 7. Meeting Minutes:** The secretary shall keep and circulate the minutes of all meetings of the club and the Executive Committee.

## **ARTICLE IX - COMMITTEES**

### **Section 1. Standing Committees:**

**A.** The standing committees shall include: Campaign Activities, Political Action, and Legislation. Other Committees may be appointed by the President and/or the Executive Board as deemed advisable.

**B.** The chairmen of the standing committees shall be appointed by the President unless otherwise provided for in these bylaws. The committees shall outline programs for action in their respective fields for consideration and adoptions by the Executive Board, shall carry out such other duties as may be prescribed by the Executive Board and/or President.

**C. Political Action Committee (PAC):** The Political Action Committee shall be chaired by the PAC Treasurer. She shall abide by Texas Election Laws and the opinions issued by the Texas Ethics Commission. All decisions relative to the distribution of funds shall be approved by the Executive Board.

### **Section 2. Special Committees:**

**A.** Special committees shall include: Internal Review, Nominations, and Finance, whose chairmen shall be appointed by the President, except that of the Nominating Committee. Other special committees may be appointed by the President and/or Executive Board as deemed appropriate.

**1. Finance Committee:** The members of this committee shall be the President, First Vice President – Programs, Second Vice President – Membership, Secretary, Treasurer, and Chairman of the Finance Committee. The Finance Committee shall draw up a projected budget for the fiscal year and submit it to the membership for approval.

**2. Internal Review Committee:** An Internal Review Committee shall be selected to conduct an internal review of the books by December 31 of the fiscal year and shall submit its report to the Executive Board prior to the regular meeting in January. The Treasurer shall be present at the internal review of the books,

**B.** The special committees shall outline programs in their respective fields for consideration and adoption by the Executive Board. These committees shall be formed only for the duration of their service. Their chairmen will not have a voice or voting rights on the Board.

**Section 3.** All Committees shall report to the membership at the Executive Board and the regular meeting or as ordered by the President.

## **ARTICLE X - NOMINATIONS AND ELECTIONS**

### **Section 1. Nominating Committee:**

**A.** A nominating committee of not less than 3 and not more than 5, and one alternate, at least 3 of whom shall not be a member of the Executive Board, shall be elected by the membership at the September meeting. The Nominating Committee shall elect its chairman from one of its own number. A plurality vote shall elect the members of the committee.

**B.** The Nominating Committee shall report one nominee for each office at the October meeting.

**C.** The nominating committee cannot succeed itself.

### **Section 2. Elections:**

**A.** Elections shall be held at the November meeting after the Nominating Committee has reported its nominees.

**B.** Nominations from the floor shall be allowed, provided prior consent of each of the nominees shall be obtained.

**C.** Where there is only one candidate for an office, election may be by voice vote. Where there is more than one candidate for an office, election shall be by ballot. A plurality vote shall elect.

**D.** No absentee or proxy voting shall be allowed.

**Section 3. Installation:** Officers shall be installed at the December meeting.

**ARTICLE XI - CONVENTIONS****Section 1. Texas Federation of Republican Women Biennial Convention:**

This organization may be represented at the Biennial State Convention by one delegate and one alternate for each ten (10) members and an additional delegate and alternate for a remainder of six to nine members. Delegates and alternates to the convention of the Texas Federation of Republican Women shall be elected at a regular meeting.

**Section 2. National Federation of Republican Women Biennial Convention:**

This organization may be represented at the Biennial National Convention by one delegate and one alternate. The delegate and alternate to the National Federation of Republican Women Convention shall be elected at a regular meeting.

**ARTICLE XII - PARLIAMENTARY AUTHORITY**

The latest edition of *Robert's Rules of Order Newly Revised* shall govern all proceedings except where inconsistent with the Bylaws of this organization and those of the Texas Federation of Republican Women and of the National Federation of Republican Women.

**ARTICLE XIII - AMENDMENTS**

These bylaws may be amended at any regular meeting of the local club by a two-thirds vote provided that notice of the proposed amendment has been sent to each member at least 15 days prior to the meeting or provided that notice of the proposed amendment has been submitted in writing at the previous regular meeting.

**ARTICLE XIV – DISSOLUTION**

This club may be dissolved by a two-thirds vote at any meeting of the local club, provided that notice of the dissolution has been submitted in writing at the previous meeting and has been sent by mail to all members of the local club. In the event of dissolution, the Executive Board shall, after payment of all liabilities of the local club, distribute any remaining assets to the state federation. None of the assets shall be distributed to any member or officer of the organization. The right to use the name shall revert to state federation.

Revised March 2023