

SCRWC BYLAWS

BYLAWS

SUSSEX COUNTY REPUBLICAN WOMEN'S CLUB

ARTICLE I – NAME

The name of this organization shall be the Sussex County Republican Women's Club, hereinafter *Club*.

ARTICLE II – PURPOSES

The purposes of this organization shall be:

1. To support the mission of the National Federation of Republican women.
2. To promote an informed electorate through political education.
3. To increase the effectiveness of women in the cause of good government through active political participation.
4. To facilitate cooperation among Republican women's clubs.
5. To foster loyalty to the Republican Party and to promote its philosophy.
6. To work for the election of all Republican candidates, both those nominated by the party and those running in non-partisan elections.

ARTICLE III – MEMBERSHIP

Section 1. Any woman believing in the principles of the Republican Party and intending generally to support its candidates is eligible for membership.

Section 2. This organization shall be a member of the Delaware Federation of Republican Women and the National Federation Republican Women; thus Club members are also members of the National and Delaware Federations.

Section 3. Republican women who have primary membership in another federated local unit are eligible for associate membership in this Club upon payment of the Club's annual dues. Associate members of this club cannot hold office, have a voice or a vote, or be counted for the purpose of determining the number of delegates to national or state federation meetings or conventions. Persons who do not have a voice may not make motions, second motions, or debate motions.

Section 4. Republican men are eligible for associate memberships upon payment of the Club's annual dues. They cannot hold office, have a voice or a vote, or be counted for the purpose of determining the number of delegates to

national or state federation meeting or conventions. Persons who do not have a voice may not make motions, second motions, or debate motions.

- Section 5. Resignation from the club. Members who decide to resign from the Club shall submit their resignations to the president, preferably in writing, after which the president shall read or announce the resignation and then hear a motion to accept it.

ARTICLE IV – OFFICERS AND BOARD OF DIRECTORS

- Section 1. The officers of this organization shall be a president, two vice presidents, a recording secretary, a corresponding secretary and a treasurer.

- Section 2. Regularly elected officers and committee chairs shall hold their offices for a term of two (2) years or until their successors are elected. No officer or committee chair shall be eligible to serve for more than two (2) consecutive terms in the same office.

- Section 3. Duties of the officers shall be as follows:

The president shall preside at all meetings of the Club and the Board of Directors. She shall have general supervision of the organization. She shall appoint committee chairmen, a parliamentarian, a chaplain, and other persons to perform duties as she deems necessary.

The vice presidents, in their order, shall perform the duties of the president in her absence or inability to do so. They shall perform such other duties as may be assigned them by the president. In the event of a vacancy in the office of the president occurring before her term of office is finished, the first vice president shall assume the presidency.

The recording secretary shall record, keep and read minutes of all meeting of the club. She shall provide the president with a copy of the minutes of the previous meeting at least ten (10) days prior to the next meeting. She shall have custody of all records of the club except the financial records kept by the treasurer.

The corresponding secretary shall conduct the correspondence of the club and shall perform such other duties as may be assigned.

The treasurer shall do the following: (1) at the end of the Club's fiscal year, prepare the annual club budget in consultation with the Board of Directors and present it for approval by a majority vote of the club taken at the January meeting; (2) receive and have

custody of all funds of the Club, and pay all bills with checks signed by her and the president; (3) keep an account of all monies received and disbursed by her and report in full at the annual meeting, at the regular meetings and at other times as required by the president; (4) submit the club's books for audit by a qualified individual approved by the Board of Directors, preferably to coincide with the close of her term of office.

Section 4. Resignation from office: If a member who has accepted an office or a committee assignment finds that she is unable to perform the duties of that office, she shall submit her resignation, in writing if possible, to the president. The president shall read or announce the resignation, and then hear a motion to accept it.

Section 5. Extended absence from office: If any officer other than the president is unable to perform her duties for an extended period, normally more than one (1) month, she shall notify the president as soon as possible, and the president shall appoint another member, preferably a member of the Board of Directors, to act as her substitute and carry out her responsibilities until she is able to resume them. In order for the Club business to be carried on smoothly during her extended absence, the officer shall hand over all her records and files to the president or to her substitute immediately after the substitute has been appointed. Extended absence of the president shall be handled as specified in Article IV.

Section 6. Board of Directors: The Board of Directors shall consist of the President, First and Second Vice-Presidents, Treasurer, Corresponding and Recording Secretaries, the immediate Past President and Parliamentarian.

Section 7. Duties of the Board of Directors: The Board of Directors shall have authority to transact any necessary business between regular meetings in keeping with the policies of the club, and to fill vacancies in offices that occur between elections except in the case of the presidency. A vacancy in the presidency shall be filled in accordance with the provisions set forth in Article IV.

Section 8. Transfer of records: Within 30 days after the end of their term of office, all officers, committee chairmen, and other appointed officials of the Club shall deliver to their successors all Club records that have been in their custody.

ARTICLE V – MEETINGS

Section 1. The annual meeting of this Club shall be held during November.

Section 2. The Club shall hold a minimum of eight (8) regular meetings each year.

Section 3. The regular meetings of the club shall be held on the fourth (4TH) Wednesday of each month unless otherwise directed by the Board of Directors.

Section 4. Special meetings of the Club shall be held at the call of the president or upon the request of five (5) members. The call for a special meeting of the Club shall state its purpose, and no other business shall be transacted.

Section 5. Meetings of the Board of Directors may be called by the president or upon the request of five (5) members. The purpose of the Board of Directors meeting shall be stated in the call, and no other business shall be transacted.

ARTICLE VI – DUES

Section 1. The fiscal year of this Club shall be from January 1 to December 31.

Section 2. By no later than December 31 of the current year, each member shall pay to the Club the annual membership dues assessed in keeping with the amounts required by the Delaware Federation of Republican Women/the National Federation of Republican Women and the Sussex County Republican Women Executive Board for the subsequent fiscal year.

ARTICLE VII – NOMINATIONS AND ELECTIONS

Section 1. Elections shall be held in November of odd calendar years at the annual meeting.

Section 2. A Nominating Committee of not less than three members shall be elected by the Club at the regular January meeting in odd calendar years. The Nominating Committee shall prepare a slate of candidates for all elective offices. They shall present the recommended slate of the incoming officers at the regular September meeting. The membership shall receive notification of the slate at least 2 weeks before the October meeting. Nominations from the floor will be accepted at the October meeting. Election of officers shall be held at the annual meeting in November.

Section 3. Anyone nominated for any office by the Nominating Committee, or from the floor, shall give that committee her written consent to have her name placed on the ballot and her agreement to perform all the duties of the office as set forth in these bylaws. Written consent to be placed on the

ballot and to perform all duties of the office shall be given on a form to be provided by the Nominating Committee.

Section 4. An Elections Committee of not less than three members shall be appointed by the president at the meeting prior to the annual meeting. The Election committee shall provide all election materials and shall act as tellers for the election at the annual meeting.

Section 5. When there is only one candidate for an office, that candidate may be voted upon by a voice vote. If there are more than two candidates for an office, a plurality vote shall elect.

ARTICLE VIII – COMMITTEES

Section 1. The standing committees shall be (a) Bylaws, (b) Campaign Activities, (c) Fund Raising, (d) Legislation, (e) Membership, (f) program and (g) Public Relations.

Section 2. The duties of the standing committees shall be (a) to prepare programs of action in their respective fields for consideration by the Board of Directors, (b) to carry out the approved programs, and (c) to perform other duties as assigned by the president.

Section 3. Special committees may be appointed by the president as she deems advisable.

Section 4. All committees shall report to the Club at regular meetings and at other times when directed by the president.

ARTICLE IX – QUORUM

Section 1. A quorum for a regular meeting of the Club shall be fifteen (15).

Section 2. A quorum for a meeting of the Board of Directors shall be four (4).

ARTICLE X – PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, shall govern all proceedings except where inconsistent with the provisions of these bylaws.

ARTICLE XI – AMENDMENTS

These bylaws may be amended by a two-thirds vote at any regular meeting of this club, adjourned session thereof, or a special meeting called for that purpose, provided notice of the proposed amendment has

been given in writing to all members at least thirty (30) days prior to the meetings.

ARTICLE XII – DISSOLUTION

In the event of the dissolution of this organization, all of its assets remaining after payment of all costs and expenses of such dissolution shall be distributed to the Delaware Federation of Republican Women. None of the assets will be distributed to any member or officer of this organization.

ADOPTED: February 25, 1981

AMENDED: February 4, 1987

February 24, 1988

May 25, 1988

October 18, 1992

May 24, 1995

June 25, 2003

October 26, 2005

June 25, 2008