

**BYLAWS  
DENTON COUNTY REPUBLICAN PARTY  
DENTON COUNTY EXECUTIVE COMMITTEE  
For the 2022-2024 term**

**To be considered for Adoption July 14, 2022**

**ARTICLE ONE: EXECUTIVE COMMITTEE**

**1.01 Name.** The name of the committee shall be the Denton County Executive Committee, a statutory unincorporated association, hereinafter referred to as the “Executive Committee.”

**1.02 Membership.** Membership of the Executive Committee shall be comprised of the Republican County Chairman, and the Republican Precinct Chairs of Denton County, Texas, as provided by the Election Code of the State of Texas. SREC Committeeman and Committeewoman who are not otherwise members of the Executive Committee, representing portions of Denton County are ex-officio members of the Executive Committee, without the right to make motions or vote.

**1.03 Precinct Chairs.** Precinct Chairs are elected for a two (2) year term by Primary voters in the precinct which he/she resides or appointed for the remainder of a two (2) year term by the Executive Committee by filling a vacancy. In general, a Precinct Chair carries out all precinct programs prescribed by the County Chairman and the Executive Committee. He/she will help elect Republican candidates by conducting political preference surveys in his/her precinct and making certain all Republicans and Republican-leaning Independents are registered to vote. He/she will recruit volunteers to assist in the work, appoint one or more Assistant Precinct Chairs, attend all meetings of the Executive Committee, assist with Republican Primary Elections, and preferably conduct Republican Precinct Conventions in his/her precinct. All Precinct Chairs are encouraged to serve on a committee, subcommittee or undertake additional duties as requested by the County Chairman.

**1.04 Duties.** The Executive Committee shall exercise those powers conferred upon it by the Election Code of the State of Texas and by these Bylaws and perform all duties necessary to promote the Republican Party of Texas in Denton County.

**1.05 Fiscal Year.** The Executive Committee will operate on a Fiscal year August 1 to July 31 of each year.

**ARTICLE TWO: OBJECTIVES**

**2.01 Objectives.** The objectives of the Executive Committee shall be to:

Conduct the business of the Denton County Republican Party, as required by the Texas Election Code, Republican Party of Texas, and all other business, as may be required to be an effective representative of the Republican Party of Texas and to work for the election of the Republican Party’s national, state, and local candidates; facilitate cooperation among Republicans of Denton County and to promote the welfare and growth of the Denton County Republican Party.

**ARTICLE THREE: MEETINGS**

**3.01 Statutory Meetings.** The Executive Committee shall convene meetings as required by the Texas Election Code.

**3.02 Regular Business Meetings.** Regular business meetings of the Executive Committee shall be held a minimum of four (4) times per year and shall be scheduled by the County Chairman with the approval of the Executive Committee. Approval or change by the Executive Committee may be obtained during any Special Meeting or any Regular Business Meeting or through electronic voting using electronic mail sent by the County Chairman or under the County Chairman's direction to voting members of the Executive Committee.

**3.03 Special Meetings.** Special Meetings of the Executive Committee to consider items of urgent business may be held at any time upon a written call issued by the County Chairman by mail or email, or a written call signed by twenty percent (20%) or more of members of the Executive Committee in office at the time of signing the call.

**3.04 Emergency Meetings.** Emergency Meetings of the Executive Committee to consider items that are time sensitive may be held when an item that requires the consent of the Executive Committee by a deadline contained in the Texas Election Code, Republican Party of Texas, or other regulatory body and the deadline or due date of the item is less than the fourteen (14) day notification requirement of the call for a Special Meeting. A call to an Emergency Meeting shall be issued by the County Chairman by email, or a written call signed by twenty percent (20%) or more of members of the Executive Committee in office at the time of signing the call.

**3.05 Organizational Meeting.** An organizational meeting of each new Executive Committee shall be held within forty-five (45) days after the term of office begins for the County Chair and Precinct Chairs. Proposed bylaws, Standing Rules, and meeting call shall be mailed via USPS or emailed, and posted on the Party website at least fourteen (14) days beforehand.

**3.06 Notice of Meetings.**

- a. **Regular Business Meetings.** All members shall be notified of the time, place, and proposed agenda of items to be discussed at least ten (10) days prior to the date they are to be held. Notification may be mailed or emailed to each member of the Executive Committee.
- b. **Special Meetings.** Any calls must be delivered to the Secretary at least fourteen (14) days prior to the date specified in the call for the meeting. The call and notice must contain the time and place of the Special Meeting, together with the proposed agenda of specific items and the text of any main motions and resolutions to be considered. At least ten (10) days prior to the date of the meeting, notice of the call containing the information required by these Bylaws shall be mailed or e-mailed to each member of the Executive Committee by or under the authority of the Secretary.
- c. **Emergency Meetings.** Any calls for an Emergency Meeting must be delivered to the Secretary at least seventy-two (72) hours prior to the date and time specified in the call for the meeting. The call and notice must contain the time and place of the Emergency Meeting, together with the proposed agenda of specific items and the text of any main motions and resolutions to be considered. At least forty-eight (48) hours prior to the date and time of the Emergency Meeting, notice of the call containing the information required by these Bylaws shall be e-mailed to each member of the Executive Committee by or under the authority of the Secretary.
- d. **Organizational Meetings.** Proposed Bylaws, Standing Rules, and meeting call shall be mailed via USPS or emailed, and posted on the Party website at least fourteen (14) days beforehand.

## ARTICLE FOUR: CONDUCT OF MEETINGS

### 4.01 Quorum

- a. **Non-Statutory Business and Filling Vacancies.** At County Executive Committee meetings, one quarter (1/4) of the membership, excluding vacancies, shall constitute a quorum for conduct of non-statutory business and filling vacancies. If a quorum is not present, a less number may adjourn the meeting to a future date, not to exceed ten (10) days.
- b. **Statutory Business.** At Executive Committee meetings, a quorum for conduct of statutory business (called for by the Texas Election Code) shall consist of those members present.

### 4.02 Electronic Meetings

In the event of a declared emergency, meetings of the County Executive Committee may be conducted via telecommunications or digital conference platform. Meetings held by telephone conference or digital conference platform, must allow for simultaneous aural communication, ability to share documents among all participating members, and must provide a method for non-committee members who have a right to appear before the County Executive Committee or testify to seek recognition from the County Chairman or provide a scheduled opportunity for such testimony prior to the vote being taken on the relevant issue.

## ARTICLE FIVE: OFFICERS AND THEIR DUTIES

### 5.01 County Chairman.

- a. The County Chairman is elected for a two (2) year term in the Texas Primary Election by the County primary voters. The County Chairman shall be the chair of the Executive Committee and shall be the chief executive officer of the Republican Party of Denton County. The County Chairman shall preside at all meetings of the Executive Committee and help coordinate the political activities of the Republican Party in Denton County.
- b. The County Chairman shall be an ex-officio member of all Standing Committees, shall represent the Executive Committee in its official capacity, shall employ such persons in accordance with the budget, make such appointments as deemed appropriate, and shall have such usual powers of supervision and management as may pertain to the office of County Chairman. The County Chairman shall be a signatory on all the Executive Committee bank accounts and is authorized to pay bills, make deposits, withdraw, or transfer funds or perform other banking functions.

**5.02 Appointments.** All Officers listed below shall be appointed by the County Chairman must have affiliated with the Republican Party subject to confirmation by the Executive Committee, for a term not to exceed the remainder term of the County Chairman who appoints said officer. The appointed officers need not be a member of the Executive Committee and shall perform the duties prescribed through the Bylaws and Standing Rules. Each officer shall assist the County Chairman in any other duties as assigned by the County Chairman.

- a. **First Vice Chair - Victory Elections Leader**

Act in place of the County Chairman when the County Chairman is not available to perform duties of that office. Shall work with the County Chairman to oversee the selection and training of the Area Leaders within the County. Partner with the Chairman

of Outreach/Community Outreach committee and Vice Chairman of Training and Development on “get out the vote” and block walking activities. Disseminate information to Area Leaders and provide trainings, input, and suggestions to the Area Leaders on advancing the Republican Party in their area

b. **Second Vice Chair – Data Analytics**

Act in place of the County Chairman when the County Chairman and First Vice Chair are not available to perform duties of that office. Shall be responsible for assisting the County Chairman in implementing advanced data technologies to build the Republican Party and expand turnout of conservative Republicans in Denton County elections.

c. **Third Vice Chair – Training & Development**

Act in place of the County Chairman when the County Chairman, First Vice Chair, and Second Vice Chair are not available to perform duties of that office. Assist the County Chairman in the identifying, recruiting, and recommending new Precinct Chairmen. Shall also develop, train, and assist the Precinct Chairs.

d. **Vice Chair of Fundraising**

Shall Chair the Fundraising Committee and work with sub-groups to coordinate the multiple fundraising efforts for effective and efficient communication, to meet budget requirements.

e. **Vice Chair of Technology and Building**

Work with the County Chairman to build a cohesive environment and technology protocol for staff, officers, and volunteers to work under at Headquarters. Advise on technology for Headquarters, i.e. computers, laptops, tablets, and phones. Advise the Party on opportunities for technology improvement. Oversee the maintenance and repair/replacement of Headquarters furnishings.

f. **Treasurer**

Shall be the custodian of all funds belonging to the Party and shall submit a monthly report categorizing disbursements and receipts to the Executive Committee and to the Party Officers at least ten (10) days prior to the monthly Executive Meeting. The Treasurer shall be a signatory on all party bank accounts, establish, and utilize an approved on-line accounting system, supervise a system of bookkeeping in which the accounts correspond to identical categories in the budget and provide complete transparency to the County Chairman and the Executive Committee, and all legal entities who have a statutory interest in the Party’s finances. The Treasurer shall maintain accurate records using the Party’s accounting systems and ensure all filings and reports are filed in a timely manner. The Treasurer shall attend quarterly forecasting meetings with the County Chairman and shall prepare an annual budget in accordance and cooperation of the County Chairman. The Treasurer may also present Monthly Budget vs Actuals, to the Executive Committee at Executive Committee meetings.

g. **Secretary**

Keep the minutes and the attendance records of the Executive Committee. Perform such other clerical duties as may be assigned by the County Chairman. Can act on behalf of the County Chairman to accept candidate filings.

h. **Parliamentarian and Accountant**

Employ the latest edition of Robert’s Rules of Order Newly Revised; advise and consult

with the County Chairman and Executive Committee to ensure meetings are conducted in accordance with proper procedure and decorum. Review all Executive Committee meeting minutes to ensure they are prepared by the Secretary in compliance with the latest edition of Robert's Rules of Order Newly revised prior to submission for approval by the Executive Committee.

i. **Sergeant at Arms**

Keep order at all meetings and ensure meetings are conducted in accordance with proper authorities.

j. **Chaplain**

Arrange for prayers at meetings and events when requested, partner with organizations that protect religious liberty, engage pastors of congregations in elections, and advise County Chairman, Officers and Precinct Chairs on any legislation that threatens religious liberty.

**5.03 Failure to Appoint**

Should the County Chairman fail to appoint the above-named Officers within three (3) months of the County Chairman's certification or appointment to that office, the Executive Committee shall make these appointments.

**ARTICLE SIX: STANDING COMMITTEES**

**6.01** All committees, subcommittees and committee members shall serve, as needed, for a term no longer as that of the County Chairman. The County Chairman shall appoint Committee and Subcommittee chairmen, except for the Precinct Chairmen Selection Committee. The Committee and Subcommittee chairmen and County Chairman shall appoint the committee and subcommittee members.

**6.02 Notice.** The Committee or Subcommittee chairman shall notify all Executive Committee members of the time, place, and proposed agenda of items to be discussed of any meeting of any committee or subcommittee at least two (2) days in advance. Notification may be posted on the DCRP website or sent via electronic communication.

**6.03 Fundraising Committee.** The Vice Chairman of Fundraising shall chair the Fundraising Committee. The committee shall work with the Treasurer and shall raise sufficient funds to implement the annual plan of work and budget approved by the Executive Committee. The Subcommittee chairmen shall serve as the Fundraising Committee and help effectively facilitate the Fundraising Committee's needs and goals. The Vice Chair of Fundraising, the County Chairman and the Subcommittee chairmen will work together to recruit and select Subcommittee members. The fundraising subcommittees shall be:

a. **Lincoln Reagan Dinner**

Coordinate with County Chairman to oversee the planning and planning of the Dinner event. Work with a committee to help with the planning and execution of the event.

b. **Lincoln Cabinet**

Coordinate with County Chairman and Vice Chairman of Fundraising on defined returns. Secure at least four (4) meeting locations, speakers, and logistics for Lincoln Cabinet events. Partner with Vice Chairman of Fundraising and Vice Chairman of Finance to develop the benefits of members of Lincoln Cabinet. Provide a detailed debrief on each meeting.

- c. **Lincoln Reagan Campaign Headquarters**  
Coordinate with the Fundraising Chairman and the County Chairman to promote the opportunity to have a display booth/table at the Lincoln Reagan Dinner or other such events for the promotion of candidates, businesses, or organizations.
- d. **Business Development**  
Build relationships with local business owners via direct interaction with donors, and/or participants in our party.
- e. **Volunteer Dinner/Event**  
Coordinate with the Fundraising Chairman and the County Chairman to oversee the logistics and planning of a volunteer appreciation event, including the annual presentation of volunteer related awards.

**6.04 Audit Committee.** The County Chairman shall appoint an Audit Committee Chairman and at least four (4) additional members, who shall conduct an annual review of financial records to be completed and presented to the Executive Committee each August.

**6.05 Bylaws Committee.** Prior to each Organizational Meeting, the incoming County Chairman shall appoint a Bylaw Committee Chair and at least four (4) additional members who shall review the Bylaws and Rules and make a recommendation for adoption at the Organizational Meeting.

**6.06 Precinct Chairmen Selection Committee.** The County Chairman shall appoint a Precinct Chairmen Selection Committee Chairman subject to confirmation by the Executive Committee and at least four (4) additional members who shall make recommendations on appointments to fill vacancies of Precinct Chairs.

**6.07 Outreach/Community Events Committee.** The Outreach/Community Events Chairman, the County Chairman, and the Subcommittee Chairmen will coordinate with the Executive Committee to organize and mobilize Republican voters.

The Outreach/Community Events Subcommittees shall be:

- a. **U.S. Military & Veterans Affairs:** Liaison from the Party to veterans' organizations in Denton County. Build a cohesive community that keeps the Party and Denton County abreast of the opportunities to serve our veterans and active-duty military. Advise the County Chairman and Officers of legislation that affects our veterans and military. Encourage veterans to help grow our party. Act as a liaison between the veteran groups, Executive Committee, and Outreach/Community Events Chairman.
- b. **High School Connections:** Work as a committee to reach different High school groups and create new groups in our county to grow our party, register voters, increase membership in our clubs and build High School Club memberships. Act as a liaison between the high school clubs, Executive Committee, and Outreach/Community Events Chairman.
- c. **College/Young Republicans (YR):** Work as a committee to reach and or create different College age groups in our County to grow our Party, register voters, increase membership in our clubs and build College Club memberships. Act as a liaison between the college clubs, YRs, Executive Committee, and Outreach/Community Events Chairman.
- d. **Republican Clubs Presidents Council:** The County Chairman may work with the club presidents to provide resources to help secure more Republican voters and volunteers. Act as a liaison between the Republican clubs, Executive Committee, and

Outreach/Community Events Chairman.

- e. **Community Events Coordinator:** Work as a committee, within the budget, to reach different communities in our County by participating in events/fairs/booths to grow our party, register voters, increase membership in our clubs and build our volunteer base. Report back to Outreach/Community Events Chairman and Executive Committee.

**6.08 Victory Elections Committee.** The First Vice Chair of Victory Elections shall chair the committee which is made up of the District and Area Leaders. Area Leaders shall be appointed by the County Chairman by Labor Day subject to confirmation by the Executive Committee at the Executive Committee meeting following Labor Day. The role of the Area Leaders will include: communicate and follow up with Precinct Chairs on activities, training and opportunities communicated to Precinct Chairs by the County Chairman, Executive Committee, or other Executive Committee officers. Participate and encourage Precinct Chairs participation in Executive Committee activities and events and mobilizing of voters in their precincts.

**6.09 Publicity and Media Committee.** Work with all officers to promote all Executive Committee events. Upon approval of the County Chairman, direct contact for all media inquiries and needs (media access and interviews at events, interviews of County Chairman, etc.). Be present for interviews of the County Chairman whenever possible. Utilize social media for promotion of the party and work with social media team on social media content (links, pictures, videos). Recognize and address any online issues with the County Chairman and Publicity and Media Relations Committee members. Meet regularly with the County Chairman to discuss and evaluate goals, issues, and needs. Seek to build, grow, and strengthen the party by inspiring, encouraging and supporting the County Chairman, Precinct Chairs, Officers, and activists. Develops and maintains letterhead, postcard, business card, and social media templates for Precinct Chairs to utilize for uniform presentation to voters and special event campaigns.

**6.10 Local Elections Committee.** Responsible for recruiting, vetting, and encouraging qualified persons to seek public office for local elections. Provide a campaign school for potential candidates. Assist in turning out the Republican vote. Accepts and reviews local candidate applications and make recommendations to the Executive Committee. In the case of two or more Republican candidates in a local election, compiles data on each candidate to produce information for the public presented in gauge format identifying candidates as very liberal, liberal, leans liberal, moderate, leans conservative, conservative, and very conservative based on actions, positions, voting record, endorsements, contributions, and questionnaire responses on issues important to Republican voters. May offer practical assistance and advice to candidates, including but not limited to, fundraising, organizations, advertising, and campaigning.

**6.11. Election Integrity Committee.** Act as a liaison with the Denton County Elections Administration. Assist the County Chairman with election compliance issues and ensures certification of voter machines and other election related regulations are complied with. Conduct voter deputy registrar and poll watcher training. Act in an advisory capacity to the Denton County Elections Commission on election issues. Assist Publicity and Media Committee by providing election integrity data and support. Create processes and procedures to ensure voter rolls are accurate and up to date.

**6.12 Legislative Priorities Committee.** The Committee shall adopt grassroots advocacy to encourage the DCRP in sponsoring, supporting, Legislative Priorities of the Republican Party of Texas as outlined in the Platform of the Republican Party of Texas and reporting legislator's votes by:

- a. Reviewing and/or monitoring bills filed in the Texas Legislature and U. S. Congress and providing information to the Executive Committee and the Republican voting public on bills that implement in whole or in part any of the Legislative Priorities of the Republican Party of Texas.
- b. Promoting communication and education to Republican voters to promote passage of bills or ordinances that implement the Legislative Priorities of the Republican Party of Texas. Such activities may include testifying before the Texas Legislature, letter writing, making phone calls, emailing, and social media.
- c. Making recommendations to other committees for action(s) to take in support of the Legislative Priorities of the Party.
- d. Lobbying Elected Officials and reporting their votes to the Executive Committee.
- e. Reviewing and monitoring local ordinances and issues for determining Legislative Priorities and policies.
- f. Use in evaluating local candidates.

**6.13 Electronic Meetings.** All meetings of committees or subcommittees may be conducted via telecommunications or digital conference platform. Meetings held by telephone conference or digital conference platform, must allow for simultaneous aural communication, ability to share documents among all participating members, and must provide a method for non-committee members who have a right to appear before the committee or testify to seek recognition from the Chairman of the committee or provide a scheduled opportunity for such testimony prior to the vote being taken on the relevant issue.

## **ARTICLE SEVEN: VACANCIES**

### **7.01 Vacancies.**

- a. **Precinct Chairs.** A vacancy in the office of Precinct Chair shall be filled by a majority vote according to the Texas Election Code with one-quarter of the Executive Committee membership, excluding vacancies, constituting a quorum.
- b. **County Chairman.** A vacancy in the office of County Chairman shall be filled by a majority vote according to the Texas Election Code with one-half of the Executive Committee membership, excluding vacancies, constituting a quorum.

## **ARTICLE EIGHT: FINANCIAL REVIEW**

**8.01** Headquarters shall provide reasonable access for any Precinct Chair to examine all financial documents of the Executive Committee. Financial documents include, but are not limited to, receipts, invoices, checks, copies of checks, bank statements, accounts receivable, contracts, online banking activity, FEC, TEC, IRS and State reports and correspondence. Examination must take place at Headquarters and no documents and/or electronic copies are to be taken or removed from the Headquarters.

## **ARTICLE NINE: PARLIAMENTARY AUTHORITY**

**9.01 Authority.** The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern all proceedings of the Executive Committee and its committees except where inconsistent with the provisions of the Bylaws of this organization, Texas Election Code, and/or RPT rules.



## **ARTICLE TEN: AMENDMENTS**

**10.01 Amendment Procedure.** These Bylaws may be amended at any regular business meeting of the Executive Committee by a two-thirds (2/3) vote of all members present which must represent one-quarter of the total membership of the Executive Committee; provided written notice to amend has been given at the previous regular business meeting and also given in the notice of the call of the meeting.

## **ARTICLE ELEVEN: LEADERSHIP TRANSITION**

**11.01 Banking Transition.** When transitioning to a newly elected or appointed County Chairman, the Officers of the Executive Committee are expressly authorized to complete all documents required by any financial institution to authorize the newly elected or appointed County Chairman and designee allowing said County Chairman and designee to become a signer on all the Denton County Republican Party bank accounts effective upon said County Chairman officially taking office.

**11.02 Officer and Committee Transition.** All outgoing officers and committee chairmen shall provide their files, both written and electronic, to their respective replacements or the County Chairman no later than ten (10) days after they vacate office or the organizational meeting, whichever is earlier.