

**2024-2026 BYLAWS**  
**DENTON COUNTY REPUBLICAN PARTY DENTON COUNTY EXECUTIVE COMMITTEE**

**ARTICLE ONE: NAME**

The name of the organization is the "Denton County Republican Party Executive Committee" also referred to as the "County Executive Committee," "CEC" or the "body."

**ARTICLE TWO: MISSION**

Advance conservative legislation, laws, principles, and values by growing the local Republican Party, increasing turnout for Republican candidates, and educating voters about the benefits of conservative Republican beliefs.

**ARTICLE THREE: MEMBERS**

**3.01 Composition.** The Denton County Republican Executive Committee is composed of the Denton County Republican County Chair (the "Chair") and the Denton County Republican Precinct Chairs ("Precinct Chairs") as defined by the Texas Election Code, ("TEC"). CEC officers, Denton County Republican elected officials, and Republican Party of Texas ("RPT") elected officials are non-voting ex-officio members of the CEC.

**3.02 Powers.** The CEC shall exercise those powers and fulfill those duties conferred upon it by the TEC; the Rules of the RPT; these Bylaws, and Standing Rules of the CEC ("Standing Rules"). Any power not enumerated to the Chair, or any other specific party belongs to the CEC.

**3.03 Vacancies.** The CEC shall fill vacancies in the offices of County Chair and Precinct Chairs as provided by the TEC, these Bylaws, and Standing Rules.

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

**ARTICLE FOUR: OFFICERS**

**4.01 Officers and General Duties.** Officers of the County Executive Committee are the County Chair, Vice Chair, Secretary, Treasurer, Sergeant-at-Arms, Parliamentarian, and Chaplain. Officers perform the duties prescribed by these Bylaws and otherwise directed by the County

Chair. The County Chair and subordinate officers are ex-officio members of all committees except the Financial Oversight Committee and any disciplinary-related committee.

**4.02 County Chair.** In addition to statutory duties, the County Chair makes strategic and tactical decisions to further the Mission as stated in these Bylaws and is generally responsible for the operations of the Denton County Republican Party, subject to any restrictions imposed by these Bylaws or the CEC Standing Rules. The County Chair is a signatory and has authority to act in regard to all CEC financial accounts, contracts, or other vendors. The County Chair shall serve as direct liaison for media inquiries.

**4.03 Appointment.** The Chair shall nominate the following officers to serve the Executive Committee, subject to ratification by the Executive Committee with quorum and by majority vote.

**4.04 First Vice Chair.** The First Vice Chair performs the duties of the County Chair when the County Chair is temporarily unavailable. The First Vice Chair has equal access to CEC financial and other accounts where practicable, but authority to commit funds may only be done by delegation from the County Chair.

**4.05 Secretary.** The Secretary keeps the minutes, attendance, motions and vote counts of the CEC. Additional duties include acting on behalf of the County Chair to accept statutory and other related filings and ensuring compliance with the Texas Election Code. The Secretary shall act on behalf of the Chair to accept candidate filings. The Secretary shall accept directions from the CEC.

**4.06 Treasurer.** The Treasurer is the custodian of all CEC funds and shall be a signatory to all CEC bank accounts. The Treasurer shall utilize an approved on-line accounting system, supervise bookkeeping, provide complete financial transparency to the CEC, ensure all filings and reports are filed in a timely manner, and prepare an annual budget at the first regular meeting following their appointment. The treasurer shall submit a monthly report categorizing disbursements, receipts and all account balances to the CEC in the call to meeting. Any commitments or expenditures over \$5,000 must be approved in advance at a regular meeting of the CEC.

**4.07 Parliamentarian.** The Parliamentarian provides advice to all CEC Members regarding Bylaws, rules, and other matters that are affected by the parliamentary authority of these Bylaws.

**4.08 Sergeant at Arms.** The Sergeant at Arms maintains order and assists the County Chair with maintaining protocol and decorum at all CEC meetings.

**4.09 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 Chair, Officers and Precinct Chairs on any legislation that threatens religious liberty.

**4.10 Officer Appointment.** Officers are appointed by the County Chair. If any officer position remains vacant for more than 30 days, the CEC may nominate and confirm someone to fill the vacancy. In no case shall the appointments be delayed beyond thirty (30) days and all appointed

officers must have affiliated with the party by voting in the last Republican Primary or by Oath. Officers need not be members of the CEC.

**4.11 Term.** The appointed officers shall serve at the pleasure of the Chair. In the event of a vacancy in the office of Chair, the persons holding appointed positions shall serve only until the election of a new County Chair.

## **ARTICLE FIVE: COMMITTEES**

**5.01** Committees and subcommittees shall have at least 5 members, including the committee chairs.

**5.02 County Chair Appointments.** The County Chair shall appoint Committee Chair for only the committees listed below. These chairs serve the pleasure of the County Chair. The chairs of each committee shall appoint the subcommittee chairs. The Committee and Subcommittee Chairs shall appoint the committee and subcommittee members.

**5.02(a) Fundraising Committee.** Continually raise funds to meet or exceed the annual plan of work and budget approved by the CEC. The Fundraising chair will appoint the chairs of two (2) subcommittees. The subcommittee chairs will serve as members of the Fundraising Committee. The two (2) subcommittees are:

- **Lincoln Reagan Dinner:** Oversee all aspects of the planning and execution of the Lincoln Reagan Dinner.
- **Lincoln Cabinet:** Secure at least four (4) meeting locations, speakers, and logistics for Lincoln Cabinet events. Partner with the Executive Director to develop the benefits of members of Lincoln Cabinet.

**5.02(b) Financial Oversight Committee.** Complete an annual review of financial records to be presented as a report of their findings and recommendations to the CEC each September.

**5.02(c) Public Relations Committee.** Establish and manage brand identity, promote CEC events, manage the website, utilize social media for promotion of the party, issue press releases, produce a weekly newsletter, update and maintain email distribution list, and other needs related to publicity.

**5.02(d) Data Analytics Committee.** Collect and analyze data to support strategic initiatives. Update voter contact lists, walk lists, and conduct voter analysis to improve voter data.

**5.02(e) Election Integrity Committee.** Assist the County Chair with election compliance issues, verify certification of voter machines and confirm other election related regulations are followed. Conduct poll watcher training. Act in an advisory capacity to the Denton County Elections Commission on election issues. Ensure voter rolls are accurate.

**5.02(f) Meetings/Special Events Committee.** Coordinate with the County Chair and office staff to plan meetings and events dedicated to increasing involvement with the County Party.

**5.02(g) Volunteer Committee.** Recruit and organize volunteers to help with functions of the party.

**5.02(h) Ad hoc Committees.** With the approval of the CEC, the County Chair may appoint ad hoc committees to address issues that may arise.

**5.03 CEC Appointments.** The CEC shall appoint Committee Chairs for the committees listed below. The Committee Chairs shall appoint the committee members and subcommittee chairs. The Committee Chairs can be removed by the CEC.

**5.03(a) Precinct Chair Recruitment and Training Committee.** Recruit candidates for precinct chair vacancies and vet applicants for appointment consideration by the CEC. Develop training materials and organize training sessions for all precinct chairs.

**5.03(b) Resolutions and Rules Committee:** Review and assist members with Resolutions, Bylaws and Rules to be presented to the CEC for proper form. Members of the Body that desire to have a resolution or rule change considered at a CEC meeting shall provide said resolution or rule change to the Committee 14 days before the next scheduled meeting of the CEC, except as provided by Rule 6. This committee has no power to prevent a timely filed resolution or rule change provided to the committee from being considered by the CEC.

**5.03(c) Voter Outreach Committee.** Coordinate with the CEC to organize and mobilize targeted groups of Republican voters to increase turnout.

**5.03(d) Public Policy Review Committee.** Monitor and report on government policy, and initiate education and advocacy as needed. Build grassroots advocacy to encourage the CEC in supporting bills that address Legislative Priorities of the RPT and principles of the platform. Report local elected officials' votes on important issues. Provide the opinion of the CEC's positions to the appropriate level of government. Subcommittees will exist for each level of government.

**5.03(e) Candidate Training Committee.** Develop Denton County Candidate Academy to assist potential conservative candidates at all levels. Works with the Meeting/Special Events Committee to plan sessions.

**5.03(f) Records and Documents Audit Committee.** Review of Records of Minutes and Documents. This committee meets in January of each odd-numbered year to review all materials stored or filed at headquarters.

**5.04 Notice.** All Committee or Subcommittee Chairs shall notify all Executive Committee members of the time, place, and proposed agenda of items to be discussed at 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.

## **ARTICLE SIX: MEETINGS**

**6.01 Electronic Meetings:** In the event of a stated emergency, as declared by the County Chair, a CEC Meeting may be conducted through use of electronic meeting services designated by the County Chair.

**6.02 Regular Business Meetings.** The CEC shall convene a minimum of eight (8) monthly regular business meetings per year and shall be scheduled by the County Chair with the approval of the CEC. Approval or change by the CEC may be obtained during any Special Meeting or any Regular Business Meeting or through electronic voting using email sent by the Chair or under the Chair's direction to voting members of the CEC.

**6.03 Special Meetings.** Special Meetings of the Executive Committee may be held at any time upon a written call issued by the Chair by mail or email, or a written call signed by twenty percent (20%) or more of members of the CEC in office at the time of signing the call.

**6.04 Emergency Meetings.** Emergency Meetings of the CEC to consider items that are time sensitive may be held when an item that requires the consent of the CEC by a deadline contained in the TEC, RPT, or other regulatory body. A call to an Emergency Meeting shall be issued by the Chair by email, or a written call signed by twenty percent (20%) or more of members of the CEC in office at the time of signing the call.

**6.05 Organizational Meeting.** An organizational meeting of each new CEC shall be held within forty-five (45) days after the term of office begins for the Chair and Precinct Chairs. Proposed Bylaws, Standing Rules, and meeting call shall be mailed or emailed, and posted on the Party website at least seven (7) days beforehand.

### **6.06 Notice of Meetings.**

**6.06(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.

**6.06(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 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 emailed to each member of the Executive Committee.

**6.06(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 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 emailed to each member of the Executive Committee.

**6.06 Quorum - Non-Statutory Business and Filling Vacancies.** At CEC meetings, one quarter (1/4) of the membership, excluding vacancies, shall constitute a quorum for conduct of non-statutory business and filling vacancies.

**6.07 Quorum - Statutory Business.** At CEC meetings, a quorum for the conduct of statutory business shall consist of those members present.

#### **ARTICLE SEVEN: FINANCIAL REVIEW**

**7.01** Headquarters shall provide reasonable access for any Precinct Chair to examine all financial documents of the Executive Committee. Examinations must take place at Headquarters and no documents and/or electronic copies are to be taken or removed from the Headquarters.

#### **ARTICLE EIGHT: PARLIAMENTARY AUTHORITY**

**8.01 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 NINE: AMENDMENTS**

**9.01 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 TEN: LEADERSHIP TRANSITION**

**10.01 Banking Transition.** When transitioning to a newly elected or appointed County Chair, 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 Chair and designee allowing said County Chair and designee to become a signer on all the Denton County Republican Party bank accounts effective upon said County Chair officially taking office.

**10.02 Officer and Committee Transition.** All outgoing officers and committee chair shall provide files and accounts, both written and electronic, keys, all CEC related property, contracts and passwords to their respective replacements or the County Chair no later than ten (10) days after they vacate office or the organizational meeting, whichever is earlier.