

# **BRAZORIA COUNTY REPUBLICAN PARTY**

## **BYLAWS**

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

### **ARTICLE I – NAME**

The organization's name shall be the Brazoria County Republican Party (BCRP). This organization is established by the Texas Election Code (TEC) Section 171.021. The organization is governed by the TEC, the Rules of the Texas Ethics Commission, the Rules of the Republican Party of Texas, and the BCRP Bylaws.

### **ARTICLE II –PURPOSE**

**Section 1.** The purpose of the BCRP shall be:

- A.** To perform the duties assigned to the BCRP by the TEC and the Rules of the Republican Party of Texas.
- B.** To be responsible for the general supervision and management of the BCRP.
- C.** To support, assist, and elect Republican Candidates to public office, and to establish, promote and educate the voting public on positions and issues consistent with the State and National Republican Party Platforms.
- D.** To educate and equip itself and its members to meet these goals.

**Section 2.** The BCRP Executive Committee 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 membership, defined as the Executive Committee of the BCRP includes the County Chair and Precinct Chairs elected in the most recent Brazoria County Republican Primary Election, TEC Section 171.022. Vacant positions in the office of County Chair or Precinct Chair shall be filled as provided herein and in accordance with the TEC.

**A.** When a vacancy exists in the position of the BCRP County Chair, the vacancy shall be filled pursuant to TEC Sections 171.024 and 171.025, and as stated herein. The Secretary shall call the meeting for the purpose of filling the vacancy. The position of County Chair shall be filled by a favorable vote of the majority of the membership, pursuant to these Bylaws, Article V, Section 2 B.

**B.** A vacancy exists in the position of Precinct Chair for any county voting precinct with no current Precinct Chair. Vacancies shall be filled pursuant to the TEC Section 171.024 and as stated herein. The position of Precinct Chair shall be filled by a favorable majority vote of a quorum of the Executive Committee.

**Section 2.** Precinct Chair duties include participating in Executive Committee meetings so that BCRP business may be conducted. When called upon, Precinct Chairs are responsible for holding elections in their precincts, or in vote centers, serving as election judges or assisting in finding someone to do so in their place. Precinct Chairs shall obtain prior approval from the Executive Committee before holding any activity in the name of the BCRP.

**Section 3.** Membership and term of office for all members of the BCRP is two (2) years, beginning on the 20th day after the primary run-off election day pursuant to TEC Subsection 171.022 (c).

### **ARTICLE IV – OFFICERS**

**Section 1.** The officers of the BCRP shall be the Chair, Secretary and Political Action Committee (PAC) Treasurer. The officers shall perform the duties stated in these Bylaws, and the BCRP Standing Rules, the TEC, the Rules of the

Republican Party of Texas and the adopted parliamentary authority, Robert's Rules of Order Newly Revised.

**Section 2.** The County Chair is elected in the most recent Republican Primary Election pursuant to TEC Section 171.022, or in the event of a vacancy between elections, the Chair shall be elected by the Executive Committee pursuant to TEC. The Executive Committee shall elect the Secretary, and the County Chair shall appoint the PAC Treasurer, and neither are required to be a member of the Executive Committee. All officers shall be registered voters in Brazoria County and shall be affiliated with the Republican Party by voting in the primary or by taking an oath of affiliation.

**Section 3.** Duties of officers shall be those prescribed by the parliamentary authority adopted by the BCRP and by these Bylaws, as follows:

**A. County Chair:** The County Chair shall preside at all meetings of the Executive Committee and shall be the Committee's official representative and spokesman. The County Chair is charged with the responsibility of conducting primary elections and runoff primary elections, if any, by and under the provisions of the TEC. In addition to the statutory obligations, the County Chair is charged with the following duties and authorities:

1. To be responsible for the safekeeping of the records of the BCRP, provide to the Executive Committee the location and manner of safe keeping after every change of location, and to turn the records over to the successor as the County Chair vacates the office;
2. To have the usual authority of supervision and management necessary to maintain a good working relationship with the Republican Party of Texas and its officers;
3. To communicate with the party's nominees as necessary to maintain a well-ordered election, and to relay election information to such nominees;
4. To make party records available to those persons entitled to examine same, in accordance with the TEC;
5. To propose a budget for the two (2) year term of office to the Finance Committee. This budget proposal will be presented to the committee before the first regular Executive Committee meeting held following the

Organizational Meeting. The budget proposal shall be presented to the Executive Committee for approval at a regular meeting within three (3) months of its presentation to the Finance Committee.

6. To give an accounting of funds collected and disbursed at the end of a two-year term of office.

**B. Secretary:** The Secretary, pursuant to the TEC, serves as Secretary to the Executive Committee. The Secretary shall be capable of assuming the duties normally required of a recording secretary, and shall have the following additional duties and responsibilities:

1. Should the County Chair become vacant, the Secretary shall call a meeting of the Executive Committee for the purpose of electing a new County Chair, as prescribed in TEC Section 171.025;
2. Shall keep an accurate record of all meetings of the Executive Committee and make copies of these minutes available for distribution to Precinct Chairs during the next regular meeting of the Executive Committee;
3. Maintain a current list of Executive Committee members and to furnish a list of vacancies which have occurred during the previous month to the Executive Committee during a regular meeting of the committee, and to provide copies of the current list to members of the Executive Committee following the Organizational Meeting at the beginning of the two-year term, and as changes are made to the list;
4. To be the recipient of ballots cast in elections to fill vacancies on the Executive Committee during any election calling for written ballots; to verify and count the ballots; and to serve as custodian of the ballots until the Secretary is directed to destroy them by order of the Executive Committee;
5. To keep a permanent dated record of the Bylaws and Standing Rules of the BCRP, a copy of which shall be furnished to each Executive Committee member during the first regular meeting after adoption or amendment of same. A copy shall be made available for

inspection by any Executive Committee member during any regular or called meeting.

**C. Political Action Committee (PAC) Treasurer** – The PAC Treasurer of the BCRP is the custodian of the funds deposited in the BCRP bank account. The PAC Treasurer shall pay budgetary expenses as approved by the Executive Committee and give a general monthly financial report as well as a detailed annual report. The financial reports are to be presented during regular Executive Committee meetings. The PAC Treasurer shall comply with all applicable state and federal statutes with regard to reporting contributions and expenditures and filing PAC reports as required by law.

## **ARTICLE V – MEETINGS**

**Section 1.** There are 3 types of meetings: Regular, Statutory, and Special.

**A.** Regular meetings of the Executive Committee shall be held on the second Monday of each month unless otherwise ordered by the County Chair, or in the absence of the County Chair, the Secretary.

**B.** Statutory meetings shall be called by the County Chair when required by TEC.

**C.** Special meetings may be called by the County Chair, or by the Secretary, or upon the written request of one third (1/3) of the Executive Committee. The purpose of the meeting is to respond to some emergency or other time critical issue. This purpose will be stated in the call, and no other business shall be considered at the special meeting except that which is stated in the call to the meeting.

**D.** If there is not a County Chair or Secretary, the Republican Party of Texas will call the meeting.

**Section 2.** Quorum - A quorum for most business shall consist of one-fourth (1/4) of the current membership, with the following exceptions:

**A.** Statutory business – For business which must be addressed as a requirement of law, a quorum shall consist of those members present.

**B.** Vacancy of the County Chair – For all business pursuant to filling a vacancy in the office of County Chair, a quorum shall consist of one-half (1/2) of the

current membership. To be elected, a person must receive a favorable vote of a majority of the members voting, pursuant to TEC Section 171.024(b).

C. Bylaws – For any vote to approve, amend or suspend the Bylaws, in whole or in part, a quorum shall consist of two-thirds (2/3) of the current membership. To succeed, the motion must receive a favorable vote of two-thirds (2/3) of the members voting, pursuant to Article IX of these Bylaws.

**Section 3.** The first meeting of the BCRP shall be known as the Organizational Meeting and shall not be earlier than the 20th day following the runoff primary election pursuant to TEC 171.022, and not later than 45 days after the term of office begins for the County Chair and the Precinct Chairs pursuant to Rule 8-e Republican Party of Texas. Should the County Chair fail to call the Organizational Meeting within the forty-five (45) days, Rule 8-e of the Republican Party of Texas provides the pathway for the Organizational Meeting to be called. Notice for the Organizational Meeting shall be mailed or emailed no later than fourteen (14) days prior to the day of the meeting. At the Organizational Meeting, elections shall be held for the required offices and committees. Except for the Organizational Meeting, at all meetings the names of candidates submitted for approval shall be included in the meeting call.

**Section 4.** The County Chair shall preside at all meetings of the Executive Committee. In the absence of the County Chair, the Secretary shall preside.

**Section 5.** All meetings of the Executive Committee with the exception of the Organizational Meeting shall be called by the County Chair, by mail or email, and such mail shall be postmarked or emailed not less than ten (10) days and not more than forty-five (45) days before the meeting. Any member who wishes to post an item on the meeting agenda must make such request of the County Chair no later than fourteen (14) days before such meeting.

**Section 6.** For Special Meetings, pursuant to these Bylaws Article V Section 1-C, the convening authority shall mail or email the notice not less than five (5) days before the meeting. Only items that were in the call for the special meeting can be considered.

**Section 7.** In the event that a regular meeting of the Executive Committee or a properly called Special Meeting cannot be held in person due to exigent circumstances then it shall be acceptable to hold said meeting by electronic means

as designated by the County Chair. Exigent circumstances can include a temporary condition in which people are required to stay in their homes, or to limit their outside activities involving public contact, or an evacuation order issued for any part of or all of Brazoria County such as for a hurricane, or any other circumstance that would make it unsafe to remain in the area.

A. All actions proposed in such meeting must involve a roll call vote and the secretary will keep the record of each vote in the permanent record.

B. All rules regarding quorums will stand.

C. This Section applies only to Regular Meetings and Special Meetings of the Executive Committee.

D. Electronic meetings are not permitted for Statutory Meetings which includes Organizational Meetings, and must be conducted in person.

## **ARTICLE VI - ORGANIZATION**

**Section 1.** Senatorial District Executive Committees – the Brazoria County Republican Party Precinct Chairs residing in each senatorial district constitute a Senatorial District Executive Committee within Brazoria County, TEC Section 171.051. Each Senatorial District Executive Committee shall caucus after the Organizational Meeting which shall be called by the Republican Party of Texas Chair to elect a District Executive Committee Chair, TEC Sections 171.053 and 171.054. The immediate past District Chair shall be the temporary caucus chair, if able to serve, otherwise, the County Chair shall appoint the temporary caucus chair. The District Chair is responsible for the SD Convention and for recommending candidates for vacancies in Precinct Chairs within their district.

**Section 2.** Vacancies in the office of Senatorial District Chair shall be filled at a Senatorial District Executive Committee meeting called by the Republican Party of Texas Chair to occur no later than the date of the next BCRP Executive Committee meeting.

**Section 3.** Commissioner's Precinct Executive Committee - Pursuant to TEC Section 171.071, a Precinct Executive Committee shall be formed for each Brazoria County Commissioner's Precinct. The committee shall elect a chair at the committee's first meeting from among the committee membership. The committee is authorized by the TEC that if a nominee for a precinct office withdraws from the

ballot under the provisions of TEC Section 145.036, the Precinct Executive Committee may make a replacement nominee for the office sought by the withdrawing candidate. In the event that a vacancy occurs for an unexpired term, after the 62nd day before the general primary election, the Precinct Executive Committee shall choose a nominee pursuant to TEC Section 202.006.

**Section 4.** Vacancies in the office of Commissioner's Precinct Executive Committee Chair shall be filled at a Commissioner's Precinct Executive Committee meeting called by the County Chair to occur no later than the date of the next BCRP Executive Committee meeting.

## **ARTICLE VII – COMMITTEES**

**Section 1.** Committee Composition - The County Chair shall appoint the Temporary Chairs of any Standing Committees deemed necessary to carry out policies of the local Party. Each committee is authorized to develop procedures for conducting the business within that committee's jurisdiction, subject to review and amendment by the full BCRP Executive Committee.

**A.** There shall be six (6) standing committees: Bylaws and Standing Rules; Finance; Candidate Resource; Training and Development; Public Relations; and Engagement.

**B.** Except as noted below, standing committees shall be composed of two members appointed by the County Chair, one of which will be appointed by the Chair as the committee's Temporary chair, and a maximum of five additional members elected by the Executive Committee. The County Chair and Secretary shall be ex-officio members of each standing committee established by this Article. A quorum is a majority of the committee membership.

**C.** The Temporary Chair shall call the first meeting within six (6) weeks of the Organizational Meeting. The chair of each committee shall be elected by the committee members during the first committee meeting. Subsequent meetings shall be called by the Committee Chair, or by any member upon written demand of one-fourth (1/4) of the membership. The Committee Chair shall be replaced upon resignation or removed at the discretion of the County Chair. Unless otherwise unanimously agreed to by members of the committee, no meetings shall be held during the week of the Republican State Convention, Senatorial District Conventions, the Primary Election, the Runoff Primary Election, or the General Election.



**D.** Committee members shall be registered voters in Brazoria County and shall be affiliated with the Republican Party. Members of the Bylaws and Standing Rules, Finance, Candidate Resource, and Engagement Committees shall be members of the Executive Committee. At least three (3) committee members of Training and Development, and Public Relations Committees shall be members of the Executive Committee. In addition, the Committee Chair shall be an Executive Committee member and any non-member shall be approved by the County Chair. A person shall not hold simultaneous membership in more than one standing committee so long as there are persons willing to serve on the committees, or except as provided for ex-officio members.

**E.** Members of committees established by this Article shall be automatically removed from committee membership upon three (3) consecutive absences from regularly called meetings, or absent from one-third (1/3) of regularly called meetings for committees meeting nine (9) or more times during any twelve (12) month period. Absences may be excused by the committee chair for extenuating circumstances.

**Section 2.** Standing Committee Descriptions - The BCRP Executive Committee has six (6) Standing Committees, and they are Bylaws and Standing Rules, Candidate Resource, Finance, Training and Development, Public Relations, and Engagement.

**A.** The Bylaws and Standing Rules Committee - This committee shall meet no later than six (6) weeks following the Organizational Meeting. The purpose of this committee is to review the Bylaws and Standing Rules and to recommend changes as needed to the BCRP Executive Committee. The Bylaws and Standing Rules Committee shall consolidate and present in proper form proposed Amendments to the BCRP Executive Committee for approval.

**B.** The Candidate Resource Committee - This committee shall provide support to Republican Candidates and meet as needed to recruit, promote and assist candidates.

**C.** The Finance Committee - This committee is responsible for evaluating the financial needs of the BCRP, including that of its activities, its candidates, and for formulating criteria for disbursement of BCRP funds. This committee shall make recommendations to the Executive Committee for disbursement of funds. The committee is also responsible for fundraising, with its focus on raising money to fund the BCRP, its activities and its candidates. Money may be raised through

fundraising events, memberships, sustaining programs, and corporate programs. The County Chair and PAC Treasurer shall serve as ex-officio members of the Finance Committee.

**D.** The Training and Development Committee - This committee shall meet as needed to train Precinct Chairs and to provide at least one (1) training session per even-numbered year for candidates, Precinct Chairs and grassroots party workers. Senatorial District Chairs shall be ex-officio members of this committee.

**E.** The Public Relations Committee - This committee shall meet as needed and is responsible for managing the distribution of information and communicating the message of the BCRP to the voting public. In addition, this committee will monitor the BCRP website to see that information on the website is current including the events calendar.

**F.** Engagement Committee – The committee will work to develop and implement programs designed to increase Republican voter turnout. This committee is to identify and engage nontraditional Republican groups with the goal of building and improving BCRP relationships within these groups. By promoting the conservative message, these voters will learn that we share with them concerns about education, about health care, and about national security.

**Section 3.** Special Committees -The Executive Committee may create a special committee for the purpose of accomplishing a specifically stated task. Such committee may be created at any meeting of the Executive Committee by a majority vote of the membership when a non-statutory quorum is present. The Executive Committee may dissolve a Special Committee at will.

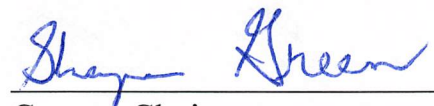
## **ARTICLE VIII – PARLIAMENTARY AUTHORITY**

Unless otherwise provided for by the Constitution of the United States, the Constitution of the State of Texas, the statutes of the United States or the State of Texas, or the Rules of the Republican Party of Texas, or the BCRP Bylaws and Standing Rules, the current edition of *Robert's Rules of Order Newly Revised*, which is hereby adopted by reference, shall be the parliamentary authority that governs the BCRP Executive Committee in all cases to which they are applicable.

## **ARTICLE IX – AMENDMENT OF BYLAWS**

In order to amend in whole or any part of these Bylaws, a quorum shall consist of two-thirds (2/3) of the current membership and must be present at a properly called meeting. Notice to amend shall be given at the previous regular meeting. Copies of the proposed amended Bylaws shall be transmitted electronically or mailed to each BCRP Executive Committee member at least thirty (30) days in advance of a regular meeting. To succeed, the motion to amend must receive a favorable vote of two-thirds (2/3) of the members voting.

These Bylaws adopted by the Membership of the Brazoria County Republican Party Executive Committee on this 10th day of September, 2018, and amended on this 9<sup>th</sup> day of October, 2023.

  
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County Chair

  
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Secretary