

SUN LAKES REPUBLICAN CLUB (SLRC) BYLAWS AND POLICIES

ARTICLE I – NAME

The name of this club is “The Sun Lakes Republican Club”, hereinafter referred to as SLRC.

ARTICLE II – POWERS

Section 1: The powers of SLRC shall be to direct and supervise its business, property and funds in the development and advancement of its purpose and objectives.

ARTICLE III – MISSION STATEMENT

Section 1: SLRC provides education to the members and develops leadership among its members, promotes the election of Republican candidates, encourages support of the Republican Party, and works toward the betterment of the community of Sun Lakes, AZ.

ARTICLE IV – ORGANIZATION AND MEMBERSHIP

Section 1: General Membership – All members must be in good standing, which includes current in dues and responsibilities.

Section 2: General Membership Meetings – General Membership Meetings shall be held no less than six times a year. Notice must be given to the general public of an upcoming meeting. The General Membership Meeting in November shall be considered the Annual Meeting.

Section 3: Executive Committee – SLRC shall have an Executive Committee whose duties shall be prescribed elsewhere in these bylaws. It is highly recommended that all candidates for these offices either be elected Precinct Committeemen in their voting district or plan to be appointed PC’s until the next regular election. The members of the Executive Committee shall be Sun Lakes residents, unless they are approved by the majority of the Committee under special circumstances. The members of this committee shall be:

- A. Chairman
- B. 1st Vice Chairman
- C. 2nd Vice Chairman
- D. 3rd Vice Chairman
- E. 4th Vice Chairman
- F. 5th Vice Chairman
- G. 6th Vice Chairman
- H. Treasurer
- I. Secretary

ARTICLE V – EXECUTIVE COMMITTEE

Section 1: General Duties – The Executive Committee shall exercise general control and supervision over all officers and committees of SLRC.

Section 2: Meetings – In addition to the general membership meetings, the Executive Committee shall meet at least four times a year at such time and place as determined by action of the Executive Committee, the SLRC Chairman, or a written request of two-thirds of the members of the Executive Committee. Executive Committee meeting notices shall be provided no less than seven days prior

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to the meeting. The notice requirement can be waived upon unanimous written approval of the committee.

Section 3: Quorum – At all meetings of the Executive Committee, a quorum shall consist of a majority of the committee members.

Section 4: Removal of a Committee Member – The Executive Committee may remove any member of the committee for good cause after a hearing. Removal requires a two-thirds vote of the Executive Committee. The Secretary shall provide at least a thirty-day notice to the committee member for which a complaint has been made. The notice shall be sent by registered mail and contain a copy of the charges against the member and the specific time and place of the hearing.

Section 5: Management of Affairs – Discussion and management of the affairs of SLRC may be done by other means deemed appropriate by the Executive Committee.

Section 6: Vacancies – A vacancy of an Executive Committee position shall be filled by the SLRC member receiving a majority of votes cast by the remainder of the Executive Committee members.

ARTICLE VI – PRIMARY OFFICERS AND DUTIES OF EXECUTIVE COMMITTEE

Section 1: Officer Qualification – Every elected officer of the Executive Committee shall be a registered Republican, a member in good standing of SLRC, and a resident of Sun Lakes unless approved by the Executive Committee due to special circumstances.

Section 2: Duties of the Chairman – The Chairman:

- A. Shall be the Chief Executive Officer of SLRC and shall exercise general supervision over all work and activities of SLRC.
- B. Shall be the Chair of the Executive Committee.
- C. Shall preside at all SLRC meetings and events unless he designates another executive officer to preside.
- D. May take action in the absence of the Executive Committee, in order to promote the objectives of SLRC. Such actions require the concurrence of one other Executive Committee member. All such actions are open for review and reversal by the Executive Committee.
- E. May appoint other members to committees and other positions not otherwise provided for under these bylaws or under committee duties.

Section 3: Duties of the Vice Chairmen:

- A. The First Vice Chairman shall assist the Chairman in such duties as the Chairman may designate. He shall also be in charge of programming and publicity. He shall also preside over meetings in the absence of the Chairman.
- B. The Second Vice Chairman shall assist the Chairman in such duties as the Chairman may designate. He shall also be in charge of Membership and Volunteers. Membership consists of:
 - i. Collecting dues at the SLRC meetings.
 - ii. Keeping accurate and current Membership Applications in a permanent binder brought to each meeting for updating as needed.

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- iii. Maintaining a database of Paid Members which is updated every meeting.
 - iv. Dues received are recorded on each applicable Membership Application.
 - v. Current dues status is included in the data base and the dues collected are given to the SLRC Treasurer.
- C. The Third Vice Chairman shall assist the Chairman in such duties as the Chairman may designate. He shall also be in charge of the recruitment, training and oversight of Precinct Committeemen of Sun Lakes.
 - D. The Fourth Vice Chairman shall be in charge of "Fundraising".
 - E. The Fifth Vice Chairman shall be in charge of Maintenance and Operations. He shall oversee the hanging of the club banner by the street outside and the pull-up banner inside the meeting room. He shall be in charge of setting up the room for meetings, audio/visual aids at the meetings and other assignments having to do with elections and meetings as they arise.
 - F. The 6th Vice Chairman shall be a Social Director who is in charge of things like: planning social activities, team building activities, publicity, club promotions and volunteer recruitment.
 - G. One Vice Chairman shall succeed to the office of Chairman in the event of vacancy. This will be determined by a majority vote of the Executive Committee.

Section 4: Duties of the Secretary

- A. To record the minutes of all SLRC Meetings.
- B. To send correspondence at the Chairman's request.
- C. To email the meeting flyers from the club MailChimp account when necessary.
- D. Works with the webmaster to update the website.

Section 5: Duties of the Treasurer

- A. To maintain an efficient system of accounts.
- B. To receive, expend and account for all funds of SLRC under the supervision and discretion of the Executive Committee. Expenditures exceeding \$100 must be approved by the Chairman. Expenditures exceeding \$500 must be approved by the Board by a majority vote.
- C. To make all necessary financial reports as required by law.
- D. To be bonded in such manner as the executive Committee requests.
- E. To make an annual financial report to the Executive Committee.
- F. To make a summary financial report at all the meetings of the Executive Committee.
- G. To make a financial report at the regular public SLRC meetings, when asked.
- H. To oversee the audit of the finances once a year and report it to the Executive Committee.

ARTICLE VII: STANDING COMMITTEES

Section 1: Standing Committees – SLRC Executive Committee may appoint committees such as deemed necessary to conduct club business such as:

- A. Community Relations
- B. Fund Raising
- C. Communications
- D. Hospitality
- E. Any ad-hoc committee the Chairman determines necessary

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Section 2: Appointment of Chairman to Committees – The SLRC Chairman shall appoint the chairman of each standing committee and they shall perform such duties as may be defined by the SLRC Chairman or Executive Committee.

ARTICLE VIII: ENDORSEMENTS:

Section 1: Primary Elections – No primary endorsement of candidates shall be made by SLRC, unless the candidate is running unopposed, after the filing deadline.

Section 2: Endorsement Qualifications – We will endorse candidates in general elections that are in line with the SLRC mission statement.

ARTICLE IX: RULES OF ORDER

Section 1: Parliamentary Authority – The most current version of Robert's Rules of Order shall be the parliamentary authority for all matters of procedure not specifically covered by these bylaws.

Section 2: Amendment of Bylaws – These bylaws or any provision thereof may be amended by a majority vote of the general membership present at a meeting called for that purpose, or a two-thirds vote of the SLRC Executive Committee. Amendments made to the bylaws shall take effect immediately upon passage.

Section 3: Technology – SLRC business may be conducted via email, fax, phone and the U.S. mail system.

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Sun Lakes Republican Club Executive Committee:

We the undersigned have read, understand and agree with the Sun Lakes Republican Club By Laws and Policies.

Chairman: _____	Date: _____
1 st Vice Chairman: _____	Date: _____
2 nd Vice Chairman: _____	Date: _____
3 rd Vice Chairman: _____	Date: _____
4 th Vice Chairman: _____	Date: _____
5 th Vice Chairman _____	Date _____
6 th Vice Chairman _____	Date _____
Secretary: _____	Date: _____
Treasurer: _____	Date: _____