

# West Charlotte County Conservative Club

## By-Laws

**BY-LAWS OF THE WEST CHARLOTTE COUNTY CONSERVATIVE CLUB as of January 21, 2025, the date of formation.**

### **ARTICLE I - NAME**

The name of this organization shall be the West Charlotte County Conservative Club. This Club is a political organization on the conservative end of the spectrum. We are independent of any other organization, unrelated to any other organization, and governed solely by the articles contained here-in.

### **ARTICLE II - OBJECTIVES**

To further the aims and goals of conservative values.

To promote the registration and education of conservative voters.

To inform club members of the platforms of all Primary Election ballot candidates.

To encourage all club members to cast their General Election ballot for conservative candidates.

To raise funds and support the campaigns of conservative candidates.

To encourage able and qualified conservatives to seek office at all levels of government.

To provide a forum for the discussion and deliberation of matters of government.

To educate the youth of Charlotte County regarding conservative values and encourage their participation and involvement in government activities.

### **ARTICLE III - MEMBERSHIP**

Section 1. Categories: FULL AND ASSOCIATE.

(a) FULL membership is restricted to Charlotte County, Florida and surrounding areas full-time residents. FULL members shall have voting rights, and are eligible to chair committees and hold elective office in the Club. Membership is on an annual basis, from January 1 until December 31, or the portion thereof, based on the date membership starts and ending on the following December 31.

(b) ASSOCIATE membership is available to applicants not domiciled full-time in Charlotte County, Florida. Associate members may serve on committees but they shall not make motions, vote, be a committee chairperson, be on nominating committees or hold office in the club. Membership is on an annual basis, from January 1 until December 31, or the portion thereof, based on the date membership starts and ending on the following December 31.

## Section 2. Eligibility

(a) Other than the residency difference, FULL and ASSOCIATE members are both subject to the same eligibility criteria. Each applicant shall become a member upon payment of annual dues, but not before:

Submission of a membership application to the Membership Chairperson

Confirmation by the Membership Chairperson that eligibility requirements have been satisfied

Recommendation of the Membership Committee

Acceptance by the Board of Directors via majority vote

(b) Factors that may be considered by the Board of Directors include but are not limited to:

Voter registration records

Political positions currently or previously held

Membership in other organizations

## **ARTICLE IV - DUES**

Section 1. The "Membership Year" is January 1 through December 31.

Section 2. Annual Dues. The amount of Annual Dues shall be determined by the Board of Directors. A recommendation to make a change to the amount of Annual Dues shall be made no later than October 15. Otherwise, the dues shall remain static for the next Membership Year.

Section 3. Annual Dues are payable in advance, on or before December 31 of each year.

Section 4. If Annual Dues are unpaid on March 1st of the Membership Year, the Member shall be dropped from the roster. To be reinstated as a member, a new application must be submitted and vetted to obtain membership status.

Section 5. New members being admitted after September 1 do not owe dues for the ensuing year.

## **ARTICLE V - OFFICERS' QUALIFICATIONS**

ALL FULL members in good standing, except as restricted below, shall be eligible to be elected as an officer of this Club.

(a) Any individual holding an elected public office is not eligible to be an officer of this Club.

(b) A nominee for any office other than President must have been a member in good standing for no less than six (6) months prior to his/her taking office. This requirement is waived for the initial Membership Year of 2025.

(c) A nominee for the office of President must have been a member in good standing for no less than 12 months prior to his/her taking office. This requirement is waived for the initial Membership Year of 2025.

(d) A nominee must be approved to run for their selected position by a majority vote of the Board of Directors

## **ARTICLE VI – OFFICERS AND THEIR DUTIES**

Section 1. The officers of this club shall be: President; Vice-President; Secretary; Treasurer; and Immediate Past President.

Section 2. The duties of the President shall be:

(a) Preside at all meetings of the Club and Board of Directors.

(b) Appoint all Committee Chairpersons, except for the Nominating Committee, subject to approval of the Board of Directors.

(c) Be Ex-Officio Member of all Committees, except the Nominating Committee.

(d) Co-Sign checks with the Treasurer or the Vice President.

(e) Appoint a Financial Audit Committee of three (3) Members, which shall be approved by the Board of Directors, to be announced at the November meeting with instructions to report to the Board of Directors at the January meeting.

(f) The President, and ONLY the President shall have the authority to publicly speak or act on behalf of the Club.

Section 3. The duties of the Vice-President shall be:

(a) Perform all the duties of the President in the absence of the President.

(b) Assume the Office of the President in the case of resignation or death, for the unexpired term.

(c) Function as Program Chairperson.

(d) Co-sign checks in the absence of the President or the Treasurer.

(e) Perform such other duties as may be assigned by the President.

Section 4. The duties of the Secretary shall be:

(a) Keep a correct record of the proceedings of all meetings of the Club and Board of Directors.

(b) Preserve, in a permanent file, all records and the correspondence of value to the Club or its officers.

(c) Email to each Member household on the day following the November Membership Meeting:

-- Official Call for the Annual Meeting,

-- Report of the Nominating Committee, and

-- Billing statement for the Annual Dues.

(d) Handle such other correspondence as requested by the President.

(e) Transfer said records, correspondence, and materials to the successor in office within ten (10) days of vacating office.

Section 5. The duties of the Treasurer shall be:

(a) Keep a true and accurate record of the accounts of the Club and co-sign (with the President or Vice President) checks upon the Club's bank account.

(b) Submit a report at the Annual Meeting, all regular meetings, and other meetings as requested by the President.

(c) Collect Members' Annual Dues from the Membership Chairperson.

(d) Keep all funds of the Club deposited in appropriate banking institutions, as approved by the Board of Directors.

(e) Disbursements of funds by the Treasurer shall be approved by the Board. Paid receipts shall be necessary for reimbursing funds.

(f) Turn over to the successor, all files, records, and papers of the Office within ten (10) days of vacating office.

Section 6. The Immediate Past President

The past President having served the prior term and not otherwise serving as a Director, shall be a member of the Board, with full voting privileges. In the event the past President is ineligible, unwilling, or unable to serve on the Board, the Board shall vote to fill the position from the pool of past presidents.

## **ARTICLE VII – BOARD OF DIRECTORS**

Section 1. The Board of Directors shall consist of an odd number of members. At a minimum, there will be a President, a Vice-President, a Secretary, a Treasurer, and an Immediate Past President. Any additional board members will be titled Director at Large.

Section 2. The Board of Directors shall meet at regular intervals and at the call of the President, or at the call of a majority of the members of the Board and at all such meetings, a majority of members shall constitute a quorum. (ie-4 if seven members, 5 if nine members, etc).

## **ARTICLE VIII – COMMITTEES**

Section 1. The Standing Committees shall be MEMBERSHIP and OUTREACH.

(a) Additional Special Committees may be appointed by the President as needed. Associate Members may participate on Special Committees, but may not be the Chairperson.

(b) Each Standing Committee shall consist of at least three (3) FULL members.

(c) The committee will elect a Chairperson from its own members.

Section 2. The chairperson of the **MEMBERSHIP COMMITTEE** shall:

(a) Collect all dues from old and new members, and shall hand over to the Treasurer such funds.

(b) Keep a list of the current names, addresses, and contact information of all members.

(c) Verify that all applicants are eligible for membership to the Club in accordance with the requirements set forth in **Article III – MEMBERSHIP**. In no event, shall any application be held longer than 60 days for action pending thereon.

## **ARTICLE IX – NOMINATIONS AND ELECTIONS**

Section 1. **NOMINATIONS**

(a) A nominating committee of three (3) FULL members shall be selected.

(b) One shall be a member of the Board of Directors and appointed by the Board no later than the end of September.

(c) Two FULL members shall be appointed by the membership no later than the end of September.

(d) The Committee shall elect a Chairperson from its own members.

(e) The Committee shall report one (1) or more nominees for each office at the meeting immediately preceding the Annual Meeting.

(f) Nominations may be made from the floor at the Annual Meeting by any FULL member in good standing.

(g) No one shall serve on the Nominating Committee more than two (2) consecutive terms.

(h) No one shall be nominated for office whose consent has not been obtained.

## Section 2. **ELECTIONS**

(a) All Officers other than the Immediate Past President, shall be elected at the Annual Meeting in December, and shall be installed following the Election at the Annual Meeting. The Immediate Past President shall be appointed to the Board in accordance with Article VI, Section 6 at its first meeting.

(b) Election shall be by secret ballot, except when only one candidate has been nominated for each office; in which event the Secretary shall be instructed to cast a unanimous ballot.

(c) Members in good standing for thirty (30) or more days prior to the date of the Annual Meeting shall be eligible to vote for officers at the Annual Meeting.

(d) An Election Committee of not less than three (3) Members shall be appointed by the President at the meeting prior to the Annual Meeting. This Committee shall select its Chairperson from the three (3) appointees. This Committee shall act as the Credentials Committee and Tellers for the Election at the Annual Meeting. They shall be responsible for all Election materials.

(e) The Secretary shall provide the Elections Committee a list of the Members who are eligible to vote, and ballots shall be given only to those Members who have been deemed eligible to vote.

Section 3. Vacancies occurring in any office not covered by accession shall be filled by appointment by the President and approved by the Board of Directors.

## **ARTICLE X – MEETINGS**

(a) Unless otherwise notified, all Regular Meetings of the West Charlotte County Conservative Club, except the Annual Meeting, shall be held on the third Tuesday of each month, at published times, at a place decided upon by the Board of Directors.

(b) Special Meetings may be called by the President, and may also be called by request of ten percent (10%) of the FULL Membership. All Members must be notified of the time, place, and purpose of such meeting at least ten (10) days prior to the date of the Special Meeting.

(c) The Annual Meeting shall be at the Club's meeting in December, at which time a summary of the

year's activities shall be presented, and the Election of the Board of Directors held.

#### **ARTICLE XI - QUORUM**

Section 1. Ten percent (10%) of the FULL Membership shall constitute a Quorum at any Regular or Special Meeting.

Section 2. A majority of the Board of Directors shall constitute a Quorum at all board meetings.

#### **ARTICLE XII - AMENDMENTS**

These By-Laws may only be amended as follows:

(a) Amendment must be presented at a Regular Meeting.

(b) The old Section to be amended must be presented, immediately followed by the proposed new Amendment.

(c) The proposed Amendment shall lay on the table for 30 days, and shall be voted upon at the first Regular Meeting following presentation of the Amendment.

(d) Amendment(s) must be given in writing to all FULL Members at least 15 days prior to the vote. It shall require a two-thirds (2/3) vote of all FULL Members present at the meeting.

**ARTICLE XIII - PARLIAMENTARY AUTHORITY** "Roberts Rules of Order, Newly Revised" shall govern all proceedings where they are applicable and not inconsistent with the provisions of the By-Laws of the Club.

First ratified the 31<sup>st</sup> day of January, 2025