

SOMERSET COUNTY FEDERATED REPUBLICAN WOMEN

BYLAWS

ARTICLE I NAME AND TERRITORIAL RIGHTS

- Section 1.** The name of this organization shall be "Somerset County Federated Republican Women." (SCFRW)
- Section 2.** The territorial limits of SCFRW shall be confined to the municipalities in Somerset County

ARTICLE II ORGANIZATIONAL PURPOSES

- Section 1.** To foster loyalty to the Republican Party at all levels and to support its ideals, objectives and policies.
- Section 2.** To recruit, encourage and support qualified Republican women in politics.
- Section 3.** To provide opportunities for developing the leadership skills of members and preparing them to run for office.
- Section 4.** To support the Republican Party's nominees in the General Election and provide campaign assistance. Contributions for political campaigns will only be made to SCFRW members who are in good standing during the current year and the year prior to the election.
- Section 5.** To create a well-informed membership so as to increase the effectiveness of women in promoting good government and developing qualified Republican candidates.

ARTICLE III POLICIES

- Section 1.** Endorsement Policy. Neither the SCFRW nor any member of its Executive Committee shall publicly endorse any candidate for public office in contested Republican primaries, runoff elections, and special elections, and/or non-partisan elections when more than one Republican is in the race. Individual members of this organization may work for the candidate of their choice in contested Republican primaries, but not in the name of the SCFRW.
- Section 2.** Split Ticket. Neither the SCFRW nor any individual member shall advocate a split ticket, support an opposition party candidate, or act against the National

Federation of Republican Women or the New Jersey State Federation of Republican Women policies and bylaws.

- Section 3.** Other Organizations. The SCFRW shall not affiliate with any political organization which is not officially recognized as working in concert with the New Jersey State Federation of Republican Women, the National Federation of Republican Women and the Republican National Committee.

ARTICLE IV MEMBERSHIP

- Section 1.** Any woman, who is a primary member of Somerset County, is a registered Republican voter, and who subscribes to the purposes of SCFRW may join by payment of dues. Any woman, who is not a resident of Somerset County is a registered Republican voter, and who subscribes to the purposes of this organization may join by payment of dues but may not be a voting member. Other registered Republicans may be Associate Members (nonvoting).

ARTICLE V DUES

- Section 1.** The dues of SCFRW shall be due and payable on January 1st of every year. Members in arrears on February 1st shall be sent a final notice. Those in arrears on March 1st, will no longer be considered members in good standing. Annual dues shall be in such amounts as may be determined by the Executive Committee and approved by members at the November meeting of SCFRW. Annual dues shall include dues for the State Federation and the National Federation.

ARTICLE VI ELECTIONS

- Section 1.** Election of Officers shall be held, as needed in accordance with these Bylaws, in December, to take effect on January 1. Those elected will thereafter assume and hold office until the election and qualification of their successors.
- Section 2.** A Nominating Committee consisting of two (2) members and one alternate in good standing shall be elected from the membership no later than September of an election year. The Nominating Committee shall choose a chairwoman from among its members.
- Section 3.** The Nominating Committee shall present a slate of one candidate for each office and shall transmit the slate to all voting members of SCFRW at least two (2)-weeks prior to the November meeting. The Nominating Committee chairwoman shall report the slate at the November meeting, which meeting shall occur at least 30 days prior to the Election of Officers in December. All nominees shall be voting members in good standing in SCFRW, shall have participated in at least three

(3) Federated meetings held in the year preceding nomination, and shall give written consent to serve, if elected. Any other nominations from the floor shall be in order following the report of the Nominating Committee chairwoman. Nominations in addition to those of the Nominating Committee shall only be considered if proposed from the floor at the November meeting.

Section 4. After the November meeting, the Nominating Committee shall generate a ballot consisting of all nominees presented during the November meeting and shall cause the ballot to be distributed electronically, by email, to all voting members of SCFRW. The Nominating Committee shall also cause ballots to be sent by regular mail to any voting member of SCFRW that has requested, in writing by December 1, to receive said ballot by regular mail.

Section 5. All voting members in good standing shall be eligible to vote for Officers, in person, at the annual Election of Officers to be held in December.

ARTICLE VII OFFICERS/EXECUTIVE COMMITTEE

Section 1. Officers. The Officers shall consist of a President, (2) Vice Presidents, Recording Secretary, Corresponding Secretary and Treasurer.

Section 2. Terms. Each Officer shall be elected for a term of two (2) years, or until their successors are elected. No officer shall serve in the same position for more than two (2) consecutive terms.

Section 3. Executive Committee. The Executive Committee shall consist of the Officers, Chairs of Standing Committees, and the immediate past President. Between regular meetings, the Executive Committee shall be empowered to take any necessary actions and have general supervision over the activities of the SCFRW.

Section 4. Resignation. An Officer of the Executive Committee may resign at any time by giving written notice of such resignation to the President.

Section 5. Vacancies. A vacancy in the office of President shall be filled by the First Vice President. All other vacancies in elected office shall be filled by the Executive Committee at the first meeting following the creation of the vacancy.

Section 6. Removal from Office or Membership. Members of the Executive Committee or members of the SCFRW may be removed by two-thirds (2/3) vote of the membership for any of the following reasons after investigation by the Executive Committee:

- A. Non-payment of dues;
- B. Advocating for an opposition party candidate;
- C. Supporting an opposition party ticket; or
- D. Failure to uphold the policies and objectives of this club as stated in the Bylaws.

ARTICLE VIII MEETINGS

- Section 1.** There shall be at least five (5) regular meetings a year. A quorum shall consist of 25% of the membership, including elected Officers. The President shall fix the time and place of such meetings.
- Section 2.** A meeting notice of all meetings via email, or regular mail, except as herein otherwise provided, shall be distributed to the membership at least seven (7) days prior to each meeting.
- Section 3.** Special meetings may be held at the call of the President or upon written request, provided to the President, of fifteen (15) members. The call shall state the purpose of the meeting and no other business shall be transacted.
- Section 4.** The annual meeting shall be held in December at a location as the Executive Committee shall determine, for the purpose of installing newly elected officers and for the transaction of such other business as may properly come before the meeting. Notice of the Annual Meeting shall be sent to the individual members at least twenty (20) days prior to the meeting.
- Section 5.** The Executive Committee shall meet at least two (2) times a year and at the call of the President.
- Section 6.** Monthly reports shall be presented in writing at every regular SCFRW meeting.

ARTICLE IX DUTIES OF OFFICERS

- Section 1.** It shall be the duty of the President to preside at all meetings of the SCFRW and the Executive Committee. She shall appoint the chairs of all committees and shall be an ex-officio voting member of all committees, except the Nominating Committee, and shall perform such other duties as they pertain to the office.
- Section 2.** The First Vice President shall serve as Finance Chair and Program Coordinator and shall perform the duties of the President in her absence. She shall assume the duties of the President in case the elected President cannot serve, and in the event of a vacancy in the office of the President, she shall assume the duties of same until the term of the President she is replacing shall expire.
- Section 3.** The Second Vice President shall serve as Membership Chair and shall keep all records of membership, collect membership dues and remit such dues to the Treasurer and to the State Federation. She shall use her best efforts to increase the membership of SCFRW.
- Section 4.** The Recording Secretary shall keep the minutes and attendance record of SCFRW and of the Executive Committee. She shall keep the official records for the annual, regular and special meetings.
- Section 5.** The Corresponding Secretary shall handle all correspondence including mailings of notices to all members in good standing and shall act as the social media coordinator.
- Section 6.** The Treasurer shall collect and hold all monies belonging to the SCFRW and shall deposit same in a bank selected by the Treasurer and shall make written reports for all meetings of the SCFRW. Additionally, the Treasurer must present at Executive Board Meetings a Financial report for each SCFRW event. The Treasurer shall disburse all funds as directed upon authorization, and the accounts shall be audited annually. Also, the Treasurer must file appropriate documents with State Election Law Enforcement Commission (EIEC). All checks must be signed by the President and the Treasurer.
- Section 7.** All Officers shall deliver to their successors, not later than one (1) month after retiring from office, all accounts, records, and other property belonging to the SCFRW.

ARTICLE X COMMITTEES

Section 1. The President may only appoint special committees as needed.

- A. Officers may be appointed to chair standing committees, and no other standing committee chairmen may be named without an amendment of these bylaws.
- B. Standing committee chairmen shall be appointed for the same term as the President and shall be voting members of the Executive Committee.
- C. Standing Committees shall consist of Bylaws; Communications; Finance; Historian; Legislation; Membership; Newsletter; Parliamentarian; Publicity; Resolutions; and Volunteer Hours.
- D. All chairs of fundraising events must submit a written report of the event within thirty (30) days. This report shall be given to the President and Treasurer and presented to the membership at the next regular meeting.

Section 2. SPECIAL COMMITTEES

- A. The President may appoint chairmen of special committees, subject to the approval of the Executive Committee, at any time as it may become necessary. Special Committee Chairmen do not have a vote on the Executive Committee.
 - 1. Special Committees should include: Public Relations/Communications, Caring for America, and Literacy. Other Special Committees may be appointed as needed.
- B. Financial Review Committee. A committee of three primary members shall be appointed by the president in November of each year whose duty it shall be to review the treasurer's accounts at the close of the fiscal year and shall report to the Executive Committee and to the membership at the first meeting of the following fiscal year.

Section 3. COMMITTEE MEMBERS. All committee members must be primary members in good standing in the Club.

ARTICLE XI AMENDMENTS

Section 1. These Bylaws may be amended at any regular meeting by a majority of the members present, provided a copy of the proposed amendment has been presented in writing to each member at least twenty (20) days prior to such meeting.

Section 2. Robert's Rules of Order shall govern all proceedings of the Federation not covered by the Bylaws

ARTICLE XI – STATE FEDERATION CONVENTION DELEGATES

Section 1. ANNUAL MEETING. At the New Jersey Federation of Republican Women biennial convention, the club shall elect representation to the convention in the method set forth in the New Jersey Federation of Republican Women bylaws.

Section 2. Election of delegates and alternates shall take place at a general meeting before convention to conform to New Jersey Federation of Republican Women certification requirement.

ARTICLE XII – PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, shall govern the club in all instances where they are applicable and in which they are not inconsistent with these bylaws, NFRW and The New Jersey Federation of Republican Women bylaws and any special rules of order.

ARTICLE XII – AMENDMENTS

These bylaws may be amended by a two-thirds vote at any regular (general) meeting of the club, provided that notice of the proposed amendment(s) shall have been sent to each member thirty days prior to the date of the general meeting.

ARTICLE XIV – DISSOLUTION

This club may be dissolved by a two-thirds vote at any regular or special meeting of the club, provided that notice of the dissolution has been submitted in writing at least thirty (30) days prior and has been sent to all members of the club. In the event of dissolution, the Executive Committee shall, after payment of all liabilities of the club, distribute any remaining assets to the New Jersey Federation of Republican Women. No funds shall be distributed to any member or officer of the club. The right to use the name of a dissolved club shall revert to the New Jersey Federation of Republican Women.