

DRAFT

Colorado River Tea Party
Amended and Restated
Bylaws

Adopted _____

Amended and Restated

BYLAWS OF THE COLORADO RIVER TEA PARTY

These Bylaws prescribe the rules by which the Tea Party, alternately referred to as the Corporation, is to be organized and governed. In the event a situation concerning the governing of the Tea Party occurs which is not specifically described in these Bylaws, it shall be resolved by reference to the latest edition of Robert's Rules of Order. In any situation in which these Bylaws conflict with Robert's Rules of Order, these Bylaws shall prevail.

ARTICLE I. Corporation Name, Mission, Power, Activites, Fiscal Year

Section 1. Name: The name of the Corporation is the Colorado River Tea Party located in Yuma, Arizona. It is registered with the Arizona Corporation Commission as Colorado River Tea Party-Yuma.

Section 2. Mission: The mission of the Colorado River Tea Party is to attract, educate and mobilize fellow citizens; to secure public policy which stops the growth of excessive government, irresponsible spending and runaway taxes; to help elect, without directly endorsing, political representatives who are consistent with our core values; and to re-establish the Constitutional foundation of our country.

Section 3. Powers: The Tea Party shall have all the powers necessary to act pursuant to its mission including, the power to collect, hold and disseminate information consistent with its purpose; to assemble and meet; to rally; to hold seminars and workshops; and the power to receive donations and disburse funds for the Tea Party.

Section 4. Members: Any interested individual is welcome to participate in the Tea Party and become a member by subscribing to the newsletter.

Section 5. Funding: The Tea Party activities shall be funded through donations.

Section 6. Fiscal Year: The Tea Party fiscal year shall be the calendar year.

Section 7. Expenses:

- a. No member shall obligate the Tea Party unless specifically provided in these Bylaws. If a member attempts to obligate the Tea Party, that member shall be personally and solely responsible for such obligation.
- b. An elected officer may obligate the Tea Party for non-recurring expenses of up to \$400.00 without prior approval.
- c. Non-recurring expenses in excess of \$400.00 shall be approved by a majority vote of those present at any meeting of the Tea Party.
- d. Recurring expenses shall be initially approved by a majority vote of those present at a meeting of the Tea Party. Changes in recurring expenses shall be approved by the Executive Board. The Treasurer shall regularly report to the Executive Board and the membership on expenses.

Section 8. Records: All records of the Tea Party shall be kept by the appropriate officer.

ARTICLE II. Officers and Executive Board

Section 1. Officers: The Officers of the Tea Party shall be Chairman, Vice Chairman, Secretary, Treasurer, Sergeant at Arms, Ways and Means, Communications and Media Officer, and Immediate Past-Chairman. Elected local, state, or federal officials are not eligible to serve as officers of the Tea Party.

Section 2. Executive Board: The Executive Board shall consist of the Officers and the Immediate Past-Chairman. The Immediate Past-Chairman is an appointed position, not an elected position, but does have a vote. If the immediate past Chairman is unable to complete this term, the position will remain vacant.

ARTICLE III. Election of Officers

Section 1. Nominations: The Chairman will select a nominating committee, of not less than three members, prior to the first meeting in October. The committee will choose one or more candidates for each office of the Tea Party. The committee will place the candidate names up for nomination at the meeting chosen for the election. In addition, nominations for any office may be made from the floor or by write-in, prior to or at the election meeting. Each nomination must be moved and seconded at the election. Nominees must consent to nomination and agree to serve if elected. Those who are nominated at least one week in advance of the election will be listed in the newsletter prior to the meeting. Each nominee shall be a member in good standing of the Tea Party as certified by the Secretary.

Section 2. Elections: At the election, each office for which there is only one candidate shall be elected by voice or hand vote at the discretion of the meeting chairman. For each office in which there is more than one nominee, the voting shall be by written ballot. Absentee ballots will be accepted if received prior to the election. The election will be held at the first meeting in November with the results announced at the end of the meeting.

Section 3. Term: Officers will take office at the first meeting in January. Each officer will serve for a term of one year from the date they take office or until his or her successor is duly elected and qualified.

Section 4. Eligibility: Officers must be active members at the time of their nomination and must maintain their active standing throughout their term of office.

ARTICLE IV. Duties of Officers

Section 1. Chairman: The Chairman is responsible for the operation of the Tea Party. He or she presides at membership meetings and Executive Board meetings.

Section 2. Vice Chairman: The Vice Chairman is responsible for the performance of the Chairman's duties in the absence of the Chairman and shall have such other duties as assigned by the Executive Board. There shall be one Vice Chairman.

Section 3. Secretary: The Secretary is responsible for maintaining the non-financial records of the Tea Party. The Secretary will provide monthly meeting minutes to the Communications and Media Officer to be posted to the website for members to review. At the next monthly meeting, members will give an approval vote for the prior month's meeting minutes. The Secretary will take meeting minutes at the Executive Board meetings.

Section 4. Treasurer:

- a. The Treasurer will receive all revenue, make deposits in a timely manner to the bank account(s) maintained by the Tea Party and maintain a complete and accurate account of all funds.
- b. The Treasurer will be one of three Officers, including the Chairman and Vice Chairman, authorized to sign checks. Two signatures are required for each check.
- c. All purchases or expenditures shall be pre-authorized by the Executive Board and supported by a receipt or signed statement prior to payment.

- d. The Treasurer will provide a quarterly financial report to the membership and a monthly financial report at the Executive Board meetings.
- e. Each year in January, the Treasurer will require that a financial review of the Corporation be made by at least two Tea Party members who are not Executive Board members.
- f. The Treasurer shall timely prepare and file with the Internal Revenue Service all required documents regarding Tea Party taxes or maintenance of Tea Party tax status.

Section 5. Sergeant at Arms: The Sergeant at Arms will keep order in the meetings. The Sergeant at Arms is responsible for preparing the meeting area to include ensuring that the American flag is available and securing the meeting area following meetings.

Section 6. Ways and Means: The Ways and Means is responsible for the methods and resources for raising the necessary revenue for the Tea Party's expenses.

- a. Event planning and set up.
- b. Order and organization of merchandise for the events.
- c. Organize refreshments for membership meetings.
- d. Count and collect donation money, turn into Treasurer, and report at membership meetings.

Section 7. Communications and Media Officer: The Communications and Media Officer is responsible for content of the newsletter and other social media. The Chairman shall approve the content.

- a. Access: The two administrators that have access to the websites are the Chairman and the Communications and Media Officer.

- b. Content and Approval: The content of the newsletter shall be the responsibility of the Communications and Media Officer. The Chairman shall approve the content.
- c. Publication: The Tea Party will only publish articles or information that is free and clear of legal encumbrances and copyrights.
- d. Publication Schedule: The newsletter will be published at least once a month and made available to all members via email. Anyone providing articles or notices is required to provide the information to the Communications and Media Officer for publication at least five days before the scheduled publication.

ARTICLE V. Removal from Office, Resignation from Office

Section 1. Suspension or Removal of an Officer: Any Officer may be suspended or removed from office by a unanimous vote of the remaining members of the Executive Board. A suspended or removed Officer may request a reinstatement vote by the majority of the membership, following the Rules of Elections of Officers at the next membership meeting. If the suspended or removed Officer does not request a reinstatement vote or if the vote is opposed to reinstatement, the Executive Board shall fill the vacancy. The Executive Board's selection is subject to membership confirmation by a majority vote at the next meeting.

Section 2. Resignation: Should an Officer resign from their position, the vacancy shall be filled by the Executive Board as described in this Article V.

ARTICLE VI. Committee Appointments and Other Assignments

The Chairman, with prior consent of the Executive Board, shall make appointments to committees or other assignments as needed to accomplish the tasks and purposes of the Tea Party.

ARTICLE VII. Meetings

Section 1. Meetings: Membership meetings shall be on the first and third Thursday of each month. The meetings are conducted by the Chairman or designated alternate. Meetings will consist of programs of interest to the membership, announcements, and educational forums. During the summer months of June through August, the Executive Board may limit meetings to once a month.

Section 2. Recording: Audio and/or video recordings of meetings is not allowed without prior approval of the Executive Board with a minimum of 72 hours advance notice.

- a. All recorded content is subject to review at the end of the meeting.

ARTICLE VIII. Representation of the Corporation

The use of the name Colorado River Tea Party or Colorado River Tea Party-Yuma, or its identifying marks or symbols by any person or organization in any form or media, shall be solely with the prior written consent of the Executive Board.

ARTICLE IX. Amendment of Bylaws

Members may propose changes to the Bylaws. A proposed change must be published in the newsletter one month prior to the meeting in which it will be voted on. Approval of any amendment to these Bylaws shall require a majority vote of the members at the designated meeting.

ARTICLE X. Dissolution or Termination of the Corporation

In the event that the Corporation ceases to function, or in the event that the members decide to terminate it, the Executive Board will pay or make provisions for the payment of all the Corporation's liabilities.

Verification of Amendment and Restatement of Bylaws by Tea Party Officers:

Chairman _____ Date _____

Chairman: Ruth Milne

Vice Chairman _____ Date _____

Vice Chairman: Dr. Chandrasekhar Doniparthi

Secretary _____ Date _____

Secretary: Connie Muccianti

Treasurer _____ Date _____

Treasurer: Teresa Robinson

Sergeant at Arms

1. _____ Date _____

Sergeant at Arms: Greg Wenberg

2. _____ Date _____

Sergeant at Arms: Bob Robinson

Ways and Means _____ Date _____

Ways and Means: Cindy Wenberg

Communications and Media _____ Date _____

Communications and Media: Nicole Baggerly

