

## **Club Constitution/Bylaws**

### **Upper Keys Republican Club**

#### **ARTICLE I- NAME**

The name of the club shall be the **Upper Keys Republican Club** hereinafter referred to as the Club.

#### **ARTICLE II- OBJECT**

The object of the Club shall be:

1. To attract members into, and involve them in the Republican Party and subsequently provide them with a practical means of Republican Party participation, leadership training and political involvement, at all levels of government.
2. To support the principles, objectives, and platform of the Republican Party and to help secure the election of all duly nominated Republican candidates in the General Election and registered Republicans in non-partisan elections.
3. To promote voter registration.
4. To educate Republican voters.
5. To encourage able and qualified Republicans to seek office at all levels of government.
6. To encourage all registered voters to cast their election ballot for Republican candidates.
7. To facilitate the raising of funds and support the campaigns of Republican candidates.
8. To provide a "forum" at which discussion of matters affecting government can be deliberated.

#### **ARTICLE III- MEMBERS**

**Section 1, Membership.** The Club shall recognize the following two classes of membership:

- (a) Active- Any registered Republican voter, who resides within the boundaries of Monroe County, and is current in payment of annual dues.
- (b) Associate- Any other registered Republican voter who does not qualify for Active status.

**Section 2, Dues.** The Executive Board shall review the various categories of the dues once each year and may recommend to the membership an adjustment to the proposed annual dues on the basis of sound budgetary requirements. Notice of any change in dues shall be given to the membership at least 30 days prior to the Annual Meeting. Additional membership categories may be established, as deemed appropriate by the Executive Board.

**Section 3, Membership Year.** The membership year shall be February 1 through January 31.

#### ARTICLE IV- OFFICERS

**Section 1.** The officers of the Club shall be a President, Vice President, Secretary, and Treasurer. Officers must be members of Active membership classification, in good standing with the Club. Officers shall be elected at the annual meeting of the Club.

- (a) Elections shall be conducted by the President, who will take nominations from the floor. Elections will be for one office at a time.
- (b) Voting in elections shall be by secret ballot, unless a candidate is unopposed in which case a voice vote may then be taken.
- (c) A majority vote of the members present shall be required for election to office. If more than two candidates are nominated and no candidate receives a majority on the first ballot, a run-off election will be conducted between the two candidates receiving the highest number of votes.

**Section 2.** The duties of the officers shall be:

- (a) The President shall preside over all meetings of the Club and its Executive Board and exercise general supervision over all activities of the Club. The President shall have the power to appoint all committee chairmen.
- (b) The Vice President shall assist the President in supervising the activities of the Club, and preside at all meetings in the absence of the President.
- (c) The Secretary shall be the recording officer of the Club, including meetings of the Club and Executive Board, and shall keep a record of the minutes of all such meetings, making those minutes available to the general membership.
- (d) The Treasurer shall collect all funds paid to the Club or any of its committees, receipt therefore and deposit same in accounts designated by the Club. The Treasurer shall be responsible for making all expenditures authorized by the Club. The Treasurer shall give a report at each regular meeting of the Club regarding receipts, expenditures, and the financial status of the Club.

**Section 3.** All vacancies of offices shall be filled by majority vote at the next regular meeting of the Club after vacancy becomes known. In the event the office of President becomes vacant, the Vice President shall temporarily assume the office of President until a new President is elected at the next regular meeting.

## ARTICLE V- MEETING

**Section 1.** Regular meetings of the Club shall be held at the date, time, and location specified, as determined by a majority vote of the Club. The Club shall hold a minimum of six regular meeting each year.

**Section 2.** The regular meeting held during the month of January shall be known as the Annual Meeting of the Club.

**Section 3.** Special meetings may be called by the President or by the Executive Board, or by written request of ten members of the Club. At least ten days notice must be given and the purpose of the special meeting must be stated in the notice. Notice may be provided by email.

**Section 4.** Only members of Active membership classification shall be allowed to vote in meetings of the Club. Pursuant to the Republican Party of Florida Rules of Procedure, proxy voting shall not be allowed in any meeting of the Club.

**Section 5.** Twenty percent of the Club's membership, classified as Active, shall constitute a quorum.

## ARTICLE VI- EXECUTIVE BOARD

**Section 1.** The officers of the Club and all committee chairmen shall constitute the Executive Board. Only the officers of the Club shall be voting members of the Board.

**Section 2.** The Executive Board shall have general supervision of the affairs of the Club between regular meetings of the Club and fix the time and place for meetings of the Board. The Board shall be subject to the orders of the Club, and none of its acts shall conflict with action taken by the Club.

**Section 3.** Special meetings of the Board may be called by the President or upon written request of three members of the Board.

## ARTICLE VII- COMMITTEES

**Section 1.** A Finance Committee composed of the Treasurer and four other members shall be appointed by the President promptly after each annual meeting. It shall be the duty of this committee to prepare a budget for the Club.

**Section 2.** A Program and Projects Committee of members shall be appointed by the President promptly after the annual meeting, whose duty it shall be to plan the programs and any special projects of the Club.

**Section 3.** An Audit Committee of three members shall be appointed by the President at the annual meeting. It shall be the duty of the Audit Committee to audit the Treasurer's account at the close of the fiscal year and to report at the next regular meeting following the annual meeting,



**Section 4.** Such other committees, standing or special, shall be appointed by the President as deemed necessary to carry on the work of the Club. The President shall be an ex-officio member of all committee.

**ARTICLE VIII- ENDORSEMENTS & INTRA-PARTY DIFFERENCES**

Pursuant to the Republican Party of Florida Rules of Procedure, no chartered club or organization using the name Republican shall participate in intra-party differences, nor shall it, as an organization, seek to influence the nomination or election of any Republican over another Republican unless the County Executive Committee has endorsed one Republican over another. Then the Club may seek to influence the election of the candidate endorsed by the County Executive Committee. Chartered clubs shall not entertain motions to adopt platform positions on issues or endorse candidates except that they may entertain such motions to take the same position or endorse the same candidate as the County Executive Committee has taken. Under no circumstances shall a chartered club invite a non-Republican to be a guest speaker at a club meeting or function without prior approval of the County Republican Executive Board. The Chairman of the Republican Party of Florida shall be the authority with respect to internal disputes referred by any Club or member of a Club chartered under this rule.

**ARTICLE IX- PARLIAMENTARY AUTHORITY**

The rules contained in "Robert's Rules of Order, Newly Revised" shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with these By-Laws, the Republican Party of Florida Constitution, the Republican Party of Florida Rule Procedure, and any special rules of order the Club may adopt.

**ARTICLE X- AMENDMENTS TO BYLAWS**

These bylaws may be amended at any regular meeting of the Club by a two-thirds vote of Active members present, provided that the amendment has been submitted in writing at the previous regular meeting and the members are notified in advance that a vote will be taken on an amendment(s) to the By-Laws.

Adopted \_\_\_\_\_ (date)

President \_\_\_\_\_ Secretary \_\_\_\_\_