

ARTICLE I – NAME & PURPOSESection 1 – Name:

This organization shall be known as the Montcalm County Republican Party. For the purpose of these By-Laws and the conduct of general business it shall be referred to as Montcalm County Republicans. The organization consists of the Executive Committee and the General Membership.

Section 2 – Purpose:

- A. To perform all duties provided by law (Michigan Election Law, 1954 Act 116, effective June 1, 1955, as amended), those delegated or advanced by the Republican National Committee and the Republican State Committee and such other duties not prohibited by law as will benefit the Montcalm County Republicans.
- B. To promote the principles and philosophy of the Republican Party and to increase membership in the Montcalm County Republicans.
- C. To assist in the election of Republican candidates for county, state and national offices. This includes judicial candidates nominated at a State Republican Convention (see Article VII, Section 2)
- D. To foster and promote the organization and viability of other Republican organizations and committees which may be formed within Montcalm County, such as city and/or township entities, Republican Women's Clubs, College & Young Republicans, Teen-Age Republicans and any group/organization that the Montcalm County Republicans may wish to sponsor.
- E. To adopt and amend By-Laws by which the Montcalm County Republican Party shall be governed.

ARTICLE II – THE COUNTY EXECUTIVE COMMITTEESection 1 – Establishment:

This committee is established by law (section 168.599 MCLA) and State Party Rules. It is responsible for selecting the Chairperson, Vice-Chairperson, Secretary and Treasurer of the Executive Committee and shall fill any vacancies occurring in these offices (see Section 3-A).

Section 2 – Duties:

The duties of the Executive Committee shall be to establish general policy and to conduct the affairs of the Montcalm County Republicans in accordance with Article 1, Section 2 of these bylaws. The Committee shall work toward insuring that every precinct in the county is represented by the number of precinct delegates it is entitled to.

Section 3 – Membership, Composition, Selection, and Roles/Responsibilities:

A. Composition:

The membership of the Executive Committee is comprised of a select number of Montcalm County Republicans in good standing (see Article II, Section 3E) known as (delegate-appointed members), the persons most recently nominated by the Republican Party for county offices and state

legislative offices (delegates at large), and persons living in Montcalm County who are members of the United States Congress, the Republican State Committee, or who hold the office of Congressional District Chairperson (ex-officio members).

B. Selection - Delegate Appointed Members:

There currently are twenty (20) delegate-appointed members of the Executive Committee. This number is established by state election laws and bylaws of the Michigan Republican State Committee, in accordance with the number of county offices and state legislative offices for which Republican candidates are nominated in the preceding fall primary election (see subsection C, following).

These members are elected by the delegates to the fall County Convention, convened within 30 days following the November election. If a vacancy occurs in the position of delegate-appointed member of the executive committee, the remaining delegate-appointed members shall fill the vacancy.

The delegate-appointed members of the Executive Committee may wish to follow the same procedures as prescribed for declaring a vacancy and/or removing an officer of the Executive Committee (article II, section 4-d), although the vote to select a new delegate-appointed member of the committee shall only require a majority vote of the delegate-appointed members present at the meeting when action is taken to fill the vacancy. Also, the letter of notification only needs to be sent to the delegate-appointed members of the committee.

C. Selection - Delegates at Large (statutory members):

There currently are twenty (20) persons who, by virtue of their nomination in the most recent Republican primary election, automatically are members of the Executive Committee:

- 1 – State Senator
- 1 – State Representative
- 9 – County Commissioners
- 1 – County Clerk
- 1 – County Treasurer
- 1 – County Drain Commissioner
- 1 – County Prosecuting Attorney
- 1 – County Register of Deeds
- 1 – County Sheriff
- 3 – County Road Commissioners

Should a vacancy occur in one of these offices and a special election is held to fill the position, the person nominated as the Republican candidate automatically is seated as a member of the Executive Committee. Should the vacancy be filled by appointment, the Executive Committee shall determine the replacement on the Committee on a case-by-case basis.

D. Selection - Ex-Officio Members:

The persons eligible to be ex-officio members of the Executive Committee are those holding the positions identified in sub-section A, above. Ex-Officio members shall have a voice on the Executive Committee, but not a vote.

E. Roles/Responsibilities of Executive Committee Members:

All members of the Executive Committee are expected to participate fully in promoting the goals and purposes of the Montcalm County Republican Party. They also must be dues-paying members of the organization, and attend all regular and special meetings unless unable to do so.

Delegate Appointed Members are subject to removal from the Executive Committee should they fail to fulfill the responsibilities of their office. These responsibilities include, but are not limited to, attendance at regular monthly meetings, special meetings and sponsored events of the organization. Delegate Appointed Members who are unable to attend a regular monthly or special meeting have a responsibility to notify the Chairperson or another officer of the Executive Committee of their inability to attend. **Delegate Appointed Members who have three consecutive absences, or six absences in a calendar year, are subject to dismissal from the Executive Committee.**

A motion to consider the removal of a Delegate Appointed Member from the Executive Committee requires a two-thirds vote of the members present at a regular meeting of the committee. If the motion to consider removing a Delegate Appointed Member is approved, a letter must be sent to the delegate informing him/her of the action taken, and the right to appear at the next regular meeting of the organization to appeal the action taken. Final approval to remove a Delegate Appointed Member requires a two-thirds vote of the members present at the meeting held subsequent to the one where the motion to consider removing a Delegate Appointed Member was approved.

Section 4 – Selection of Officers, Term and Vacancies:

Within thirty (30) days following the convening of the Fall County Convention (convened in even numbered years), the Executive Committee shall meet and select a temporary chairperson and a temporary secretary. The temporary officers shall serve only during the selection of the officers of the Executive Committee, who shall serve for two (2) years commencing on January 1 next (odd numbered years). Newly elected officers shall be sworn in prior to the January Executive Committee meeting.

A. The officers of the Executive Committee shall be: Chairperson, Vice-Chairperson, Secretary and Treasurer. All officers shall be bonded.

B. If a vacancy occurs in the office of the Chairperson, the Vice-Chairperson shall automatically assume the duties and powers of this office.

C. The Committee has the power to elect other officers as they determine are necessary.

D. The officers of the Executive Committee can be removed from office or a vacancy can be declared which requires the Executive committee to elect a new person to fill the position vacated.

1. An officer vacancy due to a voluntary resignation: The chair should request a letter of resignation. The Executive Committee should decide how soon to declare a vacancy should a letter of resignation not be submitted within a reasonable amount of time (generally one month after a letter is requested). A majority vote is required to declare a vacancy. The Chair can entertain nominations for a replacement to the position at the time but the selection of a new officer must be postponed until the next regularly scheduled meeting of the Executive Committee, at which time the motion to postpone will have precedence in the order of new business. New nominees can be submitted for the position at this time and the election to fill the vacated position requires a majority vote of the members present.

2. The officers of the Executive Committee can be removed from office for malfeasance or any act/behavior deemed to be detrimental to the organization. The intent to remove an officer must be in

writing and presented to the Chair at least thirty (30) days prior to a motion to remove; and it must state the specific reasons for the removal. The Chair is required to include the letter to remove on the agenda of the next regular meeting, after receipt of the letter, and entertain a motion pursuant to the request. The Chair should allow for a discussion of the motion to remove, but the motion to remove must be amended to postpone a decision until the next regularly scheduled meeting of the Executive Committee. At this time, discussion on the main motion ceases and the discussion on the amendment is limited to the reason(s) for the postponement. If the amendment to postpone is defeated, the main motion shall be considered to lack support and be dropped. The main motion and the amendment both are by majority vote.

Upon action to postpone the motion, a letter shall be sent to all Executive Committee members, stating the reasons for removal and the time and date of the next regular meeting when the motion to remove is to be considered and voted upon. This letter must be post-marked not later than five (5) business days subsequent to the date of the meeting date of the motion to remove.

The Vice-Chairperson shall preside as Chair at both meetings (as soon as the motion to remove is made) should the Chair be the subject of the motion.

The vote on the motion to remove requires a two-thirds (2/3) vote of those members present.

Upon action to remove, the Chair should entertain a motion to accept nominations from the floor for the vacated position and only a majority vote is required to elect the person to fill the vacancy for the remainder of the term of office.

Section 5 – Duties of Officers:

A. Chairperson:

The duties of the Chairperson shall be those provided by law and also such other duties not prohibited by law as may be required by action of the Executive Committee, including but not limited to the following:

The Chairperson shall preside at all meetings of the Executive Committee and shall be an ex-officio member of all standing committees. The Chairperson shall appoint the chairperson of all committees. Committee Chairs shall appoint their members, subject to approval of the County Chairperson. The Chairpersons of each committee shall serve for two (2) years.

The Chairperson shall be responsible for directing the day-to-day affairs of the organization and shall coordinate the activities of the Republican Party organizations within the County. The Chairperson may assign to other officers and committees such duties as may be necessary.

The Chairperson shall be the official spokesperson and shall approve all media relations.

The Chairperson shall call and preside over all County meetings of the Executive Committee.

The Chairperson shall appoint an Ad-Hoc Committee in January in odd-numbered years to review the By-Laws for possible changes and additions. This committee must report their recommendations to the Executive Committee not later than the May meeting of the committee.

B. Vice-Chairperson:

The Vice-Chairperson shall preside at meetings of the Executive Committee in the absence of, or at the request of the Chairperson and shall perform such other duties as directed by the Chairperson and/or the Executive Committee. In the event the Chairperson is unable to act, the powers and duties of the Chairperson shall be assumed by the Vice-Chairperson until such inability is removed or until the Chairperson shall again take up the duties of the office.

C. Secretary:

The Secretary shall perform all the duties normally incident to the office of Secretary and in particular shall keep a permanent record of the minutes and attendance at all meetings of the Executive Committee. He/she shall make these records available for inspection and copying by any member of the Committee who requests the minutes of the most recent meetings and shall see that all notices are duly given as required by law and by these bylaws.

D. Treasurer:

The Treasurer shall have the care and custody of all monies paid to the party and shall deposit the same in the name of the Montcalm County Republican Party in a bank designated by the Executive Committee and shall pay all duly authorized bills (see Article VIII). The Treasurer shall be responsible for the proper and timely filing of all financial reports required by law.

The Treasurer shall keep an account, in permanent records, of all financial transactions of the Montcalm County Republican Party. A statement of financial conditions (revenues, expenditures, outstanding obligations and cash balances) will be made at each regular meeting of the Executive Committee. Upon reasonable request, all records shall be open to inspection.

At the close of each calendar year, the Treasurer with the assistance of an internal Auditing Committee shall prepare an annual, accurate statement as of December 31st of each year setting forth the financial condition of the Montcalm County Republican Party. The Treasurer shall forward this report to the officers by the first day of February for the year following and shall present a copy of the report to the Executive Committee at its next regular meeting.

Upon leaving office, the Treasurer shall furnish to his/her successor all funds, accounts and other property pertaining to the affairs of the Treasurer.

ARTICLE III – THE GENERAL MEMBERSHIP

Section 1 – Establishment:

The Montcalm County Republicans recognize its General Membership to include all individuals who are dues-paying members of the Montcalm County Republicans and who support the general welfare of the organization.

Section 2 – Membership Dues:

Dues for the General Membership shall be established by the Executive Committee and may be changed at their discretion. Annual dues shall coincide with a calendar year.

All Appointed Members of the Executive Committee must be dues paying members of the organization. The dues for Appointed Members are due each year, no later than March 1. **Any Appointed member of the Executive Committee who fails to pay his/her annual dues by April 1 shall be considered to have resigned from the Executive Committee.**

Section 3 – Privileges of and Recognition for General Membership:

All dues-paying members of the Montcalm County Republicans are welcome to attend all Executive Committee meetings. They are encouraged to offer ideas and suggestions related to the conduct of business at these meetings, but they do not have a vote. Officers of the General Membership are one and the same as those of the Executive Committee.

ARTICLE IV – MEETINGS OF THE EXECUTIVE COMMITTEE

A. The time and location of monthly meetings of the Executive Committee shall be determined by the committee at the January meeting for each calendar year.

During convention months, the Executive Committee meeting will precede the County Convention.

Any changes in time and location must be approved by a majority vote of members at a regularly scheduled meeting, and notices of the change must be sent to all members of the Executive Committee at least seven days prior to the new date/time. A temporary change in room location in the same building may be made at the discretion of the Chairperson by posting a notice at the door of the agreed-upon regular meeting room prior to the start of a meeting.

B. Special meetings may be called by the Chairperson at his/her discretion, or when requested by at least seven members of the committee. All members of the committee must be notified seven days prior to the date of any special meeting.

C. Quorums for regular and special meetings shall be seven members of the committee.

ARTICLE V – COMMITTEES**Section 1 – Standing Committees:**

The following committees shall be the standing committees of the Montcalm County Republicans. Members of the committees must be dues-paying members of the organization, but are not required to be members of the Executive Committee.

A. Budget / Finance Committee:

The Budget Committee shall prepare the annual budget. This budget must be reviewed by the Budget Committee no later than March 1st. Upon approval by a majority vote of the Budget Committee, the budget will be presented by the Chairperson to the Executive Committee for their approval at the April meeting of the committee.

Any changes in the budget during the calendar year must be approved by the Budget Committee at a special meeting of the committee and presented to the Executive Committee for adoption.

Develop a plan to raise the funds needed to run the operations of the Montcalm County Republican Party.

The Treasurer shall serve on this committee as an advisor only and will have no vote within the committee.

B. Membership Committee:

The purpose and responsibilities of the Membership Committee are:

- 1) Maintain and increase the General Membership of the organization and be responsible for sending out dues notices.
- 2) Maintenance of the membership list.
- 3) Assist the Chairperson in the selection of a slate of candidates to be offered to the elected Precinct Delegates as provided in Article II, Section 3 – for their consideration as Delegate-Appointed Members to the Executive Committee.
- 4) Prepare and submit a budget to the Budget Committee, not later than February 1st of each year, for the subsequent year's budget.

C. Events and Promotions Committee:

This committee will assist the Chairperson in the selection of any speakers, presentations and educational activities appropriate for the Lincoln Day Dinner and at the meetings of the Executive Committee. They also will coordinate and assist the Chairperson on the selection/arrangements of alternate sites for the aforementioned events.

Other duties include parade coordination and any other activities deemed desirable by the chairperson and/or the Executive Committee.

Section 2 – Other Committees:

The County Chairperson may appoint other Ad Hoc Committees, or sub-committees of standing committees, as may be necessary to carry out the administrative duties and goals of the organization. Examples of such committees are: By-laws, Auditing, and Public Relations/Advertising, etc.

The Chairperson(s) of these committees shall be determined by the County Chairperson.

ARTICLE VI – SPECIAL SPENDING AUTHORITY

All expenditures of the organization require approval by the majority of the Executive Committee members attending regular meetings of the organization. Occasionally, however, it may be necessary to commit organization funds between meetings, prior to the reading of bills and final approval. This article provides for special spending authority.

The County Chairperson has authority to commit funds of the organization, related to fulfilling the goals and intended purposes of the organization, up to \$100.00 per item, or a total of \$300.00, without prior approval. This authority is increased to a total of \$500.00 with the approval of at least two (2) of the remaining officers of the Executive Committee i.e. Vice-Chairperson, Secretary and Treasurer.

ARTICLE VII – PRECINCT DELEGATES

Section 1 – Role and Responsibility:

The duty of a Precinct Delegate is to represent his or her precinct at county conventions.

They include: the Fall County Convention, held 8 to 25 days after the August primary election, for the purpose of electing delegates and alternate delegates to the State Convention (which selects Republican candidates for state offices); the County Convention, held in January or February in odd-numbered years, to elect delegates and alternate delegates to the February State Convention (which is held to select party leadership positions on the State committee); and the County Spring Convention, held in Presidential election years to elect delegates and alternate delegates to the Spring State Convention (for the purpose of electing delegates and alternate delegates to the Republican National Convention).

Section 2 – Election:

Precinct Delegates are elected in the Republican August primary election in even numbered years, the number of which is dependent on the Republican vote for Michigan Secretary of State or President of the United States in the preceding general election, whichever is the latest. The Chairperson of the Executive Committee also is authorized to select the formula as to the number of

votes applicable for each precinct delegate, i.e., a total vote of 600 for Secretary of State, using the formula of 200 votes per precinct, would result in the authorization of three (3) precinct delegates for that precinct. A selected formula of 300 votes/Precinct Delegate results in two (2) precinct delegates. There currently are one to five (1-5) Precinct Delegate openings in each of the 28 cities or townships in the county.

Precinct Delegate positions also can be filled, either on a permanent or temporary basis, at any county convention, at the discretion of the duly authorized delegates to the convention.

Delegate positions may be filled on a temporary basis, for a particular convention, where the duly elected Precinct Delegate fails to attend the convention, or to fill an open slot where no delegate was elected. Delegate positions also may be filled on a permanent basis where a vacancy results from a Precinct Delegate, duly elected, having resigned, or changed voter registration out of the precinct from which the precinct delegate was elected, or to fill a vacancy in a precinct where no Precinct Delegate was elected. The filling of Precinct Delegate positions is by a majority vote of the Precinct Delegates present only, and vacancies must be filled by persons who are registered electors residing in the precinct in which a vacancy occurs.

ARTICLE VIII – USE OF ORGANIZATION FUNDS

Section 1 – Banking and Appropriation of funds:

All organization funds contributed to or received on behalf of the Montcalm County Republicans shall be deposited in a common account. All expenditures, withdrawals or appropriations therefore shall be made only upon the authorization of the Treasurer or the Executive committee, except as provided for in Article VI – Special Spending Authority. Checks shall be drawn by the Treasurer and countersigned by the Chairperson, or other officer.

Section 2 – Intent:

All organization funds should be used to further the organization’s purposes and goals.

ARTICLE IX – USE OF PROXY VOTES

Section 1 – Delegates to County Conventions:

No delegate elected to a county convention shall give a proxy to represent him/her at such conventions in accordance with Michigan Election law, (168.609), and Republican Party of Michigan rules for County Conventions.

ARTICLE X – PARLIAMENTARY AUTHORITY

The rules contained in *Robert’s Rules of Order*, revised, shall govern all meetings of the Executive and County Committees and all committees and sub-committees appointed by these bodies, which are not inconsistent with these bylaws, unless otherwise approved by any of these bodies prior to or during the conduct of these meetings.

ARTICLE XI – AMENDMENTS

All proposed amendments to these bylaws shall be first submitted in writing and presented to the Executive Committee at least thirty (30) days prior to the date on which such proposed amendments are

to be voted. Adoption of an amendment requires a favorable two-thirds (2/3) vote of the committee members in attendance at a regular meeting.

ARTICLE XII – ENDORSE

A. It shall be the Policy of the Executive Committee not to endorse or support individual candidates in contested Republican primary elections, except as provided in Section B.

B. The Executive Committee may endorse, support or disavow an individual candidate in contested Republican primary election; provided that resolution to endorse or disavow a particular candidate be adopted by two thirds (2/3) of the Executive Committee present and voting, and provided notice of the resolution is given, with the consent of the candidate to be endorsed where an endorsement is proposed.

ARTICLE XIII - DISSOLUTION OF EXECUTIVE COMMITTEE

In the event that this committee would dissolve, the final action of the Executive Committee shall be to donate remaining funds to a benefactor or benefactors chosen by the Executive Committee.

ARTICLE XIV – EFFECTIVE DATE OF THESE BY-LAWS AND AMENDMENTS TO THEM

These By-Laws and all amendments to them are effective on their adoption by the Executive Committee; and they supersede all prior motions/resolutions adopted in Executive Committee meetings.

Originally adopted on January 15, 1986

Amended April 15, 1992, in accordance with the provisions of the original document.

Amended January 7, 2003, in accordance with the provisions of the original document.

Amended January 18, 2006 in accordance with the provisions of the original document.

Amended October 26, 2006 in accordance with the provisions of the original document.

Amended June 21, 2007 in accordance with the provisions of the original document.

Amended May 21, 2009 in accordance with the provisions of the original document.

Amended May 19, 2011 in accordance with the provisions of the original document.

Amended May 16, 2013 in accordance with the provisions of the original document.

Amended April 16, 2015 in accordance with the provisions of the original document.

Amended May 18, 2017 in accordance with the provisions of the original document.

Jackie Champlin Chairperson
Jackie L. Champlin

Caleb Robbins Vice Chairperson
Caleb Robbins

Diane Fountain Secretary
Diane Fountain

Marty Posekany Treasurer
Marty Posekany

By laws changes proposed on 18 April 2019 and read a second time on 16 May 2019 were rejected by majority vote at the 16 May 2019 meeting. Bylaws stand as published on 18 May 2017 with no changes for 2019.

Jackie L. Champlin, Montcalm County Chairperson: Jackie Champlin

No By Laws changes were brought forth and the 2021 By Laws Committee recommended no changes. The

2017 By Laws remain current. Michael Williams, Montcalm County Chair: Michael Williams