

## STANDING RULES

1. Standing Rules supplement the Bylaws and are adopted as needed. These may be amended, with previous notice, by a majority vote of those present and voting, or by two-thirds vote without previous notice.
2. A minimum balance of two thousand, five hundred (\$2500) dollars should be retained in the PRW account at the end of each fiscal year.
3. The following expenses will be paid by PRW for these leadership expenses.
  - a. National Federation of Republican Women's Convention. The delegate and alternate's registration, transportation, and lodging will be reimbursed at 100% subject to approval of the Executive Board. Half of the room cost will be reimbursed to each member for the designated convention hotel. Meals will be provided by each delegate and alternate.
  - b. Texas Federation of Republican Women's Convention. All delegates and alternates will be reimbursed to cover the cost of registration. Delegates and alternates are expected to attend all sessions. Reimbursement will be made upon return from the convention.
  - c. Leadership Development. The organization will pay registration for two members to attend leadership development as budgeted. The training is held in Austin in January annually.
  - d. Legislative Day. The club will pay the registration for the President. All other members will pay her own registration, travel, and lodging expenses.
  - e. Campaign Management School. The club will pay registration for two members to attend as budgeted.
4. The officers should have preference before members in the selection of delegates.
5. All delegates for the National and Texas Federations shall be required to submit a written report on convention activities to be given orally at the meeting and for submission to the newsletter.
6. The Club shall be provided with a TFRW Patron's membership.
7. The President shall be provided with a Patron's membership. Officers and standing committee chairmen shall be expected to attend all Executive Board meetings and regular meetings.
  
8. The past recipients of the Ten Outstanding Women shall compose the committee to choose the next candidate.
9. Officers and standing committee chairmen shall be expected to attend all Executive Board meetings and regular meetings.
10. When Election Day falls on the 1<sup>st</sup> Tuesday of the month our Board Meetings will be held on the Wednesday immediately following the election

## POLITICAL ACTION HOURS

All hours count for activities that are political in nature or support the Republican philosophy. This includes in-person and conference or web-based events.

1. Paid hours count if not your primary income. Hours as Election Judge, Clerk Poll watcher, door knocking, phone bank calling and other activities.
2. Hours for elected officials who receive a stipend salary can be counted. Such as Texas State Senators and Representatives, some city council and school board members. Don't forget to count the hours of time they spend out and about the community.
3. Hours for your club meetings, general monthly meetings, board, committee meetings including travel time.
4. Work done for campaigns, including all work for mailings, preparing signs, telephoning, door knocking, poll greeting etc. Work can be performed at any location, home, campaign headquarters, GOP offices, polling locations. Include any travel time.
5. Hours spent at a special event, including all organizing, planning and cleanup. Even events you pay for or are compensated for.
6. All hours at Texas Federation board meetings, events, conventions, training, includes event preparation and travel time.
7. Any hours spent as a precinct chair or assisting your precinct chair.
8. Travel and time spent at Republican Party events, including County Executive meetings, SREC meetings, Precinct conventions, County/SD Conventions, State convention, National Convention.
9. Party Committee work, local or state. Includes any committee meetings, and preparation.
10. Volunteering at TFRW headquarters or local GOP headquarters
11. Committee work performed for appointments made at the local, county or state level. Includes travel time, preparation, and associated activities.

12. Political candidates may count all campaign hours.
13. Work on local “non” partisan elections counts, if work is done for known Republican candidates, this includes city and school board elections.
14. SREC work, including time spent creating reports, committee work, quarterly meetings, updating local CEC and clubs.
15. Voter registration work, include time and travel to become certified, and drop off forms. Set up and work on Voter registration drive booth/events, include clean up and time spent voting.

Members that are running for election or reelection are not eligible with campaign hours for Volunteer of the Year for the Club.

You can report your hours at [www.planorepublicanwomen.org](http://www.planorepublicanwomen.org)

#### Tracking of Political Calls

You will track your number of political calls separately from your hours. Note: the time spent making calls counts under your political action hours

- Calls of a political nature or for club activities
- Time spent voting.
- Calls made to elected officials
- Calls made for voter registration, GOTV
- Calls made for campaigns
- Calls to remind members of club meetings/events/membership
- Calls in support or opposition to legislation

Revised August 10, 2024