Van Buren County Republican Women's Club

By-Laws

Article I Name

The name of this club shall be the VAN BUREN COUNTY REPUBLICAN WOMEN'S CLUB.

Article II Purpose

Section 1. To increase the effectiveness of women in the cause of good government;

Section 2. To inform the public through political education and activity;

Section 3. To foster loyalty to the Republican Party at all levels of government;

Section 4. To promote the principles of the Republican Party;

Section 5. To work for the election of the Republican Party's candidates in all elections, including non-partisan elections.

Section 6. To support the policies and objectives of the National Federation of Republican Women (NFRW), the Republican Women's Federation of Michigan (RWFM), the Republican National Committee, and the Republican State Committee of Michigan.

Article III Policy

Section 1. The Club as a whole and its President shall not 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 Club.

Neither the Club nor an individual member shall advocate a split ticket, support an opposition party candidate, or act against the NFRW or RWFM policies and bylaws.

An officer of the organization who is a candidate or whose spouse or family member is a candidate shall be exempt from this rule; however, they may not do so in the name of the organization or by utilizing the logo or stationery of the NFRW, RWRM, or this Club.

Section 2. The president of this club wishing to give her support to a candidate with opposition during a pre-primary campaign, shall resign her office immediately.

Section 3. Any member filling an elective post of the Executive Board of this club shall not have to resign her office upon becoming a candidate for public office.

Section 4. No monies of this organization shall inure to the benefit of any specific candidate before a primary.

Article IV Affiliation

Section 1. This club shall be affiliated with the Republican Women's Federation of Michigan (RWFM) and the National Federation of Republican Women (NFRW) and shall at all times recognize the regularly established governing bodies of the Republican Party.

Article V Membership

Section 1. PRIMARY MEMBERSHIP

A. Any Republican woman who believes in the philosophy of the Republican Party and supports the objectives and policies of this organization shall be eligible for membership.

B. A member in good standing shall be a member who has paid the required dues for the current calendar year.

Section 2. ASSOCIATE MEMBERSHIP

A. Any woman who is a primary member of another Federated Women's club who supports the objectives and policies of this club shall be eligible to become an associate member upon payment of required annual dues.

B. Associate members cannot hold office, vote, or be counted in determining the number of delegates to NFRW or RWFM meetings or conventions.

C. Republican men may be associate members but cannot make motions, hold office, have a voice, vote, or be counted in determining the number of primary members.

D. Associate dues remain with the club. Associate members are not reported to the RWFM or NFRW.

Section 3. HONORARY MEMBERSHIP may be conferred upon any person who has meritoriously served the VBCRW, upon the recommendation of the Executive Board. The annual dues shall be paid by the local club.

Section 4. All members shall be registered voters.

Section 5. Club attendance is for members and their invited guests.

ARTICLE VI Dues

Section 1. The fiscal year shall be from January 1 through December 31.

Section 2. Membership dues shall be payable no later than December 31 and shall be delinquent March 1. Dues collected in November and December may be applied to the following year's membership. Dues shall be determined by vote of the membership.

Section 3. The Club shall pay RWFM dues and NFRW per capita dues, and the annual service charges on behalf of its members, with the first payment of the year to be made no later than December 31 of each year.

Article VII Officers and Executive Board

Section 1. The elected officers of this club shall be President, Vice President, Secretary, Treasurer and others deemed necessary by the President.

Section 2. The elected officers and the immediate past president shall constitute the Executive Board, who shall meet at the call of the President.

Section 3. The officers shall be elected at the November meeting in the odd numbered years for a term of two (2) years, beginning on January 1, or until their successors are elected.

Section 4. A vacancy in the office of President shall be filled by the Vice President. All other vacancies in elected office shall be filled by election by the membership at the first meeting following the creation of the vacancy.

Section 5. Two unexcused absences from regular meetings of the Executive Board in any one year, may result in expulsion from the Executive Board. Excused absences are determined by the President.

Section 6. Members of the Club may be removed in accordance with the adopted NFRW Removal Policy- Special Rules for the following reasons:
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 Duties of Officers

Section 1. The duties of the **President** shall be:

To preside at all meetings of the Club and of the Executive Board of the Club.

Represent the organization at all times or designate a member of the Executive Board as representative/proxy in her absence or inability to do so.

To appoint the chair of all committees.

To be ex-officio member of all committees, except the nominating committee.

To call the number of meetings required by the NFRW or more.

Section 2. The duties of the **Vice President** shall be:

To perform the duties of the President in her absence.

To perform such other duties as may be assigned to her.

Section 3. The duties of the **Secretary** shall be:

To take the minutes of all meetings of the Club and of the Executive Board.

To read or present the minutes at each meeting.

To notify all members of each meeting.

To conduct such correspondence as may be assigned to her.

Section 4. The duties of the **Treasurer** shall be:

To be custodian of all funds and keep accurate accounts.

To submit regular reports of such funds at meetings of the Club and the Executive Board, or to a Financial Review Committee as may be appointed by the President.

Prepare and submit an annual budget for approval by the membership.

To pay the dues required to keep the club in good standing with the RWFM and with the NFRW.

To pay all bills incurred by the Club after approval by the membership at the previous meeting or by the Executive Board.

To maintain a current membership list.

Comply with all state elections and reporting requirements.

Section 5. All officers and all committee chairs shall deliver all records, files, and properties of the Club to their successors upon retiring from office, unless otherwise directed by the President or the Executive Board.

Article IX Meetings

Section 1. REGULAR MEETINGS. A minimum of five (5) regular meetings shall be held during the Club year. These meetings shall be held as decided by the President or Executive Board. A quorum at Club meetings shall be twenty-five percent (25%) of primary members.

Section 2. SPECIAL MEETINGS. Special meetings may be called by the President upon the request of two members of the Executive Board or by twenty percent (20%) of the primary members of the Club. The purpose of the meetings shall be stated in the call, with no other business to be transacted at the meeting. At least a five-day notice shall be given to all members for any special meeting.

Section 3. ANNUAL MEETING. The November meeting will be designated as the Annual Meeting.

Section 4. VOTING. A vote of the Club or Executive Board may be conducted by mail, telephone, fax, email, or other approved electronic means between meetings, provided there is participation by a majority of the members of the body. The vote shall be ratified and entered into the minutes at the body's next regular meeting.

Section 5. NOTICE. Notice for all meetings may be mailed or sent electronically.

Article X Nominations and Elections

Section 1. A nominating committee of at least three (3) members shall be appointed by the President thirty (30) days prior to the meeting at which officers are to be elected. Additional candidates may be nominated from the floor. No officer may simultaneously run for more than one office.

Section 2. Election of officers shall be in November of the odd numbered years for the following term of two (2) years, beginning January 1.

Section 3. Officers shall be elected every two (2) years by ballot by a simple majority vote except when the number of candidates does not exceed the number to be elected. In such cases, the election may be by voice vote.

Section 4. Officers may run for a second consecutive term.

Article XI NFRW and RWFM Convention Delegates

Section 1. The Club shall elect representatives to the RWFM and NFRW conventions in the method set forth in the RWFM and NFRW bylaws.

Section 2. Election of delegates and alternates shall take place at a general meeting at least 30 days before the RWFM and NFRW conventions.

Section 3. A member may be counted in one local club only for the purpose of delegate representation at the RWFM and NFRW conventions and this will be the only local club in which she may hold office. Her dues and name shall be submitted to the NFRW for this local club only.

Article XII Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Van Buren County Republican Women's Club in all cases to which they are applicable and in which they are not inconsistent with the by-laws and any special rules of order the VBCRW may adopt.

Article XIII Amendments

These By-Laws may be amended at any regular meeting by a two-thirds vote of members present, provided the proposed amendment was submitted to all members in writing at the previous meeting or by mail or e-mail, ten days before it is to be voted upon.

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. If the Van Buren County Republican Women's Club dissolves, all assets, including any remaining funds, shall be distributed to the Republican Women's Federation of Michigan. None of the assets shall be distributed to any member or officer.

These bylaws approved and adopted by the Van Buren County Republican Women's Club on September 25, 2023.

_____, Secretary

VAN BUREN COUNTY REPUBLICAN WOMEN'S CLUB

CODE OF CONDUCT POLICY

A. Make sure all members are aware of our Club's Purpose stated in By-Laws Article II:

Section 1. To increase the effectiveness of women in the cause of good government;

Section 2. To inform the public through political education and activity;

Section 3. To foster loyalty to the Republican Party at all levels of government;

Section 4. To promote the principles of the Republican Party;

Section 5. To work for the election of the Republican Party's candidates in all elections, including non-partisan elections; and

Section 6. To support the policies and objectives of the National Federation of Republican Women, the Republican Women's Federation of Michigan, the Republican National Committee, and the Republican State Committee of Michigan.

B. Appropriate public behavior and language is expected of members and their guests at all meetings and events.

C. Privacy of records, such as membership lists and financial records, shall be kept within the membership.

D. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Van Buren County Republican Women's Club in all cases to which they are applicable and in which they are not inconsistent with the by-laws and any special rules of order the VBCRW may adopt.