

**WASHINGTON COUNTY REPUBLICAN PARTY OF UTAH BYLAWS**  
**Amended by the Washington County Central Committee**  
**May 16, 2024**

**ARTICLE I**

NAME, PURPOSE AND MEMBERSHIP

- A. Name. The name of this organization shall be the Washington County Republican Party of Utah.
  
- B. General Purposes. The mission of the Washington County Republican Party is to communicate with, educate, motivate, and unify Republicans and others who share similar conservative values and principles in order to elect Republican candidates and to continually promote the principles espoused by the Constitution of the United States and the Republican Party Platform.
  
- C. Membership. Party membership is open to any resident of Washington County who registers to vote as a Republican.

**ARTICLE II**

REPUBLICAN PARTY DOCTRINE

- A. Party Platform. The Utah Republican Party Platform sets forth the principles that embrace the Party's conservative philosophy and ideology. It is important that all Republicans know and understand the Party Platform, and it is essential that the elected Republican Party officials, County officials and State legislators are guided by these principles.
  
- B. Candidate Disclosure. Republican candidates who wish to run for an elected office (County Officers, Representatives to the State Central Committee, County Officials, and State Legislators who are nominated at the County Convention shall submit a disclosure statement to the County Party Secretary at least fifteen (15) days prior to the County Party Convention. The disclosure statement shall specify either:
  - 1. I have read the Utah Republican Party Platform. I support that Platform and accept it as the standard by which my performance as a candidate and as an officeholder should be evaluated. I certify that I am neither a candidate, officer, delegate nor position holder in any party other than the Republican Party.

or

  - 2. I have read the Utah Republican Party Platform. Except for the provisions specifically noted below, I support that Platform and accept it as the standard by which my performance as a candidate and as an officeholder should be evaluated. I certify that I am neither a candidate, officer, delegate nor position holder in any party other than the Republican Party.

- C. The disclosure statement shall be submitted in a format prescribed by the County Executive Committee. A form for such submission shall be available through the County Party Secretary or the County Party internet site.
- D. Candidate disclosure statements and any exceptions noted therein shall be made available to delegates attending the Convention. Should any candidate fail to submit the Disclosure Statement, the Party Chair will announce this failure immediately prior to commencement of nominations for that candidate's office.
- E. Republican candidates for partisan, public office, who meet or exceed the county or state convention threshold, shall have submitted a Candidate Disclosure statement to the County Party Secretary prior to receiving any public, volunteer, administrative, and financial support of the Party. Party support shall be offered equally to convention winners.

Republican candidates for partisan, public office, who win a primary election, shall have submitted a Candidate Disclosure statement to the County Party Secretary prior to receiving any public, financial, volunteer, and administrative support of the Party.

- F. Delegate Agreement Form. Republican candidates who wish to run for an elected office (County Officers, Representatives to the State Central Committee, County Officials, and State Legislators) shall submit a Delegate Agreement Form to obtain the list of current delegates and their contact information for campaign purposes only.
  - 1. Candidates shall agree:
    - a. To fully participate in the Caucus/Convention.
    - b. To safeguard the list and maintain care and confidentiality.
    - c. To use the list only for campaign purposes and not to sell or disseminate the list for any other purpose.
    - d. To be the only person allowed to share the list, meaning those whom they share the list with will not share the list with anyone else. As a candidate shares the list, they will immediately provide those names/entities to the WCRP and submit a delegate agreement form from them.
    - e. To ensure that those they have shared the list with agree will include their name/entity and the candidacy in any method of campaigning they participate in on the candidate's behalf.
    - f. That upon the completion of the election process relating to the current campaign for public office, and/or upon any request of the WCRP, that they and those they've shared the list with will return the Delegate List, destroy all copies or records thereof, and refrain from any further use.
  - 2. Candidates shall be asked to sign the "PLEDGE OF FAIR CAMPAIGN PRACTICES."

### **ARTICLE III**

#### **OFFICERS, OFFICIALS AND DELEGATES**

A. Executive Committee Officers. The officers of the County Party shall be the following: Chair, Vice-Chair, Secretary, Treasurer and Legislative District Chairs. All officers of the County Party are elected for a term of two (2) years.

1. Duties of Executive Officers.

- a. Chair. The Chair, in addition to the duties charged by statute, shall be the chief executive officer of the Republican Party in Washington County and shall preside over all meetings of the County Central Committee and the Executive Committee. The Chair shall effectuate the policies and shall perform all duties as may be prescribed by these By-Laws or as may be assigned by the Executive Committee or the County Central Committee.
- b. Vice-Chair. The Vice-Chair shall assist the Chair and exercise the powers of the Chair during any absence or disability and shall perform such other duties as may be assigned by the Chair, the Executive Committee or the Central Committee.
- c. Secretary. The Secretary shall keep the minutes of all meetings of the Central Committee and the Executive Committee and shall be custodian of the minutes, files and records of each of these committees as delegated. The Secretary shall also receive letters of intent as set forth in Article IV-A2b, herein, and report filings to the Executive Committee on the day following the filing deadline.
- d. Treasurer. The Treasurer shall account for all monies of the County Party and keep regular books of account. The Treasurer shall, whenever required to do so by the Central Committee or Executive Committee, make and exhibit a report of the treasury and submit the books, records, and vouchers for examination and/or audit. The Treasurer will submit all reports required by state and federal election laws.
- e. Legislative District Chairs. Each Legislative District Chair shall be responsible for the organization in his/her legislative district and for performance of such other duties as may be assigned by the Executive Committee or the County Central Committee. Said Legislative District Chairs may appoint Vice-Chairs with the approval of the Executive Committee, as may be necessary. Legislative District Chairs may appoint and remove Area Representatives, not to exceed ten (10) per district, to help oversee and coordinate the activities of designated Voting Precincts within their respective district. The Area Representatives serve at the will of the Legislative District Chairs.

2. Election of Executive Officers.

- a. Election. Officers shall be elected for a term of approximately two (2) years at the County Organizing Convention held in odd-numbered years in accordance with the provisions of the Utah election laws and the Constitution and Bylaws of the State Republican Party.

- b. Filing. Any individual desiring to run for a County Executive Committee office must file a letter of intent with the Executive Committee Secretary no less than fifteen (15) days prior to the County Organizing Convention in order for his or her name to appear on the ballot.
  - c. Nominations from the Floor. In the event no candidate files for an office to be filled by an election at an Organizing Convention, nominations may be made from the floor. Floor nominations must come from a credentialed member of the convention and be seconded by a credentialed member before being accepted by the Chair and then voted on by the appropriate body.
  - d. Qualifications. All candidates shall be U.S. Citizens who have resided in Washington County for at least one (1) year, must reside within the area they are elected to represent, must be at least eighteen (18) years of age, registered Republicans for at least the last twelve months, and not an officer, delegate, candidate or registered affiliated voter of any other political party. An Officer shall not be a candidate for an elected (partisan) public office and resignation as a Party Officer will be automatic immediately upon such filing.
3. Replacement of Officers.
- a. Vacancies. See Article X, Section C.
  - b. Removal. Any officer may be removed by a two-thirds (2/3) vote of all the voting members in attendance at a properly noticed and convened meeting of the County Central Committee.
- B. Precinct Officials. County Precincts shall be presided over by a Chair, Vice Chair, Secretary and Treasurer. The position of Treasurer may be combined with the secretary.
1. Duties of Precinct Officers.
- a. Precinct Chair. The Chair shall be responsible for educating, informing and gathering the precinct, conducting Caucus meetings, and participating in all County Central Committee meetings. The precinct chair shall be responsible for cooperating with the legislative chair on caucus trainings and any other business set forth by the executive committee.
  - b. Vice Chair. The Vice-Chair shall assist the Chair and exercise the powers of the Chair during any absence or disability and shall perform such other duties as may be assigned by the Chair, the Executive Committee, County Central Committee, or Legislative District Chair, and shall participate in all County Central Committee meetings.
  - c. Secretary. The Secretary shall assist the Chair in its responsibilities, including the elections at the Caucus meetings, and be the custodian of the Voting Precinct's election results, files, and records.

- d. Treasurer. The Treasurer shall account for all monies of the Precinct and keep regular books of account. The Treasurer shall, whenever required to do so by the Precinct, County Central Committee, or Executive Committee, make and exhibit a report of the treasury and submit the books, records, and vouchers for examination and/or audit. The Treasurer will submit all reports required by state and federal election laws.
  2. Election. Precinct Officials are elected at the biennial Caucus meeting held on even numbered years and serve a term of two (2) years. The Secretary and Treasurer may be elected or appointed at the discretion of the newly elected chair.
  3. Qualifications. Precinct Officials shall be U.S. citizens who have resided in Washington County and the designated precinct boundaries for at least thirty (30) days prior to the caucus meeting, at least eighteen (18) years of age, registered Republicans, and not officers, delegates, candidates or registered affiliated voters of any other political party.
  4. Replacement. See Article X. State and County Delegates who do not respond after three (3) good-faith attempts at contact by the County Party by way of email, phone call, or text can be replaced according to the instructions set forth in Article X.
- C. State and County Delegates.
1. Duties of Delegates
    - a. State Delegates. State Delegates shall prepare for and attend the State Convention and participate in the selection of Republican candidates.
    - b. County Delegates. County Delegates shall prepare for and attend the County Convention and participate in the selection of Republican candidates.
  2. Election. Delegates are elected at caucus meetings with the exception of Officer Delegates who are elected at the County Convention, all for a term of two years. Precincts elect the number of State and County Delegates authorized by the Executive Committee, based upon Relative Republican Strength allocation, less the number of Officer Delegates.
    - a. For County Delegate allocation Relative Republican Strength shall be calculated by aggregating the total combined county Republican votes cast at the most previous partisan election for county elected officials that are on the ballot (including Utah House District Representatives, County Commission Seat A, B, C, Attorney, Assessor, Clerk/Auditor, Recorder, Sheriff, Treasurer), excluding the vote for any candidate who had no opposition. Each precinct's portion of the aggregate vote shall be calculated on a strict percentage basis.
  3. Qualification. Delegates must be U.S. citizens who have resided in Washington County and the designated precinct boundaries for at least thirty (30) days prior to the caucus meeting, at least eighteen (18) years of age as of election day in November of the same year, registered

Republicans, and not officers, delegates, candidates or registered affiliated voters of any other rival political party.

4. Replacement and Substitution. See Article X.

D. Officiary Delegates.

1. Officiary Delegates. Officiary Delegates are those elected County Party Officers (Chair, Vice-Chair, Secretary, Treasurer and Legislative Chairs); all members of the State Central Committee; Republican County Officials (Commissioners, Assessor, Attorney, Clerk/Auditor, Recorder, Sheriff, and Treasurer), and Washington County Republican State Legislators (elected officials residing in Washington County for House and Senate Districts partially or entirely within Washington County). The Officiary Delegates represent the county or district that elected them and vote for county and state races and for the races from the legislative districts in which they reside.
2. Eligible Officiary Delegates. Eligible Officiary Delegates shall become county and state delegates upon election to a qualifying office at the County Convention.
3. Mandatory Resignation. State or County Delegates elected by the precinct at caucus meetings who subsequently become officiary delegates by virtue of the election process shall be automatically removed from the precinct delegate positions so that those positions can be reassigned.

E. Election Judges.

1. Responsibilities. Election Judges have the legal duty and responsibility to conduct the Primary and General elections according to the procedures set forth in the Utah Code.
2. Application. Precinct officials are encouraged to solicit three (3) qualified precinct volunteers to make application to be Election Judges. Completed applications are submitted to the County Clerk, who makes assignments from the pool of judges. Applications must be renewed every two years coincidental to the biennial caucus meetings.
3. Qualifications. Applicants must be registered voters, competent and trustworthy persons. They must attend required training classes and declare themselves physically able to perform the duties of an Election Judge.

## ARTICLE IV

### COUNTY CENTRAL COMMITTEE

- A. Powers. The County Central Committee shall be the governing and policy-making body of the Party and shall exercise those powers conferred upon it by law, these By-Laws, and by the Utah State Republican Party.

- B. Membership. Voting members of the County Central Committee include the following:
1. Members of the County Executive Committee and all Washington County members of the State Central Committee.
  2. All Precinct Chairs and Vice-Chairs.
  3. Elected Republican County officials and Republican State Legislators (elected officials residing in Washington County for House and Senate Districts partially or entirely within Washington County).
- C. Regular Meetings. The County Central Committee should hold a Regular Meeting at least twice annually, which shall be scheduled and called by the County Executive Committee. If the CCC has no business to conduct at the second meeting, the Executive Committee may elect to dispense with the second CCC meeting, but the CCC shall be convened no less than once per year.
- D. Special Meetings. The County Central Committee may hold Special Meetings, which may be called by the Chair or thirty three percent (33%) of the voting members of the County Central Committee.
- E. Quorum. In order to conduct binding business, the County Central Committee must have a quorum in attendance, defined as twenty five percent (25%) of the eligible voting members.
- F. Notice of Meetings. Notices for Regular Meetings shall include the date, time, place and agenda and shall be sent at least two weeks prior to the meeting. Notices may be either mailed or emailed. Notice for a Special Meeting shall be sent at least one week prior to the meeting. The County Central Committee shall not conduct business at any meeting that has not been properly noticed.
- G. Dissolution. The Washington County Republican Party (WCRP) may be dissolved by a three-quarters (3/4) majority vote of all members of the County Central Committee at a meeting of the County Central Committee, provided that notice of the dissolution has been submitted to all County Central Committee members at least 30 days prior to said meeting. In the event of dissolution, the Executive Committee shall, after payment of all liabilities of WCRP, distribute any remaining assets to the Utah State Republican Party. None of the assets shall be distributed to any member or officer of the WCRP.

## ARTICLE V

### COUNTY EXECUTIVE COMMITTEE

- A. Powers. The executive powers of the County Central Committee shall be vested in the County Executive Committee. It shall be the duty of the County Executive Committee to coordinate County Party affairs with the State officials and to cooperate with the State Central Committee and its officers in conducting political campaigns and in carrying out the directions of the County Central Committee. The County Executive Committee may create and dissolve committees as the need arises.

- B. Membership. The voting members of the County Executive Committee shall include only the County Executive Committee Officers (Chair, Vice Chair, Secretary, Treasurer) and the Legislative District Chairs. The Officiary, non-voting members of the County Executive Committee include the State Central Committee members who are not also County Executive Committee Members.
- C. Quorum. In order to conduct binding business, the County Executive Committee must have a quorum in attendance, defined as a majority of voting members of the County Executive Committee.
- D. Neutrality. The County Executive Committee (including voting and non-voting members) and county Party paid staff shall not publicly endorse or oppose any Republican candidate for partisan, public office while the candidate is opposed by another Republican candidate for the same office unless said candidate meets or exceeds the county or state convention threshold.
- E. Committees. The County Chair, in its discretion and with the approval of the County Executive Committee, shall appoint subcommittees to assist with the work of the County Executive Committee. These Committees shall be advising bodies only. The County Executive Committee shall have at least the following Subcommittees:
  1. Bylaws committee. The Bylaws Committee shall review the County Bylaws and recommend any revisions to the County Executive Committee for approval by the County Central Committee.
  2. Fund Raising Committee. The Fund Raising Committee shall develop for approval by the County Executive Committee a program to raise and/or solicit funds to finance the activities, programs, and donations of the County Party.
  3. Messaging Committee. The Messaging Committee shall develop a program to use media resources to get the Party message out to the residents of Washington County and promote the activities initiated by the County Executive Committee.

## ARTICLE VI

### STATE CENTRAL COMMITTEE

- A. Duties. County members of the State Central Committee shall represent the County at the State Central Committee meetings and shall serve for two (2) years. As non-voting members of the County Executive Committee, they should attend Executive Committee meetings.
- B. Membership. The number of County representatives to the State Central Committee is determined by the State Party. The County Chair and Vice-Chair are automatic members. The remaining County representatives to the State Central Committee, shall be elected at the County Organizing Convention.
- C. Qualifications. Any individual desiring to run for the State Central Committee must file a letter of intent with the Secretary of the County Executive Committee no less than fifteen (15) days prior to



the County Organizing Convention in order for his or her name to appear on the ballot. All candidates shall be U.S. Citizens who have resided in Washington County for at least one (1) year immediately prior to the election, must be at least eighteen (18) years of age, a registered Republican, and not an officer, delegate, candidate or registered affiliated voter of any other political party. In the event no candidate files for an office to be filled by an election at an Organizing Convention, nominations may be made from the floor.

- D. In the event a State Central Committee Member is absent from two consecutive State Central Committee meetings, the member will be replaced per the method indicated in Article X.D. of these bylaws.

## **ARTICLE VII**

### **BUDGET**

- A. The County Budget. The Party Treasurer shall submit to the County Executive Committee a budget for the next fiscal year in sufficient time to allow review by the County Executive Committee and approval by the County Central Committee at the last meeting of the current fiscal year. The Executive Committee shall always retain a balance in the Party accounts.
- B. Fiscal Year. The accounting year end for the Party shall be December 31 of each year.

## **ARTICLE VIII**

### **CAUCUS MEETINGS**

- A. Precinct Caucus Meetings. Precinct caucus meetings shall be held in each even-numbered year on the date designated by the State Party. The County Party shall designate the locations through the Legislative District Chairs. The County Party shall give notice of each individual caucus meeting by notifying the local news media and posting at least three notices in each precinct. The current precinct officers shall conduct the entire meeting, even though new precinct officers are elected in the process.
  - 1. Caucus Participants. Caucus meetings shall be open to the public. Each participant shall be a U.S. Citizen who resides in the precinct and will be eighteen years of age prior to that year's general election. A participant shall not be a simultaneous officer, delegate, candidate or registered affiliate voter of any other political party. Precinct Chairs shall be provided with current voter registration lists in advance of the scheduled meetings. (Voter registration materials shall be available at the meeting for those who wish to affiliate as Republicans that night).
  - 2. Meeting Time and Agenda. The caucus meetings shall begin with a prayer, the Pledge of Allegiance and other agenda items as required by the State Party. The agenda shall provide for the election of precinct officers, County Delegates and State Delegates, as well as a solicitation of funds for the operation of the County Party. The Caucus meetings shall also solicit volunteers for election judges and volunteers to support the County election campaign efforts.

3. Documentation Requirements. A sign-in sheet shall be provided to record the names, addresses and telephone numbers of those in attendance. E-mail addresses are mandatory for anyone elected to any position. Required information about delegates shall be provided to county officials and candidates in a timely manner.

B. Election of Officers and Delegates:

1. Requirements. Elected Officers and Delegates must be U.S. citizens who have resided in Washington County and the designated precinct boundaries for at least thirty (30) days prior to the caucus meeting, at least eighteen (18) years of age as of election day in November of the same year, registered Republicans, and not officers, delegates, candidates or registered affiliated voters of any other political party. Candidates for Precinct Officers and Delegates must disclose to the body voting on their race if they have changed party affiliation within the past twelve months. Any discovered failure to disclose such information is grounds for replacement by the Executive Committee. They must also provide updated and accurate contact information to the party, including full name, phone number, address, and email address.
2. Precinct Officers. A Chair, Vice-Chair, and Secretary/Treasurer shall be elected at each caucus meeting.
3. Delegates to State Convention. At the caucus meetings, Precincts shall elect the number of State Delegates authorized and, in addition, shall elect two (2) alternate State Delegates. The number of State Delegates to be elected by the County is determined by the State Party and is based on the Relative Republican Strength. That number, less the number of Officer Delegates, is then divided among the precincts by the County Executive Committee using the same formula. The County Party shall submit the State Delegate list to the State Party no later than two (2) weeks prior to the State nominating Convention.
4. Delegates to County Convention. Delegates to County Convention. At the caucus meetings, Precincts shall elect the number of County Delegates authorized. In addition Precincts shall elect four (4) alternate County Delegates. The County Executive Committee shall designate, based upon the Relative Republican Strength of each precinct, the number of delegates to be elected at each precinct caucus meeting. The total number of County delegates shall be based on an average of five (5) delegates per precinct. The County Delegate number shall be redetermined after each Census year.
5. Alternate Delegates. There shall be a separate pool of State Delegate Alternates and a separate pool of County Delegate Alternates, who shall likewise be elected for a period of two (2) years. A record of the separate Alternate pools shall be kept along with a record of the number of votes each received, to maintain the order of delegate replacement. A replaced delegate will fall back into the Alternate pool in the order of the votes received. The Alternate Delegates shall meet the same qualifications as other Delegates.

- C. Cancellation or Postponement of Caucus Night. If the Utah State Republican Party cancels or postpones caucus night due to an unforeseeable act of God, all officers, delegates, and alternate delegates elected at the previous caucus night shall, upon notification, serve in their current assignments until such a time as they resign or a new caucus night is held, as determined by the Utah State Republican Party.

## ARTICLE IX

### COUNTY CONVENTIONS

- A. Organizing Convention. On or before August 15 in each odd-numbered year, a County Organizing Convention shall be held to elect County Party officers and representatives to the State Central Committee. Notice of the Convention shall be sent either by mail or by email to every properly qualified County Delegate at least two (2) weeks prior to the Convention.
1. General. Delegates shall elect a County Party Chair, Vice-Chair, Secretary, Treasurer, Legislative District Chairs and Representatives to the State Central Committee.
    - a. The Convention shall begin promptly at the designated time, date and place.
    - b. The most current edition of Robert's Rules of Order shall be used to facilitate orderly procedures and communications during such meetings.
    - c. The County Party Chair shall conduct all business. In the event that the County Chair is a candidate in an election, he or she shall name another member of the Executive Committee as Chair Pro Tem to conduct said election during the convention.
    - d. Under the direction of the County Party Chair, the County Party Secretary shall handle official county-wide communications regarding the Organizing Convention prior to said convention. All communications shall be clearly signed as from either the County Party Chair or the County Party Secretary.
    - e. The Convention shall follow the prepared agenda provided in the mailing notice to the delegates. Any deviation from the agenda must be put in the form of a motion and requires a second and approval by a two-thirds (2/3) vote of the delegates present.
    - f. A motion to amend the Convention rules and procedures containing more than ten words must be made in writing and submitted to the Party Secretary by 12:00 noon ten days prior to the Convention (Washington County Republican Party, Attn: Secretary, P.O. Box 1508, St. George, UT 84771). Motions to amend the Convention rules and procedures containing ten words or less may be made verbally from the floor immediately following the second to the motion to adopt the rules and procedures.

- g. No policy resolutions may be submitted or heard at conventions, but shall be submitted and approved at CCC meetings, in accordance with the role of the CCC as the policy-making body of the County Party.
  - h. Quorum. In order to conduct binding business, an Organizing Convention must have a quorum in attendance, defined as the majority of the number of delegates who were credentialed at the designated convention, irrespective of whether some may have departed.
  - i. Strict neutrality shall be maintained within the seating area and stand of the premises employed for election purposes. Candidate signage may not be taken within said room or stand and seating area.
2. Delegates. Delegates to this Convention shall be the same persons who were elected and certified as County Delegates at the Caucus Meetings of the Washington County Republican Party held in the previous year (except where delegates have been duly replaced), together with those persons designated as Officiary Delegates.
- a. Delegates are required to display a delegate name tag issued for the Convention and may be required to show picture I.D. during the balloting process.
  - b. Delegates to the Convention who are neither present nor certified ten minutes past the scheduled time of the convening of the Convention shall be disqualified as delegates. Only certified delegates may vote at the Convention.
3. Nominating. At the time and place set for the County Convention, the name of each person who is qualified and has filed a letter of intent may be placed in nomination for the office for which the declaration was filed.
- a. Each candidate for a contested office shall be allowed a combined time as specified in the Convention rules for nomination, second (optional) and acceptance speech. Uncontested candidates may be elected by acclamation by a motion from the Convention floor.
  - b. Prior to nominations for a specific position, the County Executive Committee Chair shall make a report of any candidate who failed to submit a platform disclosure statement as prescribed by these Bylaws.
  - c. In the event no candidate files for an office or position to be filled by an election, nominations may be made from the floor.
4. Balloting. The Convention shall furnish prepared ballots for an electronic voting process with a manual voting back up plan. Provisions shall be made to accommodate voting for candidates nominated from the convention floor.

- a. Sample paper ballots shall be issued to delegates at the time of credentialing. At the conclusion of the nominations and speeches for all contested offices and positions, the polls shall be declared open by the Chair and closed five minutes after the Chair's final call.
  - b. Delegates may confirm their vote was recorded correctly. Votes shall not be changed after voting has been closed after the Chair's final call, except by a motion accepted by the body.
  - c. Candidates for contested offices receiving the most votes in any particular contest shall be declared the winner by the Convention.
  - d. Voting results shall be displayed by the name of the individual delegate to the body of the delegates after the vote is closed.
  - e. Delegate voting results shall be made available to precinct members fourteen (14) days following convention.
5. Officers shall be sworn in and then take office immediately following the adjournment of the convention. SCC members shall be sworn in and take office as prescribed by the Utah GOP Constitution and Bylaws normally following State Convention (currently found in Article XII section 6.F).
- B. Nominating Convention. At the time and place designated by the County Central Committee, the Convention shall be held (each even-numbered year) to nominate candidates for partisan offices. Notice regarding the Convention shall be mailed or emailed to every properly qualified County Delegate at least two weeks prior to the Convention.
1. General. Delegates shall elect candidates for County officials and Utah House Representatives and Senators for districts with boundaries identical to or completely within the boundaries of Washington County.
    - a. The Convention shall begin promptly at the designated time, date and place.
    - b. The most current edition of Robert's Rules of Order shall be used to facilitate orderly procedures and communications during such meetings.
    - c. The Convention shall follow the prepared agenda provided in the mailing notice to the delegates. Any deviation from the agenda must be put in the form of a motion and requires a second and approval by a two-thirds (2/3) vote of the delegates present.
    - d. A motion to amend the Convention rules and procedures containing more than ten words must be made in writing and submitted to the Party Secretary by 12:00 noon ten days prior to the Convention (Washington County Republican Party, attn.: Secretary, P.O. Box 1508, St. George, UT 84771). Motions to amend the Convention rules and procedures containing ten

words or less may be made verbally from the floor immediately following the second to the motion to adopt the rules and procedures.

- e. No policy resolutions may be submitted or heard at conventions, but shall be submitted and approved at CCC meetings, in accordance with the role of the CCC as the policy-making body of the County Party.
  - f. Quorum. In order to conduct binding business, a Nominating Convention must have a quorum in attendance, defined as the majority of the number of delegates who were credentialed at the designated convention, irrespective of whether some may have departed.
  - g. Strict neutrality shall be maintained within the seating area and stand of the premises employed for election purposes. Candidate signage may not be taken within said room or stand and seating area.
2. Delegates. Delegates to this Convention shall be the same persons who were elected and certified as County Delegates at the Caucus Meetings of the Washington County Republican Party last held (except where delegates have been duly replaced), together with those persons designated as Officiary Delegates.
- a. Delegates are required to display a delegate name tag issued for the Convention and may be required to show picture I.D. during the balloting process.
  - b. Delegates to the Convention who are neither present nor certified ten minutes past the scheduled time of the convening of the Convention shall be disqualified as delegates. Only certified delegates may vote at the Convention.
3. Nominating. At the time and place set for the County Nominating Convention, the name of each person who is qualified and has properly filed may be placed in nomination for the office for which the declaration was filed.
- a. Nominations shall be made for all contested offices and need not be seconded. Each candidate for a contested office shall be allowed a combined time as specified in the Convention Rules for nomination, second (optional) and acceptance speech. Uncontested candidates may be elected by acclamation by a motion from the Convention floor.
  - b. Prior to nominations for a specific office, the Convention Chair shall make a report of any candidate who failed to submit a platform disclosure statement as prescribed by these Bylaws.
  - c. When the number of candidates filing declarations of candidacy is no greater than the number of nominees required for the next General Election, those candidates shall be

declared to be the Party's nominees for those offices and shall not be required to run at either the Nominating Convention or in the Primary Election.

4. **Balloting.** The Convention may use multiple ballots or preference voting. The Party Central Committee shall certify the method of election at least thirty (30) days prior to the Convention. The Convention shall furnish prepared ballots for an electronic voting process with a manual voting back up plan.
  - a. Sample paper ballots shall be issued to delegates at the time of credentialing. At the conclusion of the nominations and speeches for all contested offices and positions, the electronic polls shall be declared open by the Chair and closed five minutes after the Chair's final call. Each delegate shall cast one vote for each office to be filled.
  - b. Delegates may confirm their vote was recorded correctly. Votes shall not be changed after voting has been closed after the Chair's final call, except by a motion accepted by the body.
  - c. When two candidates are nominated by the Nominating Convention for the same office, both candidates shall run in a primary election in accordance with Utah Code.
  - d. A candidate for an office who receives seventy percent (70%) or more of the votes cast at any point in the balloting process shall become the Party's Convention candidate with full support to advance in public elections. In the event the State of Utah amends SB54 in such a way that eliminates the signature path to the Utah Primary Ballot, the percentage above will automatically change to eighty percent (80%).
  - e. In the event three or more candidates are nominated for the same office and the Convention has chosen to use multiple ballots, the first ballot shall be used to reduce the number of candidates to three, if more than three candidates participate or by one, if three participate. Each subsequent ballot shall eliminate the lowest vote getter(s) until two candidates remain. The two top candidates shall participate in the final ballot.
  - f. Voting records of every individual delegate shall be visible to the body of the delegates after the vote is completed to ensure the vote was recorded correctly.
  - g. Delegate voting records shall be made available to precinct members fourteen (14) days following convention.
  - h. The Party Secretary shall certify to the County Clerk the names of the Party's candidates by 5:00 p.m. on the Monday after the Convention.

## ARTICLE X

### VACANCIES

- A. General. A vacancy whether arising from death, resignation, or disqualification, in any of the committees established or described in these bylaws, subject to the exceptions noted below, shall be filled by the County Executive Committee as herein stated.
- B. State and County Delegates. Precinct Chairs shall make replacement appointments to fill delegate vacancies first from the Delegate Replacement Pools in order of voting priority, and thereafter from within the precincts. If the vacancy cannot be filled from the Delegate Replacement Pools or from within the precinct, an appointment of a qualified resident from the Legislative District in which that precinct lies shall be made by the Legislative District Chair with approval from the County Executive Committee. With each replacement the Precinct Chair or Legislative District Chair shall complete a Replacement Form and deliver the same to the County Executive Secretary within seven (7) days of the appointment.
- C. County Executive Committee. In the event of a vacancy in the County Executive Committee, the County Central Committee shall meet within one hundred twenty (120) days after the vacancy occurs, or the next County Convention, whichever is sooner, upon no less than fifteen (15) days prior notice, for the purpose of electing a successor. In the interim, the County Chair is authorized to fill any such vacancy on a temporary basis, with the advice and consent of the County Executive Committee.
- D. State Central Committee Members. In the event of a vacancy of a State Central Committee Member, the County Central Committee shall meet within one hundred twenty (120) days after the vacancy occurs, or the next County Convention, whichever is sooner, upon no less than fifteen (15) days prior notice, for the purpose of electing a successor. In the interim, the County Chair is authorized to fill any such vacancy on a temporary basis, with the advice and consent of the County Executive Committee.
- E. Precinct Officials. In the event of a vacancy of a precinct official, the Precinct Chair, or Vice Chair, in the absence of a chair, of that precinct is empowered to appoint a successor. The appointment of a successor to any vacancy shall be limited to the remainder of the predecessor's unexpired term. In the absence of both a Chair and Vice Chair, the Legislative District Chair may appoint a Chair and Vice Chair with the approval of the Executive Committee. With each such appointment, the Precinct Chair shall complete a Replacement Form and deliver the same to the County Executive Secretary within seven (7) days of the appointment.
- F. Candidates.
  - 1. In the event a Party candidate who is involved in a contested primary resigns, dies or becomes incapacitated before the primary election, the remaining candidate shall be designated as the Party nominee.
  - 2. In the event a Party candidate resigns, dies or becomes incapacitated after nomination at a Convention or primary election, the candidate shall be replaced by the following method:



- a. A candidate for County or legislative office with a district totally contained within the boundaries of Washington county shall be replaced by the County Central Committee.
  - b. A candidate for legislative office with boundaries that encompass more than one county shall be replaced by the State Delegates elected from within the respective Legislative District at a special legislative caucus.
  - c. A candidate for any statewide, U.S. Senate or U.S. Representative office shall be replaced by the State Central Committee.
- G. Republican State Representative or Senator in the Utah State Legislature. When a vacancy occurs for any reason in the office of representative or senator in the Legislature, and the person vacating the office is a Republican, the members of the County Central Committee that reside in that State Legislator's or Senator's District, shall elect, by majority vote, a person to fill the vacancy, which name shall be forwarded to the party liaison. In the event that there are more than two (2) candidates nominated, the County Central Committee shall organize a vote for the County Central Committee members of the respective district, and shall use multiple ballots as set forth in Article IX, Paragraph B, 4 above. That liaison shall, before 5 p.m., within 30 days after the day on which the liaison receives notice of said vacancy, submit to the governor the name of the individual whom the party selected in accordance with the party's bylaws to serve as the interim replacement.
- 1. Requirements. All candidates shall be U.S. Citizens who have resided in Washington County for at least one (1) year immediately prior to the election, must be at least eighteen (18) years of age, have been a registered Republican for at least one (1) year immediately prior to the election, and not an officer, delegate, candidate or registered affiliated voter of any other political party.
- H. Republican County Officer. When a vacancy occurs for any reason in any of the County offices, which include the County Commissioners, the County Treasurer, the County Sheriff, the County Clerk, the County Auditor, the County Recorder, the County Surveyor, and the County Assessor, and the person vacating the office is a Republican, the County Central Committee shall elect, by majority vote, a person to fill the vacancy, which name shall be forwarded to the party liaison. In the event that there are more than two (2) candidates nominated, the County Central Committee shall organize a vote for the County Central Committee members and shall use multiple ballots as set forth in Article IX, Paragraph B, 4 above. That party liaison shall, before 5 p.m. within 30 days after the day on which the liaison receives the notice described in Utah Code 20A-1-508, Subsection (3)(b)(i), or if the party liaison does not receive the notice, before 5 p.m. within 40 days after the day on which the vacancy occurs, submit to the County Commissioners the name of the individual the party selected in accordance with the party's bylaws to serve as the interim replacement.
- 1. Requirements. All candidates shall be U.S. Citizens who have resided in Washington County for at least one (1) year immediately prior to the election, must be at least eighteen (18) years of age, have been a registered Republican for at least one (1) year immediately prior to the election, and not an officer, delegate, candidate or registered affiliated voter of any other political party.

- I. Balloting for Special Elections conducted by the County Central Committee. The Special Election shall furnish prepared ballots for an electronic voting process with a manual voting back up plan.
  1. Sample paper ballots shall be issued to delegates at the time of credentialing. At the conclusion of the nominations and speeches for all contested offices and positions, the polls shall be declared open by the Chair and closed five minutes after the Chair's final call.
  2. Votes by individual CCC members shall be recorded and listed for the body of the CCC and each CCC member may confirm their vote was recorded correctly. Votes shall not be changed after voting has been closed after the Chair's final call, except by a motion accepted by the body.
  3. Voting results shall be displayed to delegates after the vote is closed.
  4. CCC member voting results shall be made available to precinct members fourteen (14) days following convention.

## **ARTICLE XI**

### MODIFICATION

- A. Amendments. These Bylaws may be amended by a two-thirds (2/3) vote of those present at any properly noticed regular or special County Central Committee meeting having a quorum. Bylaws may also be amended by a two-thirds (2/3) vote by those delegates in attendance at a properly noticed regular or specifically called County Convention.
- B. Severability. If any portion of these Bylaws is ever declared void, all other portions shall remain binding and effective.

## **ARTICLE XII**

### UTAH ELECTION LAW

- A. Party Officers, leadership and delegate listings shall be made available to the public by the County Party pursuant to the requirements of Utah State Election Law.
- B. The County Party may charge up to, but not more than, the direct cost of the medium by which a listing is made available to the person(s) so requesting. Any listing made available by electronic mail or on the internet shall be made available at no charge.

## **ARTICLE XIII**

### RULES OF ORDER

The rules contained in the current edition of Robert’s Rules of Order shall govern all meetings of the Party, except to the extent they are inconsistent with the Bylaws and any special rules of order the Party may adopt.

#### **ARTICLE XIV**

##### **NOTIFICATION**

- A. Computation of Time. In computing any period of time prescribed or allowed by these Bylaws, the day of the act or event from which the designated period of time begins to run shall not be included. The last day of the period so computed shall be included, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not one of the aforementioned days. When the period of time prescribed or allowed is less than eight (8) days, intermediate Saturdays, Sundays, and legal holidays shall be excluded in the computation.
  
- B. Legal Holidays. For purposes of these Bylaws the federal holidays recognized by federal employees and any state holidays declared by the Governor are legal holidays.

##### **HISTORY OF BYLAWS AMENDMENTS**

Adopted at the Washington County Central Committee Meeting, June 2, 2004  
Amended at the Washington County Organizing Convention, May 14, 2005  
Amended by the Washington County Central Committee, June 29, 2006  
Amended by the Washington County Organizing Convention, April 21, 2007  
Amended by the Washington County Central Committee, June 25, 2008  
Amended by the Washington County Central Committee, January 13, 2010  
Amended by the Washington County Central Committee, November 20, 2013  
Amended by the Washington County Central Committee, May 14, 2014  
Amended by the Washington County Central Committee, November 15, 2018  
Amended by the Washington County Central Committee, October 8, 2020  
Amended by the Washington County Central Committee, October 21, 2021  
Amended by the Washington County Central Committee, February 15, 2022  
Amended by the Washington County Central Committee, June 1, 2022  
Amended by the Washington County Central Committee, November 15, 2022  
Amended by the Washington County Central Committee, June 6, 2023  
Amended by the Washington County Central Committee, May 16, 2024  
Amended by the Washington County Central Committee, May 29, 2024

CERTIFICATE OF SECRETARY

THE UNDERSIGNED, Brandan Morgan, the Secretary of the Washington County Republican Party, does hereby certify that the foregoing Bylaws were duly and regularly amended and adopted by the County Central Committee on the 29 day of May, 2024.

Brandan Morgan  
Secretary