



Park County Republican Central Committee

BYLAWS

ARTICLE I: NAME

Section A. The official name of this organization shall be Park County Republican Central Committee hereinafter referred to as the PCRCC.

Section B. The PCRCC shall be affiliated with the Colorado Republican State Central Committee, (CRC) and the Republican National Committee (RNC).

Section C. Definitions

Ad Hoc:

Shall be defined as a limited purpose and limited time event, committee or appointment. This may be made by the Chair with majority approval of the Executive Board. No voting rights or permanence is associated with any Ad Hoc event. Further any Ad Hoc event or committee must cease at the end of the Executive Board's normal term.

Standing Committee:

A permanent committee where the Chair of that committee is appointed by the PCRCC Chair. The Chair of the standing committee can vote on all issues presented to the PCRCC except the following: Organizational meeting, By-Law changes, Park County vacancies, and any other vote involving any removal of any member of the PCRCC or the Executive Board.

Parliamentarian:

This is an appointed position by the Chair of the PCRCC and this person may also be a member of the PCRCC. This person will advise the Chair of the PCRCC as well as the PCRCC as to the governance of the meetings as applied by Roberts Rules of Order (Newly Revised). This person's term is defined in Article III, Section H. This person, if a member of the PCRCC, may only vote their elected vote. They may also speak for or against a motion as well as propose a motion contingent upon the Parliamentarian temporarily relinquishing the position of Parliamentarian.

Notifications:

All notifications referenced in these Bylaws to the members of the

PCRCC shall be either in writing through the U.S. Mail or through e-mail to the addresses recorded on the official Roster. It shall be the responsibility of each member of the PCRCC to keep the Secretary up to date as to the accuracy of their contact information.

ARTICLE II: PURPOSE AND OBJECTIVES

The primary purpose and objectives of PCRCC shall be:

1. To elect Republican candidates to office.
2. To achieve the objectives of the Republican Party at national, state and county levels.
3. To perform the functions set forth in the election laws of the State of Colorado.
4. To foster and encourage loyalty to the Republican Party.
5. To carry out and endorse the purposes of the Republican Party as set forth in the platforms adopted by the County Assembly, State and National Conventions.
6. To increase the effectiveness of the Republican Party in the cause of good government.
7. To support elected national, state and county Republican officials.
8. To cooperate, promote and support the State and National Party.

ARTICLE III: POLICY

Section A. The order of priority for all rulings shall be as follows: US Law supersedes all other questions. This shall be followed in the following order: Colorado statutes, RNC Bylaws, Colorado Republican Party Bylaws, PCRCC Bylaws and Roberts Rules of Order (Newly Revised). The governance of the PCRCC shall be in this order.

Section B. No candidate, for any designation or nomination for County office, shall be endorsed, supported or opposed by any county or district organization, auxiliary or group, committee or club given membership authorization by the PCRCC before the primary, unless such candidate is unopposed in the primary.

Section C. Be it recognized by all PCRCC members that:

It is incorrect to tell or coerce any individual on how he/she shall vote in any election. This is a right protected under the US Constitution. However, it is the policy of the PCRCC to not support or endorse any Park County candidate prior to the primary (unless unopposed), and to support the candidates put forth by the primary election. If a member of any county or district organization, auxiliary or group, committee or club given membership authorization by the PCRCC cannot support the policies and

objectives of the PCRCC, it shall be within the rights of the PCRCC to request that said membership remain passive on all procedures, or resign its position in the PCRCC. This includes the entire county or district organization, auxiliary or group, committee or club given membership authorization by the PCRCC.

Section D. All PCRCC members shall sign a statement that he/she has read the Bylaws of the PCRCC and agrees to abide by said Bylaws or shall be required to resign his/her position on PCRCC. This is to include the designated representative and the entire membership of any county or district organization, auxiliary or group, committee or club having membership authorization by the PCRCC. If the entire membership of said county or district organization, auxiliary or group, committee or club cannot agree with the Bylaws, then the entire membership of said entity will cease to be a member of the PCRCC.

Section E. No one, including any county or district organization, auxiliary or group, committee or club has the authority to represent the PCRCC in any manner unless there is prior written authorization, for each instance, from the PCRCC Executive Board and by a vote of the PCRCC membership.

Section F. Organizations using the name Republican must abide by the Bylaws of the Colorado Republican Central Committee.

Section G. The Chair shall appoint a Parliamentarian at each meeting of the PCRCC, or appoint one for a two (2) year term.

ARTICLE IV: MEMBERSHIP

Section A. All PCP, PCRCC standing committee chair persons, Executive Board members and elected County, State, National officials of the Republican Party and any County or District organization, Auxiliary or group, committee or club which resides within Park County and has authorized membership approval, shall constitute the membership of PCRCC. Each member shall have one vote except that affiliated or allied party organizations shall be non-voting members. Chair persons of Standing Committees shall not be able to vote during the organizational meeting, on vacancies, or by-law changes unless they are otherwise a member of the PCRCC.

Section B. Vacancies in the PCRCC, occurring after completion of caucuses and during the terms of office of PCP, shall be filled by a majority vote at a special or regular meeting of PCRCC. The PCRCC Vacancy Committee shall be responsible for following the procedures outlined in this Section. For Chair vacancy, refer to Article V, Section C.

1. The Vacancy Chair shall contact the entire PCRCC to ascertain if they know of any prospective candidates. The Vacancy Committee will contact any prospective candidates and request that if they are interested in the open position that they submit to the vacancy

committee a letter of application stating he/she is a registered Republican, the precinct they live in, the reasons they are applying along with a brief biography. –

2. The Vacancy Committee shall submit all applicants to the entire PCRCC for any open position in the PCRCC as long as they meet the requirements set forth herein and regardless of whether they approve or disapprove of any applicant.
3. Applicant shall be presented to the PCRCC, as a whole, for a vote of approval at the next regularly scheduled PCRCC meeting, exclusive of the organizational meeting.
4. Vacancies shall not be filled during the reorganization or organizational meeting in February of odd numbered years.
5. The PCRCC has the authority and responsibility to remove from office any PCP who is not fulfilling his responsibilities adequately. (See duties under Article IX and Article X).

Section C: Removal Procedure for PCRCC Executive Board Member

1. Any elected member of the Executive Board of the PCRCC may be removed from office at any time for whatever cause the PCRCC may deem sufficient, by a vote of two-thirds of the entire eligible membership of the PCRCC (in accordance with Article VIII, Section E of these bylaws). In order to have the request to remove an Executive Board Member considered, the request must be accompanied by a petition for removal signed by one-third of the entire membership.
2. Written notice shall be sent to each member of the PCRCC at least fifteen (15) days prior to the next regularly scheduled meeting.
3. The Executive Board Member that is in question shall have the option of a public or member's only meeting.
4. All reasons for this action will be aired to the PCRCC, (subject to Number 3 above) at the first meeting. The Executive Board Member will have the opportunity to speak at this first meeting for as long as they deem necessary.
5. At the second meeting, the Executive Board Member shall again be provided an opportunity to speak. Upon completion of the Executive Board Members comments a vote may be taken as stated in Article IV, Section E, subsection 1.
6. Any such action of the PCRCC shall be final.

ARTICLE V. OFFICERS

Section A. The Executive Board and elected officers of the PCRCC shall consist of Chair, 1st and 2nd Vice Chairs, Secretary and Treasurer. They shall

assume their duties at the close of the organizational meeting in the odd number years and shall serve for a term of two (2) years or until their successors are elected.

Section B. The Chair, 1st and 2nd Vice Chairs **each** shall reside in one of three (3) different areas of the county:

Bailey Area,
Jefferson/Como/Fairplay/Alma,
Lake George/Hartsel/Guffey.

Section C. Should a vacancy occur in the office of the Chair, the 1st Vice Chair shall call a special meeting within fifteen (15) days of the vacancy for the purpose of electing a new Chair. Notification shall be by U.S. mail, email and/or faxed. All other vacancies shall be filled at a regular or special meeting of the PCRCC.

Section D. If a PCP is elected to the Executive Board, they will immediately forfeit their precinct seat and the vacancy committee will be tasked to fill said vacancy.

ARTICLE VI: NOMINATIONS AND ELECTIONS

Section A. Nominations

1. Candidates for Chair, 1st Vice Chair, 2nd Vice Chair, Secretary and Treasurer shall be nominated from the floor at the organizational meeting in odd number years, (See Article VII, D).
2. Nomination for any office shall be made only by members of the PCRCC in person.

Section B. Elections:

1. Election for any officers shall be by a simple majority vote using a secret ballot, unless there is only one nominee for the office. In that case election shall be by voice vote.
2. If more than two persons are nominated for an office, and after three ballots no nominee has received the required majority vote, (unless one or more nominees have withdrawn during or following this balloting) the nominee receiving the least votes on each ballot thereafter shall be dropped from all subsequent ballots, unless one or more other nominees withdraw following such ballot. Balloting shall continue in this manner until a simple majority vote is cast for one nominee.

ARTICLE VII: MEETINGS

Section A. PCRCC meetings shall be held on the second Wednesday of each month at 7:00 p.m., or as scheduled and voted on by the majority vote of the

PCRCC membership. The Chair shall be able to change the date in case of inclement weather.

- Section B. Call of all meetings of the PCRCC shall be at least five (5) days prior to the date of such meeting. The call shall state the date, time, place and the business intended at such meeting. The call shall not limit the business to those items.
- Section C. At all PCRCC meetings, except the organizational meeting, time shall be allotted for non-members of the PCRCC to voice their issues and/or concerns. Each non-member shall be given two (2) minutes to speak.
- Section D. The Organizational meeting of the PCRCC shall be held in odd number years during the period between the first (1st) and the fifteenth (15th) day of February. The purpose of said meeting shall be to elect a Chair, 1st and 2nd Vice Chairs, Secretary and Treasurer and to conduct other business that may properly come before it.
- Section E. A quorum of the PCRCC is thirty three percent (33%) of the recognized members of the regular membership represented in person, or by proxy. Once the presence of a quorum has been established, the departure of members shall not be cause for adjournment.

ARTICLE VIII. VOTING AND PROXIES

Section A. Voting members of PCRCC shall be:

1. Elected Officers of PCRCC (Article V, Section A.)
2. Precinct Committee People (PCP)
3. Elected Park County Republican officials
4. Republican elected officials who reside within Park County
 - U.S. Senators and Representatives
 - State Senators and Representatives
 - Elected State Officials
 - Elected Republican District Attorney
5. On matters not concerning the election of officers of the PCRCC, vacancies and by-law changes the chairs of Standing committees shall be allowed to vote.

Section B. Voting by duly executed proxy is authorized. A member may give a proxy to another duly elected/appointed member of the PCRCC. The PCRCC will recognize a signed proxy, a proxy by email or fax. A telephone proxy is given only to the Chair or the Secretary. In the absence of the Chair, proxies retained by the Chair shall automatically transfer to the acting Chair. A voting member of the PCRCC shall make every effort to give a proxy in case of an absence.

- Section C. A proxy shall apply only to the meeting stated on the proxy.
- Section D. Voting, with the exception of a contested election of officers, shall be by VOICE, STANDING, OR SHOW OF HANDS. At any time a PCRCC member may move that a vote be taken by secret ballot. An affirmative vote of the majority voting on the motion shall determine how the balloting is to be taken.
- Section E. PCRCC members holding multiple offices shall not be entitled to more than one (1) vote, excluding proxies.
- Section F. All proxies of members absent at roll call shall be submitted to the Secretary prior to the meeting being called to order.
- Section G. The Secretary shall record the PCRCC members whose proxies he/she has received and the designee authorized to vote at that meeting.

ARTICLE IX: BOARDS AND COMMITTEES

- Section A. The Executive Board shall consist of the Chair, 1st Vice Chair, 2nd Vice Chair, Secretary and Treasurer. They shall meet at the pleasure of the Chair, and attend to matters brought forth by the Chair.
- The Executive Board may interview all local non-incumbent Republican candidates prior to the County Assembly. The primary purpose of which is to inform the candidate of the potential experiences to be faced in their campaign, to request that they state their platform, and reasons for seeking the elected office.
- Section B. The Executive Board shall hear and determine party controversies (other than delegate contests) subject to review by PCRCC. Delegate contests are heard by the State CRC, per Article XV: Controversies, Section A. 2.
- Section C. All PCP, Executive Board members and elected Republican County officials shall be the county vacancy committee for the replacement of any Republican County Commissioner. The vote shall be by majority of those present at the meeting convened to fill the vacancy. Notice of such meeting shall be provided at least five (5) days in advance, with email or telephone notification being sufficient to meet the criteria. Said vacancy shall be filled within thirty (30) days after the occurrence of the vacancy. (Colorado Revised Statutes, Title 1)
- Section D. When a vacancy occurs in any other county office, the County Vacancy Committee shall make recommendations promptly to the County Commissioners concerning an appointment to fill such vacancy.
- Section E. The Executive Board shall include all of the members as stated in Article V, Section A of these Bylaws.
- Section F. The Executive Board shall create and appoint such committees as are deemed necessary for the proper functions of the organization. These appointments shall be no longer than the current term of the Executive

Board.

The standing committees and their functions shall be:

1. Vacancy (recruits PCP).
2. Public Relations (notifies media of meetings and events, issues, press releases and contacts guest speakers).
3. Young Republicans (set up and organize a club for young Republicans in Park County).
4. A Web Administrator will be responsible for all functions of the PCRCC website and any other technical issues as determined by the Chair.
5. Any Ad Hoc committees.

Section G. The five (5) Elective Officers (Executive Board) of the PCRCC, Chair, 1st Vice Chair, 2nd Vice Chair, Secretary and Treasurer, shall be delegates to the state assemblies and/or conventions.

Section H. No member of the Executive Committee of the PCRCC may support or endorse any candidate prior to the primary (unless such candidate is unopposed) unless such candidate is a member of the person's immediate family. The Executive Committee person may not identify themselves as a member of the PCRCC or a member of the Executive Committee. They shall not participate in any adverse campaigning or speak ill of any fellow Republicans.

ARTICLE X: DUTIES OF OFFICERS

Section A. The Chair shall act as the Chief Executive Officer of the PCRCC.

He/She shall:

1. Preside at all meetings of PCRCC Executive committee and County Republican Assembly.
2. Supervise the PCP in his/her area.
3. Observe and enforce the Bylaws of PCRCC.
4. Be responsible for promotion of the party platform.
5. As chair, remain neutral on all issues brought forth before the PCRCC membership.
6. Be responsible for PCRCC finances.
7. See that the appropriate training and information is given to PCP.
8. Supervise the keeping of adequate records for PCRCC.
9. Be a member of the Colorado Republican Central Committee.
10. Call special meetings of the Executive Board when deemed

necessary.

11. Appoint a Parliamentarian at each meeting or for a two (2) year term.
12. Appoint all PCRCC committees
13. Be ex-officio of all PCRCC committees.
14. Observe the rules and regulations of the County Assemblies. Appoint Credentials, Resolutions, and Teller committees one (1) month prior to the County Assembly.\
15. Act as Chair upon the convening of the County Republican Assembly.
16. Send notice (time, place and purpose) of all PCRCC meetings at least 5 days before the meeting.

Section B. The 1st Vice Chair shall act in case of death, resignation or absence of the Chair, and in such emergency, shall perform all necessary duties of the Chair until a new Chair is elected.

He/She shall:

1. Be a member of the Colorado Republican Central Committee.
2. Supervise the PCP in his/her area.
3. Perform other duties as deemed necessary by the Chair.

Section C. The 2nd Vice Chair shall perform the Chair duties if both the Chair and 1st Vice Chair are unavailable.

He/She shall:

1. Be a member of the Colorado Republican Central Committee.
2. Supervise the PCP in his/her area.
3. Perform other duties as deemed necessary by the Chair.

Section D. The Secretary shall be chief clerical officer of PCRCC.

He/She shall:

1. Record all PCRCC and Executive Committee proceedings.
2. Be custodian of all PCRCC books, papers and records.
3. File the PCRCC bylaws and rules with the Secretary of State In accordance with the Colorado Revised Statutes, Title 1. Act as Secretary upon the convening of the Republican County Assembly.
4. Be a member of the Colorado Republican Central Committee
5. Provide the State Party Headquarters with the names, addresses and phone numbers of all newly elected and re-elected PCRCC officers immediately following the elections at the organizational

meeting held between February 1st and 15th of odd numbered years.

6. Perform other duties as deemed necessary by the Chair.

Section E. The Treasurer shall act as financial officer of PCRCC.

He/She shall:

1. Keep an account of all PCRCC expenditures and income.
2. Present a financial report at each meeting
3. File with appropriate authorities all statements and reports required by federal, state and county laws, with copies to PCRCC Secretary.
4. Disburse funds as authorized by the PCRCC.
5. Be custodian of all PCRCC funds, books, papers and all records pertaining to his/her office.
6. Perform other duties as deemed necessary by the Chair.

ARTICLE XI. PRECINCT COMMITTEE PERSON DUTIES

Section A: A Precinct Committee Person (PCP) is a duly elected office, elected by the people at the caucus meeting to be their representative in the Republican Central Committee.

The PCP's main duty is to organize their precinct to encourage Republicans to vote on Election Day for all Republican candidates and issues supported by a majority vote of PCRCC.

He/She shall:

1. Find a suitable location for the caucus, to be approved by PCRCC.
2. Post the notice of caucus signs at the selected caucus locations no later than ten (10) days prior to precinct caucus day.
3. Conduct the precinct caucus as provided in these bylaws. Follow the script provided.
4. Complete the caucus precinct reports immediately following the caucus and file with PCRCC Secretary.
5. Must attend 50% of the meetings duly held during a calendar year. The 50% rule is not to be interpreted as having to attend only 50% of the time. It is meant that each member be at every meeting scheduled. A member should be absent only when it is absolutely unavoidable.
6. Make every effort to give a proxy in case of an absence.
7. Abide by PCRCC bylaws (Article III, Section E).
8. Assist in all fundraising and social events.

9. Support and comply with the policies approved and set by the Republican National Committee, Colorado Republican Committee and the Park County Republican Central Committee.
10. At and prior to primary elections, provide similar services for all County Republican candidates without regard to incumbency. If the PCRCC member wishes to support a Park County Republican candidate prior to the primary the following guidelines must be followed:
 - 1) They do not identify themselves as members of the PCRCC.
 - 2) They do not participate in any adverse campaigning regardless of any actions taken by their or other candidates.
 - 3) They shall not speak ill of any fellow Republican.

ARTICLE XII: PRECINCT CAUCUSES

Section A. The precinct caucus is a meeting held on the date specified by the Secretary of State or the Colorado Republican Party in even-numbered years. The caucus is to be held within the precinct, or at a public place in or proximate to each precinct to elect delegates to county assemblies, elect PCP, discuss and submit resolutions for public issues permitted within the rules of the Republican party. Resolutions must be decided by a majority vote of the Precinct Caucus. Resolutions from the precinct caucus must be sent to the Resolutions Chair.

Section B. Voting members of the caucus must be:

1. A resident of the precinct for thirty (30) days by Colorado Revised Statutes
2. Affiliated with the Republican Party for at least two (2) months as shown on the registration books of the Park County Clerk and Recorder. However, any registered Republican who has attained the age of eighteen (18) years within the two (2) months immediately preceding the caucus, or any registered Republican who has become a naturalized citizen within the two (2) months immediately preceding the caucus, may vote.

Section C. Caucus Procedures (Follow the script provided)

1. Elect a Chair and Secretary.
2. Elect the number of delegates and alternates to the County Assembly stated in the Call published by PCRCC. Delegates and alternates do not have to be present to be elected. A written statement indicating their willingness to serve must be in evidence at the caucus.
 - a. Plurality vote shall elect. (Colorado Election Law 1-4-602).

- b. A tie for the last available place shall be determined by lot.
 - c. Cumulative voting (which allows an elector to give more than one (1) vote to a single candidate) shall not be permitted.
 - d. No proxies shall be permitted or recognized in any caucus.
- 4. Elect two (2) PCP per precinct.
 - 5. Each PCP shall hold said position for a term of two (2) years after the date of his/her election, and each shall serve until his/her successor is duly elected or appointed and commences his/her term of office.

Section D. Persons receiving the highest number of votes will be delegates to the county assembly. The list of delegates elected shall be in order of votes received. The PCRCC determines the number of delegates from each precinct to be members of the county assembly.

ARTICLE XIII: COUNTY ASSEMBLIES

Section A. Designation:

- 1. County Assemblies shall be held in accordance with Colorado Revised Statutes, Title 12. No person shall be eligible for designation by the Assembly as a candidate for nomination at any Primary election unless such person has been affiliated with the political party holding the Assembly for at least two (2) months presented by the applicable law or CRC bylaws preceding the date of the caucus, as shown by the official records of the County Clerk.
- 3. The Assembly shall be governed by Robert's Rules of Order, Newly Revised.
- 4. A Sergeant-at-Arms, Teller Committee Chair, Resolutions Chair, Credentials Committee Chair, and Rules Committee Chair shall be appointed by the Chair.
- 5. No precinct delegations shall be bound or forced to vote as a precinct unit.
- 6. Each delegate shall be free to cast a vote as he/she sees fit.
- 7. In order to avoid the appearance of favoritism toward candidate(s), County Assembly Delegates who also hold a position on the Executive Board of the PCRCC shall not nominate or second any candidates at the County Assemblies. It is customary to nominate one or more candidates for elective offices; however, given that a candidate who has filed paperwork with the County Clerk has self-nominated, this nomination process is ceremonial in nature when the election is by ballot or roll call. Each member may vote for any eligible person whether nominated or not. Candidates who have

not previously filed paperwork with the County Clerk may be nominated from the floor as write-in candidate(s).

8. The Assembly shall take at most two (2) ballots on candidates for each office to be filled at the ensuing general election and within the jurisdiction of the Assembly. (Colorado Revised Statutes, Title 1)
9. Every candidate receiving the number of votes specified by law of the duly accredited delegates to such Assembly shall be certified by affidavit of the Presiding Officer and Secretary of the Assembly.
10. Such affidavit for county officers shall be filed by the PCRCC Secretary in the Park County Clerk and Records office. Affidavits for all higher offices than county offices shall be filed at the office of the Secretary of State. All certificates shall be filed within four (4) days after the adjournment of the Assembly. (Colorado Revised Statutes, Title 1)
11. Each candidate designated by the Assembly shall file his/her written, notarized acceptance with the County Clerk with whom his/her certificate of designations is filed within ten (10) days after the adjournment of the Assembly.
12. Delegates to a County Assembly must be present at the time the assembly convenes, or they will be replaced by the first alternate elected at the Precinct caucus for the purpose of voting on candidates and other business conducted.
13. Should a delegate absent himself/herself after being seated, the Chair shall replace the delegate with the first alternate elected by the Precinct caucus.
14. The County Assembly shall ratify the list of PCP. The presiding officer and Secretary of the county assembly shall file a certified list of the names and addresses, by precinct, of those persons elected as PCP with the County Clerk and Recorder within ten (10) days after the date of the County Assembly.
15. No proxies shall be allowed or recognized in any assembly. Any vacancy shall be filled by an alternate present, selected from the list of alternates by numerical order, beginning with the first alternate from that precinct.
16. County Assembly delegates and alternates wishing to be elected to State and other assemblies MUST BE PRESENT to be nominated. The five (5) members of the Executive Board are automatic delegates to the State Assembly.

ARTICLE XIV: AMENDMENT OF BYLAWS

Section A. These bylaws may be altered, amended or changed by a majority vote of a quorum of PCRCC at any meeting as long as the following requirements are met:

1. Any proposed change to these bylaws must be presented as new business at a regular meeting of the PCRCC. The proposed change must be recorded in the minutes, and provided to all members of PCRCC at least seven (7) days prior to the next scheduled regular meeting.
2. Discussion of the proposed change shall be held at a subsequent regular meeting of the PCRCC. Notes of the discussion, and the final version of the proposed bylaw change must be provided to all members of PCRCC at least 14 days prior to the next scheduled meeting.
3. The final vote to adopt the change will be held at the next scheduled regular meeting of the PCRCC subsequent to the meeting where the discussion was held. It will take a 60% vote of a quorum of PCRCC at the meeting to amend the bylaws.

Section B. If previous notice was not given in the call, unanimous consent of the PCRCC members present (or by proxy) must be obtained before an amendment may be offered.

AS AMENDED the 9th Day of October 2019

Tim Peterson
Chair

Angela Kanack
Secretary