

# Clark County Republican Central Committee Bylaws

Revision Dated July 20, 2021

## ARTICLE I

### NAME

The name of this organization is the Clark County Republican Central Committee, hereafter referred to as the "CCRCC".

## ARTICLE II

### PURPOSE

#### **Section 1**

The guiding philosophy of the CCRCC is the promotion of sound, honest, conservative government that upholds the Constitutions of the United States of America and the State of Nevada. We stand for lower taxes, smaller government, personal responsibility, and strong national defense.

#### **Section 2**

The specific objectives of the CCRCC are:

- A. To provide leadership and manage the affairs of the Republican Party in Clark County
- B. To elect Republican candidates at all levels of government, including in non-partisan races, by:
  - 1) Building and maintaining an active party organization
  - 2) Recruiting and supporting strong, qualified candidates
  - 3) Raising adequate funds to accomplish the objectives of the CCRCC
  - 4) Maintaining solid precinct organization to assist in voter registration drives
  - 5) Encouraging Republican Party members to vote
- C. To inform Republican Party members and the general electorate on Republican philosophy, issues, candidates and office holders through political education and activities
- D. To keep the public informed concerning affairs of the Republican Party
- E. To promote and encourage participation by all Republicans in party activities
- F. To foster loyalty to the Republican Party and promotion of the party's ideals
- G. To actively recruit new Republicans

## ARTICLE III

### MEMBERSHIP

#### **Section 1**

Precinct Membership

Precinct entitled membership shall be established by reference to the Clark County Registrar's registered voters list of the first Monday of January of each election year. It shall not be changed until the membership for the next County Convention year's precinct meeting is determined.

#### **Section 2**

CCRCC voting members:

- A. Shall be nominated at the precinct meetings and elected at the County Convention.
  - 1) Each voting precinct may have as many CCRCC members as that precinct is authorized delegates to the County Convention

2) After election at the County Convention, shall serve for a period of two years and until their successors have been elected

B. The following shall also be full voting members of the CCRCC with the right to vote

- 1) The elected and appointed officers and Committeemen / Committeewomen of the CCRCC
- 2) The immediate past CCRCC Chairman, if not removed from office by the CCRCC
- 3) Members elected between County Conventions who are Members in good standing
- 4) Ex-Officio Members who currently serve in an elected position who file the requisite application and who are approved by the Executive Committee
- 5) Members conferred membership by the Executive Committee as Honorary Members

### **Section 3**

Responsibilities of members of the CCRCC:

- A. Must be a registered Republican voter in Clark County, Nevada
- B. Must keep the Secretary advised of his/her correct address (both physical and mailing), email address and telephone numbers
- C. Must be responsible for being familiar with these Bylaws
- D. Must support CCRCC endorsements of candidates and issues.
- E. Shall sign the attendance record at each meeting.

### **Section 4**

Resignation, removal, and replacement of members:

- A. Members may resign from the CCRCC by notifying the Chairman of the CCRCC in writing or by email. Resignations are effective as of the date specified in the letter of resignation. If no date is specified, the resignation becomes effective the date it is received by the Chairman of the CCRCC.
- B. The Executive Committee may consider the removal of a member of the CCRCC after written or email notification to the member for the following reasons:
  - 1) The member's failure to appear in person at three consecutive regular CCRCC meetings.
  - 2) The member's failure to support and adhere to the general purposes and specific objectives of the Central Committee as provided in Article II
  - 3) The member's violation of Article III, Section 3.D
  - 4) Residence outside of Clark County
  - 5) Other good cause as found by the Executive Committee.
- C. Vacancies in CCRCC membership may be filled between County Conventions by
  - 1) Approving the election of a qualified Republican physically residing in the precinct for which the vacancy exists
  - 2) A person must satisfy the requirements of these Bylaws in order to be elected to fill a vacancy in the CCRCC
  - 3) Any person elected pursuant to this paragraph serves until the next County Convention and his/her successor has been elected
  - 4) Applicants must submit a written application in person (either at a membership meeting, by appointment at the CCRCC office, or during any other function wherein the Secretary is accepting applications) including their signature, legal identification, and any application processing fee. After the application has been approved, the applicant must attend two consecutive membership meetings. The applicant will be identified in the consent calendar of the first meeting as a "nominee for membership". The applicant will be identified in the consent calendar of the second meeting as a "Member-Elect". During the second meeting, the Member-Elect may be voted in by the membership and receive their voting credentials. The applicant must attend the two required meetings within three meetings after the application is approved. If three meetings pass after the application is approved and the applicant has not been conferred membership due to a lack of attendance, the applicant must begin the process anew.

5) A member newly elected to fill a CCRCC vacancy may vote on general business matters at the meeting where elected, but is precluded from voting on any officer elections or Executive Committee member elections at that meeting, if such occur.

## ARTICLE IV

### OFFICERS

#### **Section 1**

Election, term of office, resignation, and replacement:

- A. The elected officers of the CCRCC are the Chairman, Vice Chair, Second Vice Chair, Secretary, and Treasurer. They must reside in Clark County, be registered Republicans, and be members in good standing of the CCRCC for a period of at least six (6) months preceding their respective nominations. Officers must be elected by the members of the CCRCC at the regular meeting in July of odd numbered years and shall take office immediately following their election. If no member is qualified for nomination, the Executive Committee may elect an individual to fill the position with a simple majority vote during a Regular Executive Committee Meeting.
- B. Officers serve for a period of two years or until the end of the term of the current Executive Committee, whichever comes first. They are eligible for reelection to their positions.
- C. Notice of elections shall be included in the call to the meeting. Any member elected to replace a CCRCC officer shall serve the remainder of the term of the officer being replaced.
- D. Any elected officer of the CCRCC may be removed from office at any time for whatever cause with either two-thirds (2/3) of the members present at a Regular Membership Meeting or a simple majority of the officers present at a Regular Meeting of the Executive Committee. Any recalled officer will be replaced by the Executive Committee. No officer who is removed shall be eligible to run for the position from which they were removed for the remainder of the current term of the Executive Committee or for six months, whichever occurs last.

#### **Section 2**

Duties of the elected officers

- A. The Chairman shall:
  - 1) Serve as chief executive officer of the CCRCC
  - 2) Preside at all meetings of the CCRCC and the Executive Committee
  - 3) Have the discretion to appoint, with approval of the Executive Committee, the Chairmen and Directors of Standing Committees and any Special Committees as needed
  - 4) Have the discretion to appoint, with approval of the Executive Committee, a Parliamentarian
  - 5) Implement policies established in conjunction with the Executive Committee for management of the CCRCC
  - 6) Represent the CCRCC on the State Central Committee, at other functions and in any other capacity as may be required by virtue of the Chair's position
  - 7) Call the County Convention to order for the purpose of electing a temporary Chairman of the Convention.
- B. The Vice Chair shall:
  - 1) In the absence of the Chairman, the Vice Chair shall assume the duties of the Chairman
  - 2) In the event that the office of Chairman is vacated, the Vice Chair shall serve as acting Chairman until a new Chairman is elected in accordance with these Bylaws.
  - 3) Represent the CCRCC on the State Central Committee, at other functions and in any other capacity as may be required by virtue of the Vice Chair's position.
- C. The Second Vice Chair shall:
  - 1) In the absence of the Vice Chair, the Second Vice Chair shall assume the duties of the Vice Chair
  - 2) In the event that the office of Vice Chair is vacated, the Second Vice Chair shall serve as acting Vice Chair until a new Vice Chair is elected in accordance with these Bylaws.

- 3) Represent the CCRCC on the State Central Committee, at other functions and in any other capacity as may be required by virtue of the Second Vice Chair's position.
- D. The Secretary shall:
- 1) Notify all members of the CCRCC, electronically, of meeting times and locations in a timely manner in accordance with CCRCC Bylaws and Standing Rules
  - 2) Take attendance at each CCRCC meeting for the purposes of determining that a quorum is present to conduct business
  - 3) Keep meeting attendance records
  - 4) Keep and distribute to all members accurate minutes of CCRCC and Executive Committee meetings
  - 5) Keep a current record of names, addresses (physical and mailing), telephone numbers and emails of CCRCC members including precinct
  - 6) Be custodian of all records of the CCRCC and its Standing or Special Committees
  - 7) Prepare regular correspondence for the CCRCC as needed
- E. The Treasurer shall:
- 1) Receive and have custody of all monies and financial records of the CCRCC and keep an accurate record of all monies received and disbursed as authorized by the CCRCC or Executive Committee
  - 2) Maintain an account for the CCRCC in a bank approved by the Executive Committee
  - 3) Serve as a member of the Budget and Fundraising Committees
  - 4) Expend funds budgeted or approved by the Executive Committee
  - 5) Report at each CCRCC meeting and make a full and complete report at the County Convention
  - 6) Make an accounting of the funds on deposit, revenues and expenditures of the CCRCC available to the Executive Committee at all times
  - 7) Submit all books of account, vouchers, and receipts for audit, biennially, immediately prior to the expiration of each term of office
  - 8) Be informed of and comply with all federal, state, and local statutes and regulations regarding the collection, management, disbursement and reporting of political party funds
  - 9) Pay for budgeted expenditures consistent with the Budget and Expenditure Approval Policy. In the absence of the Treasurer, other elected officers of the CCRCC may approve and pay for budgeted items consistent with the policies and procedures approved by the Executive Committee.

## ARTICLE V

### EXECUTIVE COMMITTEE

#### **Section 1**

The Executive Committee shall have general supervision of the CCRCC between its regular meetings and Convention. They shall meet on the First Tuesday of each month unless changed by the Executive Committee or the Chairman

- A. Its voting membership shall include:
- 1) The five (5) elected officers of the CCRCC
  - 2) The immediate past Chairman of the CCRCC, if not removed from office by the CCRCC as long as this individual meets the requirements for membership in the CCRCC according to these bylaws.
  - 3) Ten (4) Committeemen / Committeewomen elected by the CCRCC, as provided in Article V Section 2 A
  - 4) The appointed Political Director
- B. No proxies shall be allowed.
- C. Fifty percent of the voting members listed above shall constitute a quorum for the transaction of business
- D. Special meetings of the Executive Committee may be called by:
- 1) The Chairman, upon at least 48-hour notice to each member

- 2) Fifty-one percent (51 %) of the members of the Executive Committee by giving notice to the Chairman in writing or by email, who shall call the meeting to be held within 14 days of the date of said notice.
- E. The approval of the Executive Committee is required for the appointment and/or removal of Standing Committee and Special Committee Chairmen and Directors, the County Parliamentarian, the Chief of Staff, and the Communications Director
- F. The respective officer of the CCRCC is responsible for drafting policies relevant to his or her responsibilities. Once drafted, the policies will be discussed and, if accepted, approved by the Executive Committee of the CCRCC.
- G. The Executive Committee shall report its activities and recommendations to the CCRCC at its Regular Membership Meeting
- H. Unexcused absences from three (3) consecutive meetings or six (6) in any calendar year, by any member, will cause removal from the CCRCC Executive Committee. Executive Committee members are excused by notification to the Chairman or Secretary
- I. Residence outside of Clark County shall cause automatic removal from the CCRCC Executive Committee.

### **Section 2**

#### Committeemen / Committeewomen Elected to the Executive Committee

- A. Election & term of office:
  - 1) The four (4) County Republican Committeemen / Committeewomen are appointed by the Executive Committee
  - 2) The Committeemen / Committeewomen are appointed for a term of two (2) years or until the conclusion of the current term of office of the Executive Committee, whichever comes first.
  - 3) Any Committeeman or Committeewoman may be removed by a two-thirds (2/3) vote of the Executive Committee for any reason at any time.
- B. Precinct Committeemen / Precinct Committeewomen
  - 1) Each Precinct is entitled to one Precinct Committeeman or Precinct Committeewoman who receives the signatures of no less than twenty-five (25) registered Republicans in their respective Precinct. These Precinct Committeemen / Precinct Committeewomen will not serve on the Executive Committee.
  - 2) Should more than one person qualify for Precinct Committeeman or Precinct Committeewoman for a given precinct, the Executive Committee will elect from qualified candidates by a simple majority vote at a Regular Monthly Meeting of the Executive Committee.
  - 3) Any Precinct Committeeman or Precinct Committeewoman may be removed by a two-thirds (2/3) vote of the Executive Committee and / or by performance metrics invoked in the CCRCC Standing Rules.
- C. Job descriptions and performance metrics for both County Republican Committeemen / Committeewomen and Precinct Committeemen / Precinct Committeewomen will be provided by the Executive Committee within 30 days of the election of said Executive Committee.

### **Section 3**

#### Vacancies on the Executive Committee

A vacancy in the Executive Committee must be filled by the Executive Committee by a simple majority vote.

## **ARTICLE VI**

### **MEETINGS**

#### **Section 1**

##### Regular Membership Meetings

- A. Shall be held six (6) times per calendar year unless otherwise ordered by the CCRCC or Executive Committee.

- 1) The Chairman, with the concurrence of the Executive Committee, shall establish the meeting dates for two years, within 30 days of assuming office
- 2) The Secretary will notify all CCRCC members of meeting dates, times, and locations at least 10 days prior to the meeting.

- B. Each voting member of the CCRCC has one (1) vote.
- C. All CCRCC meetings shall be open to the public. Nonmembers may be granted the courtesy of speaking at the discretion of the Chair.
- D. Twenty (20) percent of the membership of the CCRCC shall constitute a quorum to transact business. No business shall be transacted in the name of the CCRCC unless a physical quorum is present. Use of proxies is prohibited.
- E. Minutes shall be open to the inspection of each member and will be available at the CCRCC Headquarters. It is mandatory that all actions, fiscal and policy, be reported to the CCRCC.

### **Section 2**

Special meetings may be held as follows:

- A. By a motion passed at a regular meeting
- B. On a call of twenty (20) percent of the CCRCC membership by notice to each member at least ten (10) days prior to the meeting
- C. On call of the Chairman by notice to each member at least ten ( 10) days prior to the meeting.
- D. No special meeting may be called within thirty (30) days of a regular meeting, unless called by the Chairman.
- E. Notwithstanding anything stated in these Bylaws, no person shall be nominated or elected to membership of the Central Committee at any Special Meeting.

### **Section 3**

Precinct meetings

- A. Precinct meetings for all registered Republican voters in Clark County are the responsibility of the CCRCC. These precinct meetings must be called and conducted in accordance with NRS if applicable.
- B. All registered Republican voters residing within that precinct are entitled to attend and participate in precinct meetings
- C. The purposes of the precinct meetings are to nominate members to the CCRCC, elect delegates to the County Convention, and make recommendations for the County platform
- D. Persons nominated by their respective precinct meetings to serve as members of the CCRCC for the ensuing two years shall be certified and elected at the Clark County Convention
- E. Each County Convention is empowered to fill such positions on the CCRCC any nominations left unfilled by the precinct meetings, in accordance with these Bylaws.

## **ARTICLE VII**

### **COUNTY CONVENTION**

#### **Section 1**

Delegates to the Convention

- A. Any and all delegates to the Convention must be duly elected at the precinct meetings directly preceding the Convention, and appointed prior to the commencement of the Convention in accordance with N.R.S. as applicable
- B. Any registered Republican residing in Clark County is entitled to attend this Convention. However, only delegates elected at their precinct meeting are eligible to vote
- C. Each precinct:
  - 1) Is entitled to one delegate for each 50 registered Republican voters or major fraction thereof, residing in that precinct as of the first Monday of January of each election year the number of registered voters is as provided by the County Registrar of Voters

2) Is entitled to have at least one CCRCC member.

### **Section 2**

#### Officers of the Convention

The Chairman, with the approval of the Executive Committee, may appoint temporary officers to the Convention. No temporary officers may be appointed unless elected as a delegate at the precinct meeting directly preceding the convention, in accordance with N. R.S. as applicable, with the exception of the Chairman of the Convention.

### **Section 3**

The purpose of the County Convention is to:

- A. Elect delegates to the Nevada Republican State Convention
- B. Adopt a County platform
- C. Elect the County Central Committee
- D. Take such other action pertaining to the affairs of the County as may be deemed proper and which remain consistent with its Bylaws and Title 24 of the Nevada Revised Statutes.

### **Section 4**

#### Committees

- A. On or before the 90th day preceding the County Convention, the Chairman, with the approval of the Executive Committee, shall appoint Convention Committees whose term shall expire simultaneously with the adjournment of the County Convention. The Chairman shall name Chairmen to the following committees:
  - 1) Credentials
  - 2) Standing Rules
  - 3) Program
  - 4) Convention Arrangements
  - 5) Platform
  - 6) Resolutions
  - 7) Nominations
  - 8) Elections
- B. The Chairman and the Executive Committee may reserve the right at the initial time of appointment to name each specific member of a committee. In the absence of such selection, each Committee Chairman shall be free to select membership of the Committee.

### **Section 5**

#### Date of Convention

- A. The County Convention for all registered Republican voters in Clark County is the responsibility of the CCRCC to call at a time and date set by Nevada Republican State Central Committee, to be held each year in which a general election is held
- B. The notice for the County Convention must be given in compliance with N.R.S., as applicable.

## **ARTICLE VIII**

### **COMMITTEES**

#### **Section 1**

##### Standing Committees and responsibilities

- A. All Committee Chairmen and Directors appointed by the CCRCC Executive Committee shall be members of the CCRCC. Any Committee business should be brought before the appropriate Committee prior to being brought to the Executive Committee. Standing Committee Chairs and Directors may form sub-committees at their discretion.
- B. Budget - The Budget Director:

- 1) Prepares - a proposed annual budget for the following fiscal year for approval in January of each year
  - 2) Prepares records to support an annual review and a biennial audit and establishes policy and procedures for collection and accounting of monies at events.
  - 3) The Treasurer shall be a member of this Committee.
- C. Fundraising - The Fundraising Director:
- 1) Oversees all fundraising activities of the CCRCC including the Century Club and Lincoln Day Dinner events.
  - 2) The Treasurer shall be a member of this Committee
- D. Field Operations - The Director of Field Operations:
- 1) Will provide the CCRCC with a structure through which to reach individuals within Clark County and to conduct training of Precinct Captains
  - 2) Will direct voter registration, campaign volunteers and get out the vote activities
  - 3) Will work to ensure that every voter in the Precinct Captain's precinct gets to the polls on Election Day
  - 4) Is responsible for monitoring and making arrangements for voter registration at events throughout Clark County.
- E. Communications - The Director of Communications:
- 1) Coordinates all publicity activities not limited to advertising, press releases, and media contacts
  - 2) Is responsible for all external and internal communications of the CCRCC and the Executive Committee of the CCRCC
  - 3) Is responsible for all non-fundraising events of the CCRCC (except for the caucuses and conventions, which are addressed in the NRS and these Bylaws)
- F. Political Director:
- 1) Liaises with the Nevada Republican Party in reviewing all BDRs and Bills introduced in the Nevada State Legislature and forward information to the CCRCC Executive Committee on any bills that may positively or adversely affect Nevada Republicans
  - 2) Reports to the CCRCC the status of legislation in the US Senate and/or House and Nevada Legislature that will strongly affect Nevada Republicans
  - 3) Serve as a member of the Fundraising and the Candidate Recruitment Standing Committees
  - 4) Assists the Chairman as an additional contact person with elected officials, candidates, and other political and policy organization
  - 5) Is responsible for the recruitment and development of candidates for County and Statewide political offices.
- G. Bylaws - The Chair of Bylaws:
- 1) Reviews and proposes recommended changes and amendments as needed to remain in compliance with the NRCC Bylaws, the Nevada Revised Statutes and the Republican National Committee
- H. Information Technology (IT) - The Chair of Information Technology:
- 1) Maintains the office computers, computer programs, and provides tech support.

## **Section 2**

The Executive Committee may appoint Special Committees as needed, to serve no longer than the time required to accomplish the task(s) for which they were appointed.

## **ARTICLE IX**

### **NEVADA REPUBLICAN CENTRAL COMMITTEE**

#### **Section 1**

## Nevada Republican Central Committee (NRCC) Representatives

- A. The CCRCC shall elect representatives to the Nevada Republican Central Committee at the April meeting in even numbered years. All nominees shall be members of the CCRC.
- B. The Chairman and Vice Chairman shall be representatives
- C. The number of representatives to the NRCC shall be determined on the basis of one additional representative for each 2000 Republican voters, or major fraction thereof, in Clark County as of the first Monday in January each year in which a State Convention is held, plus an additional two members
- D. These representatives shall serve two year terms.
- E. All proxies from Clark County Republican Party members of the NRCC shall be turned into the Clark County Republican Party Secretary no later than 5 days before the date of the NRCC meeting whether they are assigned or unassigned to a particular person. No Proxy from the Clark County delegation shall be effective unless and until the Secretary of the Clark County Republican Party Central Committee has certified the Proxy. The Executive Committee shall adopt such rules as to comply with this paragraph.
- F. The Executive Committee shall allocate one vote on the NRCC for each member of the Executive Committee in addition to any each member of the Executive Committee may acquire through their election to the NRCC.

### **Section 2**

#### Vacancies

A vacancy in the County's delegation to the NRCC shall be filled by a vote at the next CCRCC meeting.

## **ARTICLE X**

### PARLIAMENTARY AUTHORITY & INTERPRETATION OF BYLAWS

#### **Section 1**

##### Parliamentary authority

Where not superseded by the Rules of the Republican National Committee, the NRCC Bylaws or the Nevada Revised Statutes not in conflict with the foregoing, the latest revision which has been in publication for at least two years of Robert's Rules of Order, shall govern all proceedings of the CCRCC except when those procedures are inconsistent with these Bylaws.

#### **Section 2**

##### Interpretation of the Bylaws:

Nothing contained in these Bylaws shall be interpreted in a manner contrary to the provisions of the election laws or statutes pertaining to political parties, which are codified in the Nevada Revised Statutes or the Republican Party of Nevada Bylaws.

## **ARTICLE XI**

### AMENDMENTS

#### Procedure:

- A. These Bylaws may be amended by a two-thirds vote of those present, at any Regular Membership Meeting of the CCRCC at which a quorum is present, providing proper notice of 10 days has been given to all CCRCC members.
- B. If time does not permit, an amendment shall be presented at one meeting of the CCRCC and voted on at the next meeting.

## ARTICLE XII

### ADOPTION

These Bylaws are adopted this twentieth day of July 2021 at the Regular Membership Meeting of the Clark County Republican Central Committee

DRAFT