

YAKIMA COUNTY REPUBLICAN CENTRAL COMMITTEE
BYLAWS

ARTICLE 1 – NAME

The name of this organization shall be: YAKIMA COUNTY REPUBLICAN CENTRAL COMMITTEE, hereinafter referred to as the Central Committee, and affiliated with the Washington State Republican Party.

ARTICLE 2 – PURPOSE

The objectives of the Central Committee shall be:

- 2.1 To elect Republicans to public office, and to advance the platform of the Yakima County Republican Central Committee,
- 2.2 To attract voters and volunteers to the Republican Party, and encourage grassroots participation,
- 2.3 To plan, organize, administer and finance the Central Committee’s operations to accomplish these stated purposes, and
- 2.4 To fulfill those functions conferred on it by state law.

ARTICLE 3 – MEMBERSHIP

The Central Committee shall consist of the Precinct Committee Officers (hereinafter referred to as PCOs) of the party from the voting precincts of the county. Membership shall be of three (3) classes: Elected PCOs, Appointed PCOs and Ex-Officio members.

3.1 Elected Precinct Committee Officers

Elected Precinct Committee Officers shall be those members elected at each state primary election held in even-numbered years, and certified by the County Auditor.

3.1.1 Any member of the Republican Party who is a registered voter in the precinct may file a declaration of candidacy with the County Auditor for the office of PCO of the Republican Party in that precinct.

3.1.2 The term of office for PCO shall be for two (2) years, commencing the first day of December following the primary (per RCW 29A.80.051). There is no limit to the number of terms a PCO may serve.

3.2 Appointed Precinct Officers

- 3.2.1 Appointed PCOs shall be those members appointed by the County Chairman to any vacancy by reason of death, resignation, disqualification of the incumbent, or because of failure to elect; however, the person so appointed shall have the same qualifications as the candidates when filing for election to such office for such precinct. When a vacancy in the office of Precinct Committee Officer (PCO) exists because of failure to elect at a state primary, the vacancy may not be filled until after the organization meeting of the Central Committee and the new County Chairman has been selected as provided by RCW 29A.80.030.
- 3.2.2 An appointed PCO cannot vote for ninety (90) days after appointment at a meeting to remove an officer or fill a vacancy.

3.3 Ex-Officio Members

Executive Board members, who are not PCOs, shall be members of the Central Committee and participate in all meetings, but without vote.

3.4 Termination of Membership

A PCO shall cease to be part of the Central Committee if:

- 3.4.1 Such member resigns by giving notice in writing to the Chairman, or
- 3.4.2 Such member moves out of the precinct in which elected or appointed, thus being disqualified, or
- 3.4.3 Such member is not re-elected.

ARTICLE 4 – OFFICERS AND DUTIES

The officers of the Central Committee shall be:

- 1. County Chairman
- 2. Vice-Chairman
- 3. Secretary
- 4. Treasurer
- 5. State Committeeman
- 6. State Committeewoman
- 7. First Commissioner District Director
- 8. Second Commissioner District Director
- 9. Third Commissioner District Director

4.1 Duties of the County Chairman

- 4.1.1 The County Chairman shall preside at all meetings of the Central Committee and of the Executive Board, and shall fix the time and place for such meetings.
- 4.1.2 The County Chairman shall provide to each precinct caucus a copy of the current state rules dealing with precinct caucuses, and shall give adequate publicity, to include press release, as to locations and date of precinct caucuses in daily and/or district newspapers of general circulation and other media within the county at least ten (10) days prior to the caucus date.
- 4.1.3 The County Chairman is authorized to create committees and approve its members, appoint its chairman, and remove any chairman or members for any reason deemed to be sufficient.
- 4.1.4 The County Chairman shall appoint Republican electors to the roster of County Election Officials.
- 4.1.5 The County Chairman shall approve all vacancies in the office of PCO with recommendation of the District Director.
- 4.1.6 The County Chairman shall establish a program to train PCOs in their responsibilities as soon after their election as possible.
- 4.1.7 The County Chairman shall have the power to perform all the duties usually incident or pertaining to the office of Chairman of county political organizations.
- 4.1.8 The County Chairman shall be an ex-officio member of all committees except the Elections Committee.
- 4.1.9 Limitations in term of office: a County Chair shall not serve more than two consecutive terms for that office.

4.2 Duties of the Vice-Chairman

- 4.2.1 The Vice-Chairman shall consult and work in close cooperation with the County Chairman to promote the party and to act as a liaison officer between Republican groups and the Central Committee.
- 4.2.2 The Vice-Chairman shall exercise all the powers and perform all the duties of the County Chairman in the event of the inability of the County Chairman to act. In case of the death or resignation of the County Chairman, the Vice-Chairman shall, within thirty (30) days, call a meeting of the Central Committee for the purpose of

filling such vacancy. In the event of failure to call such a meeting the Executive Board shall be empowered to call the meeting.

4.3 Duties of the Secretary

- 4.3.1 The Secretary shall keep the minutes of all Central Committee and Executive Board meetings.
- 4.3.2 The Secretary shall keep up-to-date lists of PCOs.
- 4.3.3 The Secretary shall furnish convention delegates with credentials, as well as PCO credentials for the Organization Meeting.
- 4.3.4 The Secretary shall keep on hand copies of the Bylaws, written committee reports, and the Parliamentary Authority as specified in Article 10.
- 4.3.5 The Secretary shall send out the calls to meetings at the direction of the County Chairman.
- 4.3.6 The Secretary shall send copies of caucus and convention reports to the State Committee.

4.4 Duties of the Treasurer

- 4.4.1 The Treasurer shall be bonded and shall be custodian of all funds of the Central Committee.
- 4.4.2 The Treasurer shall keep accurate records of all receipts and expenditures and shall disburse funds only at the order of the Executive Board.
- 4.4.3 The Treasurer shall be responsible for the filing of all financial reports as required by state and federal law.
- 4.4.4 The Treasurer's books may be audited as deemed necessary, but at least once every two years. The auditor shall be appointed by the County Chairman.
- 4.4.5 Upon the death or resignation of the Treasurer an audit may be demanded by the County Chairman, the Executive Board, or the succeeding Treasurer.
- 4.4.6 The Treasurer shall, at the end of the term, prepare a biennial budget for approval at the Organization Meeting.
- 4.4.7 The outgoing Treasurer in any Organization Meeting year, if not re-elected, shall continue all duties, without voting privileges, until January 10th of the following

year when the final PDC report is filed, and then present the books for audit. The newly elected Treasurer will serve as the voting member on the Executive Board.

4.5 Duties of the State Committeeman and State Committeewoman

4.5.1 The State Committeeman and the State Committeewoman shall be the representatives of the Central Committee to the Washington State Republican Party. They shall report to the Central Committee any pertinent information acquired at State Meetings.

4.5.2 The State Committeeman and the State Committeewoman shall seek guidance from Central Committee PCOs for agenda items announced in advance of the Washington State Republican Committee meetings, such as resolutions and election of officers, and they shall vote in accordance with Central Committee consensus of opinion.

4.6 Duties of the Commissioner District Directors

4.6.1 District Directors shall assist the County Chairman in establishing a program to train PCOs in their districts.

4.6.2 District Directors shall make recommendations to the County Chairman for filling vacant precinct committee officer positions.

ARTICLE 5 – ELECTIONS

5.1 Officers shall be of two classes: Elected and Appointed.

5.1.1 Elected officers of the Central Committee shall be a Chairman and a Vice-Chairman (who must be of opposite sexes); also, a Secretary, a Treasurer, a State Committeeman, a State Committeewoman, a First District Director, a Second District Director, and a Third District Director. Each District Director must reside in the District they represent. All Elected officers must be a registered voter in Yakima County and shall serve for two (2) years beginning at the close of the Organization Meeting at which they were elected. Exception: Treasurer, see Article 4, Section 4, Subsection 7 (4.4.7).

5.1.2 Appointed officers, such as Sergeant-of-Arms, are appointed by the County Chairman with the approval of the Executive Board. Such officers have no vote.

5.1.3 The Parliamentarian will be appointed by the County Chairman.

5.1.4 Vacancies in any elected office, with the exception of the office of County Chairman, shall be filled within sixty (60) days after the vacancy occurs, by a

majority vote of the Executive Board. The Central Committee shall be notified of the vacancy at least ten (10) days prior to the filling of the vacancy. A vacancy in the office of County Chairman shall be filled as specified in Article 4, Section 2, and Subsection 2 (4.2.2).

5.2 Nominations

- 5.2.1 For the purpose of the Organization Meeting, the Chairman shall appoint an Elections Committee eight (8) weeks before the called Organization Meeting to receive all notifications of interest for Executive Board positions. The Elections Committee shall consist of three (3) members, (one from each Commissioner District and each must be a current PCO or have held the office of PCO). Executive Board Officers shall not serve on this committee.
- 5.2.2 The Elections Committee shall present a report of all interested candidates for each position to be published in the Call to Organization Meeting.
- 5.2.3 Interested candidates for Executive Board positions may announce, starting October 1 of even-numbered years, their intention to run for election to a specific office. Such intentions should be in writing and filed with the Central Committee's Headquarters no later than October 25 of that same year.
- 5.2.4 Candidates shall be allowed to campaign for their respective positions among current Central Committee members.
- 5.2.5 Nominations from the floor at the Organization Meeting shall be made with the consent of the nominee. If the nominee is not present, then consent shall be in writing.

5.3 Election of Officers

- 5.3.1 Officers shall be elected by secret ballot, if contested; a majority vote shall elect.
- 5.3.2 No officer shall hold more than one elected office at a time.

ARTICLE 6 – MEETINGS

6.1 Organization Meeting

- 6.1.1 This meeting of the Central Committee shall be held no earlier than the first Saturday of December of even-numbered years and no later than the second Saturday of January of odd-numbered years. The order of business shall include election of Officers, the approval of Bylaws, and approval of a biennium budget. Existing bylaws shall remain in effect until amended or revised.

- 6.1.2 Only elected and certified PCOs may vote at the Organization Meeting.
- 6.1.3 A quorum shall consist of 25% of the elected and certified PCOs of the Central Committee.

6.2 Special Meetings

- 6.2.1 Special meetings of the Central Committee may be called by the County Chairman or by a majority of the Executive Board or by written request of one-third (1/3) of the members of the Central Committee; PROVIDED, that such majority or one-third (1/3) members must first request the County Chairman to call such a meeting, and the County Chairman fails to do so for a period of ten (10) days thereafter. In all cases the call shall state the purpose of the meeting and the County Chairman shall issue the call within ten (10) days of receipt of written request unless unable to do so, in which case the Vice-Chairman shall perform according to Article 4, Section 2, Subsection 2 (4.2.2).
- 6.2.2 A quorum shall consist of 25% of the voting members (appointed and elected PCOs) of the Central Committee.

6.3 Precinct Caucuses

- 6.3.1 At the Call of the County Chairman, PCOs shall set a place and hold a precinct caucus in even numbered years. Caucuses shall follow the current precinct caucus rules as set by the State Committee.
- 6.3.2 In the Call to Caucus, the County Chairman shall indicate the number of delegates and alternates allocated to each precinct and each caucus shall attempt to elect that number according to State Rules.
- 6.3.3 The number of delegates and alternates for any County Convention shall be consistent with procedures approved by State Committee Rules and shall consist of at least one (1) delegate and at least one (1) alternate for each precinct in the County.
- 6.3.4 PCOs may hold joint caucuses but each must separately elect its own delegates and alternates to the county convention.
- 6.3.5 A quorum shall consist of a majority of the registered voters in attendance.

6.4 County Convention

- 6.4.1 The County Chairman shall follow the current State Rules in the organizing and holding of a County Convention for the purpose of electing delegates and alternates to the State Convention.
- 6.4.2 The County Chairman shall establish the following committees for the business of the convention:
 - 1. Credentials Committee
 - 2. Rules Committee
 - 3. Platform and Resolutions Committee
- 6.4.3 The most recent edition of Robert's Rules of Order Newly Revised shall govern all debate until the convention has adopted its Rules and Order of Business.
- 6.4.4 A quorum shall consist of a majority of the registered delegates in attendance.
- 6.5 Calls and Proxies for various meetings
 - 6.5.1 The County Chairman shall issue the Call to Meetings of the Central Committee notifying the PCOs of the date, time and place at least ten (10) days in advance.
 - 6.5.2 No proxies will be recognized at the Organization Meeting, Precinct Caucuses or the County Convention; however, proxies shall be recognized at all other meetings; PROVIDED, the person holding the proxy is a registered voter in the precinct for which the proxy is held.

ARTICLE 7 – EXECUTIVE BOARD

- 7.1 Composition and Meetings
 - 7.1.1 The voting members of the Executive Board shall be the Chairman, the Vice-Chairman, the Secretary, the Treasurer, the State Committeeman, the State Committeewoman, and the three District Directors.
 - 7.1.2 The Executive Board shall meet at least once each month at the call of the County Chairman. Each member and PCO shall be provided prior notice of any Executive Board meeting.
 - 7.1.3 PCOs shall be kept informed as to the decisions of the Executive Board and its meeting times and locations.
 - 7.1.4 A quorum shall consist of a majority of the members of the Executive Board.

7.1.5 Proxies shall be allowed for Executive Board meetings. Such proxy shall be a member of the Central Committee and not another current member of the Executive Board. The proxy shall be submitted in a text form that can be printed.

7.2 Duties

7.2.1 The Executive Board shall advise and assist the County Chairman in carrying out the goals of the Central Committee.

7.2.2 The Executive Board shall fill vacancies that occur in the elected Executive Board, except the office of County Chairman. Notice of said vacancies shall be given to PCOs in order to provide the opportunity for input.

7.2.3 The Executive Board shall approve the expenditure of all funds.

7.2.4 Between meetings of the Central Committee, the Executive Board shall have all the powers granted by law to the Central Committee; and to the extent that any actions taken by the Executive Board are not contrary to the expressed actions taken by the Central Committee, such actions shall be deemed to be the action of the Central Committee.

7.2.5 The Executive Board shall establish standing rules and policies as needed.

7.2.6 Any action of the Chairman and/or Executive Board may be called into question by completing the steps outlined in Article 6, Section 2, Subsection 1 (6.2.1).

7.3 Discipline

7.3.1 Absence of any Executive Board member from three (3) consecutive regularly called meetings of the Executive Board or absence from fifty percent (50%) of the regularly called meetings of the Executive Board during any calendar year without notifying the County Chairman and being excused shall constitute forfeiture of office.

7.3.2 Any member of the Executive Board who moves from Yakima County shall forfeit their office.

7.3.3 Any member of the Executive Board may be removed from office by a two-thirds (2/3) vote of the Central Committee at a Central Committee meeting.

ARTICLE 8 – COMMITTEES AND OFFICE MANAGER

8.1 Credentials Committee

8.1.1 The Credentials Committee shall be responsible for the seating of delegates and alternates at the County Convention and for PCOs at the Organization Meeting.

8.1.2 The Credentials Committee shall be composed of the Secretary as Chair and the three (3) Commissioner District Directors.

8.2 Rules Committee

8.2.1 The Rules Committee shall present rules for consideration and adoption for use at the County Convention and the Organization Meeting. The rules are to facilitate the business of the meeting.

8.2.2 The Rules Committee shall be composed of one (1) PCO from each District. The County Chairman shall appoint the members of the committee at least eight (8) weeks before the called meeting and appoint one member as Chair. The Rules Committee shall be discharged at the time of adoption of the rules at the meeting.

8.3 Platform and Resolutions Committee

8.3.1 The Platform and Resolutions Committee shall be responsible for preparing and presenting to the County Convention a platform to be acted upon at the convention and any resolutions deemed appropriate.

8.3.2 The Platform and Resolutions Committee shall be composed of one (1) PCO from each District. The County Chairman shall appoint the members of the committee at least eight (8) weeks before the called meeting and appoint one member as Chair.

8.4 Bylaws Committee

8.4.1 The Bylaws Committee shall be responsible for preparing and presenting to the Organization Meeting the proposed Bylaws to be acted upon by the voting body.

8.4.2 The Bylaws Committee shall be composed of one (1) PCO from each District. The County Chairman shall appoint the members of the committee at least eight (8) weeks before the called meeting and appoint one member as Chair.

8.5 Office Manager

The Office Manager is appointed by the County Chairman and is responsible for assisting the Executive Board in executing its duties and maintaining a secure records database.

ARTICLE 9 – FINANCE

- 9.1 The Fiscal Year for the Central Committee shall be from January 1 to the following December 31 of the same calendar year, both dates inclusive.
- 9.2 The Treasurer shall, at the end of the term, prepare a biennial budget for approval at the Organization Meeting as stated in Article 4, Section 4, and Subsection 6 (4.4.6).
- 9.3 The Treasurer shall be a member of any committee formed where the expenditure of funds is required or where monies shall be received. The Chair of that committee shall present to the Treasurer a line item budget that complies with the biennium budget. The line item budget shall be reviewed by the Treasurer and the County Chairman prior to approval of the budget by the Executive Board. It is the Committee Chair's responsibility to not exceed the budget approved by the Executive Board.

ARTICLE 10 – PARLIAMENTARY AUTHORITY

When not inconsistent with any rules herein before adopted, the most recent edition of Robert's Rules of Order Newly Revised shall govern the deliberations of all meetings of the Central Committee, the Executive Board and other Party Committees.

ARTICLE 11 – AMENDMENTS TO THE BYLAWS

These Bylaws may be amended by a two-thirds (2/3) vote at any regular or special meeting of the Central Committee at which a quorum is present; PROVIDED, that the proposed amendment is submitted in writing to each member of the Central Committee at least four (4) weeks in advance of such meeting.

ARTICLE 12 – DISSOLUTION

In the event of dissolution of this organization, all property shall be liquidated and all obligations paid. The remaining funds shall be given to the Washington State Republican Party. None of the funds shall inure to the benefit of any member.

Adopted Jan. 30, 1982
Adopted Apr. 21, 1990
Adopted January 11, 2003
Adopted January 6, 2007
Adopted December 11, 2010
Adopted December 6, 2014