

Bylaws
Golden Corridor Republican Women
Chartered in Collin County, Texas, April 1990

Approved January 8, 2009

ARTICLE I – Name

The name of the organization shall be Golden Corridor Republican Women (GCRW). The address shall be that of the incumbent president.

ARTICLE II – Objectives

The objectives of this organization shall be:

To promote an informed electorate through political education;

To increase the effectiveness of women in the cause of good government through active political participation;

To facilitate cooperation among Republican women;

To foster loyalty to the Republican Party and promote its ideals;

To work for the election of the Republican Party's nominees on the local, state, and national levels.

ARTICLE III – Policy

- Section 1. Candidate Endorsement:
This organization, its President and its Campaign Activities Vice Presidents shall not publicly endorse any candidate for public office in contested Republican primaries, runoff elections and special elections.
- Section 2. Working for a Candidate:
Individual members of this organization, with the exception of the President and the Campaign Activities Vice Presidents, may work for any candidate of their choice in contested Republican primaries, but not in the name of the organization.
- Section 3. Endorsement Exemption:
This article pertains only to contests between Republican candidates for public office. Officers of this organization who are candidates, or whose husband or a member of her family is a candidate, shall be exempt from this rule, but may not endorse in the name of the organization.
- Section 4. Controversial Issues:
This organization and its officers shall not issue statements, pass resolutions, or distribute literature on controversial issues in the name of the organization without first polling its members and obtaining a two-thirds (2/3) written vote of approval of the total membership.

Section 5. Lobbying:
There shall be no lobbying with Legislators using the name of the Texas Federation of Republican Women by a federated local organization or any individual member without the express permission of the Board of Directors of the Texas Federation of Republican Women.

Section 6 PAC
This club shall be a PAC and shall be registered with the Texas Ethics Commission.

ARTICLE IV – Membership

Section 1. Eligibility:
Any woman believing in the philosophy of the Republican Party and in the objectives of this organization who is a United States citizen and a registered voter shall be eligible for membership.

Section 2: Active Member:
An active member is a woman who meets the eligibility requirements of this organization and has paid the annual dues. She shall enjoy the full privileges of membership, which includes voting.

Section 3. Delegate Representation:
An active member may be counted in one local organization only for the purpose of delegate representation to the Federation State and National conventions and this will be the only local organization in which she may hold office. Her dues and name shall be submitted to the TFRW from this local organization only.

Section 4. Associate Member:
(a) Woman: A Republican woman may be an associate member if she is an active member of another federated local organization, wishes to support GCRW and pays the required annual dues. She may speak to a motion but cannot propose a motion. She cannot hold office, be on a committee, vote or be counted for the purpose of determining the number of delegates to National or State Federation meetings or conventions.
(b) Man: A Republican man may be an associate member if he pays the required annual dues. He cannot hold office, be on a committee, have a voice or vote or be counted for the purpose of determining the number of delegates to National or State Federation meetings or conventions.

Section 5. Transferring Membership:
Individual members may resign or transfer their membership in accordance with provisions in the bylaws of the TFRW.

Section 6. Per Capita Dues:
This organization and its members shall be members of the Texas Federation of Republican Women and the National Federation of Republican Women, shall support

their objectives and policies, and shall pay per capita dues and the annual service charges of TFRW.

- Section 7. Causes for Removal:
No local organization shall publicly endorse or work for a known candidate of another party in a partisan or non-partisan race where a Republican is in the race. When more than one Republican is in a non-partisan or partisan race, no organization, organization President or Campaign Activities Vice Presidents shall publicly endorse or work for any candidate in said race. If an organization violates this policy, it shall be the responsibility of the TFRW Executive Committee to remove the club from the Federation.

ARTICLE V – Dues

- Section 1. Membership Dues:
Annual membership dues shall be payable in December and shall be delinquent if not paid by the February general meeting. After July 1, the GCRW portion of the dues shall be reduced according to Executive Board current policy.
- Section 2. Dues for all members – active, associate woman and associate man – shall be determined by the Executive Board.
- Section 3. Annual Service Charges:
This organization shall pay the annual service charges as required by the Texas Federation of Republican Women.
- Section 4. Fiscal Year:
The fiscal year of this organization shall be from January 1 through December 31.

ARTICLE VI – Officers

- Section 1. The officers of this local organization shall be President, First Vice President of Programs, Vice President of Membership, Vice President of Campaign Activities - Collin County, Vice President of Campaign Activities - Dallas County, Vice President of Legislation, Vice President of Awards, Recording Secretary, Corresponding Secretary, PAC Treasurer, National Liaison, State Liaison, and Committee Liaison. Any officer or appointee to an office or committee assignment shall be a registered voter, a member in good standing, and her local, state, and national dues shall have been paid.
- Section 2. Duties of Officers:
- (a) **President**
1. To preside at all meetings of the organization and Executive Board.
 2. To represent the organization at all times or to designate a representative in her absence.
 3. To appoint a chairman of the committees with the approval of the Executive Board.
 4. To appoint a Parliamentarian, if the immediate Past President cannot serve.
 5. To appoint one member to serve on the Nominating Committee.
 6. To prepare a program of action with Executive Board and Committee Chairmen and have general supervision of the work of the organization.

7. To sign checks in case of emergency and in the inability of the Treasurer to do so.
8. To be an Ex Officio member, without vote, of all committees, except the Nominating Committee.
9. To appoint one member to the Political Action Committee.
10. To appoint two individuals to an Internal Review Committee to review the Treasurer's accounts and report at the February Executive Board meeting.

(b) First Vice President of Programs

1. To serve as the presiding officer in the absence of the President.
2. To serve as Chairman of the Program Committee.
3. To work with the President and Vice President of Awards to plan appropriate programs.
4. To perform such other duties as the President or Executive Board may designate.
5. To be an ex officio member of all committees except the Nominating Committee.

(c) Vice President of Membership

1. To serve as Chairman of the Membership Committee.
2. To distribute, collect, and file alphabetically the membership forms. Pertinent membership information shall be provided to the President.
3. To maintain a current roster of membership of the organization.
4. To forward notices of unpaid dues to members.
5. To perform such other duties as the President or Executive Board may designate.

(d) Vice President of Campaign Activities - Collin County

1. To lead the Campaign Activities Committee in Collin County.
2. To serve as a member of the Political Action Committee.
3. To perform such other duties as the President or Executive Board may designate.

(e) Vice President of Campaign Activities - Dallas County

1. To lead the Campaign Activities Committee in Dallas County.
2. To serve as a member of the Political Action Committee.
3. To perform such other duties as the President or Executive Board may designate.

(f) Vice President of Legislation

1. To serve as Chairman of the Legislation Committee.
2. To perform such other duties as the President or Executive Board may designate.

(g) Vice President of Awards

1. To serve as Chairman of the Awards Committee.
2. To be sure the organization plans and meets all NFRW and TFRW criteria for awards.
3. To see that all awards forms are filled out and mailed before the deadlines.

4. To perform such other duties as the President or Executive Board may designate.

(h) Recording Secretary

1. To record attendance and determine that a quorum is present at meetings.
2. To keep factual and unbiased minutes of all meetings of the organization and the Executive Board.
3. To assist the President in preparing the agenda for meetings.
4. To be custodian of all records and papers of the organization.
5. To perform such other duties as the President or Executive Board may designate.

(i) Corresponding Secretary

1. To construct all necessary correspondence of the organization.
2. To perform such other duties as the President or Executive Board may designate.

(j) PAC Treasurer

1. To receive and be custodian of all funds of the organization and keep records of all monies accrued by the organization.
2. To deposit funds in GCRW's bank account.
3. To disburse funds as budgeted or as directed by the President or the Executive Board.
4. To give a current financial report at each meeting.
5. To disburse required per capita dues and annual service charges to the state and national federations.
6. To maintain a current list of memberships she has mailed to TFRW.
7. To serve as Chairman of the Finance/Budget Committee with the President, the past Treasurer, and the Ways and Means Chairman to prepare a projected budget for each fiscal year and submit it to the membership for approval in January
8. To work closely with the Political Action Committee Chairman in disbursing funds to candidates.
9. Provide adequate records and file reports as required by the Texas Ethics Commission and Texas Election laws.
10. To submit her financial records to the Internal Review Committee for an end of year review prior to the first general meeting in January and to be present during the review.

(k) National Liaison

1. To interface with national organizations.
2. To keep the President and Executive Board informed of current activities of national organizations.
3. To perform such other duties as the President or Executive Board may designate.

(l) State Liaison

1. To interface with state organizations.
2. To keep the President and Executive Board informed of current activities of state organizations.
3. To perform such other duties as the President or Executive Board may designate.

(m) Committee Liaison

1. To oversee all committees.
2. To see that all committees meet in a timely fashion according to policy.
3. To report each committee's activities to the Board.
4. To perform such other duties as the President or Executive Board may designate.

ARTICLE VII – Executive Board

Section 1. The Executive Board shall consist of elected officers, chairmen of committees, the Parliamentarian, and the immediate Past President who shall serve as Advisor.

Section 2. Duties of the Executive Board:

- (a) To make recommendations and advise as to the policies of the organization.
- (b) To transact any necessary business between meetings.
- (c) To elect one member to serve as Chairman of the Nominating Committee.
- (d) To exercise the provisions of Article X, Section 4(b) when a vacancy occurs in elective office.
- (e) To elect two (2) members to the Political Action Committee to determine disbursements to candidates.
- (f) To approve the annual budget and present it to the membership for approval.

Section 3. Term of Office:

The term of office for officers and chairmen shall be from January 1 through December 31 following their election or appointment, and no officer or chairman may serve in the same position for more than two consecutive terms except by unanimous vote of the Executive Board.

ARTICLE VIII – Nominations and Elections

Section 1. Nominating Committee:

The Nominating Committee shall consist of one member elected by the Executive Board to serve as Chairman, one member appointed by the President, and one member elected by the members present at the October meeting.

Section 2. The Nominating Committee shall submit one nominee for each office at the November meeting with prior consent of the nominee.

Section 3. Nominations may be made from the floor following the report of the Nominating Committee, provided such nominees have given prior consent.

Section 4. Vacancies in elective offices shall be handled as follows:

- (a) In the event a vacancy occurs in the office of President, the First Vice President of Programs shall assume the duties of President for the unexpired portion of the term and the Executive Board shall elect a Vice President by a two-thirds (2/3) vote of the Board members present and voting.
- (b) In the event a vacancy occurs in an office other than President or First Vice President of Programs, the Executive Board shall have the option of leaving the

office vacant or calling for a special election at the next regular meeting. If a special election is called, the Board shall recommend a candidate for the office. Nominations may be made from the floor with prior consent of nominee.

Section 5. Election:
The officers shall be elected at the November general meeting. Election for contested officers shall be by closed ballot and a plurality of all votes cast shall constitute election. Uncontested elections may be held by voice vote. There shall be no proxy voting or absentee voting.

Section 6. Installation:
The officers and committee chairmen shall be installed at the December meeting for a term of one year and shall assume their duties on January 1.

ARTICLE IX – Committees

Section 1. The committees of this organization may include the following Standing Committees: Program, Membership, Campaign Activities - Collin County, Campaign Activities - Dallas County, Legislation, Awards, Americanism, Bylaws, Chaplain, Database Manager, Greeting, Historian, Hospitality, Lincoln Day, Literacy, Newsletter Distributor, Newsletter Editor, Outreach, Political Action, Protocol, Public Relations, Republican National Coalition for Life, Senior American, Technology, Telephone, Ways and Means, and Yearbook and the following Special Committees: Internal Review, Nominations and Finance

Section 2. Duties of the Committees:
The committees shall be responsible for programs of action in their respective fields subject to the Executive Board's approval.

Section 3. The Internal Review Committee:
The Internal Review Committee shall review the financial records as of December 31, annually, and submit a report at the February board meeting. The President shall appoint two members of the organization to the committee with one being a professional accountant if at all possible. The Treasurer shall be present at the review.

Section 4. Executive Advisory Council:
An Executive Advisory Council will consist of past presidents and three (3) other past officers, selected by the current President with Board approval. The Executive Advisory Council will be ex-officio board members and will assist the President in long-range planning and suggestions for the upcoming year. Any decisions or actions taken on these suggestions are subject to Board consideration and approval.

Section 5. Political Action Committee:
The Political Action Committee shall be comprised of five (5) members. The two (2) Vice Presidents of Campaigns shall serve as members during their term of office. One (1) member shall be appointed Chairman by the organization's President, one (1) member shall be elected from the Executive Board and one (1) member who is not currently serving on the Executive Board shall be elected from the general membership.

(a) The appointments/elections of the Political Action Committee members shall take place in November with the term commencing in January of the next year.

The Chairman of the Committee shall call additional meetings as deemed necessary.

- (b) Members of the Committee shall screen and recommend the recipients of the contributions from GCRW. A hearing with date, time, and place specified by the Committee shall be held prior to July 1 where individual members of the organization can present their case for a candidate. Such hearing shall be listed in the *Trumpet* and announced at a regularly scheduled organization meeting. In the event a member or the candidate cannot attend the hearing, a written request shall be considered if received prior to the hearing. The Political Action Committee will research and evaluate all requests prior to a subsequent Committee meeting. The recommendations will then be taken to the Executive Board. With the Executive Board's approval, the recommendations will then be taken to the general membership meeting.
- (c) The GCRW Treasurer is the PAC Treasurer and shall serve as treasurer of the fund or shall delegate to a knowledgeable alternate who will work closely with the Treasurer to ensure that adequate records are available as required by the Texas Ethics Commission and Texas Election laws. She shall file all reports required by the same in a timely manner. GCRW Treasurer's elections and terminations are to be reported to the Ethics Commission within ten (10) days.
- (d) If a candidate or member of a candidate's family is a member of the Political Action Committee, that person shall excuse herself from participating in the method of distribution of funds during that particular candidate's campaign. Any member of the Committee serving as a Campaign Chairman or Treasurer for a candidate being considered shall excuse herself from participating and voting on that candidate.
- (e) If a member of the Committee is unable to complete her term, the following procedures shall be followed:
 - 1. GCRW President shall appoint a new member if such member was originally appointed by the President.
 - 2. The Executive Board shall elect a new member if the Executive Board originally elected such member.
 - 3. The general membership shall elect a new member if such member was originally elected by the general membership.
- (f) According to law, GCRW cannot make contributions to national candidates. Contributions may be made to candidates in non-partisan races if the candidates are known to be Republicans.
 - 1. Distribution of funds for the general election shall be made after the primary election accompanied by a letter of transmittal prepared for the GCRW President's signature.
 - 2. Any candidate running unopposed in the general election shall not be considered for funds.

3. Consideration shall be given to the importance of the office to the Republican Party and to the ability to win that office and shall be ranked accordingly.
4. Financial need of the candidate as researched and evaluated by the Committee shall be considered.

ARTICLE X – Meetings and Quorum

- Section 1. Annual Meeting:
The annual meeting of this organization shall be held in November at which time officers shall be elected and committee folders containing records and reports shall be submitted to the President.
- Section 2. Regular General Meetings:
Regular general meetings of GCRW shall be on the first Thursday of consecutive months, beginning with January and ending in December, unless otherwise ordered by the Executive Board. There shall be no less than five regular meetings per annum.
- Section 3. Special General Meetings:
Special general meetings shall be held at the call by e-mail and/or by telephone of the President, or upon request of twenty-five (25) members, with at least seven-day notice for the purpose stated in the call, and no other business shall be considered.
- Section 4. Quorum for Regular General Meetings:
Ten percent of the membership, of which three are officers, shall constitute a quorum for all meetings of the general membership.
- Section 5. Quorum for Executive Board Meetings:
A quorum for a meeting of the Executive Board shall be a simple majority of the Board members.
- Section 6. Regular Meetings of the Executive Board:
Regular meetings of the Executive Board shall be held prior to the regular meeting at such time and place as may be determined by the President. The Executive Board shall meet as deemed necessary by the President.
- Section 7. Special Meetings of the Executive Board:
Special meetings of the Executive Board may be called by the President or upon the request of a majority of the members of the Board with seven-day advance notice by e-mail and/or telephone. The purpose of the meeting shall be stated in the call and no other business shall be transacted.

ARTICLE XI – Representation

- Section 1. One delegate and one alternate for each ten members and an additional delegate and alternate for a remainder of six to nine members shall represent this organization at the Biennial Convention of the Texas Federation of Republican Women. Delegates and alternates shall be elected by ballot at the August meeting and ranked according to the number of votes cast.

Section 2. One delegate and one alternate elected by the membership at the May meeting shall represent this organization at the Biennial Convention of the National Federation of Republican Women.

ARTICLE XII – Parliamentary Authority

Robert's Rules of Order, Newly Revised, or the latest edition thereof, shall govern all proceedings except where inconsistent with the Bylaws of the organization, those of the Texas Federation of Republican Women or of the National Federation of Republican Women.

ARTICLE XIII – Amendment of Bylaws

Section 1. These Bylaws may be amended by a two-thirds vote of the active members present and voting at any regular or special meeting of the organization, or by two-thirds vote of those responding on e-mail, provided notice of the proposed amendment shall have been given in writing or by e-mail to all members at least thirty (30) days prior to the meeting or close of e-mail voting which shall be thirty (30) days following the sending of the proposed amendment by e-mail.

Section 2. These Bylaws shall be reviewed once every two (2) years promptly after the state convention and submitted to the Vice President – Bylaws of the Texas Federation. Amendments will become effective upon receipt of approval.

Section 3. When an amendment is adopted to the Bylaws of the Texas Federation which affects Bylaws of the local organization, GCRW shall automatically amend its Bylaws to conform. The membership shall be notified of such mandatory amendments, but no further action will be required.

ARTICLE XIV – Indemnification

The officers, chairmen and advisory board of Golden Corridor Republican Women may be indemnified for the expenses of defending actions arising against them as long as they are found to be innocent or, though found guilty of improper conduct, acted in good faith.

ARTICLE XV – Dissolution

This organization may be dissolved by a two-thirds vote at any meeting of the organization, provided that notice of the dissolution has been submitted in writing at the previous meeting and has been sent by mail and e-mail if possible to all members of the organization. In the event of dissolution, the Executive Board shall, after payment of all liabilities of the organization, distribute any remaining assets to the Texas Federation of Republican Women. No funds shall inure to the benefit of any individual member. The GCRW Treasurer will file an "Affidavit of Dissolution" with the Texas Ethics Commission as prescribed by law. The GCRW records are to be kept for five years by the local organization President.

Golden Corridor Republican Women Executive Board

Officers

President
First Vice President of Programs
Vice President of Membership
Vice President of Campaign Activities -
 Collin County
Vice President of Campaign Activities -
 Dallas County
Vice President of Legislation
Vice President of Awards
Recording Secretary
Corresponding Secretary
Treasurer
National and State Liaison
Committee Liaison
Parliamentarian

All past Presidents of the organization and three
other past officers selected by the current
President

Revisions: 1/94, 10/94, 12/94, 2/96, 8/98,
10/02, 9/05. 8/08

Standing Committees

Americanism
Bylaws
Chaplain
Database Manager
Greeting
Historian
Hospitality
Lincoln Day
Literacy
Newsletter Distributor
Newsletter Editor
Outreach
Political Action
Protocol
Public Relations
Republican National Coalition for Life
Technology
Telephone
Ways and Means
Yearbook

Special Committees:

Internal Review
Nominations
Finance

Executive Advisory Council

Standing Rules

Golden Corridor Republican Women

1. Standing Rules supplement the Bylaws and are adopted as needed. These may be amended, with previous notice, by a majority vote of those present and voting, or by two-thirds vote without previous notice.
2. Regular meetings of the Executive Board shall be on the third Thursday of the month unless otherwise determined by the President with seven-day notification of the members of the Executive Board and Committee Chairmen.
3. Between Executive Board meetings, when decisions require a vote of the Executive Board, the President may take a poll by e-mail to determine the wishes of the Board and make a decision based on the results of the poll.
4. Dues for new members for the third quarter of each year shall be \$10 less than the total annual membership dues. Full membership dues collected during the fourth quarter shall be held by the Treasurer and will qualify the member for membership for the remainder of the year as well as for the following year.
5. Members who bring in five or more new members or renewals of those who were not members during the previous year will have their dues paid in full for the following year.
6. A \$50 honorarium will be paid to out-of-town speakers.
7. The President will have authority to approve expenses of \$100 or less without previous Board approval.
8. Expense reports shall be submitted to the Treasurer in a timely manner.
9. The expenses of the President will be paid to events she attends to represent GCRW. Expenses of one additional guest will be paid when other GCRW members will not be in attendance so that the President will not attend alone.
10. GCRW will pay the following expenses for these leadership events.
 - (a) National Federation of Republican Women's Convention. The delegate and alternate's registration, transportation, meals, and lodging will be reimbursed at one hundred percent subject to approval of the Executive Board.
 - (b) Texas Federation of Republican Women's Convention. All delegates and alternates will be reimbursed to cover the cost of registration if they attend all sessions. Additional reimbursement will be considered as funds are available.
 - (c) Leadership Development. The organization will pay registration, travel, meals, and lodging for four Executive Board members to attend the annual training in Austin in January.
 - (d) TFRW Legislative Day. As funds permit, GCRW will pay the registration fee for members who attend the sessions available.
 - (e) Campaign Management School. The local organization will pay registration for two members to attend.

11. The officers of the local organization will have preference before members in the selection of delegates.
12. All delegates for the National and Texas Federation Conventions shall write a short report to be compiled with others for the following month's newsletter.
13. Officers and committee chairmen shall be expected to attend all Executive Board meetings and general meetings of the local organization. If a committee chairman is unable to attend a Board meeting, she shall give her report to the Committee Liaison who will present her report.

Trumpet Newsletter Guidelines

Since *The Trumpet* represents all the members of GCRW and is not a personal voice of any one member, the following guidelines are to be used when writing an article for the newsletter.

1. Our goal is to inform, educate and motivate our readers to positive action, believing that change is possible and avoiding fatalistic attitudes.
2. Articles will be written to earn the trust of the reader and will speak the truth in love in a non-aggressive and non-argumentative tone.
3. Articles will be written with respect for the individuals mentioned in the piece. It is not our objective to make enemies or damage relationships.
4. The President holds the ultimate responsibility for the actions of GCRW. She has the authority to discuss an article with the writer and recommend changes to be sure it is within these objectives.

Nominating Committee Guidelines

1. The Nominating Committee shall be composed of three GCRW members who are well acquainted with the GCRW membership.
2. Preferably the nominee for President shall have served in at least two officer positions for a minimum of two years. She shall have been active in GCRW activities, have attended board meetings faithfully, have exhibited leadership qualities, and be able to speak with confidence in front of a group.
3. If at all possible, the nominee for First VP of Programs shall have served in another officer position on GCRW board for at least two years. She shall be able to speak with confidence in front of a group and be committed to the objectives of GCRW. She must also be available to take over as President should the need arise.
4. Ideally nominees for other officer positions shall have been members of GCRW for at least two years and shall exhibit leadership qualities.
5. The Nominating Committee may make suggestions to the President for committee chairman positions as members are being polled while filling the officer positions.

Adopted September 2005, Changes adopted August 7, 2008, Changes adopted January 8, 2009