# Jefferson County, WA Republican Central Committee Bylaws February 18, 2023

The following rules of the Jefferson County, WA Republican Central Committee, in accordance with RCW Chapter 29A.80 were adopted by majority vote of the Jefferson County, WA Republican Central Committee February 18, 2023.

#### ARTICLE 1. NAME

The name of this organization shall be the JEFFERSON COUNTY REPUBLICAN CENTRAL COMMITTEE, hereinafter referred to as JCRCC, an organization of the Jefferson County, WA Republican Party.

The JCRCC may be referred to informally on correspondences, in advertising and announcements as well as at public events as "The Jefferson County Republican Party" or "Jefferson County Republicans". Also, Jefferson County GOP or Grand Old Party may be used.

#### ARTICLE II. PURPOSE

The JCRCC is an organization to promote excellence in our government, to educate party members and the general public about local, state and national issues, and to provide a forum within Jefferson County for those constituents sharing the traditional values of our Republic. In addition, the JCRCC intends to influence the government at all levels through whatever means are legally available. The primary method of influence is to adopt and implement coordinated plans and actions to carry out the purposes set forth above. This includes finding and developing Republican candidates for every election as well as financing and supporting their election.

# ARTICLE III. MEMBERSHIP AND ORGANIZATION

# A. JCRCC MEMBERS

All the duly elected, in accordance with RCW Chapter 29A.80.051, Precinct Committee Officers (PCOs) and duly elected JCRCC Officers are automatically Members of the JCRCC for the two-year term. Vacant positions may also be filled by appointment as defined in ARTICLE IV. D. to fulfill the remainder of a term. Precinct captains may also be added with limits as defined in ARTICLE VI. A duly elected or appointed Member remains a Member of the JCRCC for the duration of the two-year term as long that person continues to live in the area represented, remains registered to vote in that area, and has not forfeited the position nor been removed from good standing as the result of actions defined in section B below.

B. JCRCC Member RULES

- 1. Any JCRCC member who publicly supports a candidate for any partisan office who is not a legally designated Republican candidate for that office where a Republican Party candidate was chosen as the result of a legal primary election, Washington State Republican Party Convention or vote of the JCRCC, shall be removed from good standing in the JCRCC. Not being in good standing because of this offence shall result in the removal of that individual from all rights and privileges granted in these bylaws to JCRCC members. This JCRCC member shall further be banned from participating in any JCRCC activities for the duration of their term. Any part of or this entire rule may be waived by a two-thirds vote.
- 2. Any JCRCC member, who has not actively participated in a JCRCC meeting, over a six-month period, shall be declared as "not being in good standing with the JCRCC". Not being in good standing shall result in that individual no longer having any rights

- or privileges granted in these bylaws to JCRCC members. Also, that PCO or Officer shall not be counted in determining any quorum. Any part of or this entire rule may be waived by a two-thirds vote of the Executive Board. That PCO or Officer may be returned to good standing after that PCO, or Officer, has actively participated in two meetings followed by a positive vote of the JCRCC.

  3. Any Precinct Captain, who does not actively participate in any JCRCC Meetings or
  - 3. Any Precinct Captain, who does not actively participate in any JCRCC Meetings or activities over a six-month period, shall be considered to have resigned and forfeited their position. Any part of or this entire rule may be waived by a two-thirds vote of the Executive Board.
  - 4. A paid-up membership in the Jefferson County Republican Party is required for membership in the JCRCC.
  - 5. Any JCRCC Member, who is found by the JCRCC to have committed a crime or immoral act or is derelict in the member's duties, may be removed from office, the JCRCC or removed from good standing as appropriate.
- C. The primary governing body of the JCRCC shall be the Executive Board. The JCRCC PCOs shall elect, by a majority vote of those present at the Organizational Meeting as defined in RCW Chapter 29A.80.030: a Chair and a Vice Chair who must be of opposite sexes; a State Committeeman and State Committeewoman; and other Executive Board members as provided by these Bylaws.

#### ARTICLE IV. OFFICERS

- A. The primary officers of the JCRCC shall be the County Chair, Vice Chair, State Committeeman and State Committeewoman. Other officers are the Secretary, Treasurer and Commissioner District Representatives. These officers shall be chosen from Republicans who meet all the requirements to be a Republican PCO but need not be a PCO.
- B. All officers shall be elected by majority vote of the elected PCOs at the biennial Organizational meeting or as defined in ARTICLE VIII.
- C. Commissioner District Representatives shall reside in the Commissioner District represented.

#### D. COUNTY CHAIR

The County Chair shall be the chief executive officer of the JCRCC. His/her duties include:

- 1. Appoint special committees and chairs of all committees.
- 2. Remove appointed Committee Chairs.
- 3. Appoint PCOs to fill vacancies, after review and approval of submitted names by the Executive Board with a majority vote.
- 4. Remove any officer of the JCRCC, after review and approval by the JCRCC with a majority vote. Make appointments to fill vacancies in non-primary offices, after review and approval by the Executive Board with a majority vote.
- 5. Make appointments of Precinct Captains to represent precincts that are not represented by a PCO, after review and approval by the Executive Board with a majority vote. Precinct Captains are required to have the same qualifications as PCOs except for being registered to vote in the precinct represented.
- 6. Shall be primarily responsible for carrying out the plans adopted by the JCRCC Planning Committee and otherwise carrying out the directives and policies of the JCRCC.

3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
4/

1 2

- 7. Shall have the Finance Committee prepare a budget, for the operation of the JCRCC, and implement that budget after approval by the Executive Board.
- 8. Preside over all meetings of the JCRCC and Executive Board.
- 9. Respond to calls from the State Chairman in arranging and providing a County Convention.
- 10. Issue timely notification to the delegates of the County Convention, fixing date, time, and place as approved by the JCRCC, and causing the same to be published in newspapers.
- 11. Notify each PCO of their responsibility in designating a place for holding precinct caucuses or their role in pooled caucuses and in notifying voters in their precinct, in accordance with the call from the Secretary of State and the State Republican Party
- 12. Be responsible for the safekeeping of JCRCC records and papers, which shall be transferred in good order to the successor at the conclusion of the term of office.
- 13. Upon receipt of the books from the Treasurer as of December 31st, be responsible for having an audit of books made by an audit committee of three appointed by the County Chair with the approval of the Executive Board for a report at the third regular meeting of the JCRCC.
- 14. Shall appoint a committee to prepare a plan that shall set forth the goals and objectives of the JCRCC for a two-year period. Said plan shall be approved and adopted by the Executive Board.
- 15. The County Chair shall be an ex-officio member of all standing and ad hoc committees of the JCRCC unless otherwise provided herein.
- 16. The County Chair shall be a nonvoting member of all committees except where his/her vote is needed to break a tie.
- 17. Shall assist the Jefferson County Auditors election supervisor in appointing election board workers as required.

# E. COUNTY VICE CHAIR

- 1. Exercise powers of the Chair in the event of his/her absence, illness or disability, and terminate such exercise of power upon the Chair's ability to resume those duties.
- 2. In the case of death, removal, or resignation of the Chair, the Vice Chair shall, within thirty days, call a meeting of the JCRCC for the purpose of filling such vacancy.

#### F. SECRETARY

- 1. Shall keep the minutes of all meetings of the JCRCC and Executive Board, and of other committees if requested by the Chair, and call the roll of the committee members at all these meetings.
- 2. Keep a register of the committee members and meeting attendance.
- 3. Determine if quorum requirements are met at JCRCC and Executive Board meetings.
- 4. Notify officers, committees, and delegates of their appointment and furnish committees all papers referred to them.
- 5. Send out all required notices of all meetings and conduct the correspondence of the JCRCC.

2	meeting, shall call the meeting to order and preside until the immediate election of
3	a Chair pro-tem by a majority vote of those present.
4	7. In the absence of the Treasurer or in coordination with the Treasure, assist in
5	executing any of the duties of the Treasure.
6	or the duties of the Treasure.
7	G. TREASURER
8	1. Shall chair the Finance Committee.
9	2. Shall ensure that the Finance Committee develops a budget yearly to be presented to
10	the Executive Board for approval.
11	3. Serve as custodian of all funds credited to the JCRCC.
12	4. Keep an accurate record of all receipts and disbursements.
13	5. Disburse funds for the purposes of paying regularly occurring operating budget
14	debts of the JCRCC when such debts do not exceed the amount of \$250.00 each; to
15	disburse funds on order of the County Chair or as approved and directed by the
16	JCRCC.
17	6. Deposit all funds in banks and/or S&Ls as designated by the Executive Board.
18	7. Ensures that all checks and withdrawals shall be signed by either the Treasurer or
19	the County Chair, or, in their absence, the Vice Chair or Secretary.
20	8. Submit his/her books to the Audit Committee for audit as of December 31st of each
21	year.
22	9. Complete and properly file all required public disclosure reports, tax reports, and
23	such other documents and reports as may be required by the JCRCC or by law.
24	10. The Treasurer shall give bond, if required by the Executive Board and, if so
25	required, the bond premium shall be paid by the JCRCC.
26	11. To help handle duties of the Treasure, the Treasure may appoint a deputy if
27	approved by the Executive Board
28	
29	H. STATE COMMITTEEMAN AND STATE COMMITTEEWOMAN
30	1. Are the representatives of the JCRCC to the State Republican Central Committee
31	They shall be guided in their participation and voting by the wishes of the ICRCC
32	They shall report to the County Chair, Executive Board and the JCRCC upon the
33	activities of the State Republican Central Committee.
34	2. They shall act as liaisons between the JCRCC and other county Central Committees
35	Republican organizations and legislative bodies.
36	3. They shall exercise and carry out such other powers and duties as the JCRCC may
37	assign them.
38	
39	I. DISTRICT REPRESENTATIVES
40	1. Are representatives from each Commissioner District and shall represent the JCRCC
41	in their respective districts.
42	2. They shall act as liaison between the Chair and Executive Board, and the PCOs and
43	Precinct Captains in their respective districts. This includes assisting PCOs and
44	Precinct Captains in reviewing and maintaining voter roles in their respective
45	precincts.

6. In the absence of the Chair and Vice Chair at an Executive Board or JCRCC

3. They shall assist the chairman in identifying, vetting and interviewing potential candidates to fill PCO vacancies in their respective districts.

# 

#### J. COMMITTEE CHAIRS

- 1. Shall be responsible for filling out their committee with members of the JCRCC and other Republicans with special expertise as needed. The majority, of members of any committee, shall be JCRCC members.
- 2. Shall insure that goals and objectives for said committee are immediately determined and set and are periodically revised and updated and carry out such other functions as designated by the County Chair.
- 3. Preside over committee meetings,
- 4. Make monthly reports to the County Chair as to the activities of that Committee.
- 5. Assure performance of duties and responsibilities by members.
- 6. Obtain approval of Executive Board prior to undertaking any major projects that might not be in the normal course of its duties.
- 7. Shall be appointed by the County Chair and may be removed by the County Chair.
- 8. Committee Chairs shall be a JCRCC member or have registered to vote in Jefferson County and have a paid-up membership in the Jefferson County Republican Party

# 

#### ARTICLE V. MEETINGS AND CONVENTIONS

A. BIENNIAL ORGANIZATIONAL MEETING

The biennial Organizational meeting of all the duly elected Precinct Committee Officers shall be held in accordance with RCW 29A.80.030. It shall be after each November election in even-numbered years, subsequent to the certification of Precinct Committee Officers by the county auditor, prior to December 31st, and at a time and place within the county determined by the retiring County Chair. The primary purpose of said meeting shall be for organizational purposes. The retiring County Chair shall notify each PCO of the time and place of such meeting by written or email notice of not less than ten days prior to the date of such meeting. The rules governing said meeting shall be determined by the retiring Executive Board in conformance with rules required to be followed at the direction of the State Republican Central Committee. The County Chair may designate a committee to recommend such rules. The rules shall be adopted at the meeting prior to any business being conducted at this Organizational meeting. Until the rules are approved, and a new County Chair elected, the retiring County Chair shall preside at this meeting. A majority vote of those PCOs present shall be considered sufficient for all elections, rules adoption, etc. at this meeting.

#### B. JCRCC AND OPEN MEETINGS

- 1. The Executive Board shall establish and publish a schedule of JCRCC meetings.
- 2. In concert with the purposes expressed in Article II, the Executive Board may conduct meetings, forums, events and activities, that are open to the public, under the banner of Jefferson County Republican Central Committee, JCRCC, Jefferson County Republicans, and/or The Jefferson County Republican Party. This includes, but is not limited to, the Lincoln Day Luncheon, candidate forums, booths at fairs, entries in parades, cook offs, barbeques, and issues related discussion meetings.

#### C. EMERGENCY MEETINGS

- 1. Three members of the Executive Board or three members of the JCRCC shall have the authority to call the JCRCC or Executive Board into special session should they deem such special meeting necessary and proper; provided, however, that the call for such meeting shall be made by the County Chair unless said individual refuses to act; and provided further that maximum possible notice shall be given to all members of the JCRCC or Executive Board, as the case may be, prior to such meeting.
- 2. Said meetings may be held and business conducted in the case of an emergency as determined by the County Chair, by means of either a telephone conference call or by remote access where a quorum is present.
- 3. The County Chair shall testify to the JCRCC and the Executive Board at the next regularly scheduled meeting what actions were taken and how votes, if any, were cast.

# D. EXECUTIVE BOARD

The Executive Board shall meet at such times and places as designated by the County Chair. At least two-week notice shall be given for all meetings of the Executive Board.

#### E. COUNTY CONVENTION

The County Chair shall arrange and provide for a Jefferson County Republican Convention, either in accordance with directions received from the State Republican Central Committee or as called by the JCRCC. The Executive Board shall fix the time and place for such a meeting. This Convention shall strictly adhere to all JCRCC and State Republican Central Committee rules. Anyone desiring to be a delegate to the Jefferson County Republican Convention or Washington State Republican Convention must be a paid-up member of the Jefferson County Republican Party, be registered to vote in Jefferson County and be in good standing with the JCRCC.

#### F. PRECINCT CAUCUS

Upon receiving a call from the Secretary of State for the purpose of holding a caucus, and official notice call or email has come from the Washington State Republican Party Central Committee, the County Chair shall announce a meeting of Republican voters in each precinct. Citizens attending such caucuses shall be registered voters in their precinct. Qualified PCOs are automatic delegates to the County Convention. A qualified PCO is determined by current RCW laws, Washington State Republican Central Committee rules and must be in good standing with the JCRCC as defined in ARTICLE III Section B. The County Chair pursuant to instructions from the State Republican Central Committee shall establish the number of other delegates and alternates elected to participate in the County Convention. Each caucus shall strictly adhere to all JCRCC and State Republican Central Committee rules.

#### G. OTHER PROVISIONS

Email may be used in place of mail or telephone when notice is required for any meeting. Remote access may be used to conduct any meeting.

# ARTICLE VI. SELECT COMMITTEES

# A. EXECUTIVE BOARD

- 1. The Executive Board shall consist of the following: County Chair, Vice Chair, Secretary, Treasurer, State Committeeman, State Committeewoman and one representative from each County Commissioner's District who is a member in good standing of the JCRCC and registered to vote in the district represented. The Executive Board shall provide for the routine administration of the JCRCC in carrying out the plans and policies adopted by the JCRCC.
- 2. The Executive Board, in addition, shall do all things necessary and proper to promote the welfare and success of the JCRCC and shall advise and assist the County Chair in achieving the goals and objectives of the JCRCC.
- 3. Absence of any Executive Board member from three consecutive regular meetings of the Board or JCRCC without notifying the Chair or being excused shall automatically cause such member's place on the Board to be declared vacant.
- 4. A quorum of the Executive Board shall consist of 50% or more of the Executive Board as then populated, for the purpose of conducting the official business of the Executive Board.
- 5. The Executive Board shall review any accusations of failure to follow rules, listed in ARTICLE III Section B. If the Executive Board agrees the allegations are likely to be valid, it shall prepare recommendations and present them to the JCRCC for adjudicating and consideration of censure. If the chair is the accused, the vice chair shall conduct the review.
- 6. At its initial meeting, the Executive Board will confirm assignments to protect account passwords with the objective to always have at least three board members responsible for each account, i.e., banking, credit cards, phones, constant contact etc. Board members shall not disclose such information beyond the Executive Board.

#### B. JCRCC

- 1. The JCRCC shall perform those duties and have those powers provided by law, or as may be directed by the State Republican Central Committee.
- 2. It shall be the duty of the PCOs, in the manner herein provided, to elect the officers of the JCRCC and to fill such vacancies as may from time to time occur.
- 3. The JCRCC shall act as the principal legislative body in approving all plans, policies and budgets for the JCRCC.
- 4. The PCOs shall have the power, by majority vote at a duly called and constituted JCRCC meeting, to remove from office any elected or appointed officer or Chairman, for cause which within its judgment is deemed sufficient.
- 5. The JCRCC members shall aid in the implementation of the goals and programs set forth by the Executive Board and approved by the JCRCC.
- 6. Those appointed as Precinct Captains shall also be members of the JCRCC with all the responsibilities and voting rights except for the election or appointment of officers, PCOs and Precinct Captains or for their removal.
- 7. The JCRCC shall adjudicate rules infringement cases presented by the Executive Board and apply penalties as appropriate. In this process the JCRCC shall give 10 days notice of the JCRCC meeting that will review the accusation and invite the accused to present a defense.
- 8. Any paid-up member of the Jefferson County Republican Party is free to participate in the discussions and proceedings of any JCRCC meeting but shall have no vote.

# 1 2

# ARTICLE VII. LEGISLATIVE DISTRICT COMMITTEE

A legislative district committee has been established for each legislative district in the State of Washington. The purpose of a legislative district committee is to coordinate Republican Party activities within the district.

Legislative district committees for districts located in more than one county shall consist of three delegates from each county, all or part of which is included in the district.

The chair of the Legislative District shall be elected by the newly elected PCOs in accordance with RCW29A.80.61 within 45 days of the even year general election. The 24th Legislative District will provide nominees by November 15th of that year. Removal and replacement of the Legislative District chair can only be made by these PCOs.

Each legislative committee shall hold an organizational meeting by June 30th of each odd-numbered year for the purpose of electing a treasurer and secretary as well as conducting any other business required by the 24th Legislative District bylaws.

The three delegates from Jefferson County shall be chosen by the JCRCC from the JCRCC PCOs. Each member of the JCRCC Legislative District Committee Delegation will have the option of appointing a proxy to represent their vote during official Legislative District Committee business. All appointed proxies must be approved by the JCRCC Executive Board before confirmation. Terms of members will expire at the end of even-numbered years.

This legislative district committee may conduct such activities, and may adopt such rules for its internal governance, as the committee may determine, consistent with the appropriate county and state bylaws.

#### 

# ARTICLE VIII. VACANCIES OF PRIMARY ELECTED OFFICERS

Whenever a vacancy should occur in any primary elected office, the County Chair shall advise the JCRCC 10 days prior to the next regular JCRCC meeting. At that meeting the County Chair shall then call for nominations. If a quorum is present nominations may then be received from the floor and a vote may proceed. Election shall be by majority vote of the PCOs present.

# 

#### ARTICLE IX. FINANCE

- A. All elected and appointed officers, Chair, PCOs and other members of the JCRCC shall serve without pay; provided however, with prior approval, they may be reimbursed for some portion of expenses incurred in the performance of their JCRCC duties. Payment requires approval of the Executive Board.
- B. The budget of the JCRCC shall include obligations, if any, to the State Republican Central Committee; funds to aid in the financing of primary or general election campaigns of approved Republican candidates for county, state, or national office; and funds for promoting all interim programs of the JCRCC deemed necessary in reaching the objectives and purposes of the JCRCC.
- C. Expenditures exceeding budgetary limits shall not be made without the approval of the Executive Board. The Treasurer may be granted authority by the Executive Board, to make transfers within the budget.

5

# ARTICLE X. MISCELLANEOUS RULES

- A. The parliamentary rules for the conduct of all meetings shall be the most recent edition of Roberts Rules of Order.
- B. A quorum of the JCRCC shall consist of 50% or more of the then seated JCRCC members who are in good standing as long as 50% or more of the then constituted Executive Board are present, for the purpose of conducting the official business of the JCRCC other than the Organizational meeting which shall have its own rules.
- C. Any JCRCC Member, who will be absent from a JCRCC meeting, may be represented by proxy. The proxy for any specific meeting shall be in writing and signed by the absent JCRCC member. The person holding the proxy shall be a Republican and shall reside in the absent JCRCC member's area of jurisdiction.
- D. The fiscal year of the JCRCC shall be January 1st through December 31st of the same calendar year both dates inclusive.
- E. Terms of office for all officers and committee chairs shall be for two years between organizational meetings and until their successors are elected and qualified or appointed.
- F. Any Republican who is registered to vote in Jefferson County and has contributed at least \$15 to the JCRCC shall be allowed to attend any committee meeting and participate in discussions; however, only members of that committee shall vote.
- G. Notice for any JCRCC meeting shall be given at least two weeks prior to the meeting unless otherwise stated elsewhere in these Bylaws, the RCW or by the State Republican Central Committee.
- H. To be considered a member in good standing of The Jefferson County Republican Party for any purpose, the payment of membership dues is required.
- I. Any communication by a member of the Jefferson County Republican Central Committee, in the name of the JCRCC, shall be approved by the JCRCC Executive Board. Only the Chair of the JCRCC or an appointed designee shall communicate with the press. All press inquiries shall be directed to the Chair. Only the chair or the chair's designee shall represent the Republican Party or the JCRCC to outside organizations and groups. PCOs and Precinct Captains in their official position shall only present approved Platform and other approved positions to the residents of their Precinct

# ARTICLE XI. SUPPORT OF CANDIDATES AND BALLOT MEASURES

- A. No candidate for any office or any ballot measure shall be supported, endorsed or opposed by any member of the JCRCC in their official position, prior to a JCRCC vote. The Candidate Screening Committee may make endorsement recommendations for candidates or ballot measures to the JCRCC for consideration and vote. A 2/3 majority vote shall be required for a Candidate or position on a Ballot Measure in any election to receive any JCRCC support. This support shall be subject to the following rules. Candidates who are not valid Republicans or running for a non-partisan office shall receive no financial support but may receive a JCRCC voter recommendation if there are no valid Republicans running for that position. If there are two or more valid Republicans running for a position, a 75% majority vote shall be required for JCRCC endorsement or financial support. The members of the JCRCC shall determine who is a valid Republican.
- B. In the event there is a Party Endorsing Convention, it will take precedence, unless a 2/3

majority of the JCRCC overrides the convention.
C. Straw polls, anonymous party polling, individual and personal comments that are neither
public nor reported to the public, are not considered public endorsements.
ARTICLE XII. OTHER REPUBLICAN ORGANIZATIONS
From time to time as the need may arise, the Executive Board shall consider the relationship of the
JCRCC Will other Republican organizations, including but not limited to the State Popublican
Central Committee. The Executive Board shall then make the determination by majority vote
whether or not to participate in such a request.
ARTICLE XIII. CONSTRUCTION
A. If for any reason these Bylaws, or any part hereof, are declared invalid, the remaining portions not affected shall remain in full force and effect.
positions not directed shall remain in full force and effect.
B. These Bylaws supersede all previous Bylaws of the JCRCC or the Jefferson County
Republicans.
•
C. All indexes, titles, subject headings, section titles, and similar terms are provided for
purpose of reference and convenience and are not intended to affect the meaning or scope
of these Bylaws
ARTICLE XIV. AMENDMENTS
These Bylaws may be amended at any regular or special meeting of the JCRCC at which a
quorum is present, by a two-thirds vote; PROVIDED that the proposed amendments must be
submitted in writing or by email to each member of the JCRCC at least ten days in advance of
the meeting; and PROVIDED further that notice of intent to consider the amendments shall be included in the call, email, or notice of the meeting.
meraded in the can, eman, or notice of the meeting.
WITNESS WHEREOF, the foregoing Bylaws have been duly approved and executed by the JCRCC
on this 18th day of February 2023.
·
JCRCC Chair
Jodi Wilke