



Darke County Republican Women's Club By-laws

Article I: Name

The name of this organization shall be the Darke County Republican Women's Club (DCRWC). This club is affiliated with the Ohio Federation of Republican Women (OFRW) and with the National Federation of Republican Women (NFRW).

Article II: Objectives

The objectives of this organization shall be to:

1. Provide political education and legislative information.
2. Provide a wider knowledge of the principles of the Republican Party.
3. Increase the number of registered Republicans.
4. Recruit, promote, and support qualified Republican women for political office.
5. Give exposure to and work actively for all Republican candidates.
6. Lend support to the activities of other Republican organizations.

Article III: Policy

1. In a contested primary no Member of the Board of Directors shall use her position to endorse a candidate. If found in violation by the Board of Directors, the Member shall be removed from office.
2. The President and Campaign Activities Chairman of the DCRWC shall not publicly endorse any candidate for public office in any primary, runoff, special, or non-partisan race where two or more known Republicans are in the race. No endorsement or evidence of support by any Member shall be issued using the DCRWC affiliation, logo, or stationery without the approval of the DCRWC. An Officer of the organization who is a candidate or whose spouse or family member is a candidate shall be exempt from this rule; however, they may not do so in the name of the organization or by utilizing the logo or stationery of the DCRWC. If found in violation by the Board of Directors, revocation of membership may result.
3. If a nominee in a primary election is invited, all Republican nominees for that office shall also be invited. All Republican nominees in a contested primary shall be provided the opportunity for equal exposure.
4. No DCRWC shall use her position to support a candidate running on any opposition ticket.
5. In all non-partisan elections, Federated Republican Women should support only Republican candidates.
6. Members are encouraged to become active in primaries as individuals.
7. Federated Republican Women should work for the selection of qualified Republicans to appointive local and state offices, boards and commissions.
8. In General Elections, when funds are available, an amount to be designated by the Board of Directors is to be equally distributed among Republican candidates selected by the Board of Directors and approved by the membership.

Article IV: Membership Classes

1. Regular members are registered Republican women. They believe in the philosophy of the Republican Party and support the objectives of this organization.

2. Associate member is an active member of another Federated Republican Women's Club who supports the objectives of this club. An Associate member is not reported to OFRW or NFRW. An Associate member cannot hold office, vote, or be counted for the purpose of determining the number of delegates to national or state federation meetings or conventions. Republican men may also be associate members.
3. A member shall be removed from membership for failure to pay dues.

Article V: Dues

1. Amount of dues will be set or amended at any regular meeting by a quorum (ten members) vote.
2. Dues amounts will be set for:
 - A. Regular members (-65 years of age).
 - B. Senior members (65+ years of age).
 - C. Associate members (paid member of another federation club or men).
3. Payment of membership (renewal) dues will be from January 2nd to March 1st at which time they will be considered delinquent. Dues paid in November or December will be considered to be for the next membership year.
4. Only paid members will receive the newsletter and minutes.
5. Fiscal Year of this organization shall be from January 1 through December 31.

Article VI: Officers

1. The officers shall be President, First Vice-president, Second Vice-president, Recording Secretary, Corresponding Secretary and Treasurer.
2. No officer shall serve more than two consecutive terms in the same office except the office of Treasurer.
3. The officers shall be elected by ballot at the annual meeting in November to serve for a term of two years, beginning on January 1, and continuing through December 31 of the second year, or until their successors are elected.
4. If there is but one nominee for office, the election may be by voice.
5. Elected officers shall be formally installed in December.
6. To be eligible to vote for club officers, current dues must have been paid to the Treasurer no later than ninety days prior to the election.
7. A vacancy in the office of President shall be filled by the First Vice-president.
8. A vacancy in the office of the First Vice-president shall be filled by the Second Vice-president.
9. A vacancy in any other office shall be filled by a majority vote of the Board of Directors.

Article VII: Officers Duties

1. The President shall:
 - A. Preside at all meetings.
 - B. Appoint committee chairmen and members of committees, except for chairmen and members of the Program and Membership Committees.
 - C. Appoint a Parliamentarian.
 - D. Have final approval for all postings and/or content of printed material, website, and social media.
 - E. Be an ex-officio member of all committees except the nominating committee.
 - F. Arrange for an audit of the books in January of each year.
2. The First Vice-president shall:
 - A. Assist the President in her duties.
 - B. Chair all meetings in the absence of the President and assume all designated obligations in the absence of the President.
 - C. Succeed the President in office.
 - D. Shall form a Program Committee, with the approval of the Board of Directors.
 - E. Shall serve as an ex-officio member of the Program Committee.
3. The Second Vice-president shall:
 - A. Be responsible for promotion and conservation of the club membership.
 - B. Chair all meetings in the absence of the President and the First Vice-president, and assume all designated obligations in the absence of the President and First Vice-president.
 - C. Succeed the First Vice-president in office.
 - D. Shall form a Membership Committee, with the approval of the Board of Directors.
 - E. Shall serve as an ex-officio member of the Membership Committee.
 - F. The Membership Committee shall be responsible for promotion and conservation of the club membership.
4. The Recording Secretary shall:
 - A. Keep the minutes of all the meetings of the Club and Board of Directors.
 - B. Provide a copy of the minutes of each meeting to each officer within two weeks following each meeting.
5. The Corresponding Secretary shall:
 - A. Conduct the correspondence of the organization.
 - B. Send cards to members upon illness or death in the family. (Members shall report to the Corresponding Secretary any illness or death in a member's family).
6. The Treasurer shall:
 - A. Keep all club funds in a checking and/or savings account and pay bills as authorized by the vote of the Board or membership.
 - B. Forward to the State / National Federations members' dues as received.
 - C. File annual Finance Report for the Club with the Darke County Board of Elections by January 31 of each year, or the post election date if contributions have been made to candidates during the election.
 - D. Serve as an ex-officio member of the Ways and Means/Finance Committee.
7. All officers shall present all books and records to their successors within ten days after successor assumes office.

Article VIII: Meetings

Regular meetings shall be held on the second Monday of every month except January and August, unless otherwise called by the President. At least seven (7) days' notice shall be given to all members for regular meetings. Notice for all meetings may be mailed or sent electronically.

1. The Board of Directors may change or cancel a meeting date by majority vote.
2. Special meetings may be called by the President or at the request of a quorum of the membership.
3. A quorum for any Regular meeting shall be ten members.

Article IX: Board of Directors

1. The Board of Directors shall consist of the elected officers, standing committee chairman, standing committee co-chairmen, parliamentarian and immediate past president.
2. Meetings shall be held prior to the Regular club meeting as needed. At least five (5) days' notice shall be given to all Board of Directors members prior to regular meeting. Notice for all meetings may be mailed or sent electronically.
3. A quorum shall be 20% of the total number of members of the Board of Directors.
4. The Board shall:
 - A. Transact all business between meetings of the Club.
 - B. Make recommendations to the Club.
 - C. Make recommendations of appointments for Assistant Treasurer and Assistant Recording Secretary.
 - D. Elect delegates and alternates to OFRW and NFRW in accordance with the OFRW and NFRW By-laws.

Article X: Committees

1. A nominating committee of at least three members shall be appointed by the President in September of the even numbered years. The committee shall elect the chairman.
2. The Standing Committees shall be:
 - A. Bylaws – shall be responsible for review of bylaws and submitting proposed amendments to the membership.
 - B. Campaign – shall coordinate all activities of the Club's campaign program and be responsible for the collection and reporting of campaign hours.
 - C. Historian – Shall maintain a scrap book of all club activities and present to the club at the end of her term.
 - D. Legislative/Political Education – Shall inform the Board of Directors and the club of any state or national legislation affecting the interest of the Federation.
 - E. Membership – Shall be responsible for promotion and conservation of the club membership. Second Vice-president shall be ex-officio member of this committee.
 - F. Program – Shall be responsible for planning the programs for the meetings. Shall coordinate meeting sites and be responsible for all special social functions. First Vice-president shall be ex-officio member of this committee.
 - G. Publicity – The Publicity Chair shall be responsible for the following activities:

1. All newsletter and internet communications regarding club activities with final approval of the President.
 2. Media announcements to all Darke County media before and after each meeting.
 3. Advertising special events, honors, projects, etc.
- H. Ways and Means/Finance – shall be responsible for all fund raising activities of the organization. Treasurer shall be ex-officio member of this committee.
3. Other committees shall be appointed by the President as necessary.
 4. All outgoing chairmen shall present all books and records to their successors within ten days.

Article XI: Parliamentary Authority

Robert's Rules of Order Newly Revised shall apply on all questions of procedure not specified in these by-laws, the OFRW By-laws or the NFRW By-laws.

Article XII: Amendments

1. These by-laws may be amended by a quorum vote at any regular meeting provided at least ten days notice has been given.
2. Changes in these by-laws necessitated by amendments to the OFRW or NFRW by-laws shall be effected by the Board of Directors.

Article XIII: Dissolution

This club may be dissolved by a two-thirds vote at any regular or special meeting of the club, provided that notice of the dissolution has been submitted in writing at least thirty (30) days prior and has been sent to all members of the club. In the event of dissolution, the Executive Committee shall, after payment of all liabilities of the club, distribute any remaining assets to the Ohio Federation of Republican Women. No funds shall be distributed to any member or officer of the club. The right to use the name of a dissolved club shall revert to the Ohio Federation of Republican Women.



These by-laws were last reviewed, revised and amended: May 13, 2019

President

Secretary

By-laws Review Committee:

Betty Hill, President
Lyn Bliss, First Vice-president
Cindy Pike, Treasurer