

**BY-LAWS OF THE
EXECUTIVE COMMITTEE OF THE
JOHNSON COUNTY REPUBLICAN PARTY**

As Adopted August 16, 1994, and Revised 2007, 2009, 2010, 2015, 2016, 2018, 2020, and 2022.

ARTICLE ONE. NAME AND MEMBERSHIP.

1.01 Name.

The name of this organization shall be the Johnson County Republican Party Executive Committee, hereinafter referred to as the "Executive Committee."

1.02 Membership.

- (a) Statutory Members. As provided by the Election Code of the State of Texas ("the Texas Election Code"), the Executive Committee of a political party (Republican) that conducts a Primary Election shall be comprised of the Republican County Chairman and the Republican Precinct Chairmen elected to a two year term, beginning twenty (20) days after the date scheduled for the second (runoff) primary or other date specified by the Election Code, by those voting in the Johnson County Republican Party Primary and any County Chairman or Precinct Chairmen appointed to fill vacancies in accordance with Article 3.08 of these By-Laws.

1.03 Eligibility.

- (a) All Statutory Voting Members of the Executive Committee shall meet the requirements of the Texas Election Code regarding political-party affiliation (shall have voted in the Republican Party Primary or otherwise qualified) and shall reside in the Precinct in the case of Precinct Chairman or the County in the case of County Chairman.
- (b) All Party Officers, as defined in Article Four, shall reside in the County and shall not have voted in the prior Democratic Party Primary or Democratic Party Primary Run-Off.

ARTICLE TWO. PURPOSE AND OBJECTIVES.

2.01 Purpose.

The Executive Committee shall exercise those powers conferred upon it by the Texas Election Code and these By-Laws and perform all duties necessary to promote the best interest of the Republican Party of Texas in Johnson County.

2.02 Objectives.

The objectives of the Johnson County Republican Party Executive Committee shall be:

- (a) to establish general operating policies and conduct the business of the Johnson County Republican Party as required by the Texas Election Code and the Republican Party of Texas;
- (b) to support the objectives, policies and platforms of the Republican National and State Committees and work for the election of all Republican Party nominees who support the objectives and policies and platforms of the Republican National and State Committees;
- (c) to cooperate in carrying out programs initiated by the Republican Party of Texas, including, but not limited to, conducting a Republican Primary Election;
- (d) to facilitate cooperation and active participation among Republicans, and others who support Republican candidates and ideals, and to promote the growth of the Republican Party in Johnson County;
- (e) to recruit and provide the assistance needed to elect qualified Republican candidates to Precinct, County and District offices; and
- (f) to develop a broad based, effective Republican Party organization in Johnson County which will engage in activities that serve to promote a positive image of Republicans and the Republican Party.

ARTICLE THREE. MEETINGS.

3.01 Statutory Meetings.

Meetings required by the Texas Election Code shall convene at the time and place provided by the Code, and any required statutory notices thereof, to conduct such business as may properly arise.

3.02 Regular Business Meetings.

Meetings of the Executive Committee shall be held a minimum of four (4) times per year as scheduled by the County Chairman with approval of the Executive Committee. Written notice of the time and place of Regular Business Meetings shall be postmarked or communicated by electronic mail at least seven (7) days prior to the meeting date, unless a meeting schedule calendar has been distributed to all members of the Executive Committee entitled to vote on matters that may properly come before a Regular Business Meeting, in which case, only a change in the scheduled date or time will require a written notice.

3.03 Special Meetings.

Special Meetings of the Executive Committee may be held at any time upon

- (a) a written call issued by the County Chairman or
- (b) a written call signed by at least twenty percent (20%) of the Statutory Members of the Executive Committee in office at the time of signing the call.

3.04 Notice of Special Meetings.

The written call must be delivered to the Secretary at least ten (10) days prior to the specified meeting date. The call and the notice thereof must contain the time and place of the Special Meeting and the subject(s) to be discussed and a copy of any resolutions to be proposed. The written call shall be by electronic means or via US Postal Service, or under the authority of the Secretary at least seven (7) days in advance of the Special Meeting to each member of the Executive Committee, entitled to vote on matters contained in the notice of call, at the address as it appears on the records of the Executive Committee.

3.05 Emergency Meetings.

Emergency meetings of the Executive Committee may be called only by the County Chairman. Emergency meetings may only be called under exigent circumstances and may not be called under circumstances covered by the Texas Election Code or elsewhere in these By-Laws.

3.06 Notice of Emergency Meetings.

The County Chairman shall make every reasonable effort to contact the members of The Executive Committee at least three (3) days in advance of the Emergency Meeting.

3.07 Quorum.

At all Regular, Special and Emergency meetings, there shall be a quorum of at least twenty-five percent (25%) of the members of the Executive Committee in office and entitled to vote on the matters before the meeting, are present at the time the meeting is called to order. At all Statutory meetings, a quorum consists of those Statutory Members present, and if less than a majority is present, only such business as called for by the Texas Election Code may be transacted.

3.08 Voting.

Only those members of the Executive Committee who are present and entitled to vote upon the issue before the meeting shall have the right to vote. A majority of those members of the Executive Committee, a quorum being present, shall determine the question except as may be

required by the Texas Election Code, and the approval of appointed Officers, or the amendment of these By-Laws which shall require an affirmative vote of two-thirds (2/3) of the Statutory Members of the Executive Committee, a quorum being present.

3.09 Vacancies.

Any vacancy in the office of County Chairman or Precinct Chairman may be filled by a majority of the Executive Committee present and voting at any Regular Business Meeting or at a Special Business Meeting called in accordance with Articles 3.03 and 3.04, a quorum being present.

ARTICLE FOUR. OFFICERS.

4.01 Officers.

The Officers of the Executive Committee shall be the County Chairman and a Vice Chairman, a Secretary, a Treasurer, and such other Officers as may be necessary, appointed by the County Chairman with approval of the Executive Committee. The Executive Committee may, from time to time, approve the appointment of such other Officers or assistant Officers as necessary to carry out the objectives as defined in these By-Laws. Nothing in these By-Laws shall be construed to allow any Party Officer other than the County Chairman to vote on the Executive Committee, even for the Vice Chairman serving as the Acting Chairman.

4.02 County Chairman.

The County Chairman shall be the presiding officer and official spokesperson for the Johnson County Republican Party Executive Committee. The County Chairman shall provide leadership and management for the local organization and recruit people to fill key positions in the organization. The County Chairman shall conduct primaries, precinct conventions and county/senatorial district conventions in even numbered years, keep election records and take steps to insure secret balloting and honest elections. The County Chairman shall assist Republican Candidates in the planning and execution of campaigns and shall maintain working relationships with all elected Republicans. The County Chairman is to be an ex-officio member of all committees and a member of the Texas Republican County Chairmen's Association, with any dues and associated expenses payable by the Executive Committee.

4.03 County Vice Chairman.

The County Vice Chairman shall be appointed by the County Chairman, with confirmation by the Executive Committee. The Vice Chairman shall assist the County Chairman in the performance of his (her) duties and shall act in the place of the County Chairman when the County Chairman is not available to perform his (her) duties. In the event of a vacancy in the position of the County Chairman, the Vice Chairman shall serve as Acting Chairman until a County Chairman is named in accordance with Article 3.08. The County Vice Chairman shall assist the County Chairman in all duties assigned by the County Chairman.

4.04 Precinct Chairman.

The Precinct Chairman is a Statutory Member of the Johnson County Republican Party Executive Committee. Each Precinct Chairman is responsible for carrying out the precinct focused programs of the Republican National, State and County Executive Committees. The Precinct Chairman will attend all meetings of the County Executive Committee. The duties include helping to elect Republican candidates by conducting political preference surveys in the Precinct, recruiting and directing Precinct volunteers in voter registration and Get Out The Vote (GOTV) programs, introducing candidates to residents of the Precinct, and distribution of literature, yard signs and other campaign activities. The Precinct Chairman is responsible for conducting the Republican Primary Elections and Republican Precinct Conventions. The Precinct Chairman shall assist the County Chairman in all duties assigned by the County Chairman.

4.05 Secretary.

A Secretary shall be appointed by the County Chairman, requiring confirmation by the Executive Committee, at the first Statutory Meeting of each newly elected Executive Committee. The Secretary shall maintain a permanent file containing minutes of all meetings of the Executive Committee. The Secretary shall ensure that a complete and current role of all members of the Executive Committee is maintained, and that each member receives proper notice of meetings. In accordance with the Texas Election Code, the Secretary shall call a meeting of the Executive Committee in the event of a vacancy in the office of the County Chairman and, in addition to the County Chairman, shall be authorized to receive applications for a place on the primary ballot. The Secretary shall assist the County Chairman in all duties assigned by the County Chairman.

4.06 Treasurer.

The Treasurer shall be appointed by the County Chairman, with confirmation by the Executive Committee. The Treasurer shall be the custodian of all funds of the organization and shall be responsible for keeping systematic records for complying with any applicable state and federal statutes with regard to reporting contributions and expenditures. The Treasurer shall be responsible for the filing of such reports as required. The Treasurer shall collect funds for deposit in bank accounts approved by the Executive Committee and pay bills or disburse funds by check in accordance with policies of the Executive Committee. The Treasurer will make written reports of receipts and disbursements to be presented at regular business meetings of the Executive Committee. The Treasurer shall ensure that accurate and complete financial contributor records, listing name, address, amount given, and the date of contributions are maintained. The Treasurer's books and records shall be open to members of the Executive Committee and there shall be an annual audit conducted by a committee of three (3) appointed by the County Chairman. The report of the audit committee shall be made to the Executive Committee at its February meeting or as soon thereafter as possible.

4.07 Parliamentarian.

A Parliamentarian may be appointed by the County Chairman, with confirmation by the Executive Committee. The Parliamentarian shall keep order at all meetings and ensure that the meetings are conducted in accordance with proper authorities when necessary.

4.08 Program Chairman.

A Program Chairman may be appointed by the County Chairman, with confirmation by the Executive Committee. To the best of his (her) ability, the Program Chairman shall develop a program of interest for each Regular Business Meeting as defined by Article 3.02, be entitled to advertise said speakers in a manner approved by the Executive Committee, and coordinate non-fundraising events such as festivals, debates, and forums.

4.09 Eligibility.

Each appointed Officer who is not also a Statutory Member of the Executive Committee must meet the requirements of Article 1.03(b) of these By-Laws.

4.10 Term of Office.

The term of office for the appointed Officers of the Executive Committee shall be concurrent with that of the Executive Committee, except that in the event of a vacancy in the office of County Chairman, the appointed Officers shall serve only until the election and seating of a new County Chairman. Nothing shall prohibit the new County Chairman from reappointing any Officer. No appointed Officer shall be eligible to serve for more than four (4) consecutive full terms in the same office.

4.11 Confirmation and Removal of Officers.

As provided, the County Chairman shall appoint the Vice Chairman, the Secretary, the Treasurer and any other Officers. The Executive Committee shall be notified, in writing, of the County Chairman's appointees. The notice of intention to appoint shall contain information about the appointee and be distributed to the Statutory Members of the Executive Committee at least seven (7) days prior to the Special or Regular Business Meeting at which the approval of the appointed Officers will be requested. The appointment and removal of party officers requires a 2/3 majority vote of the Executive Committee. This does not apply to positions of County Chairman or Precinct Chairman. In accordance with Article 3.08, only Statutory Members of the Executive Committee shall be entitled to vote on any motion to confirm or remove appointed Officers.

4.12 Failure to Appoint.

Should the County Chairman fail to appoint the Officers in Article 4.01 above within three months of the beginning of the statutory term of office, or election by the Executive Committee in accordance with Article 3.08, the Executive Committee shall make these appointments.

ARTICLE FIVE. COMMITTEES.

5.01 Standing Committees.

The standing committees of the Johnson County Republican Party Executive Committee shall be

Candidate Committee,
Budget Committee,
Funding Committee, and
Building Committee.

The County Chairman shall appoint a chairman of each committee and two (2) additional members. Each committee may develop procedures for the conduct of its business, subject to the review and amendment of the Executive Committee. The Chairperson of any committee may appoint additional members of his/her committee, as needed.

(a) Candidate Committee.

The Candidate Committee shall assist the County Chairman and the Johnson County Republican Party in recruiting qualified candidates for precinct, county and district elected offices and upon nomination by the Primary Election, shall offer assistance in campaign planning and execution.

(b) Budget Committee.

The Budget Committee shall assist the County Chairman in the development of financial plans and budgets for the Johnson County Republican Party and annually audit the work of the Treasurer. The financial plans, budgets, and audit reports shall be submitted for approval by the Executive Committee.

(c) Funding Committee.

The Funding Committee is responsible for developing plans and programs designed to provide adequate funding to meet the needs of the organization. The Funding Committee shall plan and be responsible for carrying out approved plans for all fundraising events and activities including, but not limited to, an annual countywide Republican fundraising banquet, such as "July Jubilee" or a similar event. Fundraising plans and budgets proposed by the Funding Committee will be included in the budgets and plans of the Finance Committee. No activity shall bear the name or logo of Johnson County Republican Party (including JCRP) without simple majority vote approval of the Executive Committee during an Executive Committee meeting.

(d) Building Committee.

The Building Committee shall assist the County Chairman in maintaining the Johnson County Republican Party HQ, located at 210 South Main Street, Cleburne, and any other permanent or temporary facilities used by the Party. The Building Committee will develop rules and policies for the operation and plans and budgets for maintaining the facility. HQ plans and budgets proposed by the Building Committee will be included in the budgets and plans of the Finance Committee. All expenditures must be approved by simple majority vote of the Executive Committee during an Executive Committee meeting, except in cases of emergency.

5.02 Area Coordinators.

In accordance with Section 171.072 of the Texas Election Code, at the first meeting of the County Executive Committee after the Precinct Chairmen take office in May of each even-numbered year, the County Chairman shall call a meeting to convene each of the four (4) County Commissioner Precinct Executive Committees for Johnson County to elect the Chairman of each County Commissioner Precinct Executive Committee.

The County Chairman shall notify the appropriate Precinct Chairmen in advance of the meeting of its time, place, and purpose. If a vacancy exists in the office of Chairman of a County Commissioner Precinct Executive Committee immediately before the date for conducting the regular drawing for a place on the general primary ballot, then the appropriate Precinct Chairmen shall convene on that date at the hour and place specified by the County Chairman to elect that officer.

The Chairman of each County Commissioner Precinct Executive Committee, or a person designated by the County Commissioner Precinct Executive Committee that is approved by the County Chairman and the Executive Committee, may be designated as an "Area Coordinator." The persons serving as Area Coordinators will assist their Precinct Chairmen in carrying out the duties of Precinct Chairmen. The Area Coordinator will conduct at least one (1) training meeting of the County Commissioner Precinct Executive Committee annually. The Area Coordinator and their Precinct Chairmen will recruit and recommend appointments to fill any vacancies in the office of Precinct Chairman within the County Commissioner Precinct. Insofar as possible, while any vacant Precinct Chairman remains unfilled, the Area Coordinator will make every effort to carry out the principal duties of Precinct Chairman in such precinct(s).

5.03 County Chairman's Cabinet.

The County Chairman may appoint an advisory group which may include the Area Coordinators, as defined in Article 5.02, and the Officers of the Executive Committee, as defined in Article 4.01, the Chairmen of the Standing Committees, as defined in Article 5.0 I, the elected

Republican officials and any other person(s) as determined by the County Chairman, that shall serve as the County Chairman's Unofficial Cabinet. The County Chairman's Cabinet shall serve as a mini-Executive Committee, and offer advice and counsel to the Chairman, except that the Cabinet shall take no action that is not specifically authorized in advance by the Executive Committee. The Cabinet shall meet upon a call by the Chairman to consider and develop plans, strategies, and budgets to be recommended to the Executive Committee. Meetings of the Chairman's Cabinet shall be open to all members of the Executive Committee.

5.04 Republican Auxiliaries.

The Johnson County Republican Party Executive Committee shall recognize, encourage, and support those organizations authorized by the National and State Republican Party as auxiliary organizations. The Executive Committee shall sponsor and encourage the formation of auxiliaries, such as the Teen Age, College and Young Republicans organizations, Republican Men's and Women's Clubs, and shall designate a representative to act as the liaison contact and to assist in the coordination of common or shared activities.

5.05 Special Committees.

The County Chairman may appoint such special purpose committees and subcommittees as necessary to assist in carrying out the objectives of the Executive Committee.

5.06 Eligibility.

The Chairman and committee members of any committee shall meet the requirements for Party affiliation. The County Chairman, or a designated representative, may serve as an ex-officio member of any committee, with voting rights.

ARTICLE SIX. JCRP PROPERTY RENTAL AND ACCESS.

6.01 JCRP Property.

- (a) This section shall apply to any property and assets owned by the JCRP. It specifically applies to the JCRP "headquarters building" [HQ] or any real property subsequently obtained by or donated to the JCRP.
- (b) To avoid liability issues and apparent endorsements or associations with other organizations, events, or candidates, a rental agreement and rental fee shall be obtained from each person or group using the property.
- (c) The Executive Committee (EC) shall review any person/group requesting building usage before their being placed on the list of "approved building users".

- (d) The EC will set the hourly use fee, to cover utilities and maintenance, with the advice of the Building Committee.
- (e) The EC may waive or reduce the rental fee for a group or event, at its discretion.
- (f) The Johnson County Republican Women and Burleson Area Republican Women are exempt from rental fees for their regular or scheduled meetings, coordinated with the JCRP.
- (g) Members of the JCRP EC shall have access to the HQ Building at any time to conduct JCRP business, as long as a properly scheduled event is not already planned or in progress.
- (h) The EC may choose to employ a building host/hostess who will schedule approved events and may be on site during events scheduled by groups/persons other than JCRP or its auxiliary organizations. A hostess fee shall be added to the rental agreement in these instances.
- (i) Unless otherwise exempted by the Executive Committee, outside users shall show proof of adequate liability insurance to cover the attendees of their event, whether invited or incidental.
- (j) A standard “rental agreement” shall be adopted by the EC, upon review and advice of appropriate Counsel of the Republican Party of Texas.
- (k) A set of “house rules” shall be approved by the EC, as recommended by the HQ Committee, included in the rental agreement, and posted on the property.
- (l) No event shall exceed the maximum occupancy for the property, as set by the Fire Marshal.
- (m) The building host/hostess shall suspend any event that exceeds the maximum occupancy for the property, or which violates the “house rules”.
- (n) No real property belonging to the JCRP will be sold without a two-thirds (2/3) vote of the Executive Committee.

ARTICLE SEVEN. FINANCIAL AND CONTRACTUAL OBLIGATIONS.

7.01 Unauthorized Expenses.

- (a) No person, including any County Chairman, Precinct Chairman, Party Officer, or committee member, shall incur, or obligate the Executive Committee to pay for, any expense, regardless of the amount of money involved, without majority approval of a quorum of the Executive Committee at a properly called meeting.

- (b) Any person who does so shall be personally liable for said expense(s). The Executive Committee, at its discretion, may choose to pay said expense(s) or reimburse the person who incurred said expense(s), but is in no way obligated to do so.
- (c) Any person, excluding a County Chairman or Precinct Chairman, who does so shall be presumed to have resigned his or her office or position, and his or her vacant office or position shall be filled in a manner consistent with these By-Laws with a person other than the one who was presumed to have resigned.
- (d) Contributions shall not be made to organizations on behalf of JCRP without majority approval of a quorum of the Executive Committee at a properly called meeting and membership to an organization shall not be entered into on behalf of JCRP without majority approval of a quorum of the Executive Committee at a properly called meeting.

7.02 Unauthorized Contractual Obligations.

- (a) No person, including any County Chairman, Precinct Chairman, Party Officer, or committee member, shall obligate the Executive Committee to a contractual agreement, regardless of the amount of money involved, without majority approval of a quorum of the Executive Committee at a properly called meeting.
- (b) Any person who does so shall be personally liable for fulfilling the terms of said agreement and for any expense(s) incidental to said agreement. The Executive Committee, at its discretion, may choose to fulfill the terms of said agreement, or reimburse the person who incurred said expenses(s) incidental to said agreement, but is in no way obligated to do so.
- (c) Any person, excluding a County Chairman or Precinct Chairman, who does so, shall be presumed to have resigned his or her office or position, and his or her vacant office or position shall be filled in a manner consistent with these By-Laws with a person other than the one who was presumed to have resigned.

ARTICLE EIGHT. PARLIAMENTARY AUTHORITY.

8.01 Authority.

The Republican Party of Texas Rules for All Conventions and Meetings and the most recent edition of Robert's Rules of Order, Newly Revised, will govern all meetings except where Robert's Rules of Order, Newly Revised are inconsistent with the provisions of these By-Laws. Such rules may be suspended when, in the judgment of the Chairman, it is beneficial for the discussion at hand or in the best interest of the parties present.

ARTICLE NINE. AMENDMENTS.

9.01 Amendment Procedure.

These By-Laws may be amended by a two-thirds (2/3) vote of the members of the Executive Committee present at a properly called Regular or Special Meeting of the Executive Committee, provided that, in accordance with Article 3.07, there is quorum of twenty-five percent (25%) of the members present, that proper notice has been given in accordance with Article 3.04, and that a copy of the proposed amendment(s), or a summary thereof, has been distributed at least ten (10) days prior to the meeting at which they will be considered.

By-Laws of the Johnson County Republican Party Executive Committee

07/05/2022