

TCRP BY-LAWS

TUSCOLA COUNTY REPUBLICAN PARTY

BY-LAWS 2024

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ARTICLE I - NAME AND PURPOSE

SECTION 1 - NAME: This organization shall be called The Tuscola County Republican Party (TCRP). These By-laws shall govern the TCRP.

SECTION 2 - PURPOSE: The purpose and objective of the TCRP shall be to perform all duties provided by law and such other duties not prohibited by law as will benefit the general welfare of the Republicans of Tuscola County, and to conduct the political affairs and business of the TCRP, under the guidelines of Article II.

ARTICLE II - THE EXECUTIVE COMMITTEE

SECTION 1 - MEMBERSHIP: The membership of the Executive Committee shall consist of Precinct Delegate-elected Members, Nominee Members, Ex-officio Members and General Members.

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In even-numbered years, Delegates to the Fall County Convention shall convene at the call of the County Chairperson within thirty (30) days following the November election to select a number of persons equal to the number of county offices and state legislative offices for which candidates were nominated at the last two (2) preceding fall primary elections, who together with the persons most recently nominated by the Party for each of those offices, shall constitute the Executive Committee. The term of office for the Executive Committee shall immediately commence upon their election and qualification at the Fall County Convention and end when their successors are elected and qualified at the Fall County Convention held in the next even numbered year.

- (a) **NOMINEE MEMBERS.** The Nominee Members shall be those persons nominated by the Republican Party for county offices and state legislative offices (whose districts are located in whole or in part in Tuscola County) at the last preceding primary election. When a new nomination is made for such an office, the new member shall replace the former Nominee Member as a member of the Executive Committee. If a vacancy occurs in the position of a Nominee Member of the Executive Committee, for whatever reason, the vacancy may only be filled by the person who is the new nominee for the office in question. These are non-voting members unless qualified to vote under another article or section.

- (b) **PRECINCT DELEGATE-ELECTED EXECUTIVE COMMITTEE MEMBERS.** The convention at which Delegate elected Members shall be elected shall caucus and select the Delegate-elected Members to the Executive Committee. All Delegate-elected Members must be registered voters who reside in Tuscola County. If a vacancy occurs in the position of a Delegate-elected Member of the Executive Committee, for whatever reason, the remaining Delegate-elected Members shall fill the vacancy at the next regular meeting of the Executive Committee after the vacancy occurs. The notice of such regular meeting must indicate that a vacancy is to be filled; otherwise, the filling of the vacancy must be delayed until the first regular meeting which the notice indicates that a vacancy is to be filled. A majority of the Delegate-elected Members present in voting shall be necessary to elect the person to fill any vacancy in the position of a Delegate-elected Member of the Executive Committee. These are non-voting members unless qualified to vote under another article or section.

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- (c) **EX-OFFICIO MEMBERS.** The Ex-officio Members of the Executive Committee shall be persons who reside in Tuscola County and who hold the following positions: County Chairperson, Vice Chairperson, Secretary, Treasurer, Youth Vice Chairperson, Deputy Secretary and Deputy Treasurer, and the chairperson of the various standing committees appointed by the County Chairperson. These are non-voting members unless qualified to vote under another article or section.
- (d) **GENERAL MEMBERS.** Any member that is not in section a, b or c for the purpose of these by-laws is classified as a General Member of TCRP. These are non-voting members unless qualified to vote under another article or section.
- (e) **DUES.** Any member of the Executive Committee who fails to pay his/her annual dues on or before the first convened regular meeting of each year of the TCRP shall have until the second convened meeting to pay or they shall be considered to have resigned from the Executive Committee. Membership types and dues structures shall be determined on an annual basis by the Executive Committee.
- (f) **VACANCIES.** A vacancy in the position of the officers and Executive Committee members shall occur upon the following events:
1. By resignation
 2. By death
 3. By change of legal residence out of Tuscola County.
 4. Removal as provided by the By-laws.

SECTION 2 - ESTABLISHMENT: There shall be an Executive Committee of the TCRP, which shall be established as provided by law and the By-laws of the Michigan Republican Party. The Executive Committee shall elect the Chairperson, Vice Chairperson, Secretary, and Treasurer of the Executive Committee, and shall fill any vacancies in these offices that may occur.

SECTION 3 - DUTIES: The duties of the Executive Committee shall be to establish general policy, conduct the affairs of the TCRP, and perform such additional duties as may be required by law.

In addition, the Executive Committee shall encourage, recognize, and aid in the establishment of those organizations within that enhance the activities of the TCRP.

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ARTICLE III – SOCIAL MEMBERSHIP

Any one not included in previous memberships who participated in an event or attended a meeting in the previous 10 years is considered a Social Member with no voting rights in the Executive Committee.

ARTICLE IV – MEETINGS

SECTION 1 - REGULAR MEETINGS OF THE TCRP: Regular meetings of the TCRP shall be held as frequently as necessary to carry out its duties, at times and places within Tuscola County to be determined by the Executive Committee at the last meeting of the previous calendar year. The TCRP shall meet at least six times each calendar year.

SECTION 2 - QUORUM: A quorum for all meetings of the TCRP shall be one-third of the voting membership of the Executive Committee represented in person or by proxy. Which are all Due paying members.

(a) **QUORUM ADJUSTMENT:** Quorum adjustments will be made every third regular meeting of the voting membership.

SECTION 3 - PROXY: Any member of the Executive Committee may designate, in writing, a person to represent him/her at any regular meeting of the Executive Committee. Proxies cannot be used for By-law changes, member removal, total monthly financial expenditures over \$500, quarterly quorum adjustments, and any new business. Proxies cannot be used in any special meetings. A member may assign a proxy at any regular meeting no more than three times a year. A proxy form needs to be filled out per meeting. Instructions on proxy form must be followed.

SECTION 4 - SPECIAL MEETINGS OF THE EXECUTIVE COMMITTEE: Special meetings shall be called by the County Chairperson when (s)he shall deem it advisable, or when requested in writing by five (5) members of the Executive Committee and submitted to the Secretary and Chair. Chair must set the date within 15 days of the receipt of the request and must set the special meeting to take place within 30 days of the receipt of the request. The special meeting request must contain the agenda that is followed in the called special meeting.

SECTION 5 - NOTICE: The written agenda and notice of the subject matter to be considered at meetings of the Executive Committee shall be forwarded in the most efficient manner possible, by the Chair, Vice-Chair or their Designee to each member of the Executive Committee with notice of the date, time and place of the meeting not

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less than five (5) days prior to each meeting. Five (5) days' notice shall be given of special meetings unless such notice is prevented by emergency.

SECTION 6 - ATTENDANCE: Any TCRP Member who shall fail to be present, either in person or by proxy, at three (3) consecutive regular meetings of the Executive Committee shall be considered to have resigned from the Executive Committee, and his/her position on the Executive Committee shall be filled as provided by the By-laws. Voluntary and involuntary resignations will be voted on at quorum adjustments.

ARTICLE V - OFFICERS

SECTION 1 - DESIGNATION: The officers of the Executive Committee shall be a Chairperson, a Vice Chairperson, a Secretary, a Deputy Secretary, a Treasurer, a Deputy Treasurer.

SECTION 2 - ELECTION AND TERM: The Chairperson, Vice Chairperson, Secretary, and Treasurer shall be elected by the Executive Committee within thirty (30) days following the Fall Convention held in even-numbered years. The Deputy Treasurer and Deputy Secretary shall be appointed by the Chairperson with the approval of the Executive Committee. Their term in office shall be for two (2) years commencing January 1 of odd-numbered years.

SECTION 3 - VACANCIES: If an officer shall resign or become ineligible to hold office, there shall be a vacancy in that office immediately. If a vacancy occurs in the office of Chairperson, the powers and duties of the Chairperson shall be assumed immediately and automatically by the Vice Chairperson until a new Chairperson is elected. In the event a vacancy occurs in the office of Treasurer, the powers and duties of the Treasurer shall be assumed immediately and automatically by the Deputy Treasurer until a new Treasurer is elected. In the event a vacancy occurs in the office of Secretary, the powers and duties of the Secretary shall be assumed immediately and automatically by the Deputy Secretary until a new Secretary is elected. All vacancies in offices shall be filled by elections by the Executive Committee for the remainder of the term. Such elections shall be held not less than fifteen (15) days or more than forty-five (45) days after the vacancy occurs. Or otherwise referenced in these By-laws.

ARTICLE VI - DUTIES OF OFFICERS

SECTION 1 - COUNTY CHAIRPERSON: The duties of the Chairperson shall be those provided by law, and also such other duties not prohibited by law as may be

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required by action of the Executive Committee, including, but not limited to, the following:

The Chairperson shall preside at all meetings of the Executive Committee and shall be an Ex officio member of all other committees. The Chairperson shall ask for volunteers or nominations, and if none received, will appoint the chairpersons of all committees with the approval of the Executive Committee and, with the exception of the Finance Committee, may remove them subject to the approval of the Executive Committee.

The Chairperson shall be responsible for directing the administration of the headquarters and staff, if any; shall be responsible for managing the day-to-day affairs of the Committee; shall coordinate the activities of the Republican Party organizations within the county; shall be a member of the Finance Committee; shall submit a proposed annual budget for review and approval or modification by the Finance Committee by February 1 of each year; and may hire or fire full- or part-time personnel for positions approved by the Executive Committee.

The Chairperson shall submit reports to the Executive Committee as may be required by action of the Executive Committee; shall keep the Executive Committee informed of Republican Party programs and activities; and may assign to other officers and committees such duties as may be necessary.

SECTION 2 - VICE CHAIRPERSON: The Vice Chairperson/ shall preside at meeting of the Executive Committee in the absence of, or at the request of, the Chairperson and shall perform such other duties as directed by the Chairperson and/or the Executive Committee. In the event the Chairperson is unable to act, the powers and duties of the Chairperson shall be assumed by the Vice Chairperson until such inability is removed or until the Vice Chairperson shall be responsible for carrying out such other duties as shall be assigned by the Chairperson or the Executive Committee.

SECTION 3 - SECRETARY: The Secretary shall perform all the duties normally associated with the office of Secretary, and in particular shall keep a permanent record, of the approved minutes and attendance at all meetings of the Executive Committee. The Secretary shall make these records available for inspection and for copying by any member of the Executive Committee. The Secretary shall make available a copy of the unapproved minutes of the most recent meeting to any member of the Executive Committee who requests the same, at least 5 days prior to the next Meeting of the Executive Committee; and shall see that all notices are duly given as required by law and by these By-laws.

SECTION 4 - DEPUTY SECRETARY: The Deputy Secretary shall assume the powers and duties of the Secretary as defined in this Article, during the absence or inability of the Secretary.

SECTION 5 - TREASURER: The Treasurer shall have the care and custody of all monies paid to the TCRP and shall deposit the same in the name of the TCRP in a financial institution designated by the Executive Committee and shall pay all bills approved for payment. The Treasurer or Deputy Treasurer shall serve as Chairperson of the Finance Committee and shall be responsible for the proper and timely filing of all financial reports required by law. Expenditures must be authorized by the Executive Committee according to any expenditure policies.

The Treasurer shall keep, or cause to be kept, an accurate account, in permanent records, of all receipts and disbursements of funds of the Executive Committee using proper and orderly methods of record-keeping; and said records shall be open to inspection by any member of the Executive Committee. The Treasurer shall present statements of the dues-paying members, revenues, expenditures, outstanding obligations, and cash balance of the TCRP to the Executive Committee 5 days prior to meetings.

At the close of each calendar year, the Treasurer shall create an annual statement and financial report as of December 31 provided to the auditor appointed by the Chairperson by February 15th. The auditor shall review the annual report and make a recommendation to the Executive Committee by March of the that year.

The Treasurer shall furnish to his/her successor all funds, accounts, and other property pertaining to the affairs of the Treasurer upon leaving office.

SECTION 6 - DEPUTY TREASURER: The Deputy Treasurer shall assume the powers and duties of the Treasurer, as defined in this Article, during the absence or inability of the Treasurer.

SECTION 7 - RECORDS: All records and materials received or prepared by the officers or employees of the Executive Committee in discharge of their duties shall be the property of the Executive Committee and each such officer or employee at the conclusion of his or her term of service shall deliver all such records and materials to his or her successor or to the Chairperson, except as the Executive Committee may otherwise direct. All financial records must be maintained per state law by the designated record keeper. This includes passwords to TCRP accounts they access in discharge of their duties.

ARTICLE VII – COMMITTEES

SECTION 1 – STANDING COMMITTEES: The following committees shall be the standing committees of the Executive Committee. The Chair of the Standing Committees, except the Finance Committee, shall be determined by the Chairperson, with the advice and consent of the Executive Committee.

- (a) **FINANCE COMMITTEE.** There shall be a Finance Committee, which shall consist of the Treasurer, who shall serve as the chairperson, the Deputy Treasurer, the County Chairperson, and two or four persons to be appointed by the County Chairperson with the approval of the Executive Committee. The Finance Committee shall review the proposed annual budget which shall be submitted to it by the County Chairperson and may approve or modify the budget by majority vote. The Finance Committee shall submit the proposed budget as approved or modified by its action by February 15 of each year for review and approval or modification by the Executive Committee.

The Finance Committee shall meet at least quarterly and shall regularly report to the Executive Committee the current status of the financial policies and programs of the Executive Committee. The Finance Committee shall recommend such changes and alterations in the budget as are necessary when actual revenues and revised revenue projections are not adequate to support budgeted expenditures. Recommendations of the Finance Committee with reference to the budget shall be presented to the Executive Committee for acceptance or modification at the next Executive Committee meeting. Expenditure approval process will be determined by policy.

- (b) **YOUNG AMERICANS COMMITTEE** The Young Americans Committee shall focus on recruitment and issues significant to young people. Partnering with the MRP Youth Vice Chair, this Committee shall operate in accordance with and in support of a Charter and Purpose Statement adopted by the Executive Committee. This committee may be non-partisan in name, with the ultimate goal of recruiting young people to the Republican Party.

(c) **MEMBERSHIP AND COMMUNICATIONS COMMITTEE.**

- a. The Committee shall develop and implement a membership program to maintain and increase the number of dues-paying members of the TCRP.
- b. The Committee will manage a program to take attendance at meetings and determine quorum for all meetings.

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c. The Committee shall develop and implement a plan of action for the TCRP, including but not limited to, letter to the editor programs, volunteer recruitment, political and issues forums, political interest mailings. The Committee shall be responsible for preparing and disseminating all mass communications on behalf of the Executive Committee. This shall include, but is not limited to, newsletters, print advertising, social media, and broadcast advertising.

(d) **EVENTS AND FUNDRAISING COMMITTEE.** The Events and Fundraising Committee shall develop and implement a variety of events and programs, including but not limited to, all fundraising events and county conventions

(e) **HOSPITALITY AND RECOGNITION COMMITTEE:** The Hospitality and Recognition Committee shall develop and implement a variety of programs, including but not limited to, a visitor/guest welcoming program, volunteer programs, and a TCRP recognition program.

(f) **REMOVAL FROM STANDING COMMITTEES.** A member of a standing committee of the TCRP may be removed by the Chairperson with the approval of the Executive Committee according to the By-laws.

SECTION 2 - OTHER COMMITTEES: The Chairperson may appoint such other committees as deemed necessary.

SECTION 3 – DEPARTURE FROM A COMMITTEE: All records and materials received or prepared by the Standing Committee or member, in discharge of their duties shall be the property of the Executive Committee and each such member, at the conclusion of his or her term of service shall deliver all such records and materials to his or her successor or to the Chairperson, except as the Executive Committee may otherwise direct. This includes passwords to TCRP accounts they access in discharge of their duties.

ARTICLE VIII - ACCOUNTABILITY

SECTION 1 – CONDUCT OF TCRP: It is the policy of the Executive Committee that the officers and members in their official capacity shall be in accordance with the Constitution for the United States of America or subject to removal according to the By-laws.

SECTION 2 - CONFLICT OF INTEREST: No member may vote on any issue that may provide a financial benefit to them or their immediate family.

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SECTION 3 - ENDORSEMENT IN CONTESTED PRIMARY: No Financial Aid will be given to any candidate during the Primary Term of the Election Period.

During a Primary, the members of the Tuscola Republican Party with a $\frac{3}{4}$ Majority vote to pass, Ballot Style only Vote, The Party then can Endorse the Best Candidate that supports and up holds the values of the people of Tuscola County, the State of Michigan, and the Constitution of the United States of America.

SECTION 4 – REPUDIATION OF A REPUBLICAN CANDIDATE: In the exceptional circumstances where a disavowal will benefit the TCRP, the Executive Committee may disclaim any connection with, or responsibility for, or disavow an individual candidate in a contested Republican primary election; provided that a resolution to disavow a particular candidate be adopted by the simple majority of the Executive Committee present and voting, and provided notice of the resolution is given as provided in this Article.

SECTION 5 - RESOURCES: The resources of the TCRP may be made available on an equal access basis to all announced candidates in Republican primary elections where no candidate has been endorsed.

ARTICLE IX - PROCEDURE

Robert's Rules of Order, Newly Revised, shall be advisory to the TCRP and its standing committees in all cases where said rules are not in conflict with these By-laws.

ARTICLE X - REMOVAL OF TCRP OFFICERS OR MEMBERS

A quorum for removal is 75% of the Executive Committee. An Executive Committee member may be removed as a member by 75% of those present, voting in person by roll call and not by proxy. To bring the question before the Executive Committee as to the removal of the member, a petition requesting such a vote be taken bearing signatures of 51% of the Executive Committee, shall be filed with the chair, (or, if the chair is the officer in question, then such petition shall be filed with the secretary).

The proposed language/reason for removal with objectifiable evidence must be included in the meeting notice. Furthermore, written notice must be sent to the member being removed no less than 10 days in advance of the special Executive Committee meeting with proof of service. The member must be given the opportunity to respond to the reason given for the removal during the meeting considering said removal.

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ARTICLE XI - AMENDMENT OF THE BY-LAWS

These By-laws may be amended by 75% of the total membership with no proxies of the Executive Committee; provided that notice of any proposed amendment shall have been furnished with the meeting notice to each member of the Executive Committee.






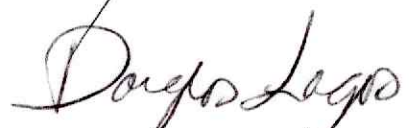




ARTICLE XII – SEVERABILITY

Any section of the By-laws found in violation of the United States Constitution and Michigan's MCL's related to party organization shall be void with the remainder of the By-laws being left in force.

ARTICLE XIII - ADOPTION

Signed this 22nd day of February, 2024, we hereby certify that the above By-laws were approved by the necessary majority of a present quorum at a regularly scheduled meeting of the Tuscola County Republican Party held on the above date.

Signatures:

Michael Almesmith
 Secretary
 Laurie Jessing
 Alice Verbeek
 Bonnie Fackler
 Janelle Goodell
 Robert J. Reinbold
 Darlene Reinbold
 B
 Isaac White
 Phendy S. Houchoofel
 Gary A. Houchoofel
