

# CONTINUING BYLAWS OF THE LEGISLATIVE DISTRICT 26 REPUBLICANS

Adopted 27 November 2012

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## DEFINITIONS

"PC" shall mean "Precinct Committeeman".

"PCs" shall mean "Precinct Committeemen".

"Captain" shall mean "Precinct Captain".

"Legislative District 26 Republicans" shall be referred to as "District".

"District Chairman" shall mean "Chairman of Legislative District 26 Republicans".

"Board" shall mean the Executive Board which consists of the elected officers of  
Legislative District 26 Republicans.

"A majority" shall mean more than fifty percent (50%) of the votes or ballots cast.

"MCRC" shall mean the "Maricopa County Republican Committee".

"ARS" shall mean "Arizona Revised Statutes".

"SC" shall mean "State Committeeman".

"SCs" shall mean "State Committeemen".

"GOTV" shall mean "Get-Out-The-Vote".

"C&T" shall mean "Credentials & Tally".

"Quorum" shall be twenty-five percent (25%) of the members of the District present  
in person or by proxy required for the transaction of any business of the District at  
a regular or special meeting and fifty percent (50%) of the members of the District

present in person or by proxy required for the transaction of any business of the District at an organizational meeting.

"Statutory" shall mean as established by ARS.

"Mandatory" shall mean as established by Bylaws.

"EGC" shall mean the MCRC Executive Guidance Committee.

### **ARTICLE I - NAME**

The name of this organization shall be the Legislative District 26 Republicans, hereinafter referred to as the District. The District is a portion of the Maricopa County Republican Committee, which is a portion of the Arizona Republican Party.

### **ARTICLE II - OBJECTIVES**

The objective and purpose of the District shall be:

To work for the election of Republican Party candidates at all levels who promote and reflect Republican ideals;

To promote an informed electorate through political education.

To increase the effectiveness of the Republican Party workers in the cause of good government through training and active participation.

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

To recruit and educate precinct committeemen.

To register Republicans and encourage proactive participation in all elections.

To encourage qualified Republican candidates who promote and reflect Republican ideals to run for elected offices.

To support the County, State and National Republican Committees.

### **ARTICLE III - AUTHORITY**

A. These Bylaws are created to govern the District, existing under the MCRC of the Arizona Republican Party and by virtue of the ARS. These Bylaws shall, when not in conflict with state law or the prescribed rules governing the conduct of meetings and business of the District. These Bylaws shall apply and be binding upon its officers, committees and PCs.

B. Any subject not directly covered by these Bylaws shall be governed by the Arizona Revised Statutes, the Bylaws of the Arizona Republican Party, the Bylaws of the MCRC, or the Robert's Rules of Order Newly Revised.

### **ARTICLE IV - AREAS**

A. For purposes of administration, the District shall be sub-divided into geographic Areas. The number of Areas and the Area boundaries shall be set by the Board and shall be adjusted as necessary.

B. The Board shall attempt to equalize the demands placed upon each Area Coordinator when setting or adjusting the number of Areas and Area boundaries.

C. Each Area shall be contiguous, and as compact as possible. Each precinct shall be entirely within one Area.

#### **ARTICLE V - MEMBERSHIP**

A. The membership of the District shall consist of all duly elected and appointed Republican PCs who reside in the District.

B. In addition to those duties prescribed by law and State and County Bylaws, the duties of the members of the District shall be:

1. To attend all regular or special meetings of the District whenever possible.
2. To attend all County statutory, mandatory, and special meetings, in person or by proxy. All of the PCs of the District are also members of the MCRC.
3. To attend all State statutory, mandatory, and special meetings, in person or by proxy, if elected to serve on the State Committee of the Arizona Republican Party. One PC for every three elected PCs shall serve as a member of this committee.
4. To organize and work in the precinct where elected or appointed, as well as in the District, for the election of Republican candidates.

C. A vacancy occurs in a precinct when there is a failure to elect the allowed number of PCs at the Primary Election. Vacancies are also created by death, resignation, or when a PC moves from the precinct from which that person was elected or appointed.

D. PCs can be appointed to fill vacancies as prescribed by the MCRC Bylaws.

E. The term of office of a PC is two years and begins on October 1 after the primary election at which the PC was a candidate and continues until October 1 after the following primary election at which a PC is elected, unless otherwise specified by the ARS.

F. Block workers and volunteers serve indefinite periods of time.

G. In addition to those duties prescribed by law and State and County Bylaws, the duties of the members of a Precinct shall be:

1. To attend all regular or special meetings of the Precinct whenever possible.
2. Elect District, County, and State Party leaders who will best represent and implement the philosophies and goals of the Republican Platform.
3. Canvass the precinct periodically and keep track of changes in the neighborhood, making sure all Republicans are registered to vote.
4. Recruit precinct volunteers. Assign specific blocks to them for door-to-door and telephone work.
5. Carry nominating petitions; distribute election information and candidate literature in your precinct.
6. Participate in GOTV and Election Day activities.

#### **ARTICLE VI - ORGANIZATION**

A. Precinct Captain. Newly-elected PCs in each precinct shall elect a Captain at the Precinct Mandatory Meeting during September of each election year. The Captain shall

serve for two (2) years, beginning and ending with the Precinct Mandatory Meeting.

B. Area Coordinator. The District Chairman appoints a PC in each Area to be the Area Coordinator for that area, with the advice of the Board.

C. District Officers.

1. The officers of the District shall be District Chairman, First Vice Chairman, Second Vice Chairman, Third Vice Chairman, Fourth Vice Chairman, Secretary, and Treasurer. These officers shall constitute the Executive Board. These officers shall be elected at the District Statutory Organizational Meeting as prescribed by ARS, and shall serve for a two-year term.

2. All officers of the District shall be PCs of the District. If an officer moves within the District and is appointed a PC in his or her new district, he or she shall continue to hold his or her district office. If an officer fails to be re-elected as a PC at the primary election prior to the District Statutory Organizational Meeting, that officer's position shall be declared vacant at the end of the officer's PC term.

3. An elected District officer shall resign his or her position upon formal announcement of candidacy, upon filing nomination petitions for any partisan elected position within the District, or upon being appointed to a vacancy in a partisan elective office within the District. This requirement does not apply to the election of PC or Captain.

4. If there is a vacancy in an elected office, the vacancy shall be filled by an election no later than the District meeting immediately following the first meeting after which the vacancy occurs. The procedure followed in the conduct of such an election shall conform as closely as possible to that outlined for the biannual organizational election in these Bylaws.

D. Duties.

1. Captain.

- a. Organize all PCs within the precinct to identify, befriend, register, and GOTV with all Republicans within their precinct.
- b. Recruit precinct volunteers and assign a neighborhood block.
- c. Coordinate precinct activities using walking lists.
- d. Consult regularly with the Area Coordinator assigned to their Area.
- e. Encourage all precinct workers to attend District meetings.
- f. Work to make certain that each PC candidate files a Nominating Petition and Affidavit of Qualification to fill a precinct PC quota during the filing period prior to the Primary Election.
- g. Nominate three (3) Republican electors and two (2) alternatives from the precinct for the purpose of election activities at the precinct polling location (inspector, judge, clerk, marshal, observer, or challenger).

2. Area Coordinator.

- a. To coordinate efforts of all precincts within assigned area and to report on activities to assigned Board member.
- b. To act as Captain in precincts with no PCs until one is recruited.

- c. To consult regularly with Captains, delivering working lists and other information as requested by the Board.
  - d. To report to the Board the activities and successes of the Captains.
- 3. The duties of the District Chairman, in addition to those specified in the County Bylaws, shall be:
  - a. To preside and set agenda at all meetings of the District organization.
  - b. To represent the District as a member of the MCRC EGC.
  - c. To appoint all committee chairman and committees with the advice of the Board and the District Chairman is an ex-officio member of each.
  - d. To keep members of the District organization informed of the activities of the District, County, and State organizations.
  - e. To arrange for reconciliation of records by an independent person when there is a change in Treasurer.
- 4. First, Second, Third, and Fourth Vice Chairmen.
  - a. To perform all duties of the District Chairman in his absence in the following order of precedence: First Vice Chairman, Second Vice Chairman, Third Vice Chairman, and Fourth Vice Chairman.
  - b. To assist the District Chairman, Board, and Area Coordinators in working with PCs to organize their precincts.
  - c. Each Vice Chairman oversees committees, Area Coordinators, and other responsibilities as designated by the District Chairman with the advice of the Board.
- 5. Secretary.
  - a. To take minutes of all regular, Board, and special meetings.
  - b. To maintain official roster of Board officers, Area Coordinators, Committee Chairman, Captains, PCs, SCs, state delegates and alternates, and friends of the District.
  - c. To provide correspondence and retain records.
  - d. To prepare monthly newsletter and help maintain social media with the help of committees.
- 6. Treasurer.
  - a. To receive and be the custodian of District funds and pay District bills upon authorization, as provided in Article VIII, Section A of these Bylaws.
  - b. To report on treasury at District and Board meetings.
  - c. To submit annual report and other reports required by law.
  - d. To prepare budget each calendar year.
  - e. To serve on Finance Committee and may be its Chairman.

E. Committees. The District shall have the following types of committees:

- 1. Executive Board. The Board shall function as an advisory committee to the

District Chairman and shall assist him in managing the affairs of the District. The Board shall consist of the District Chairman, Vice Chairmen, Secretary, and Treasurer.

2. Standing Committees. Standing committees shall be established by the Board to perform the following functions, as well as any other additional functions assigned to them by the Board:

- Bylaws;
- C&T and elections;
- GOTV;
- Issues research;
- Communications and media;
- Nominations and candidate recruitment;
- Finance and fundraising;
- Training of PC's and volunteers;
- Meeting programming;
- Voter registration;

More than one function may be consolidated within a single standing committee. A standing committee, once established, shall exist until it is modified or terminated by the Board. The District Chairman shall appoint the chairmen and members of standing committees as required.

3. Special Committees. Special committees may be created by the Chairman, or by a resolution or motion of either the Board or the District, to accomplish a specific task or report on a specific issue or set of issues. Special committees shall be of limited and defined duration and shall expire upon completion of their assigned tasks, upon issuing of their final reports, or upon reaching a set expiration date or time. Special committees may perform a function, normally performed by a standing committee, for a defined duration or for a specific event. The District Chairman shall appoint the chairmen and members of special committees, unless otherwise specified by the resolution or motion creating the committee.

## **ARTICLE VII - MEETINGS**

A. District Meeting Frequency. In even-numbered years, no fewer than ten (10) regular monthly meetings will be held. In odd-numbered years, no fewer than six (6) regular monthly meetings will be held.

B. Special District Meetings. Special meetings of the District may be called by the District Chairman or called at the written request of one-third (1/3) of the PCs.

C. Board Meeting Frequency. The District Chairman shall call meetings of the Board at least once per quarter unless a documented majority of the Board believes a given meeting may be postponed.

D. Committees at District Meetings. Standing Committees or Special Committees of the District may be asked to attend regular or special meetings by the District Chairman or Vice Chairman, based on need.

E. District Meeting Notice. Notice of District meetings shall be given to each PC not later than 10 days prior to the meeting. Written notice shall be communicated to every PC, either electronically or by mail.

F. District Organizational Meeting Date. The organizational meeting of the District shall be held no earlier than the second Saturday after the General Election and no later than the first Saturday in December.

G. Quorum. A quorum for the transaction of any business at a regular or special District meeting shall be 25% of all PCs, present either in person or by proxy. A quorum for the organizational meeting shall be 50% of all elected PCs, present either in person or by proxy.

H. Electronic Meetings.

1. Electronic Board Meetings. The Board may establish rules allowing for Board members to remotely participate in Board meetings by electronic means and for the conduct of Board meetings electronically.

2. Electronic Committee Meetings. The Board may also establish rules allowing for members of Standing or Special Committees to remotely participate in committee meetings and for the conduct of committee meetings electronically.

3. Electronic District Meetings Prohibited. All District meetings, including special and organizational meetings, shall be conducted at a physical location and PC's shall only participate either in person or by proxy. No PC shall be allowed to remotely participate in a District meeting by electronic means. Electronic devices or technologies may be used to facilitate the conduct of District meetings but no District meeting shall be conducted entirely by electronic means.

## **ARTICLE VIII - FINANCIAL AFFAIRS**

A. The District Chairman may authorize any expenditure up to \$150.00 for routine expenses, such as printing, postage, etc. Expenditures are to be paid upon presentation of a receipt to the Treasurer. Expenses exceeding \$150.00 shall be referred to the Board by the District Chairman for approval. Contributions from the District shall be authorized by the Board regardless of the amount.

B. The District Chairman and Board shall ensure that an audit of the Treasurer's financial records is performed annually.

## **ARTICLE IX - ELECTIONS**

A. Precinct Mandatory Organizational Meeting.

1. Precincts that elected more than one PC:

a. A precinct meeting shall be held not earlier than five (5) days after the Primary Election and no later than the end of October prior to the General Election.

b. This meeting shall be arranged and conducted by the outgoing Captain or a member of the Board. A group of precincts can meet at one time and place.

c. In this meeting or at another precinct meeting held soon thereafter with the PCs, hand out and discuss the precinct GOTV effort in the upcoming General Election. The Captain should also hand out precinct maps, voter registration forms, walking lists, and precinct block assignments.

d. Business shall include the election of a Captain by majority vote of the elected PCs in the precinct and other precinct business as appropriate.

2. Precincts that elected only one PC:

a. The lone PC shall meet, for the purposes of information, with PCs from another precinct in their Precinct Mandatory Organizational Meeting.

b. The lone PC becomes Captain of the precinct with the approval of the Board.

B. District Statutory Organizational Meeting.

1. All officers of the new two (2) year term shall be elected at the District Statutory Organizational Meeting at which a quorum is present, in person or by proxy. The District Chairman, Secretary, and Treasurer shall be elected by the exhaustive ballot method and this election shall be separate from and held before the election of the Vice Chairmen. A separate ballot shall be prepared for the election of the Vice Chairmen. Each elector shall vote for no more than four (4) candidates on each ballot for the Vice Chairmen election. The candidate with the most votes is elected as First Vice Chairman; the candidate with the second most votes is elected as Second Vice Chairman; the candidate with the third most votes is elected as Third Vice Chairman; and the candidate with the fourth most votes is elected as Fourth Vice Chairman.

2. All SC nominee candidates shall be elected as the candidates receiving the highest votes for the SC quota allotted to the District. A separate ballot shall be prepared for the election of SC nominees.

3. Nominations for District officers and SCs shall be collected by the Nominating Committee for insertion onto the ballots. Any person wishing to be nominated for a District office or SC shall submit written notice to the Nominating Committee at least fourteen (14) days prior to the organizational meeting in order to be placed on the ballot.

a. The Nominating Committee shall submit the name of at least one (1) nominee for each office, having received the consent of the nominees to serve if elected. The Nominating Committee shall submit a return receipt to the person(s) submitting the written notice.

b. A PC shall be nominated for no more than one of the District offices at a time. If a candidate does not get elected as District Chairman, Secretary, or Treasurer, then the candidate may be nominated from the floor for the Vice Chairmen election.

4. Additional nominations for all elected officers and SCs may be made from the floor at the organizational meeting and will be considered write-in candidates.

5. Voting will be made by ballot except where only one nominee is being considered for an office, in which case election may be by voice vote of a motion.

6. District Candidate Campaigning.

- a. At the election meeting, all candidates for District office may conduct political rally activities.
- b. Candidates will be allowed to have wall signs, if allowed in the facility then being used, and election flyers, etc.
- c. All candidates for District office will be introduced and will be allowed to give campaign speeches under the direction of the District Chairman.
- d. If the District Chairman is running for re-election in a contested election, a Chairman Pro Tempore will be appointed to conduct the District election meeting.

7. District Election Preparations.

- a. The District Statutory Organizational Meeting shall be held no earlier than the second Saturday in November after the General Election and no later than the first Saturday in December.
- b. A call letter must be mailed ten (10) days prior to the meeting. A proxy form must be mailed with the call letter and the signature of the PC who is appointing must be witnessed by two (2) other adults or be attested by a Notary Public. The proxy shall be in force and effect for only the appointed proxy carrier and for the length of the election meeting.
- c. The District Chairman shall appoint a C&T Committee who will prepare an alphabetical list of all elected PCs. This list shall have two columns to establish eligibility to vote:
  - 1) Present in Person.
  - 2) Present by Proxy.
- d. Ballots shall be printed with all candidates names listed, and extra lines for possible write-ins.
- e. A ballot box, or boxes, shall be prepared for the election.

8. Conduct of elections.

- a. The C&T Committee will certify the number of eligible votes as of the call to order and present its report for adoption by the membership.
  - 1) C&T shall open thirty (30) minutes prior to the meeting and close for a brief period to allow the C&T Committee to participate in opening ceremonies. C&T will be re-opened by the District Chairman or Chairman Pro Tempore at an appropriate time during the election meeting.
  - 2) The C&T Committee will have each PC voter sign opposite their names in the column "Present in Person", and for each proxy carried, sign opposite the proxy's name in the column "Present by Proxy". The committee will issue each PC voter enough ballots to equal themselves and the proxies they carry.
  - 3) The C&T Committee must declare a quorum present for the election to take place and be valid.
  - 4) A proxy can be voted by any registered Republican from the same precinct as the PC.

- 5) Ballots should be marked and placed in the proper ballot box. The C&T Committee counts the ballots at the close of the polls.
  - 6) On election night, there may be a regular program also, the length and nature to be determined by the Board. Election takes precedence over other matters. Any run-off process shall follow the procedure defined in the MCRC Bylaws.
  - 7) Final results should be announced as soon as possible, but in any event before the meeting is adjourned. Itemized recording of the votes cast shall be entered into the official minutes of the meeting.
  - 8) The gavel shall be passed, if there is a new District Chairman.
- b. Upon adoption of the credential report, the Nominating Committee will present the nominations received per paragraphs 3 and 4 above in written form suitable for use as a ballot.
  - c. Each of the following District officers will be separately considered in the following sequence: District Chairman, Secretary, and Treasurer.
  - d. Nominations from the floor for District Chairman, Secretary, and Treasurer will be entertained immediately prior to the vote for the respective office.
  - e. Each candidate for District Chairman, Secretary, and Treasurer may have nominating and seconding speeches not to exceed three (3) minutes in total, if the candidate requests the time.
  - f. The District Chairman, Secretary, and Treasurer shall each be elected by the exhaustive ballot method. In accordance with the exhaustive ballot method, if a candidate receives a majority of the votes cast in a round of balloting, that candidate shall be declared elected. If no candidate receives a majority of the votes cast, the candidate receiving the fewest votes shall be eliminated and another round of ballots shall be cast. Subsequent rounds of elimination and balloting shall be conducted until a candidate receives a majority of the votes cast in an individual round of balloting and is declared elected. If two or more candidates are tied for the lowest number of votes in a round of balloting, the candidate to be eliminated shall be determined by lot. Candidates may withdraw after any round of balloting prior to the next round of balloting. The withdrawal of a candidate after a round of balloting shall not prevent another candidate from being otherwise eliminated unless the withdrawing candidate and the other candidate are either the only two candidates remaining or are both tied for receiving the fewest number of votes in the previous round of balloting.
  - g. After the election of District Chairman, Secretary, and Treasurer, any candidate that did not get elected for one of these offices may be nominated from the floor for Vice Chairman. Additional nominations for Vice Chairman may be made from the floor at this time.
  - h. Each candidate for Vice Chairman may have nominating and seconding

speeches not to exceed three (3) minutes in total, if the candidate requests the time.

i. The election of First, Second, Third, and Fourth Vice Chairmen is determined as outline in paragraph 1 above. If there is a tie for First, Second, or Third Vice Chairmen, the winner shall be determined by a coin toss. If there is a tie for Fourth Vice Chairman, then there shall be a run-off election.

j. Balloting for the office of SC or delegate or alternate to a convention will follow the balloting for District officers and proceed as follows:

1) The election will be determined by the candidates receiving the largest number of votes until the district quota is filled.

2) All proxies must be presented at the time of registration.

3) Elected SCs shall attend, in person or by proxy, both the statutory and mandatory meetings of the Arizona Republican Party.

9. The District Chairman shall certify all the nomination results to the MCRC Chairman at least ten (10) days prior to the County Statutory Organizational Meeting, where SCs are officially elected.

C. Removal from Office. Removal of the District Chairman shall be done according to MCRC Bylaws. All other officers may be removed at any time by two-thirds (2/3) vote of those present and voting at any meeting provided a notice of the proposed removal has been given in writing to all members at least ten (10) days prior to the meeting at which the removal is to be voted upon.

#### **ARTICLE X - CONTESTED PRIMARY ELECTIONS**

A. Any PC, including each officer of the District except the District Chairman, unless authorized by a majority of the Board, may independently endorse a Republican candidate in his/her own name prior to the Primary Election, but shall not claim to speak for the District or the Board.

B. Any PC or any officer of the District, including the District Chairman, shall not offer a motion nor shall the District Chairman accept a motion on behalf of the District to support one Republican candidate over another Republican candidate prior to the Primary Election in partisan elections.

#### **ARTICLE XI - AMENDMENTS**

A. Amendments to these Bylaws may be effected by two-thirds (2/3) vote of PCs voting in person or by proxy, provided a quorum is present as provided in Article VII, Section H of these Bylaws.

B. At any regular meeting of the District, any PC may propose to the Board for review amendments to the District Bylaws. The Board shall review all proposed amendments and, at the next meeting of the District, recommend to the membership adoption or rejection of the proposed amendment. If the amendment is not recommended by the Board for District vote, the membership may elect to overrule the Board by a majority vote of the membership present or by proxy. If the proposed amendment is recommended

by the Board or overridden by the membership, the District Chairman will notify the District of the proposal in writing within ten (10) days prior to the next District meeting.

C. Consideration of the proposed amendment will be at the next meeting of the District, to be held, if at all possible, not more than sixty (60) days following introduction of the amendment or at the next District meeting thereafter.

D. Amendments will become effect immediately upon adoption.

#### **ARTICLE XII - APPLICABILITY**

These Bylaws shall apply to the operation of the District. These Bylaws, and all actions taken pursuant to the Bylaws, shall be in conformance with the provisions of the ARS, the Constitution of the United States of America, the Arizona Constitution, the laws of the United States, and the other laws of the State of Arizona.

#### **ARTICLE XIII - DURATION**

These Bylaws shall take effect at the close of the meeting at which they are voted upon and shall continue in effect until amended as provided for in Article XI or until the boundaries of the District are changed.

#### **ARTICLE XIV - PARLIAMENTARY AUTHORITY**

The most current edition of Robert's Rules of Order Newly Revised shall govern this organization in all matters of procedure not covered in these Bylaws.

APPROVED AT THE DISTRICT STATUTORY ORGANIZATIONAL MEETING OF LEGISLATIVE DISTRICT 26 REPUBLICANS ON 27 NOVEMBER 2012 AT BURKE BASIC SCHOOL, 131 EAST SOUTHERN AVENUE, MESA, ARIZONA 85210.

AMENDED AT THE REGULAR MEETING OF THE LEGISLATIVE DISTRICT 26 REPUBLICANS ON 10 OCTOBER 2017 AT THE CHARLES K. LUSTER BUILDING, 640 NORTH MESA DRIVE, MESA, ARIZONA 85201