

**REPUBLICAN COMMITTEE
OF
LEGISLATIVE DISTRICT 8**

BYLAWS

ARTICLE I – NAME AND MEMBERSHIP

Section 1. The name of the organization shall be the “Republican Committee of Legislative District 8.” Hereinafter the “District.”

Section 2. The District shall be affiliated with the Maricopa County Republican Committee and the State Committee of the Republican Party of Arizona, and these Bylaws are created to govern the District in accordance with Arizona Revised Statutes (“A.R.S.”) Sections 16-821 through 16-822 (2009).

These Bylaws shall, when not in conflict with state laws, establish a working organization, and prescribe rules governing the conduct of meetings and the business of the District, its officers and committees.

These Bylaws shall apply and be binding upon the District as a whole and also where applicable, upon the District committees and Precinct Committee members (“Precinct Committeemen”).

Section 3. The membership of the District shall consist of all duly elected or appointed Precinct Committeemen. In each election precinct there shall be one precinct committeeman plus one additional Committeeman for each 125 registered Republicans or major fraction thereof as reported registered by midnight on March 1 of the year in which the general election is held, pursuant to A.R.S. Section 16-821(A).

Section 4. Precinct Committeemen. An elected or appointed Precinct Committeeman must be a registered Republican voter living within the precinct according to A.R.S. Section 16-822.

A. Vacancies. Vacancies are created by death, resignation, or when a Precinct Committeeman moves from the precinct from which that person is elected or appointed. Also, a vacancy occurs when there is a failure to elect the allowed number of Precinct Committeemen at the primary election.

B. Filling a Vacancy by Appointment. The Maricopa County Republican Chairman is responsible to provide written notice of the existence of a vacancy to the District Chairman. The District Chairman shall then notify the Precinct Captain of the vacancy within fourteen (14) days after receiving the written notice. Within thirty (30) days after giving the written notice, such appointments shall be recommended by the Precinct Captain to the District Chairman, approved or disapproved by the District Chairman within the next fifteen (15) days, and, if approved, certified by the Maricopa County Republican Chairman to the Board of Supervisors for appointment within the next fifteen (15) days. In the event the Precinct Captain does not recommend an appointment within the specified time, the District Chairman may make the recommendation.

C. Duties of Precinct Committeemen. The duties of Precinct Committeemen shall include, but are not limited to:

1. Voting, in person or by proxy, at each and every district and county party election, when qualified to do so.
2. Assisting the Republican Party in voter registration.
3. Assisting and encouraging Republican voters to vote on Election Day.
4. In addition to the duties specified in the Arizona Revised Statutes, Precinct

Committeemen are encouraged to:

- a. Work within the precinct from which elected.
- b. Create enthusiasm and support for the Republican Party.
- c. Help elect Republican candidates.
- d. Recruit and train leaders of the Republican Party.
- e. Foster loyalty to the Republican Party and promote its ideals.

Section 5. Precinct Captain.

- A. Election of Precinct Captain. The District Chairman shall direct the Precinct Committeemen of each precinct to meet and elect from among their number a Precinct Captain within twenty (20) days after the certification of the primary election results by the Board of Supervisors.
- B. Appointment of Precinct Captain. If the Precinct Committeemen of any precinct fail to meet within the time prescribed to elect a Precinct Captain, said Precinct Captain may be temporarily appointed by the District Chairman to serve until such time as the precinct committeemen shall meet and elect a Captain.
- C. Duties of Precinct Captain. The duties of the Precinct Captain shall include, but not be limited to:
 1. Assisting Precinct Committeemen and workers within their precinct for effective work on Election Day.
 2. Organizing registration drives within the precinct.
 3. Recruiting and training Precinct Committeemen to fulfill authorized precinct committeemen positions.
 4. Keeping the precinct organization intact, and in cases of vacancies in precinct committeemen positions, to immediately recommend replacements.
 5. Cooperate with the District Chairman.

Section 6. Appointment of Two (2) Vice Chairman for Operations/Membership Utilization. Appointed Vice Chairman for Operations/Membership Utilization must be a registered Republican voter living within the precinct according to A.R.S. Section 16-822. A Vice Chairman of Operations/Membership Utilization may concurrently hold the appointed title of Area Director for one of the ten (10) areas.

- A. Duties of Two (2) Vice Chairman for Operations/Membership Utilization. Legislative District 8 has Two (2) Vice Chairman for Operations/Membership Utilization. The two Vice Chairman work closely with the District Chairman and Membership Chairman to coordinate the dissemination of information, walking list distribution, and action plans to the Area Directors.

Section 7. Appointment of Area Directors. An appointed Area Director must be a registered Republican voter living within the precinct according to A.R.S. Section 16-822. An appointed Area Director may concurrently hold the position of Vice Chairman for Operations/Membership Utilization.

- A. Organization of Area Directors. Legislature District 8 is organized into ten (10) Areas based on geographic location. Each of the areas has an Area Director, and each Area is composed of 5-12 Precincts. The Area Directors in turn get this information, walking lists and action plans from the Vice Chairmen for Operations/Membership Utilization to the Precinct Captains who then coordinate with the individual Precinct Committeemen.
- B. Duties of Area Directors. The Area Directors (10) shall serve as "Point Persons" under the two Vice Chairman for Operations/Membership for each of the ten (10) Areas of District 8. Their duties include:
 1. Ensure that each Precinct is functioning properly. Hold quarterly meetings to discuss priorities and assist Precinct Captains in filling precinct vacancies. When Precinct quotas are reached, ensure meetings are held to allow for changes in leadership, if desired, and to distribute materials to all Precinct Committeemen..
 2. Collect signed Captain Election Forms and Usage Forms from the Precinct Captains.

3. Ensure that Precinct Captains have access to Maricopa County Walking Lists and/or Voter Vault.
4. Report gains and losses of Precinct Committeeman to the Membership Chairman.
5. Work with Telephone Chairman on obtaining volunteers.
6. Arrange for training of Precinct Captains, if necessary.
7. Work with Voter Registration Chairman on local opportunities to register voters.
8. Ensure Precinct proxies for County meetings are valid and carried by Precinct personnel.
9. Ensure Nomination Petitions and Affidavits are properly completed for the Primary Election.

Section 8. District Chairman.

- A. Election. At the organizational meeting called pursuant to A.R.S. 16-823, the Precinct Committeemen within the Legislative District shall meet and elect, in person or by proxy by vote of the majority present, a District Chairman, two (2) Vice-Chairmen, a Secretary, and a Treasurer, each of whom must be an elected Precinct Committeeman residing within the District.
- B. Duties. The duties of the District Chairman as required by the County Bylaws shall include, but not be limited to the following:
 1. Organizing the District for effective and continuous organizational work on behalf of the Republican Party and its candidates.
 2. Holding district meetings at least six (6) times in odd numbered years and at least ten (10) times during even numbered years.
 3. Cooperating with the Maricopa County Republican Chairman.
 4. Attending, in person or by proxy, all Executive Guidance Committee meetings called by the Maricopa County Republican Chairman; the District Chairman's proxy shall be carried by a Precinct Committeeman from the same Legislative District.
 5. Maintaining a current written record of the district organization, including the names of all Precinct Captains, Precinct Committeemen, workers, and State Committeemen.
 6. Assisting the organization, maintenance and support of Republican clubs within the district.
 7. Organizing and promoting voter registration drives within the district.
 8. Appointing a Finance Chairman and working with him or her to promote Republican fund raising efforts.
 9. Appointing non-elected officers and Committee Chairmen as needed, including Voter Registration and Education Chairmen.
- C. Vacancy of District Chairman.
 1. In case of a vacancy in the office of District Chairman, except when such vacancy occurs within a sixty (60) day period prior to an organizational meeting to be called pursuant to A.R.S. 16-823, at a special meeting in which a quorum is present, the Precinct Committeemen within the District shall meet and elect by vote of the majority present, in person or by proxy, a successor to hold office for the unexpired term. Notice of such an election and a proxy shall be mailed, faxed, or e-mailed to those Precinct Committeemen who have access to e-mail and/or a fax, at least ten (10) days prior to such a meeting.
 2. Should a vacancy occur within a sixty (60) day period prior to an organizational meeting of the District Committee, the vacancy created shall be filled by election at such organizational meeting of the District Committee.
- D. Vacancy in Other Elected District Offices. In case of a vacancy in an elected office of the District Committee, other than the District Chairman, such vacancy shall be filled by a majority vote of the District Executive Committee at a regularly scheduled or special meeting at which a quorum of at least three (3) elected officers is present, in person or by proxy. At the discretion of the Chairman, such meeting may be held by the Chairman contacting each member of the Executive Committee by telephone or email for their vote.

- E. Removal of District Chairman. A majority of Precinct Committeemen within a Legislative District may petition the Maricopa County Republican Chairman to call a special meeting of that Legislative District Committee for the purpose of removing the District Chairman. At such a meeting, in which a quorum is present, a two-thirds (2/3) vote by the Precinct Committeemen present, in person or by proxy, may remove the District Chairman. Notice of such a meeting and a proxy shall be mailed, faxed, or e-mailed to those Precinct Committeemen who have access to e-mail and/or fax, at least 10 days prior to such a meeting.
- F. Removal of Other Elected Officers. Any elected officer, except the District Chairman, may be removed by a majority vote of the District Committee at any regular or special meeting when a quorum is present in person or by proxy. An elected officer may not be removed at such meeting unless the proposed removal is set forth in the ten (10) day notice of a call of the items or business in such meeting. Notice of the proposed removal and a proxy shall be mailed, or faxed or e-mailed to those persons who have access to e-mail and/or fax, at least ten (10) days prior to the meeting. A proxy shall be sent with the call.

ARTICLE II – OBJECTIVES

- Section 1. The object and purpose of the District shall be:
 - A. To support and elect Republican candidates at all levels of government.
 - B. To promote an informed electorate through political education.
 - C. To foster loyalty to the Republican Party and promote its philosophy and ideals.
 - D. To develop, maintain and support a permanent Republican precinct organization.
 - E. To increase the effectiveness of all workers of the Republican Party in the cause of good government through active political participation.
- Section 2. It shall be the policy of the District to refrain from supporting any candidate for public office in a District Republican Primary election contest. This section applies only to the District as a whole and is not intended to limit the political activities of individual members.

ARTICLE III – DISTRICT OFFICERS

- Section 1. Elected Officers.
 - A. Composition. The elected officers of the District shall be the Chairman, First Vice Chairman, Second Vice Chairman, Secretary and Treasurer, all of whom shall be elected Precinct Committeemen.
 - B. Qualifications. Each officer elected after the organizational meeting shall be a Precinct Committeeman from the District at the time of the election and during the term of holding their office.
 - C. Term of Office. Elected officers shall assume their duties at the close of the meeting at which they are elected. Officers shall serve for a term of two (2) years or until their successors are elected.
- Section 2. Appointed Officers and Committee Chairs. Each Appointed Officer and Committee Chair is a non-voting member of the Executive Committee and is appointed by the District Chairman with the consent of a majority of the voting members of the Executive Committee. Each Appointed Officer and

Committee Chair shall serve at the pleasure of the District Chairman, and must be a Precinct Committeeman at the time of appointment and during his or her term of service.

Section 3.

Duties of Elected Officers.

- A. Authority. Officers shall perform the duties provided in this section and such other duties as prescribed for the office in these Bylaws and in the adopted parliamentary authority.
- B. Each and every elected officer shall resign upon formal appointment as a paid Campaign Manager for a candidate for a paid District elective office, and shall resign upon formal appointment as a paid campaign manager for a candidate in a Republican District Primary Election contest.
- C. District Chairman. In addition to the duties specified in Article I, Section 6 of these Bylaws, the duties of the Chairman shall be to:
 - 1. Represent the District in an official capacity.
 - 2. Be the recognized leader of the Republican Party in District 8 and coordinate the district-wide activities of the Republican Party.
 - 3. Preside at all meetings of the District and the Executive Committee unless he or she designates a member of the Executive Committee to preside in his or her stead.
 - 4. Appoint all non-elected officers and chairmen of committees and subcommittees, except as may be otherwise specifically provided for in these Bylaws.
 - 5. Have usual powers of supervision and management as may pertain to the Office of Chairman or shall be assigned by the Executive Committee.
 - 6. Prepare a budget for the calendar year and submit such budget to the Executive Committee for adoption.
 - 7. Furnish a monthly-itemized statement of reasonable out-of-pocket expenses required in the performance of duties as Chairman, as set forth in the annual budget. Any expense in excess of the amount budgeted shall be subject to the approval of the Executive Committee.
 - 8. Be an authorized signer on District Checks and have final approval on all District expenditures.
 - 9. Be an ex-officio member of all committees.
 - 10. Be the liaison officer for the District to the various Republican Clubs within the District.
- D. First Vice Chairman. The duties of the District First Vice Chairman shall be to:
 - 1. Perform duties as assigned by the District Chairman or by the Bylaws of the District.
 - 2. Perform the duties of the District Chairman during an absence of the District Chairman or in the event of a vacancy until the vacancy is filled.
 - 3. Serve as the Membership Chairman for the District.
- E. Second Vice Chairman. The duties of the District Second Vice Chairman shall be to:
 - 1. Perform duties as assigned by the District Chairman or by the Bylaws of the District.
 - 2. Perform the duties of the District Chairman during an absence of both the District Chairman and the First Vice Chairman.
 - 3. Serve as the Program Chairman for the District.
- F. District Secretary. The duties of the District Secretary shall be to:
 - 1. Keep minutes of all meetings of the District and the Executive Committee.
 - 2. Transmit all calls for the meetings.
 - 3. Ascertain, compile and transmit the agenda for meetings.
 - 4. Keep a current roster of the District membership and records of attendance at all called meetings.
 - 5. Preserve all permanent records and relinquish all District records to the successor.
 - 6. Perform functions as may be incidental to the office or may be assigned by the Executive Committee.

- G. District Treasurer. The duties of the District Treasurer shall be to:
1. Promptly deposit all monies donated to the District and be custodian of all funds received.
 2. Disburse funds only upon the order of the District Chairman, or in his or her absence, the Vice Chairman acting in his or her stead. All checks shall be signed by the Treasurer and approved by the District Chairman or a Vice Chairman. The Treasurer shall not write checks to him/herself, without written approval by the District Chairman.
 3. Present current financial reports at all regularly called District meetings, Executive Committee meetings, and provide an annual (calendar year) report to the Executive Committee.
 4. At the direction of the District Chairman, have the books reviewed annually and at each change of treasurers by a three-person audit committee and provide this report to the Executive Committee.
 1. Relinquish all records to his or her successor at the expiration of his or her term.

ARTICLE IV – NOMINATIONS AND ELECTIONS

- Section 1. Only the Precinct Committeemen of record as of midnight preceding the organization meeting, present in person or by proxy, as of the call to order, shall be allowed to vote at the organizational meeting.
- Section 2. Voting shall be conducted by ballot except when only one nominee is being considered for an office, in which case the election may be made by acclamation.
- Section 3. County voting machines shall be used for all elections held at the organizational meeting, provided District funds are available.
- Section 4. The election shall be conducted as follows:
- A. The Secretary shall certify the total number of eligible votes as of the call to order and, if a quorum is present, the meeting shall proceed.
 - B. The Nominating Committee shall then present its report to the membership for adoption. A majority vote of the Precinct Committeemen present, in person or by proxy, shall be required to adopt the Nominating Committee's report.
 - C. Upon adoption of the Nominating Committee's report, the voting shall proceed in the following manner:
 1. District Officers shall be voted for simultaneously: District Chairman, First Vice Chairman, Second Vice Chairman, Secretary, and Treasurer.
 2. Nominations from the floor shall be entertained immediately prior to the balloting.
 3. Each candidate for office shall be allowed a maximum of five (5) minutes total for nominating and seconding speeches.
 4. The candidate receiving the highest total number of votes cast shall be declared the winner.
- Section 5. Balloting for the office of State Committeeman shall immediately follow the election of District Officers and shall be conducted in the following manner:
- A. The Nominating Committee's report shall be reviewed and nominations from the floor will be entertained.
 - B. Nominating or seconding speeches shall not be allowed for the office of State Committeemen.
 - C. The candidates receiving the highest number of votes cast for the allowable number of State Committeemen shall be declared the winners.
 - D. In the event of a tie for State Committeeman, the winner shall be determined by selecting the lowest card from a full deck of cards.

ARTICLE V – MEETINGS & QUORUM

- Section 1. To conduct the District Organization Meeting a quorum shall exist when 25% of the elected Precinct Committeemen are present in person or by proxy. Thereafter, for District Meetings a quorum shall be composed of the Precinct Committeemen present in person or by proxy. Proxy voters shall be an elected or appointed Precinct Committeeman from the same precinct as the proxy grantor. Proxies shall be in substantially the same form as set forth in the Arizona Republican Party Appendix.
- Section 2. In even-numbered years, no fewer than ten (10) regular monthly District meetings and Executive Committee meetings shall be held. In odd-numbered years, no fewer than six (6) regular District meetings and Executive Committee meetings shall be held.
- Section 3. Notice of all District meetings shall be given to each Precinct Committeeman no later than ten (10) days prior to the date of the meeting.
- Section 4. Special meetings of the District may be called by the District Chairman. The District Chairman shall call a special meeting of the District upon receiving written requests from at least one-half (1/2) of all District Precinct Committeemen. The District Chairman may call special meetings of the Executive Committee and Precinct Captains. The District Chairman shall call a special meeting of Precinct Captains upon receiving written requests from at least eight (8) Precinct Captains. Any voting member of the Executive Committee may call a special meeting of the committee with the consent of a majority of voting members.
- Section 5. The organizational meeting of the District shall be held in even-numbered years. The organizational meeting shall be held no earlier than the second Saturday after the General Election, and no later than the first Saturday in the following December (A.R.S. 16-823).

ARTICLE VI – COMMITTEES

- Section 1. The Executive Committee shall consist of the elected officers of the District. The Republican legislators of the District and the immediate past District Chairman shall be ex-officio members of the Executive Committee.
- Section 2. The Audit Committee shall consist of at least three (3) but not more than five (5) Precinct Committeemen. District officers are not eligible to serve as members of the Audit Committee. The Audit Committee shall:
- A. Review the financial records of the District annually and present a report of their review to the District.
 - B. In addition to the annual review, perform a review upon a change in the office of Treasurer.
- Section 3. The Nominating Committee shall be elected at a regular District meeting at least sixty (60) days prior to the District organizational meeting and shall consist of five (5) Precinct Committeemen. No more than one (1) Precinct Committeeman from a particular precinct may be a member of the Nominating Committee. The duties of the Nominating Committee are:
- A. To actively solicit qualified nominees for all elective offices including the office of State Committeeman, to collect all names for such elective offices, to place all names on a ballot, and to secure a commitment from each nominee to fulfill the obligations of the office.
 - B. To present a written report in a form suitable for use as a ballot at the District organizational meeting. This report shall contain at least one nominee for each elective office including the office of State Committeeman or as may be otherwise prescribed by these Bylaws. The Nominating Committee shall be dissolved upon adjournment of the organizational meeting.
 - C. To arrange the winners by the number of votes received, and if there are any resignations, the

person with the next highest number of votes shall be elected.

ARTICLE VII – AMENDMENT OF BYLAWS

- Section 1. Amendments to these Bylaws may be proposed by any Precinct Committeeman. No proposed amendment shall be considered unless it has been given in writing and delivered to the District Chairman who shall present such amendment to the next following meeting of the District Executive Committee. If approved by a majority of the District Executive Committee, the proposed amendment shall then be published and explained to the District membership as soon as practical in the District Newsletter.
- Section 2. Proposed amendments which have been approved by the Executive Committee and published to the membership in the Newsletter shall be considered for adoption at the next regular District meeting following such publication. At such meeting, the text of the proposed amendment accompanied by an explanation shall be distributed to the members attending the meeting.
- Section 3. The approval of the amendment by the Executive Committee shall be considered a motion for adoption. After any discussion, the amendment shall be put to a vote of the membership, and, if adopted by a vote of two-thirds (2/3) of the Precinct Committeemen present in person or by proxy, shall become effective upon adjournment of the meeting at which it is adopted.

ARTICLE VIII – PARLIAMENTARY AUTHORITY

- Section 1. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of the District in all cases to which they are applicable and in which they are not in conflict with State laws or inconsistent with the State or County Republican Committee Bylaws.

REVISED OCTOBER 1995
AMENDED JANUARY 1996
AMENDED OCTOBER 1998
AMENDED SEPTEMBER 2003
REVISED MAY 2004
AMENDED OCTOBER 2009