

# BYLAWS OF THE KALAMAZOO COUNTY REPUBLICAN COMMITTEE

## ARTICLE 1 – NAME

1.1. The Kalamazoo County Republican Committee is the oldest standing Republican County committee in the state of Michigan. It shall be known as the Republican Party of Kalamazoo County, State of Michigan (KGOP).

1.2. The KGOP may sometimes be referred to herein as "the Party."

## ARTICLE 2 – PURPOSES

2.1. The purpose of the KGOP shall be to promote Republican values and the Republican National Committee (RNC) platform, support Republican candidates, and assist Republican elected officials in representing Kalamazoo County.

2.2. The KGOP Executive Committee (as defined hereinafter) may review the party platform of the RNC and vote whether to support it in whole or in part. Alternatively, the KGOP Executive Committee may adopt a Statement of Values expressing the KGOP's core values.

## ARTICLE 3 – GOVERNING PRINCIPALS

3.1. The KGOP is a self-governing private political organization. The KGOP is free to govern itself and control its membership free from interference of the Michigan Republican State Committee (MRP), district committees, or other county committees.

3.2. The KGOP shall be a non-profit organization, and no part of the income and assets of the KGOP shall benefit any of its members except for the reimbursement of actual expenses, reasonable compensation for services if the KGOP approves, or a contribution for electing a member to office if the KGOP approves.

3.3. The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern the KGOP in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Executive Committee may adopt. The County Chair may appoint a parliamentarian with the approval of the Executive Committee to assist in the interpretation of these bylaws or *Robert's Rules of Order, Newly Revised*. The person appointed as parliamentarian need not be a member of the Executive Committee.

3.4. On a vote that is not a ballot, if a majority vote is required and there is a tie, the County Chair may vote in the affirmative to cause the motion to prevail. If there is one more in the affirmative than in the negative, the County Chair can create a tie by voting in the negative to cause the motion to fail. Similarly, if a two-thirds (2/3) or three-fifths (3/5) vote is required, the County Chair may vote either to cause, or to block, attainment of the necessary two-thirds (2/3) or three-fifths (3/5).

3.5. Votes shall not be taken by secret ballot at any meeting of the KGOP.

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3.6. No member of the KGOP shall be permitted to speak on behalf of, represent, or act on behalf of the KGOP unless they receive express written consent from the County Chair. This includes, but is not limited to, all social media, electronic communications, print communications, websites, airwave media, or print media. Official documents of KGOP, bearing the logo or disclaimer, may not be altered by those who reproduce them for any purpose.

## ARTICLE 4 – MEMBERSHIP

### KGOP Members

4.1. A member of the KGOP shall be any legal resident of Kalamazoo County age 16 years or older who has filed a current KGOP membership form with the KGOP.

4.2. The KGOP has the right to deny the membership application of any individual for any reason by a three-fifths (3/5) vote of the Executive Committee members present at a regularly scheduled Executive Committee meeting or at a Special Meeting.

4.3. Any member may be removed from the KGOP for any reason by three-fifths (3/5) vote of the Executive Committee members present at a regularly scheduled Executive Committee meeting or at a Special Meeting.

### Membership Required for Vote and Office

4.4. In order to vote at any convention, caucus, or meeting of the KGOP, a person must be a member of the KGOP in good standing for at least six (6) months prior to that convention, caucus, or meeting. Precinct Delegates, Republican elected officials, and Republican nominees to partisan offices are exempt from the six (6) month advance membership requirement; provided, however, Precinct Delegates, Republican elected officials, and Republican nominees to partisan offices must be a member of the KGOP in order to vote at any convention, caucus, or meeting of the KGOP.

4.5. In order to be elected or appointed to, and to hold any Party Office in the KGOP, a person must be a member of the KGOP in good standing for at least six (6) months prior to election or appointment, and maintain membership during the term of office. If KGOP membership lapses while that person holds Party Office, all rights and privileges of that office are suspended until membership is renewed, at which time all rights and privileges are immediately restored.

4.6. The term "Party Office" includes (a) Kalamazoo County Precinct Delegate or alternate; (b) District convention or caucus delegate or alternate; (c) State convention or caucus delegate or alternate; (d) officer or members of the KGOP or the KGOP executive committee; (e) officer or member of the 4th district committees or executive committee; (f) officer or member of the 5th district committees or executive committee; (g) officer or member of any MRP committee or MRP executive committee; and (h) members of any county, district, or state standing ad hoc committees.

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## ARTICLE 5 – COUNTY CONVENTION

### Scheduling and Notice

5.1. The County Chair shall be the only person who can issue a Call to Convention and conduct county conventions. Any KGOP member(s) or Precinct Delegate(s) who issue a "Call to Convention" without authorization of the County Chair shall immediately be removed as a member and/or as a Precinct Delegate. Such removal shall occur automatically by operation of these bylaws. No vote shall be necessary.

5.2. The County Chair is responsible for giving notice of the county conventions held in every two-year election cycle as well as any other special convention. Notice of all county conventions shall be given by electronic mail whenever possible and by regular mail to those members without email access or who request to be notified by regular mail. If there is any doubt as to whether a member has email access, the member shall be sent notice by regular mail. All notices shall be sent no less than fifteen (15) days prior to the convention.

### Convention Rules

5.3. The KGOP shall publish proposed convention rules on the KGOP website at least two (2) months prior to any county convention.

5.4. At county conventions, the County Chair shall preside until the Permanent Convention Chair is elected.

5.5. No member shall give a proxy for representation at county convention.

5.6. In addition to the proportionate number of delegates allocated to each county or district to be elected to attend a State Party convention, all incumbent members of the state legislature and the Michigan Congressional Delegation shall be entitled to attend a State Party convention as delegates at-large of the congressional district in which he or she resides. The County Chair and County Vice Chair shall be automatic Delegates to District and State Caucuses and Conventions.

### Business

5.7. If convention business includes election of delegates and alternates to state convention, the County Chair shall form a nominating committee not less than 90 days prior to the convention. The nominating committee shall recommend the manner of delegate and alternate selection (ballot, slate, floor nominations, etc.), which shall generally be in keeping with standard *Roberts' Rules of Order, Newly Revised*, no later than the regularly scheduled Executive Committee meeting immediately prior to the convention. The manner of delegate and alternate selection shall be approved by the Executive Committee as a whole as prescribed by the KGOP bylaws.

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## **Precinct Delegate Vacancies**

5.8. Vacant Precinct Delegate positions may be filled at a county convention from a list of qualified candidates nominated by Executive Committee members at the preceding Executive Committee meeting prior to the county convention. Additional nominations may be offered in writing by others, provided such candidate names and addresses are provided and published to members of the Executive Committee no less than two (2) weeks prior to the county convention. Such nominees may be elected by a majority vote of eligible voters and will commence at the conclusion of that county convention (newly elected Precinct Delegates may not vote on convention business in the convention in which they are elected).

## **ARTICLE 6 – COUNTY EXECUTIVE COMMITTEE**

### **Establishment**

6.1. An Executive Committee of the KGOP shall be established as provided by these bylaws, including but not limited to Section 4.6.

6.2. A county convention shall be held within twenty (20) days after the November general election in even-numbered years to elect the non-candidate members of the KGOP Executive Committee.

### **Duties**

6.3. The duties of the Executive Committee shall be to establish general policies and procedures to conduct the affairs of the KGOP in keeping with its mission statement and party platform or Statement of Values as adopted in Article 2. The Executive Committee may, at its discretion, foster, promote, recognize, and aid organizations in Kalamazoo County and cooperate with other Republican organizations.

6.4. Delegate Elected Members shall volunteer to serve on at least one (1) special committee, volunteer for at least one (1) fundraising dinner, and assist in promoting ticket sales to all KGOP fundraising efforts.

### **Composition of the Executive Committee**

6.5. The Executive Committee shall consist of Statutory Members and Delegate Elected Members, as prescribed herein. All members of the Executive Committee shall be in good standing as defined by the membership committee.

### **Statutory Members**

6.6. Statutory Members shall be the persons nominated as Republican candidates for the following offices in the last election: County Clerk, Treasurer, Sheriff, Prosecutor, Drain Commissioner, County Surveyor, County Commissioners, State Representative(s), State Senator(s), and U.S. House whose district include all or part of Kalamazoo County. These persons shall be known as Statutory Members of the Executive Committee.

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6.7. Statutory Members shall serve until their elected office term expires or they resign.

6.8. Vacancies will be filled by the new nominee for the office vacated for the remainder of their term, or in the absence of a new nominee, the Executive Committee may fill the statutory member seat as they deem necessary with a replacement nominee.

## **Delegate Elected Members**

6.9. Delegate Elected Members shall consist of 24 members. There shall be two groups, each consisting of 12 members. The two groups shall stagger every two years. Every even number-years the KGOP membership shall elect twelve (12) nominees at the Fall county convention.

6.10. At the time of adoption of these bylaws, the existing Executive Committee Delegate Elected Members shall be seated in the newly created Delegate Elected Member seats.

6.11. Any Delegate Elected Member who is absent unexcused at three (3) meetings of the Executive Committee in a calendar year shall be considered to have resigned from the committee.

## **Election Procedure**

6.12. A Nominating Committee may be appointed by the Executive Committee (of the preceding term) to nominate a slate of candidates for the Executive Committee, subject to approval by two-thirds (2/3) of delegates voting. Failing approval by two-thirds (2/3), or if no slate is nominated, nominations shall be taken from the floor of the convention. Following close of nominations, each name will be called and the votes tabulated. Delegates may vote for up to as many candidates as are to be elected. Those receiving the most votes up to the number to be elected are elected. Ties are resolved by lot. Names, addresses, phone numbers and emails of all persons so selected shall be provided to the Secretary before the close of the convention by the delegates making the nomination of those persons.

## **Term**

6.13. The term of office of a county Executive Committee commences at the adjournment of the post-election county convention and terminates at the adjournment of the next even numbered year post-election county convention. A two (2) year term shall be known as a single term, a four (4) year term shall be known as a double term. A Statutory Member term shall be determined by the number of years of their nominated office. Delegate Elected Members shall be double terms.

## **Ex-Officio Members**

6.14. There shall be no ex-officio members to the Executive Committee.

## **Member Vacancies**

6.15. If a vacancy occurs, it shall be announced at a regularly scheduled meeting of the Executive Committee and an election to fill the vacancy shall be placed on the agenda for the next regularly scheduled meeting.

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## Executive Committee Policies

6.16. The Executive Committee may implement policies by majority vote so long as they do not conflict with these bylaws. All proposed policies shall be first submitted in writing and presented to the Executive Committee at least one month prior to the date on which such proposed policies are to be voted. They shall be referred to the Planning Committee for study, and it shall make its report on said policies to the Executive Committee.

## Removal of Delegate Elected Member

6.17. Delegate Elected Members are subject to removal from the Executive Committee should they fail to fulfill the responsibilities of their office. These responsibilities include, but are not limited to attendance at regular monthly meetings, special meetings, and sponsored events of the organization. Delegate Elected Members who are unable to attend a regular monthly or special meeting have a responsibility to notify the County Chair, or another officer of the Executive Committee of their inability to attend. Their failure to do so will be classified as an unexcused absence. Delegate Elected Members who have three consecutive unexcused absences, or six unexcused absences in a calendar year are subject to dismissal from the Executive Committee.

6.18. A motion to consider removal of a Delegate Elected Member from the Executive Committee requires a simple majority vote by the Executive Committee members present at a regular or special meeting.

a. If a motion to consider removal of a Delegate Elected Member is approved:

(i) A letter shall be sent, within five (5) days after the decision to remove was passed and no less than five (5) days prior to the next regular monthly meeting (via USPS and an email notification), to the Delegate Elected Member subject to removal informing the member of the action taken.

(ii) The Delegate Elected Member then has the right to appear before the Executive Committee at the next regular monthly meeting (following the mailing/post mark of the notification letter) to appeal the action taken.

b. Final approval to remove a Delegate Elected Member requires a two-thirds (2/3) vote by the Executive Committee members present at the regular monthly meeting subsequent to the meeting (regular or special) wherein the motion to consider removal was initially approved.

## ARTICLE 7 – EXECUTIVE COMMITTEE MEETINGS

### Meetings

7.1. Regular meetings of the Executive Committee shall be held as frequently as required to carry out its duties at times and places to be determined by the County Chair, except that the Executive Committee shall meet at least every quarter of each calendar year.

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## **Quorum**

7.2. A quorum for all meetings of the Executive Committee shall be 30% of the voting membership of the Executive Committee.

## **Meeting Notices**

7.3. The Secretary should provide notice of each meeting time and place to all members of the Executive Committee, by electronic email to the last email address provided to the Secretary whenever possible and by regular mail to those members without email access or who request to be notified by regular mail. If there is any doubt as to whether a member has email access, the member shall be sent notice by regular mail. All notices shall be sent no less than ten (10) days prior to the meeting, except as set forth in Section 7.4 for special meetings.

## **Special Meetings**

7.4. Special meetings shall be called by the County Chair when he or she deem it advisable, and shall be called when requested by the number of members of the Executive Committee that would constitute a quorum. Upon receipt of such a request, the County Chair has up to five (5) business days to schedule and notice the special meeting to all Executive Committee members with the date, time, place, and purpose(s). The special meeting shall be held within ten (10) days after receipt of the request.

## **Electronic Votes**

7.5. In the event of an urgent matter which must be addressed prior to the next Executive Committee meeting, the County Chair may call for an electronic vote. Such a motion is non-amendable and non-debatable. The vote will be conducted by email and members shall have 24 hours to vote. The results of the vote shall be reported at the next Executive Committee meeting.

## **Proxies**

7.6. Statutory Members elected to State and Federal office or other Statutory Members authorized by the Executive Committee may give a written proxy to another member of the Executive Committee. All proxies shall be recorded by the Secretary prior to any meeting.

## **ARTICLE 8 – EXECUTIVE COMMITTEE OFFICERS**

## **Officers**

8.1. The officers of the Executive Committee shall be a Chair, Vice Chair, Secretary, Treasurer, and Youth Vice Chair. These officers need not be members of the Executive Committee; provided, however, they are subject to the Party Office requirement of Article 4. Officers who are not otherwise Executive Committee member (statutory or delegate elected) will have no voting rights on the Executive Committee.

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## **Election of Officers**

8.2. The County Chair, County Vice Chair, Secretary, Treasurer, and Youth Vice Chair shall be elected by the Executive Committee within 30 days following the Fall county convention held in even numbered years. The County Chair shall appoint a Deputy Treasurer with the approval of the Executive Committee.

8.3. The Executive Committee, at the request of the Chair, may appoint additional officers. The term of office for KGOP Officers shall be for two (2) years commencing January 1 of odd numbered years.

8.4. There shall be no County Committee separate and distinct from the Executive Committee.

## **Vacancies**

8.5. If a vacancy occurs in any office, that position will be filled by an election at a meeting of the Executive Committee. If a vacancy occurs in the office of the County Chair, the powers and duties of the County Chair shall be assumed immediately and automatically by the County Vice Chair until a new County Chair is elected by the Executive Committee. If a vacancy occurs in the office of the Treasurer or Secretary, the County Chair may appoint an interim officer until a new officer can be elected by the Executive Committee.

## **Removal**

8.6. Any officer may be removed for any reason by a two-thirds (2/3) vote of the Executive Committee present and voting at a regularly scheduled Executive Committee meeting or at a Special Meeting.

## **Authority of the Officers**

8.7. Any authority granted to any Officer, including the Deputy Treasurer, shall only be for two (2) years commencing January 1 of odd numbered years. Upon the end of their term, their resignation, or their removal all authority granted to them under these bylaws shall end.

## **ARTICLE 9 – DUTIES OF OFFICERS**

### **County Chair**

9.1. In all official business, the County Chair shall be referred to as "Chairman" or "Chairwoman," as appropriate. In all other cases, the County Chair may be referred to as the "County Chair," the "Chair," or "KGOP Chair."

9.2. The County Chair:

- shall perform the duties as such to preserve and protect the interest of the Party;
- shall call and preside at all meetings;
- shall be an ex-officio member of all standing committees and ad hoc committees;



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- shall be responsible for directing the day-to-day affairs of the organization and shall coordinate the activities of the Republican Party Organizations within Kalamazoo County;
- shall submit reports to the Executive Committee, as may be required by action of the Committees;
- shall keep the Committees informed of Republican Party programs and activities;
- shall appoint members to standing and ad hoc committees, with confirmation by a majority of the Executive Committee;
- shall assign to other officers, committees, and members such duties as may be necessary;
- shall not authorize a contract for a time past the end of the County Chair's term in office, without the affirmative approval of the Executive Committee;
- shall not expend more than \$500 on an un-budgeted item without the affirmative approval of the Executive Committee;
- shall perform all other functions reasonably necessary to perform the duties of the chief executive officer of a political party, such as to preserve and protect the interest of the Party.

9.3. Upon leaving office, the County Chair shall turn over to the successor all funds, books, accounts, files, letters, records, papers, passwords, electronic credentials, and other property pertaining to or associated with the affairs of the KGOP.

## **County Vice Chair**

9.4. In all official business, the County Vice Chair shall be referred to as "Vice Chairman" or "Vice Chairwoman," as appropriate. In all other cases, the County Vice Chair may be referred to as the "County Vice Chair," the "Vice Chair," or "KGOP Vice Chair."

9.5. The County Vice Chair:

- shall have all powers and duties of the County Chair while the County Chair is not reasonably able to act;
- shall preside at meetings of the Executive Committee in the absence of the County Chair, or at the request of the County Chair;
- shall be an ex-officio member of all committees of the Executive Committee;
- shall perform the duties assigned by the County Chair;
- shall have such other powers and duties as may be granted from time to time by the Executive Committee.

9.6. Upon leaving office, the County Vice Chair shall turn over to the successor all funds, books, accounts, files, letters, records, papers, and other property pertaining to or associated with the affairs of the KGOP.

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## **Secretary**

9.7. The Secretary:

- shall keep records of all KGOP business including the names, addresses, telephone numbers, and email addresses of all members, committee members, and precinct delegates;
- shall give notice of all conventions and meeting to those entitled to notice;
- shall keep a permanent record of the minutes and the attendance at all the Executive Committee meetings;
- shall make these records available for inspection and copying by any member of the Executive Committee;
- shall furnish a copy of the minutes of the most recent meeting to any member of the Executive Committee;
- shall keep a list of all special committees formed by the County Chair and a list of the committee members appointed by the County Chair;
- shall notify all persons selected for membership on all committee;
- shall have such other powers and duties as may be granted from time to time by the Executive Committee.

9.8. Upon leaving office, the Secretary shall turn over to the successor all funds, books, accounts, files, letters, records, papers and other property pertaining to or associated with the affairs of the KGOP.

## **Treasurer**

9.9. The Treasurer:

- shall have the custody and control of all KGOP accounts and funds in a bank designated by the Executive Committee;
- shall pay all bills charged to the KGOP as authorized by the Executive Committee;
- shall be responsible for the proper and timely filing of all financial reports required by law, including but not limited to campaign finance reports.
- shall keep an accurate account, in permanent record, of all receipts and disbursements of funds, using proper and orderly methods of keeping records; and said records, upon reasonable request, shall be open to inspection and examination by any member of the Executive Committee;
- shall render monthly and year to date statement of the revenues, expenditures, outstanding obligations, and cash balances of the KGOP, and submit such reports at each regular Executive Committee meeting;
- shall be a member of the Finance and Fundraising committees;

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- shall keep the Deputy Treasurer informed of matters related to the office, as necessary, to insure a proper transition in the event of the Treasurers absence;
- shall have such other powers and duties as may be granted from time to time by the Executive Committee.

9.10. Upon leaving office, the Treasurer shall turn over to the successor all funds, books, account, files, letters, records, papers, and other property pertaining to or associated with the affairs of the KGOP.

## **Youth Vice Chair**

9.11. The Youth Vice Chair:

- shall be responsible for organizing the KGOP Teenage Republicans Club, College Republicans Club, Young Republicans Club, and associated chapters;
- shall carry out other such duties as shall be assigned by the County Chair;
- shall be 35 years of age or younger at the time of the election.

## **Deputy Treasurer**

9.12. The Deputy Treasurer:

- shall assist the Treasurer in capacity as Deputy Treasurer as determined by the Treasurer;
- shall not have voting powers;
- shall be a member of the Finance and Fundraising committees;
- shall have such other powers and duties as may be granted from time to time by the Executive Committee.

## **ARTICLE 10 – STANDING COMMITTEES**

### **List of Standing Committees**

10.1. The Standing Committees of the KGOP shall be:

- 1) Finance and Budget [10.5],
- 2) Events and Fundraising [10.6],
- 3) Outreach and Public Relations [10.7],
- 4) Volunteer Coordination [10.8],
- 5) Candidate Recruitment and Assistance [10.9],
- 6) Planning [10.10],
- 7) Membership [10.11],

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- 8) Communication and Education [10.12],
- 9) Student Committee [10.13],
- 10) Resolutions Committee [10.14].

## **Membership**

10.2. At the first Executive Committee meeting following the selection of the new County Chair, Executive Committee members shall volunteer for standing committees. Each Executive Committee member shall be an active member of at least one standing committee. Each committee shall have a Committee Chair, Committee Vice Chair, and Secretary. The Committee Chair must be a member of the Executive Committee. All members of standing committees must be members of the KGOP. Party members and unsuccessful applicants for the Executive Committee should be contacted and encouraged to join committees. The County Chair and Vice County Chair of the Executive Committee shall be ex-officio members of each of the standing committees, with full voting rights. The Executive Committee Chairman, Vice Chairman and Treasurer shall be members of the Finance and Budget Committee with full voting rights. At least one of the members of the Executive Committee shall be on each standing committee.

## **Scope, Structure, and Duties of Committees**

10.3. The general scope, but not the details of the activities of each committee, shall be determined from time to time by resolution of the Executive Committee. Nothing herein shall prohibit the appointment of other committees as are deemed necessary by the Executive Committee.

10.4. Each Standing Committee:

- shall meet at the call of the Committee Chair, County Chair, or as directed by the Executive Committee;
- shall recommend policies to the Executive Committee;
- shall implement policies established in its area by the Executive Committee;
- shall submit an annual report to the County Chair and Secretary by December 31 of each year;
- shall have a chairperson and members appointed by the County Chair and confirmed by the Executive Committee;
- shall not assist candidates in contested primaries, absent an endorsement by the Executive Committee;
- shall have a term of two years, ending on December 31 of even years.

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## **Finance and Budget**

10.5. The Finance and Budget Committee shall:

- develop a budget for the KGOP at the beginning of each year and submit it to the Executive Committee for approval;
- oversee party spending to make sure that the KGOP stays on budget;
- evaluate the dues structure of the KGOP as necessary.

## **Events and Fundraising**

10.6. The Events & Fundraising Committee shall:

- solicit donors to raise money for the KGOP through mail, email, phone messaging, in person, or any manner or method that is effective;
- develop and oversee fundraising events to raise money for the KGOP;
- recommend policies regarding KGOP finances which assure financial accountability, stability, and legal compliance;
- plan and carry out all fundraising events, including but not be limited to Lincoln Day (which could be run by a subcommittee);
- oversee financial planning, including preparing an annual budget for the KGOP, which shall include specific goals for how much money should be raised;
- report plans to the Finance and Budget Committee

## **Outreach and Public Relations**

10.7. The Outreach and Public Relations Committee shall:

- reach out to groups that share common interests, generally by attending their meetings. Such groups may include, but are not limited to grass roots, veterans, parents' groups, homeschoolers, gun groups, churches, businesses, College Republicans, Young Republicans, farmers, Michigan Townships Association, and others as may be necessary;
- coordinate writing of letters to the editor concerning elections and other important issues;
- assist the leadership in writing press releases and opinion pieces. Anything appearing under the name of the KGOP should be approved by the County Chair or the Executive Committee;
- participate in functions to get the KGOP name out. These could include parades, softball games, candidate forums, etc.

## **Volunteer Coordination**

10.8. The Volunteer Coordination Committee shall:

- recruit, train, and place volunteers for central (non-precinct based) KGOP activities;

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- obtain information on KGOP volunteers from databases, candidates, and other sources and use this information to contact volunteers;
- work with staff to examine, maintain, and expand the KGOP database of volunteers for KGOP activities;
- provide volunteer contact lists for other KGOP committees

## **Candidate Recruitment and Assistance**

10.9. The Candidate Recruitment Committee shall:

- recruit and train candidates for public offices;
- research past elections, evaluate and recommend campaign strategies, and conduct postelection evaluations;
- coordinate recruitment so that more than one candidate is not recruited for the same office;
- recruitment should include nonpartisan offices such as city commission, school board, and library board;
- meet with candidates immediately after the filing deadline (primary in the case of contested partisan primaries in which the KGOP has not endorsed) and help these candidates establish benchmarks and goals;
- offer assistance and advice from elected officials and experienced campaign managers and office workers (this is particularly for first-time candidates);
- put together booklets of relevant information to give to candidates and offer information about campaign schools;
- attempt to ensure that candidates in competitive elections actively campaign for office;
- intervene when needed;
- maintain contact with current elected officials and inform them of local events.

## **Planning**

10.10. The Planning Committee shall:

- evaluate rules and bylaws as necessary;
- review and recommend changes to these KGOP bylaws;
- create and maintain a Master Copy of KGOP bylaws and policies;
- develop a Strategic Plan for the KGOP at the beginning of every two-year cycle and submit to the Executive Committee for approval. Incorporate the goals of the officers;
- develop plans to reform the structures and functions of the Kalamazoo GOP and submit them to the Executive Committee for approval as necessary;

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- be familiar with and guide the KGOP in its compliance with MRP Rules and with Michigan law relevant to KGOP operating procedures and practices.

## **Membership**

10.11. The Membership Committee shall:

- report directly to the County Chair;
- manage and maintain membership records and provide them for establishing the credentials of delegates at county conventions and for satisfying the requirements of Article 4.
- organize efforts to increase membership;
- perform membership relations;
- notify KGOP members of membership expiration or termination;
- develop and establish requirement for members "in good standing."

## **Communication and Education**

10.12. The Communication and Education Committee shall:

- create and maintain policies for KGOP logo's, identity, branding, and messaging;
- manage all social media and electronic communications for the KGOP;
- assist all members in utilization of technology to further the KGOP;
- manage and maintain the day-to-day operations of messaging as directed by the County Chair and Officers;
- research means of communicating KGOP message and activities to the public and our members and implement a program for the same.

## **Student Committee**

10.13. The Student Committee shall:

- help better integrate the KGOP with the various student and youth (<35) led organizations in Kalamazoo;
- empower young people to get more involved in the political process and emphasis conservative principals;
- recruit young candidates to run for state and local office, and for KGOP and MRP leadership positions.

## **Resolutions Committee**

10.14. The Resolutions Committee shall:

- receive and consider resolutions;

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- edit them as necessary and forward them to the next meeting of the Executive Committee;
- attach a recommendation to the resolution at its discretion;
- research, write, and propose resolutions on its own initiative.

## **Additional Committees**

10.15. Additional standing committees or ad hoc committees may be formed as needed by the Executive Committee.

## **Reports**

10.16. The Committee Secretary should submit written reports to the KGOP Secretary, or as directed by the Secretary, after each meeting for dissemination by email to the Executive Committee. Reports should include specific information on what the committees did to achieve their duties (e.g. how many dollars raised, letters written, etc.) Committees should meet when necessary. This may not be every month.

## **ARTICLE 11 – CANDIDATES and ENDORSEMENT**

### **Limitations on Support of Candidates**

11.1. Only those officeholders and candidates who are members of the KGOP shall be eligible to receive election assistance of any kind from the KGOP, including endorsement. Judicial officeholders and judicial candidates are exempt from this requirement. Statewide candidates and federal candidates are exempt from this requirement.

### **Endorsements**

11.2. A motion to endorse or disavow a ballot proposal may be adopted by a majority of the Executive Committee members present and voting without prior notice.

11.3. A motion to endorse or disavow a candidate must be made at a meeting of the Executive Committee. A motion to endorse or disavow a candidate for any office will not be in order prior to the filing deadline for that office. At the following meeting of the Executive Committee, they may, at their discretion, attach a recommendation to the motion to endorse or disavow. The motion shall be forwarded to the Executive Committee membership along with the notice of the next meeting at which the vote will be taken. Two-thirds (2/3) of the members present and voting are required to endorse or disavow a candidate.

### **Support of Candidates in Primary or Other Elections**

11.4. A candidate for public office who is a member of the KGOP in good standing has the right to schedule use of the KGOP office with the Secretary and to place and distribute yard signs and literature at the office.



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11.5. Only candidates who have been endorsed may be considered for allocation of KGOP funds; included in phone banks, robo-calls, slate literature, or similar publicity sponsored by KGOP; and/or have access to the KGOP database.

## ARTICLE 12 – CONFLICT RESOLUTION and REMOVAL

12.1. Precinct Delegates are county party positions who serve at pleasure of the Executive Committee.

12.2. The Executive Committee shall decide all controversies or conflicts arising within its jurisdiction. No outside organizations, individuals, groups, district committees, or state committees shall be permitted to decide or influence the decision of any controversies or conflicts that arise within Kalamazoo County.

12.3. Any Member or person elected in Kalamazoo County as a Precinct Delegate on the Republican side of the ballot may be censured, suspended, or removed from such position for any reason by the KGOP Executive Committee, including but not limited to the following:

- a) brings litigation against the KGOP, its Executive Committee, or its Officers
- b) openly supports a member of another political party, runs as a member of another political party, or works against the interest of a Republican candidate
- c) is so inactive, irresponsive, destructive, or misrepresentative to the values and/or affairs of the KGOP that harm has been caused to the KGOP; diminishes the reputation of public officials and with Republican candidates;
- d) failing to qualify as an elector;
- e) willful violation of these rules or working against the interest of the KGOP;
- f) inactivity, neglect, or refusal to perform the duties of the office or position;
- g) causes dissension within the KGOP by encouraging members to ignore the bylaws or directives;

12.4. Before the Executive Committee may undertake any action for censure, suspension, or removal, a written complaint setting forth the alleged causes for censure, suspension, or removal and signed by no fewer than 5 Members shall be filed with the County Chair with a copy to the Secretary.

12.5. Within 10 days after receipt of the complaint, the County Chair shall notify the accused and supply him/her with a copy of the charges. The accused may file a written answer to the charges within 14 days. At the conclusion of this period or upon receipt of the reply, the County Chair, or the County Vice Chair (in the event the charge is against the County Chair), shall refer it to the Membership Committee.

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12.6. The Membership Committee shall meet within 10 days to review the complaint and answer and may conduct a hearing into the matter upon a majority vote of the committee. Any hearing shall be conducted within 21 days of the meeting by the committee. Within 10 days after the hearing, or within 10 days after the initial meeting in the event no hearing is conducted, the committee shall send a recommendation to the Executive Committee, which shall then determine what action shall be taken if any, including censure, suspension, or removal by a vote of three-fifths (3/5) of the Executive Committee members present at any regular or special meeting for any reason. The accused shall have the right to attend the Executive Committee meeting in person and be heard or submit a written statement which shall be read at the meeting. The decision of the Executive Committee shall be final. There shall be no appeal.

12.7. Any current or former KGOP Member, non-member, or current or former Precinct Delegate who issues a "call to convention" or holds a convention without the authorization of the County Chair or otherwise in violation of these bylaws, shall be subject to removal (if not already removed) or shall be fined \$10,000 plus \$100 per day until paid, or both.

12.8. The KGOP is an autonomous self-governing private political organization. No other county committee, district committee, state committee, or political party committee may assert control over KGOP. In the event MRP or any of its committees, committeemen or committeewomen, officers, legal counsel, employees, or volunteers attempt to or does assert any control on any aspect of KGOP, its Statement of Organization, its membership, its Executive Committee, Officers, or operations, MRP shall be fined \$150,000 payable on demand plus \$1,000 per day until paid. The person or persons who attempts to or does assert any control shall be fined \$10,000 payable on demand plus \$100 per day until paid. These amounts may be cumulative.

## **ARTICLE 13 – DISBURSEMENT OF FUNDS**

### **Regulations**

13.1. The receipt, maintenance, and disbursement of funds on behalf of the KGOP shall be in accordance with written regulations and policies adopted by the Executive Committee. Such regulations and policies shall be recommended by the Finance and Budget Committee and shall be effective upon approval by a majority of the Executive Committee.

### **Banking and Appropriation of Funds**

13.2. All organization funds contributed to or received on behalf of the KGOP shall be deposited in a bank. All expenditures, withdrawals or appropriations therefore shall be made only upon the authorization of the Officers or the Executive Committee. The Treasurer shall use commonly accepted accounting practices and guidance from the appropriate State and Federal regulations as such to maintain the organizations compliance in such therein.

### **Intent**

13.3. All KGOP funds should be used to further the KGOP's purposes and goals.

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## ARTICLE 14 – AMENDMENTS

### Notice of Proposed Amendments

14.1. All proposed amendments to these bylaws shall be first submitted in writing and presented to the Executive Committee at least one month prior to the date on which such proposed amendments are to be voted.

14.2. The Executive Committee may refer any proposed amendment to the Planning Committee for additional study, which shall then make its report on said amendments to the Executive Committee.

### Adoption

14.3. Adoption of an amendment requires a majority vote of the total voting membership of the Executive Committee.

14.4. These bylaws shall be in full force and effect upon their adoption and shall supersede all bylaws, rules, motions, and policies of a contrary nature.

14.5. Whenever amendments to the bylaws are adopted, the Secretary shall immediately submit the amended bylaws to the Secretary of the MRP State Central Committee in order to inform MRP of such amendments.

## ARTICLE 15 – RESOLUTIONS

### Adoption

15.1. Resolutions adopted on behalf of the KGOP must be approved at a regularly scheduled Executive Committee meeting by a simple majority vote of the members present.

### Notice of Resolutions

15.2. Draft resolutions must be distributed to all Executive Committee members at least fourteen (14) days prior to the next regularly scheduled Executive Committee meeting. Any resolution brought forth without the required notice period shall be tabled until the next regularly scheduled Executive Committee meeting, unless the committee suspends said rule by two-thirds (2/3) vote.

## ARTICLE 16 – MEMBERSHIP RESTRICTIONS

16.1. Any current or former KGOP Member, non-member, or current or former Precinct Delegate who brings, maintains, or assists in litigation or has brought, maintained, or assisted in litigation against the KGOP, its Executive Committee, or its Officers shall be removed from membership or delegate position and shall be ineligible for any future membership or delegate position for ten (10) years.

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16.2. Any current KGOP Member or current Precinct Delegate who brings litigation against the KGOP, its Executive Committee, or its Officers shall be required to file with the court clerk a bond with surety in an amount sufficient to cover all costs and other recoverable expenses that may be awarded by the trial court and appellate courts.

16.3. Any current or former KGOP Member, non-member, or current or former Precinct Delegate who openly supports a member of another political party, runs as a member of another political party, or works against the interest of a Republican candidate shall be removed from membership or delegate position and shall be ineligible for any future membership or delegate position for six (6) years.

16.4. Any current or former KGOP Member, non-member, or current or former Precinct Delegate who has been removed as a KGOP Member, as a member of the Executive Committee, or as a Precinct Delegate shall be removed from membership or delegate position and shall be ineligible for any future membership or delegate position for ten (10) years, or such other time as determined by the Executive Committee.

## ARTICLE 17 – SEVERABILITY CLAUSE


17.1. If any of these bylaws shall be held to be illegal or invalid, in whole or in part, by a court of law of competent jurisdiction, the remaining portion or portions of such bylaws shall be considered severable and not be affected by such determination, and the rights and obligations of the parties shall be construed and enforced as if these bylaws did not contain the particular part, term or provisions held to be illegal or invalid.

## ARTICLE 18 – DISSOLUTION

18.1. If the KGOP is dissolved all general funds and any other assets or holdings shall be dispersed as is determined by the Executive Committee.

Adopted September 11, 2023 @ 5:34pm

  
Kelly Sackett, Chair

  
Kathleen Olmstead, Secretary