

SIERRA NEVADA REPUBLICAN WOMEN BYLAWS
(Amended November 13, 2019)

ARTICLE I- NAME

The name of this organization shall be Sierra Nevada Republican Women, hereinafter sometimes referred to as SNRW.

ARTICLE II- OBJECTIVES

1. To foster loyalty to the Republican Party and to promote its principles and candidates in all elections including non-partisan elections.

2. To support the objectives of the National Federation of Republican Women, hereinafter referred to as NFRW, and the Nevada Federation of Republican Women, hereinafter referred to as NvFRW.

3. To increase the effectiveness of women in the cause of good government through political participation.

4. To search for and encourage honest and capable women to participate actively in politics.

5. To promote an informed electorate through political education.

6. To function as a committee for political action in compliance with the Nevada Revised Statutes, Section 294A.0055, et seq.

7. To uphold the principles of freedom, equality and justice upon which the government of this Country was founded.

8. To encourage the citizenry to maintain their constitutional liberties and freedom.

ARTICLE III- MEMBERSHIP

1. Club

A. Eligibility.

1. Membership shall be maintained at ten (10) or more members.

2. There shall be five (5) or more regular meetings per year;

3. Payment of annual dues and service charge will be made;

4. SNRW bylaws will not be in conflict with NvFRW or NFRW;

5. The name and address of SNRW's club President shall be sent to the NvFRW President and Recording Secretary within 10 days of her election.

B. Individual Membership Any registered Republican woman is eligible for membership in the club.

1. An individual may join only one (1) club as a full member.

2. An individual may join any number of clubs as an associate member upon complying with number one (1) as listed above.

C. Associate Membership Registered Republicans shall be eligible for associate membership in a club upon payment of required dues. Associate members shall not be entitled to:

1. Become members of NFRW or NvFRW;

2. Make motions or vote;

3. Hold any office; or

4. Be counted in determining their club's number of delegates to any regional, state, or national meeting or convention.

D. Life Individual Membership.

SNRW may have life members.

1. It is the responsibility of the club to determine how a life member's dues are paid.
2. Payment of dues to the NvFRW and NFRW is the responsibility of the club.

E. When the First Lady of Nevada is a Republican, she will automatically be an honorary member of all clubs with the same privileges as an associate member. She may choose one club in which to be a full member in order to have a vote. The NvFRW shall pay the dues for her full membership.

2. Removal of Club from Membership

This club may be removed from membership in the NFRW and NvFRW for the following reasons:

- A. Bylaws which are in conflict with NFRW and/or NvFRW Bylaws;
- B. Nonpayment of dues for the full membership and current service charge;
- C. Failure to maintain a minimum of ten (10) members and/or hold at least five (5) meetings within a fiscal year;
- D. Failure to support the GOP ticket, advocating a split party ticket, or supporting one Republican candidate to the exclusion of other Republican candidates in a primary election;
- E. Providing a forum for any non-Republican of high profile;
- F. Working in opposition to the objectives of NFRW or NvFRW; or
- G. Affiliation with any political organization not officially recognized as part of NFRW, NvFRW or the Republican Central Committee. (This does not apply to individual members.)

ARTICLE IV- OFFICERS

1. Qualifications

- A. Each elected or appointed officer shall be an active member in good standing of the club.
- B. A member in good standing shall be one whose current dues have been paid in accordance with the provisions of these bylaws and those of her club and who is not under disciplinary action.

2. Elected Officers

- A. The elected officers of this club shall be President, First Vice President, Second Vice President, Recording Secretary, Corresponding Secretary and Treasurer.
- B. Election. The officers shall be elected at an SNRW meeting and shall serve for a term of one year (1) year or until their successors take office.
- C. Vacancies. A vacancy in an elected office, except the office of President, shall be filled by election by the Executive Board at the first meeting following the creation of the vacancy.
 1. Notice of the vacancy shall be given to the members of the Executive Board with the Call for the meeting.
 2. In the interim between the creation of the vacancy and the election, if she deems it necessary to the operations of SNRW, the President shall have discretion to appoint a member in good standing, other than herself, to temporarily fill the position.
- D. Removal from Office. See Article IV, Section 9 "Removal of Members from the Executive Board."

3. Duties of Elected Officers

A. The President shall:

1. Call and preside at all meetings of the club and meetings of the Executive Board, and shall have the responsibility of the general supervision of the work of the club.
2. Be an ex-officio voting member of all committees except the Nominating Committee.
3. Be the only authorized person to sign contracts on behalf of SNRW.
4. Appoint an Auditing Committee to audit the books when there is a change of Treasurer.
5. Give notice to club members of dates of NFRW and NvFRW Conventions.
6. Have authority to co-sign checks with Treasurer and/or Recording Secretary
7. Newly elected President shall submit her name and address to the NvFRW President and Recording Secretary within 10 days after the election in November.

B. The First Vice President shall:

1. Perform the duties of the President in her absence;
2. Fill a vacancy in the office of President;
3. Be Program Chair, and
4. Perform other duties assigned by the President.

C. The Second Vice President shall:

1. Perform the duties of the President in the absence of both the President and the First Vice President.
2. Be Membership Chairman;
3. Implement programs for membership recruitment and retention;
4. Maintain club roster working closely with club Treasurer and committee chairs who must utilize roster to carry out club duties;
5. Send notification annually to members advising that dues payments are required for membership renewal in advance of January 1st; and
6. Perform other duties assigned by the President.

D. The Recording Secretary shall:

1. Record and present the minutes of all meetings of the club and the Executive Board;
2. Be custodian of all records and papers of SNRW.
3. Have authority to co-sign checks in the absence of either the President or Treasurer.
4. Perform other duties assigned by the President.

E. The Corresponding Secretary shall:

1. Assist the President with correspondence;
2. Perform other duties assigned by the President.

F. The Treasurer shall:

1. Be custodian of all SNRW funds and deposit them in a bank approved by the Executive Board.
2. Co-sign the checks of SNRW with the President and/or the Recording Secretary in the absence of the President.
3. Disburse funds as directed by the Executive Board.

4. Keep an account of all moneys received and disbursed by the club and report in full at regular meetings as required by the President.

6. Pay required membership dues to the NvFRW Treasurer, working closely with Second Vice President so that timely dues payments and membership reports can be submitted to NvFRW. Payment of dues must be accompanied by a current club roster, including address, telephone number and e-mail address (if member has one) of each member. Quarterly reports updating club's membership must be sent to the NvFRW along with roster information for new members.

7. Report contributions to and expenditures for political candidates to the Nevada Secretary of State's office as is required by committees for political action pursuant to the Nevada Revised Statutes, Section 294A.0055, et seq.

8. Perform other duties assigned by the President.

4. Immediate Past President

A. Shall serve as an ex officio voting member of the Executive Board following the election of the next club President.

B. A vacancy in this office shall be filled by the Executive Board. Candidates to fill the vacancy shall be limited to prior club presidents.

5. Executive Board.

A. The Executive Board shall consist of the elected officers and the Immediate Past President.

B. In addition to carrying out the duties of elected officers as stated in Article IV, Section 2, members of the Executive Board shall have one (1) vote and shall:

1. Be the governing body of SNRW;
2. Hold regularly scheduled Executive Board meetings;
3. Report to the club on all business that has been transacted;
4. Approve the bank in which funds are to be deposited; and
5. Fill vacancies in elected offices that occur between elections except in the office of

President.

6. Duties of the Appointed Chairmen.

A. The Chaplain shall offer appropriate prayers for meetings and other events as directed by the President.

B. The Historian shall compile and maintain official historical record of the Club's activities.

C. The Parliamentarian shall:

1. Be thoroughly familiar with the bylaws of the club, the NFRW and the NvFRW in order to interpret and inform;
2. Be familiar with the current edition of Robert's Rules of Order Newly Revised;
3. Serve as the interpreter of correct parliamentary procedure at all SNRW meetings and give information when requested; and
4. Be invited to attend meetings of the Executive Board without authority to cast a vote.

7. Records.

All records of outgoing officers and committee chairmen shall be turned over to their successors within 30 days prior to the end of term.

8. The Term of Office.

For all officers shall be one (1) year beginning on January 1st, and no officer may serve in the same position for more than two (2) consecutive terms with the exception of the Treasurer who may elect of serve a consecutive third term.

9. Removal of Members of the Executive Board.

A member of the Executive Board may be removed by two-thirds (2/3) vote of the board members exclusive of the person for whom removal is under consideration for any of the following reasons after investigation by the Executive Board:

- A. Using her elected officer status at a club or state level or her affiliation with her club to officially endorse a split party ticket;
- B. Using her elected officer status at a club or state level or her affiliation with her club to officially endorse an opposition party ticket;
- C. Providing a forum for non-Republicans of high profile; or
- D. Undermining the stated objectives of the NvFRW or NFRW.
- E. Any Executive Board member who has missed three consecutive board meetings may be considered for removal. Such removal shall be without prejudice of any person so removed. Removal shall occur only upon a two-thirds (2/3) vote of the board members then in office exclusive of the person for whom removal is under consideration, and only after being given an opportunity to be heard at a meeting of the Executive Board.

ARTICLE V - COMMITTEES

The Standing Committee Chairmen.

Shall be appointed by the President with the approval of the Executive Board. They shall include but not be limited to Budget and Finance, Bylaws, Public Relations, Newsletter, Fundraising, Campaign, Legislative and Caring for America. The duties of the Standing Committees shall be as follows:

1. The Budget and Finance Committee shall prepare an annual budget for approval by the membership and shall prepare and present a monthly comparative statement for review by the Executive Board. Members of this committee shall include but not be limited to the Treasurer and the Fundraising chair.
2. The Bylaws Committee shall conduct a biennial review of these bylaws and shall request and receive proposed amendments to these bylaws and submit them to the general membership for action. The Bylaws Committee shall present the NvFRW Bylaws Committee with a complete set of its bylaws for review and approval. Any subsequent revision of a club's bylaws shall be sent to the bylaws chair for review and approval.
3. The Newsletter Committee shall publish and distribute a minimum of three (3) newsletters per year.
4. The Public Relations Committee shall solicit maximum publicity for all activities of Sierra Nevada Republican Women and maintain a good working relationship with the media to enhance the public image of Sierra Nevada Republican Women.
5. The Fundraising Committee shall prepare and implement a plan for raising funds to meet the club budget.
6. The Campaign Committee shall coordinate all activities of the Nevada Federation of Republican Women and the Sierra Nevada Republican Women campaign programs.
7. The Legislative Committee shall implement the Nevada Federation of Republican Women current directions and shall inform the membership of any state legislation affecting the interest of the club.

8. The Caring for America Committee shall encourage Club to expand volunteer community service activities in the community, and shall honor and aid our current and veteran military and their families.

9. Refer to NvFRW bylaws for detailed information concerning each of the NvFRW Standing Committees.

ARTICLE VI- MEETINGS

1. The regular meeting shall be held the second Wednesday of each month. Special meetings may be called by the President or upon the written request of eight active members of the club. There shall be a minimum of five regular general meetings a year.

2. A quorum at a regular meeting shall consist of one-third (1/3) of the total voting membership of the club.

3. Regular meetings of the Executive Board shall be held prior to the regular meetings of the club at such time and place as determined by the President.

4. A quorum of the Executive Board shall be a majority of the elected officers and the Immediate Past President.

5. Voting Between Regularly Scheduled Meetings.

A. A vote of members can be conducted by email between regularly scheduled meetings provided there is participation by a majority of the members. The vote shall be ratified and entered into the minutes at the next regularly scheduled meeting.

B. A vote of the Executive Board can be conducted by email or conference telephone call between regularly scheduled meetings provided that there is participation by a quorum of the Executive Board. The vote shall be ratified and entered into the minutes of the next Executive Board meeting.

ARTICLE VII- DUES

The dues of this club shall be a specific amount set by the club, payable before January 1st. The fiscal year shall run from January 1st through December 31st.

ARTICLE VIII- NOMINATIONS AND ELECTIONS

1. There shall be a Nominating Committee of five members to select a slate of officers for this club. The Executive Board shall appoint one member to serve as chair and the remaining four shall be nominated and elected from the individual membership at the August meeting. The slate shall be presented at the October general meeting and voted upon at the November meeting. Nominations may be made from the floor at the October and November meetings. Prior consent of the nominees must be given. Installation of officers shall be held at the December meeting.

2. If there is more than one candidate for an office, election shall be held by ballot. If there is only one candidate, election may be by voice vote or other means. A plurality of votes shall elect. There shall be no voting by proxy.

3. An officer candidate may not simultaneously run for more than one office.

ARTICLE IX- REPRESENTATION

1. NvFRW Biennial Convention

A. The club President or her representative shall be a delegate to the NvFRW Biennial Convention in addition to one delegate and one alternate for each ten members, or major fraction thereof, based on records of the Treasurer dated no later than fifteen (15) days prior to the convention.

B. The membership shall elect the delegates and alternates no later than fifteen (15) days prior to the convention.

C. Club delegates and alternates shall be members in good standing.

D. A list of delegates and alternates, including addresses and telephone numbers, shall be sent to the NvFRW President at least ten (10) days prior to the Convention.

E. Each delegate shall be entitled to one (1) vote.

F. Alternates shall vote only in the absence of their delegates.

G. There shall be no proxy voting.

H. Refer to NvFRW bylaws for more detailed information concerning the NvFRW Biennial Convention.

2. NFRW Biennial Convention

A. There shall be one (1) delegate and one (1) alternate from each qualifying club who shall be elected according to club, NvFRW and NFRW bylaws.

B. Club delegates and alternates shall be members in good standing.

C. Clubs shall mail names, addresses and telephone numbers of their delegates and alternates to the Presidents of NFRW and NvFRW using Credential forms provided for this purpose. The Credential forms must be mailed and postmarked no later than thirty (30) days prior to the Convention.

D. Refer to NFRW bylaws for more detailed information concerning the NFRW Biennial Convention.

ARTICLE X- ENDORSEMENT OF CANDIDATES

NvFRW elected officers and club presidents may be removed by a two-thirds (2/3) vote of the NvFRW Executive Board for supporting one Republican candidate to the exclusion of other candidates in a primary election.

ARTICLE XI- PARLIAMENTARY AUTHORITY

The current edition of Robert's Rules of Order, Newly Revised shall govern all proceedings except where inconsistent with the provisions of the bylaws of this club or Nevada Federation of Republican Women bylaws.

ARTICLE XII- AMENDMENTS

These bylaws may be amended by an affirmative vote of two-thirds (2/3) of the individual members present at a general meeting, provided written notice by mail, fax or any other electronic media of such proposed amendments shall be sent to all members at least ten (10) days prior to the meeting. These amendments shall be effective immediately.

ARTICLE XIII-DISSOLUTION

In the event of dissolution of Sierra Nevada Republican Women, all of its assets remaining after payment of all costs and expenses of such dissolution shall be distributed to the Nevada Federation of Republican Women. None of these assets shall be distributed to any member or officer of the club.

Bylaws were approved by the general membership at the November 13, 2019 Luncheon/Meeting.

Approved by NvFRW Bylaws Chair, Kathleen Doyle, November 22, 2019

