

# LAKE HAVASU CITY REPUBLICAN MEN'S CLUB

## BYLAWS

Rev. D - May 31, 2019

### ARTICLE I: CLUB NAME

**Section 1:** The name of this organization shall be the "Lake Havasu City Republican Men's Club" hereinafter called the "Club".

### ARTICLE II: OBJECTIVES

**Section 1: The objectives of the Club shall be to:**

- A. Foster loyalty to the County, State, National Republican Party, and the US Constitution.
- B. Support the objectives and policies of the Republican Party and to work in the General election for the Republican nominees.
- C. Inform and encourage citizens to be active in the political process.
- D. To preserve the US Constitution and our Constitutional Republic form of government.
- E. Actively increase our Club membership.
- F. Recruit new and new younger members.
- G. Establish liaison to coordinate activities with other Republican Groups; city, county, State, and National.

**Section 2: It shall be Club policy** to refrain from supporting any candidate in the Primary election contest. This does not apply to individual members and their personal political efforts.

### ARTICLE III: MEMBERSHIP

**Section 1:** Active Membership in the Club shall be open to any person who is currently a registered Republican and subscribes to the objectives and beliefs of the Club and pays yearly dues.

**Section 2:** Associate Membership in the Club is open to all who are 18 or over and is a registered Republican.

### ARTICLE IV: DUES AND FISCAL YEAR

**Section 1:** Active members' annual dues shall be as voted on by the membership and recorded by the Secretary. Dues shall be payable January 1<sup>st</sup> each year and delinquent on March 1<sup>st</sup> that same year. Annual dues shall be sufficient to cover the Club's administrative costs thru December 31<sup>st</sup>. The Club's fiscal year shall be January 1<sup>st</sup> thru December 31<sup>st</sup>.

### ARTICLE V: MEETINGS

**Section 1:** The Club shall meet every Tuesday morning at 7:00 unless notified otherwise by the President or designee. Business meeting(s) will be held as needed to handle elections, dues, Bylaw changes, or matters referred to the membership by the elected officers or matters referred to the officers by the membership. The President has the duty to 'Table' the issue until investigation has been completed (Robert's Rules of Order—ART. V, 28).

**Section 2:** Other business will be conducted by meetings, as needed, or by elected officers when called by the President.

**Section 3:** Informal meetings may be held as called by the President and at the convenience of the Club membership involved.

**Section 4:** Special meetings may be called by the President with notice given in a timely manner.

**Section 5:** There shall be a meeting in December, called by the current President, for installation of officers for the next year.

**Section 6:** A short weekly business meeting may be conducted updating the treasurer's report and any old/new business.

### ARTICLE VI: OFFICERS AND DUTIES

**Section 1: Officers:** The elected officers of this Club shall be: President; Vice President; Recording Secretary; and Treasurer; all Officers must be active members in good standing.

**Section 2: Terms:** Each elected Officer shall assume office at the first weekly meeting in January and shall serve for a term of one year or until his successor is elected and assumes office.

**Section 3: Duties:**

**A. The President shall:**

1. Be the official representative of the Club.
2. Preside at all meetings of the Club.
3. Name all standing and special committee Chairmen.
4. Be an *ex-officio* member of all committees except the Nominating Committee.
5. Be authorized to co-sign checks with the Treasurer.

6. Be responsible for notification of all meetings.
  7. Have the right to call special meetings.
  8. Prepare an agenda for all meetings
  9. Arrange for another officer to preside if he cannot attend.
  10. Confirm, at least monthly, with each of the other officers to determine if they are having any problems carrying out their Club responsibilities.
  11. Plan and activate one(1) income-making activity for the Club each year, i.e. a fund-raising party, a large raffle, or other event(s).
  12. The president shall adjourn the meeting at his discretion.
- B. The Vice President shall:**
1. Perform the duties of the President in his absence when asked.
  2. Perform such other duties as may be assigned by the President.
  3. Assist the Club's officers in obtaining Tuesday speakers.
  4. Shall always be a member of the Bylaws Committee.
- C. The Recording Secretary shall:**
1. Keep accurate minutes of all meetings.
  2. Maintain a file of minutes of record (including applicable photos).
  3. Receive correspondence and read before the members as directed by the President.
  4. Prepare outgoing correspondence and maintain a file as directed by the President.
  5. Perform such other duties as may be assigned by the President.
  6. Ascertain that there is proper insurance covering the Club and its members.
  7. Keep a record of attendance provided by the Treasurer.
  8. Keep a copy of the dated record of speakers and experts and their subject matter.
  9. Develop and mail or Email a 'dues request' letter to all members with unpaid dues.
  10. Update the Club Email list as required.
- D. The Treasurer shall:**
1. Be custodian of all funds of the Club and make collections, issue receipts, and deposit all funds in a financial institution approved by the Club.
  2. Make a separate accountability of funds received for all special committees & assist the President in preparing reports of these funding functions.
  3. Maintain a separate accountability of funds collected for Club's, State, and Federal entities.
  4. Make a report of the financial status of the Club to be read at each formal meeting.
  5. Prepare checks for co-signature for paying all bills.
  6. Shall operate the 50-50 drawing each meeting.
  7. Shall develop/maintain an accurate roster of all 'paid' members for distribution to the officers.
  8. Perform such other duties as may be assigned by the President.

## **ARTICLE VII: NOMINATIONS, ELECTIONS, AND VACANCIES**

**Section 1:** The Nominating Committee may consist of up to five members in good standing appointed and by the Club.

**Section 2:** The Nominating Committee shall:

1. Select its own Chairman.
2. Have secured the consent of the nominee to serve.
3. Submit the name(s) of eligible candidate(s) for each elective office vacancy.
4. Arrive at the choice of the final slate by majority vote of the membership. This may be a show of hands voice vote, or a written ballot—President's choice.
5. Present the selections to the Club membership at a November meeting (date selected by the Nominating Committee's Chairman).
6. Additional nominations may be made from the membership meeting floor.

## **ARTICLE VIII: BOARD OF OFFICERS' MEETINGS**

**Section 1:** The elected Officers Board shall:

1. Review the business of the Club between formal meetings of the Club as needed.
2. Recommend action(s) for the President to present to the at the next scheduled MEETING.
3. Recommend the disbursement of Club funds for the approval of the membership.
4. Recommend the filling of vacancies as required until a special election is held.
5. Function as both a Steering Committee and an Executive Committee.

**ARTICLE IX: COMMITTEES**

**Section 1:** All Chairmen of Standing Committees shall be active Club dues paid members.

**Section 2:** These suggested committees may be established as needed:

A. Suggested Committees:

1. Membership
2. Education
3. Constitution
4. Bylaws
5. Youth activities
6. Publicity
7. Special Programs
8. Nominating
9. Budget
10. Campaigns
11. Hospitality
12. Legislative
13. Special awards

B. Appointees:

1. Chaplain:
2. Historian:
3. Liaison Officer—until further notice, this is assigned to the VP

**ARTICLE X: QUORUM**

**Section 1:** A simple majority of the Board of Officers constitutes a quorum for a Board meeting.

**Section 2:** **Fourteen** Active members of the Club in good standing at a formal meeting constitutes a quorum.

**Section 3:** To vote on an issue, only a simple majority of the active members present at a given meeting are required.

**ARTICLE XI: PARLIMENTARY AUTHORITY**

**Section 1:** *Roberts Rules of Order* shall govern the proceedings of this Club in all cases where no provision has been made within these bylaws. Any version of Roberts Rules since AD 2000 may be used.

**ARTICLE XII: BYLAWS AMMENDMENTS**

**Section 1:** Any change to these Bylaws shall be passed in accordance with Article X (Quorum) provided that copies of existing articles with the changes have been submitted to the Club President by the Bylaws Committee and voted upon by the Club membership and in the affirmative.

**THE END**