BY-LAWS OF THE CANYON COUNTY REPUBLICAN CENTRAL COMMITTEE

ARTICLE I. NAME

The name of this organization shall be the Canyon County Republican Central Committee, hereinafter referred to as the CCRCC

ARTICLE II. OBJECTIVE

The goals and purpose of the CCRCC shall be:
To act as the governing body of the Canyon County Republican Party;
To provide a practical means by which the broadest possible participation of all Republican voters in Canyon County may express their opinions and effectively contribute to the betterment of our county, state, and federal governments and the Republican Party;
To support the traditional principles and objectives of the Republican Party;
To promote and support the election of Republican candidates;
To advise the Idaho Republican Party regarding the development of policies and functions; and to implement the policies and functions of the Idaho Republican Party.

ARTICLE III. MEMBERSHIP

Section 1. Composition. The CCRCC shall be comprised of the Precinct Committee Chairs, the County Chairman, Vice Chairman, Secretary, Treasurer, State Committee Woman, State Committee Man, State Youth Committee Person, Legislative District Chairs, Canyon County Women’s Club President(s), and other such appointed positions of the County Central Committee as are elected by the Precinct Committee Chairs or appointed by the County Chairman.

Section 2. Qualifications. All members of the CCRCC shall be qualified electors of the precincts in which they reside (Idaho Code 34-402/104).

Section 3. Selection of Precinct Committee Chairs. Precinct Committee Chairs shall be elected at in the State Primary Election or elected by the CCRCC according to Idaho Code Section 34-502.

Section 4. Selection of Alternate Precinct Committee Chair Alternates.
(a) Alternates shall be qualified electors and residents of the precinct in which they serve.
(b) Alternates shall be nominated by the Committee Chairs from the precinct in which the District Legislative Chair and Precinct Committee Chair reside and confirmed by the CCRCC.
Section 5. Attendance at Meetings
   (a) When any Precinct Committee Chair shall have four (4) consecutive unexcused absences, the Legislative District Chairman should contact the individual and inquire as to his/he absence. After due consideration, the Legislative District Chair may bring the matter before the Legislative District Precinct Chairs.

   (b) When any other member elected by the CCRCC shall have missed four (4) consecutive meetings, the County Chairman should contact the individual and inquire as to his/her absence. After due consideration the County Chairman may bring the matter before the CCRCC for discussion.

Section 6. Resignation and Vacancies.
   (a) Any Precinct Committee Chair desiring to resign from the CCRCC shall submit their resignation, in writing, to the Legislative District Chair who shall present it to the County Chairman for action at the next CCRCC meeting.

   (b) Vacancies occurring in the office of Precinct Committee Chair shall be filled as follows:
      i. At the next County Central Committee meeting following the declaration of a vacant precinct or any subsequent meeting until the vacancy is filled, names may be submitted to the Central Committee by the Legislative District Chair or to the CRCC Chairman in the case of a vacancy of a Legislative District Chair, who has certified the residency of the precinct candidate.
      ii. Any person residing within the vacant precinct, who desires to be a Precinct Chair shall submit their name in writing to their Legislative District Chair.

   (c) Any other elected member desiring to resign from the County Central Committee shall submit their resignation, in writing, to the CCRCC Chairman for action. Should any individual resign, but fail to do so in writing, the CCRCC shall after 30 days declare a vacancy for that position.

   (d) A vacancy will be declared at the next CCRCC meeting if the Precinct Committee Chair is no longer qualified under Idaho Code Section 34-104.

   (e) Vacancies occurring or existing in offices of the CCRCC or in the Office of Precinct Committee Chair, shall be filled by an election of the CCRCC.

Section 7. Voting Members.
   (a) Precinct Committee Chairs shall have all voting rights.

   (b) Alternate Precinct Committee Chairs may vote in the absence of the Precinct Committee Chair, except for the election of CCRCC officers, election of delegates to the State Convention and nominations of nominees to fill county office or legislative vacancies. (See Rules of Idaho Republican Party Article IV, Section 9).

   (c) Members of the County Central Committee who are not Precinct Committee Chairs have voting rights with the exception of election of Central Committee officers, County, Legislative District and Precinct vacancies, delegates to the State Convention, changes to the By-Laws and nominations of nominees to fill county office vacancies.

   (d) There shall be one person, one vote. A member who holds more than one position or office has only one vote.
ARTICLE IV. OFFICERS

Section 1. Composition. The officers of the CCRCC shall be the County Chairman, Vice Chairman, Secretary, Treasurer, State Committee Man, State Committee Woman, and State Youth Committee Person. These officers shall perform the duties prescribed by these By-Laws, the Special Rules of Order and the parliamentary authority adopted by this organization.

Section 2. Election of Officers.

(a) Re-organization. All officers of the CCRCC shall be elected by the Precinct Committee Chairs at a meeting called for that purpose by the incumbent County Chairman to be held within 10 days after the Primary Election. In the event more than one (1) candidate is nominated for any office, voting shall be by secret ballot.

(b) Notice of re-organization meeting stating the date, time and location shall be mailed by the Corresponding Secretary to each member of the CCRCC at least seven (7) days prior to such meeting (See Idaho Code, Section 35-502.).

Section 3. Term of Office.

Term of office for each officer shall be two (2) years or until their successor is elected.

Section 4. Duties.

(a) Chairman. The Chairman shall preside at all meetings of the CCRCC and Executive Board, have the authority to act as the official representative of the CCRCC between meetings, consider and endorse recommendations of individuals seeking Legislative appointments, and such other duties as are determined by State statute, Party Rules or granted by the County Central Committee, should attend the State Central Committee meetings, and appoints officers pursuant to Article V.

(b) Vice Chairman. The Vice Chairman shall assist the Chairman; carry out assigned responsibilities; and preside in the Chairman’s absence at any meetings of the CRCC, Executive Board, or any other meeting to which the Chairman would be authorized to attend.

(c) Secretary. The Secretary shall act as the Correspondence Secretary of the CCRCC and Executive Board; prepare such correspondence as requested by the Chairman and/or is necessary to maintain awareness of CCRCC functions and perform other duties as may be requested by the Chairman. The Secretary shall act as the Recording Secretary of the CCRCC and Executive Board; record and keep a file of minutes of all CCRCC meetings and Executive Board Meetings; maintain a current roster of all members of the CCRCC and inform the Canyon County Clerk and State Party of changes in Precinct Committee Chairs and perform other duties as may be requested by the Chairman. The Secretary shall be the custodian of the current, approved copy of the By-Laws and Special Rules of the CCRCC.

(d) Treasurer. The Treasurer shall have charge of all funds of the CCRCC:
   a) furnish a financial report at each CCRCC meeting,
   b) annually furnish a written financial statement to the members of the CCRCC file such reports as required by State and Federal Law and
   c) perform other duties as may be requested by the Chairman.

The Treasurer shall also attend the Executive Board meeting.

(e) State Committee Woman/State Committee Man. These representatives to the State
Central Committee shall attend all meetings, including the CCRCC meetings and Executive Board meetings, and perform other duties as may be requested by the Chairman.

(f) State Youth Committee Person. The State Youth Committee Person shall be between the ages of eighteen (18) and forty (40) at the time of their election; shall attend meetings of the State Central Committee, the CCRCC and Executive Board.

Section 5. Removal From Office.
Any officer may be removed from office by a majority vote of the Precinct Committee Chairs for just cause after due notice and hearing, if a hearing is requested. A quorum for the purpose of removal shall be equal to 2/3 the number of current Precinct Committee Chairs. Proxies cannot be used to establish a quorum.

ARTICLE V. APPOINTED POSITIONS

Section 1. Appointed positions may include, but are not limited to, Finance Chairman, Parliamentarian and Publicity Chairman.

Section 2. Duties
(a) Finance Chairman. The duties of the Finance Chairman is to raise money for the CCRCC and attend Executive Board meetings if requested. The Finance Chairman shall chair the Finance Committee and be responsible for preparing and submitting a finance plan to the Central Committee.
(b) Parliamentarian. The Parliamentarian shall advise the County Chairman and members on parliamentary procedure and protocol at CCRCC meetings when requested and attend Executive Board meetings if requested.
(c) Publicity Chair. The Publicity Chairman shall be responsible for all press releases and publicity for all Central Committee meetings and events. The Publicity Chairman shall attend Executive Board meetings if requested.

ARTICLE VI. MEETINGS AND QUORUM

Section 1. Regular Meetings. Regular meetings shall be established by the Standing Rules, according to Roberts Rules of Order.

Section 2. Special Meetings. Special meetings may be called by the County Chairman or by the Vice Chairman in the absence of the Chairman. Five (5) regularly elected members of the CCRCC may request a special meeting by petitioning the Secretary for notice as hereinafter provided.
(a) Special meetings may be held upon such notice as is appropriate due to circumstances. The purpose of the meeting, including date, time and location shall be mailed by the Secretary to each member of the CCRCC.
(b) Notice of special meetings will be at least seven (7) days prior to such meeting.
Section 3. Quorums. Twenty Five per cent (25%) of those Precinct Chairs presently holding that position shall constitute a quorum. Proxies cannot be used to establish a quorum.

ARTICLE VII. EXECUTIVE BOARD

Section 1. Membership. The Chairman, Vice Chairman, Secretary, Treasurer, State Committeeman, State Committeewoman, State Youth Committee Person and Legislative District Chairs shall constitute the members of the Executive Board. Should the CCRCC Chairman be a Precinct Committee Chair, the Chairman shall have the right to vote on all issues as a Precinct Committee Chairman. In no case may the Chair vote twice (once as a Precinct Chair and once as Chair to alter the vote result).

Section 2. Duties. The Executive Board shall:
  a) provide general supervision of the CCRCC between regular meetings;
  b) make recommendations to the CCRCC;
  c) perform any orders assigned by the CCRCC and;
  d) other such duties as are specified in the By-Laws or Standing Rules. The Executive Board shall be subject to the orders and accountable to the County Precinct Chairs and none of its acts shall conflict with action taken by the CCRCC.

Section 3. Meetings. Regular meetings of the Executive Board shall be held prior to the CRCC meetings. Special meetings of the Board shall be called by the Chairman or upon the written request of three (3) members of the Board. A quorum consists of a simple majority.

ARTICLE VIII. COMMITTEES

Section 1. Standing Committees. Standing Committees and Special Committees of the CCRCC will be appointed by the Chairman unless otherwise ordered by the CCRCC.

ARTICLE IX. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Roberts Rules of Order, latest revision shall govern the proceedings of the CCRCC in all cases to which they are applicable and in which they are not inconsistent with these By-Laws, Special Rules of Order, State Statute or Party Rule.
ARTICLE X. AMENDMENTS

Section 1. The By-Laws of the CCRCC may be amended at any regular meeting of the CCRCC by a two-thirds (2/3) vote of the voting members in attendance, provided that: all voting members are notified in writing at least seven (7) days prior to the meeting that amendments will be considered.

Section 2. Upon approval all amendments shall become effective at the following meeting.

REVISION ADOPTED ____________________________

SIGNED ____________________________

Chairman, Canyon County Republican Central Committee

STANDING-RULES

i. Resolved, that the regular meetings of the CCRCC shall be held on the third Tuesday of each month at the Canyon County Administration Building, unless another time and location is designated by the Committee and proper notice is provided to the Central Committee members as specified in these By-Laws.

ii. Any voting member present may participate in general discussion and debate.

iii. Candidates for appointed Precinct Committee Chairs shall:
   a) Be a qualified elector of the precinct in which they reside.
   b) Be present at the meeting at which their name is submitted, and
   c) Be present at the next regular meeting in which their name is voted upon for ratification. Should the ratification vote not be taken at the next meeting and the candidate is present, they will not be required to be at the meeting in which they are confirmed.

iv. Amendments to these Standing Rules may be made at any regular meeting of the CCRCC by a two-third (2/3) vote without notice or by a majority vote with notice. All amendments become effective immediately.

v. Standing Rules and their amendments shall be attached to the By-Laws as part of the government of this committee.

(Draft Revision proposed on 1-19-16)
Statement of Purpose: At the direction of Chairman Smyser and the CCR Executive and Central Committees, the Standing Rules subcommittee was formed to create a written document to describe the process to be followed for selection of delegates and alternates for State Conventions. This document will be presented to the Executive and Central Committees for revision and/or approval.

Proposed Standing Rule prescribing the process for selection of State Convention Delegates/Alternates.

The selection process will be comprised of three phases:

*Phase One.* The following will automatically be selected as delegates, in recognition of their position and service to the Central Committee: County Delegate Coordinator, County Chair, State Committee Man, State Committeeewoman, and State Committee Youth Chair.

*Phase Two:* The County Delegate Coordinator will perform a random drawing of the names of all nominees in attendance at the Central Committee meeting when the selections are made from two pools of names. The first pool of names will be comprised of all nominees who serve in positions on the Central Committee not included in Phase One, and have attended a minimum of six of the preceding 12 meetings. The second pool will be comprised of remaining nominees in attendance at the Central Committee meeting when the selection process is performed. Names will be drawn, at random, until the full slate of delegates is selected or until the list of names is exhausted. If names remain after the full slate of delegates has been selected, the drawing will continue, noting the order in which names are drawn. These will serve as alternates and will be seated in the order in which they are drawn.

*Phase Three:* The County Delegate Coordinator will continue a random drawing from the list of nominees who are not in attendance at the Central Committee meeting. If the full slate of delegates was not obtained in Phase Two, the drawing will continue until a full slate is obtained. The remaining names will be drawn at random, noting the order of selection, and will comprise the ordered list of alternates. If the full slate was obtained in Phase Two and alternates were selected then, the alternates selected in Phase Three will follow, in order, after those selected in Phase Two.

The slate of delegates/alternates will be approved by the CCRCC.

The selection process will be implemented by the following activities.
At the January meeting of the Canyon County Republican Central Committee (CCR) January in the year of a State Convention, the CCRCC Chairperson shall designate the State Commiteewoman or State Commiteeeman as the Coordinator (to be referred to as the County Delegate Coordinator) of the delegate/alternate selection. The County Delegate Coordinator will serve through to the completion of the State Convention.

Qualified nominees will be actively solicited by the CCRCC. The CCR Executive Officer will provide the newspaper(s) information announcing the qualifications necessary to serve as a Republican State Convention delegate/alternate and to solicit qualified nominees. The nomination may be at-large or self-nominated. Contact information will be provided so all nominees can be acknowledged and contact information (name, precinct, address, phone and email) will be gathered to enable communication and notification of necessary actions to participate in the selection process. Precinct committeemen/women will also advertise within their precinct similar information to solicit nominees. All nominees will be informed of the selection process.

The selection will occur during the Reorganization Meeting. A roll call of all nominees will be conducted and each nominee present will be assigned a number and placed in the first or second pool of nominees per the criteria described in Phase Two. This list of nominees will be used for the Phase Two random drawing. Nominees not present will also be assigned a number and will be entered into the Phase Three drawing. As per State rules, alternates may appear on either or both Legislative and County lists, but can serve on only one or the other, but not both. The County Delegate Coordinator can place an alternate in either position at his/her discretion, according to the need at the moment.

The County Delegate Coordinator will seat alternates in the order in which they were selected. Alternates will have 48 hours to respond to the County Delegate Coordinator, after which time, the Coordinator will move to the next person on the list of approved alternates.