

GENESEE COUNTY WOMEN'S REPUBLICAN CLUB
P.O Box 51
Batavia, New York 14021

BY-LAWS

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ARTICLE I.	NAME

The name of this organization shall be the Genesee County Women's Republican Club (GCRWC).

ARTICLE II. Objectives

The objectives of this organization shall be:

- To foster and encourage allegiance to the Republican Party and promote it's ideals.
- To cooperate with official Republican Parties.
- To collect, analyze, report upon and disseminate information concerning governmental and political affairs.
- To assist in the election of Republican Party nominees.
- To promote the principles of freedom, equality and justice on which the government of this country is founded.

Adapted from the Constitution of the National Federation of the Republican Women

ARTICLE III. Membership

Section 1. Any woman/man believing in the principles of the Republican Party and intending generally to support the candidates is eligible for membership.

Section 2. This organization shall be a member of the Federation of Women's Republican Clubs of New York State, Incorporated and of the National Federation of Women's Republican Women.

Section 3. The Genesee County Republican Women's Club will not support a candidate that has not been endorsed by the relevant (town, city, county) Republican Party/ Committee running in a primary in New York State. Individual members of the GCWRC may individually support candidates in any race but may not pledge support of the group without authorization from the President and Executive Committee.

ARTICLE IV. Officers and Executive Committee

Section 1. The Officers of this club shall be a President, a First Vice-President (1st VP), Second Vice-President (2nd VP), a third Vice-President (3rd VP), a Corresponding Secretary, a Recording Secretary and a Treasurer. They shall be elected for one four-year term.

Section 2. Duties of the Officers:

- A. The President shall preside at all meetings of the GCWRC club and of the Executive Committee and shall have general supervision of the work of the organization. She shall be ex-officio member of committees with the exception of the Nomination Committee. She shall co-sign checks with an officer designated by the Executive Committee in the absence or inability of the Treasurer. She shall represent the GCWRC at all times or designate someone as her representative in her absence. She shall serve as a liaison between the Genesee County Republican Committee, the NYSFRW, the NFRW and the New York Republican State Committee. She will appoint a Parliamentarian for the GCWRC.
- B. The 1st VP, in the absence of the President, shall perform the duties of the GCWRC President and shall work to secure relevant programming for events and fundraisers, assist to host events and fundraisers and shall perform such duties as may be assigned her by the President.
- C. The 2nd VP, in the absence of the President and 1st VP, shall perform the duties of the GCWRC President. She shall be in charge of membership of the organization, keeping an up-to-date roster of the membership with a copy to the president, and safeguard the membership lists and not allow the use of such lists by any other outside organization other than the GCWRC, NYSFRW, or the NFRW

unless authorized by the Executive Committee. She shall work with the treasurer to track payment of dues and will work to foster increased membership in the club. She shall perform such duties as may be assigned her by the President.

- D. The 3rd VP, in the absence of the President, 1st VP, and the 2nd VP, shall perform the duties of the President. She shall assume the responsibilities of publicity and fundraising. She shall perform such duties as may be assigned her by the President.
- E. The Corresponding Secretary shall send out notices of all meetings and shall conduct the correspondence of the organization. Including utilizing email software to correspond with membership. She shall perform such duties as may be assigned her by the President.
- F. The Recording Secretary shall keep all minutes of the club and be custodian of all records of the organization. She shall perform such duties as may be assigned by the President.
- G. The Treasurer shall collect and hold all dues and other monies belonging to the organization and shall deposit them in such banks and accounts approved by the Executive Committee. She shall disperse funds as directed by the President by check, as approved by the executive committee. The treasurer shall submit financial reports in writing and orally at all meetings of GCWRC. She will provide copies to the President and Recording Secretary as well as having copies to disperse to the Executive Committee members and general membership, upon request. The treasurer will annually have the "books" audited by a member of the Genesee County Republican Committee that is willing to perform this audit function and shall report to the executive committee the recommendations of the annual audit. She shall perform such duties as may be assigned her by the President.

Section 3. Executive Committee shall consist of elected officers and Chairpersons of the standing committees. The outgoing President may, at the wish of the executive committee, serve in an advisory capacity to the Executive Committee for one (1) year.

Section 4. Duties of the Executive Committee:

- A. Shall have authority to transact any necessary business between meetings.
- B. To approve the President's recommendations of chairpersons and vice-chairpersons for standing committees.
- C. To make recommendations as to the policies of the GCWRC.
- D. To advise the President and to fill vacancies that occur between elections.
- E. To approve the bank or banks which are members of the Federal Deposit Insurance Corporation (FDIC) where funds are to be deposited.

- F. To meet on call of the President, or per Section 3 below.
- G. To remove from office or duties by a two-thirds vote of the Executive Committee any officer, member-at-large, standing committee chairperson or vice-chairperson. Grounds for suspension or removal from membership or office include advocating a spilt party ticket, working against the objectives of the GCWRC, the NYSFRW, or the NFRW, or the non-payment of dues for a full membership for a period of two (2) years.

Section 5. The expenses of the President or any Officer shall be submitted to the Executive Committee for approval before the reimbursement by the Treasurer. Conference expenses shall be reimbursed 100% for the President and 50% for Officers and authorized members. All Expenses must be documented before reimbursement with proper receipts and invoices.

Section 6. The term of office for officers and chairpersons shall be for four (4) years, and no officer or chairperson may serve in the same position for more than two (2) consecutive terms. No person may serve as a member of the Executive Committee for more than twelve (12) consecutive years.

ARTICLE V: Meetings

Section 1. The annual meeting of this club shall be held during the spring.

Section 2. The general membership meetings of this club shall be held at least two (2) times a year.

Section 3. Special meetings shall be held at the call of the President or upon request of twenty percent (20%) of the membership, the purpose to be stated in the call and no other business to be transacted.

Section 4. Meetings of the executive Committee shall be held monthly at the call of the President.

ARTICLE VI: Dues

Section 1. Membership dues shall be \$25.00 each year payable January 1st. These dues shall include per capita dues for the State Federation of \$5.00 per capita and for National Federation of \$10.00 per capita and for the Genesee County Women's Republican club of \$10.00 per capita.

Section 2. The fiscal year of this club shall be from January 1 – December 31.

ARTICLE VII: Nominations and Elections

Section 1. A Nomination Committee of three (3) members plus one (1) alternate shall be appointed by the Executive Committee at the Spring Luncheon meeting upon expiration of terms. This committee shall elect its Chairperson from one of its own members, and shall report one (1) nominee for each office thirty (30) days prior to the December meeting. The President shall forward the report to the members ten (10) days prior to such meeting. Nominations from the floor may also be made at the December meeting.

If the December meeting is not called a letter or email to membership asking them to confirm the slate of officers via a YES vote is also an acceptable means to seat an Executive Committee.

Section 2. Elections shall be held at the April meeting upon expiration of the four (4) year terms. Where there is only one candidate for an office, election may be by voice. A plurality vote shall elect.

ARTICLE VIII: Committees

Section 1. Special committees may be appointed by the President as deemed advisable.

ARTICLE IX. Quorum

Section 1. A quorum of this organization shall be those present at any meeting regularly called.

Section 2. A quorum for a meeting of the Executive Committee shall be a majority of the Executive Committee.

ARTICLE X: Parliamentary Authority

Section 1. Robert's Rules of order shall govern all proceedings except where inconsistent with the provisions of the By-Laws of this Organization.

ARTICLE XI: Amendments

Section 1. These By-Laws may be amended by a two-thirds (2/3) vote of the members present at any regular meeting of this club, adjourned sessions thereof or special meeting called for that purpose, providing notice of the proposed amendment has been given in writing to all members at least thirty (30) days prior to this meeting.

Genesee County Women's Republican Club
By-Law Changes, adopted by majority vote TBD per approval of
membership in 2017

Genesee County Women's Republican Club By-Laws