

**Western Cumberland County Republican Club
Cumberland County, Pennsylvania
August 13, 2020**

Constitution and Bylaws

Constitution

Article I (Name and Objectives)

Section 1. The name of this organization shall be the Western Cumberland County Republican Club, hereinafter referred to as the "Club." The focus area of the Club includes these municipalities: Townships: Cooke, Dickinson, Hopewell, Lower Frankford, Lower Mifflin, North Middleton, North Newton, Penn, Shippensburg, South Middleton, South Newton, Southampton, Upper Frankford, Upper Mifflin, and West Pennsboro. Boroughs: Carlisle, Mt. Holly Springs, Newburg, Newville, and Shippensburg.

Section 2. The objectives of the Club shall be:

- 1.. To promote the principles of the Republican Party, including limited government, low taxes, free enterprise (Capitalism), strong families, individual freedoms, personal responsibility and a strong national defense.
2. To work for the best interests of the residents in the focus area.
3. To bring individuals into the Republican Party and to provide an opportunity for political involvement and expression.
4. To encourage and train from among its membership and the community active participation in political and governmental affairs and candidacy for public office.
5. To provide a forum for voters to learn about Republican candidates and issues during primary and general elections.
6. To support the election of the Republican Party's nominees on precinct, township, school district, county, state and federal levels.
7. To work in conjunction with the Cumberland County Republican Committee, Republican State Committee and Republican National Committee whenever possible.

Article II (Membership)

Section 1 (Classification). Membership in this Club shall be classified as Active, Associate and Student.

Section 2 (Qualifications and Privileges).

1. **Active Members** shall be registered Republicans that live in the focus area, not in default of dues, who meet such other qualifications as may be established.
2. **Associate Members** shall be any other persons approved by the Executive Board who are not in default of dues. Associate members shall enjoy all the privileges of membership except the right to vote, hold office and attend such meetings as may be called for Active Members only.
3. **Student Members** shall be registered Republicans enrolled in school who are not in default of dues. Student members shall enjoy all the privileges of membership except the right to vote, hold office and attend such meetings as may be called for Active Members only.

Section 3. New members shall be received into this Club upon the payment of dues.

Article III (Officers)

Section 1. The officers of this Club shall be: Chairman, two Vice-Chairmen, Recording Secretary, Corresponding Secretary, Treasurer, and Assistant Treasurer. Officers must be Active Members who live in the focus area.

Section 2. The duties of the officers shall be as prescribed in the By-Laws.

Section 3. The Chairperson will be elected biannually during even years and shall take office at once and serve until the next biannual meeting at which time a successor has been duly elected and qualified.

Section 4. The two Vice-Chairmen, the Recording Secretary, Corresponding Secretary, the Treasurer, and Assistant Treasurer shall be appointed by and shall serve at the pleasure of the Club Chairman.

Article IV (Executive Board)

Section 1. The Executive Board shall be responsible for the transaction of all business of the Club.

Section 2. The Executive Board shall consist of all the officers. Chairman, two Vice-Chairmen, Recording Secretary, Corresponding Secretary, Treasurer, and Assistant Treasurer.

Section 3. The Executive Board shall meet at the call of the Chairman and at other times, as may be necessary, upon majority vote of the members of the Board. When a special meeting is called, the purpose of the meeting shall be stated in the notice of said meeting. A quorum shall consist of four members.

Article V (Vacancies)

Section 1. A vacancy on the Executive Board shall be filled for the unexpired term by a majority vote of the Executive Board at a special meeting called for that purpose. Appointment shall not render the individual ineligible for the office at the next annual election.

Section 2. Voting Absence. Failure of any member of the Board to attend three (3) consecutive regular meetings of the Board without cause shown acceptable to the Executive Board shall automatically constitute the resignation of said member from the Board unless the Board members in attendance at the third missed meeting, by two-thirds (2/3) vote, waive this provision.

Article VI (Endorsement of Candidates)

Section 1. No Republican candidate for public office, whether local, state or national, shall be officially endorsed or opposed nor shall any other candidate be officially endorsed by the Executive Board as a group, or the Club itself prior to the Party Primary. This is in no way meant to prevent any officer or member of the Club from becoming a candidate in such Party Primary or independently endorsing a candidate as long as it is kept separate from association with Club membership.

Article VII (Parliamentary Provisions)

Section 1. Roberts' Rules of Order, Revised, shall govern all proceedings except when inconsistent with the Constitution and By-Laws of the Club.

Article VIII (Amendments)

Section 1. This Constitution may be amended as set forth in the By-Laws.

By-Laws

Article I (Officers)

Section 1 (Chairman) The Chairman shall be the chief executive officer of the Club and preside at all meetings of the Club and the Executive Board; shall supervise the development of the programs of the Club and shall make all other officer and committee appointments.

Section 2. (Vice-Chairmen). The two Vice-Chairmen appointed by the Club Chairman shall perform in the absence of the Club Chairman duties of the Chairman and such other duties as may be prescribed by the Chairman and/or Executive Board.

Section 3 (Recording Secretary). The Recording Secretary shall keep the minutes of all meetings of the Club and of the Executive Board and maintain such records and reports and shall perform such other duties as may be directed by the Club Chairman. All papers, documents and data in the Recording Secretary's possession shall be turned over to his or her successor.

Section 4 (Corresponding Secretary). The Corresponding Secretary shall maintain correspondence for the Club, maintain a file of correspondence and maintain an up-to-date membership record of members' contact information. All papers, documents, and data in the Corresponding Secretary's possession shall be turned over to his or her successor.

Section 5 (Treasurer). The Treasurer shall be the custodian of all Club funds and tangible assets. He shall keep an accurate record of all financial transactions of the Club and Executive Board. He shall report the financial position of the Club, orally and in writing, at each meeting of the Club and Executive Board. He shall submit the Club's books and records to the Executive Board for audit within 30 days after the close of the calendar year. The Executive Board may call for additional audits at any time.

The Treasurer shall keep all records on the Cash Basis accounting method, except that all outstanding bills or invoices to be paid by the Club, whether actually received or not, shall be shown as current liabilities of the Club.

There shall be a Treasurer's Report, in form approved by the Executive Board, in accordance with Generally Accepted Accounting Principles (GAAP) at every and all meetings, which shall fairly show the financial condition of the Club as of the date of the meeting.

Interim Treasurer's Reports shall at all times be attached to the approved Minutes of the prior meeting for review by the Club members.

Authorization of Expenditures

1. The Chairman may authorize the expenditure of funds up to two hundred and fifty dollars (\$250.00) with the approval of two (2) other members of the Executive Board.
2. All checks over \$250.00 must be signed by two authorized officers of the Club.

Section 6. (Assistant Treasurer). The Assistant Treasurer shall perform any duties delegated to him by the Treasurer, or assigned by the Club Chairman, and shall report concerning Club finances in the absence of the Treasurer.

Section 7. (Records) All records, minutes, books, supplies, etc. remain the property of the Club and shall be returned by the officers to the Executive Board at the end of their terms.

Article II (Committees)

Section 1. The Chairman may establish temporary or standing committees, as deemed necessary.

Article III (Meetings)

Section 1. The Club shall have at least two meetings annually.

Section 2. Due notice of the date, time and place of the meetings shall be sent to all members at least two weeks preceding the meeting date.

Section 3. Special meetings of the Club shall be on call of the Chairman or upon written call of one fourth (1/4) of the active members in good standing in the Club or by one-half (1/2) of the members of the Executive Board.

Article IV (Elections)

Section 1. Election of Chairman shall be by secret ballot. A majority of all votes cast shall be necessary for election. In the event that any ballot does not show a majority for any nominee, there shall be further ballots, with the nominee having the lowest vote being dropped from the second and succeeding ballots until a nominee shall have received a majority of all votes cast. Where there is only one candidate, balloting may be by voice vote.

Article V (Dues)

Section 1. Dues for members shall be set by the Club, subject to the approval or rejection by a majority of Active Members present and voting.

Article VI (Quorum)

Section 1 (Club Meetings). Fifteen (15) percent of Active Members of this Club shall constitute a quorum to transact business at a duly called meeting.

Section 2 (Executive Board Meetings). A majority of the members shall constitute a quorum to transact business.

Section 3 (Voting by Written Proxy). Active Members may submit a written proxy for another person to cast their vote at a duly called meeting.

Article VII (Amendments)

Section 1. This Constitution may be amended by a two-thirds (2/3) vote of those present at any regular meeting of the Club, providing thirty (30) days written notice of the proposed amendment be given to each voting member. All such amendments to the Constitution and/or By-Laws are to take effect at the close of the special meeting in which same were adopted.

The foregoing Bylaws were adopted, as amended, by the active members of the Western Cumberland County Republican Club at a regular meeting to held on August 13, 2020.

Theresa M. Myers, Chairwoman