Republican Party of Arkansas

Rules

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Little Rock, Arkansas

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Rules Committee of the Republican Party of Arkansas

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Rules of the Republican Party of Arkansas

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PREAMBLE

Declaration

The express purpose of these rules is to provide for the free and unhampered right of the individual electors of Arkansas to participate in the nomination of their choice.

Party Objectives

The Republican Party of Arkansas declares its objectives to be:

1. The election of qualified Republican candidates to every public office, and

2. The fulfillment of the needs of the citizens of Arkansas in a manner consistent with the beliefs and principles of the Republican Party.

Party Principles

Republicans believe:

1. That the individual citizens are willing and capable of managing their own affairs without government intervention.

2. That the local, state and national governments must pursue policies designed to encourage individual initiative and induce people to be responsible for their own economic, political, and social well-being.

3. The primary function of government is to protect the life, common liberty and property of the governed, to prevent fraud and misinterpretation, and to invoke a common justice.

4. That when a function is undertaken by government, it should be performed by that government closest to the people which will provide as much direct control by those affected as reason and wisdom require to assure freedom and liberty to all citizens with justice under the law.

5. That our national stability and expansion of the free enterprise system can be best assured by application of the Constitutional principles that unite the American people.

ARTICLE I

GENERAL PROVISIONS

Sections

1. Party Membership and Authority
2. Party Organization
3. Finance
4. Candidates for Public Office
5. Primary Elections
6. State Convention
7. Delegates to National Convention
8. Parliamentary Procedure
9. Proxies
10. Election of Electors

Section 1 – Party Membership and Authority

A. Membership in the Republican Party of Arkansas shall be open to all qualified electors. No oath, pledge, or statement of belief shall ever be required as a condition.

B. The final authority in all party matters shall rest in the biennial Republican State Convention, which shall be deemed to have delegated such interim authority to the State Committee and Executive Committee as is necessary to carry out the purposes and objectives of the party.

Section 2 – Party Organization

The party organization of the Republican Party of Arkansas shall consist of the following bodies:

A. The Republican State Committee.

B. The State Executive Committee.

C. The Finance Committee, Budget Committee, Audit Committee Congressional District Committees, all allied Republican organizations including: Arkansas Federation of Republican Women, Arkansas Republican County Chairman's Association, Arkansas Federation of Young Republicans, Arkansas Federation of College Republicans, Teenage Republicans of Arkansas, Minority Caucus, and other Committees of the Republican State Committee.

D. The Republican County Committees and such other subordinate committees as the rules of a County Committee may provide.

Section 3 – Finance

A. The State Finance Committee shall include the Finance Chairman, the Treasurer, the Assistant Treasurer, the National Committeeman, the National Committeewoman, the State Chairman, the State 1st Vice-Chairman, and additional members the State Chairman shall appoint. The Finance Committee shall be responsible for developing and implementing an annual fund-raising program to provide funding for the annual budget. Subcommittees of the State Finance Committee for fund-raising shall be chaired by the appointees of the State Chairman.

B. Each County Chairman shall organize a Finance Committee which will include the Treasurer and County Chairman.

C. The State Budget Committee shall include the State 1st Vice Chairman, who shall serve as the Committee Chairman, the State Chairman, the Treasurer, the State 2nd Vice Chairman, the State Finance Chairman, and four (4) additional members appointed by the State Chairman, one (1) member from each Congressional District. All members shall be voting members.

   a. The Budget Committee shall meet no later than September 15 of each year for the preparation of the annual operating budget to be submitted to the State Committee Members with the call for the December State Committee Meeting. The budget shall be presented for approval at the December Meeting of the State Committee.

   b. The budget shall be the basic planning document for the Party for the next calendar year, which shall be the fiscal year, and shall include estimates of income amounts and sources, estimated costs of fund-raising activities and proposed expenditures, subdivided into appropriate categories, including the proposed amount to be allocated for candidates. The Budget Committee shall assure that the budget is prepared in accordance with generally accepted accounting principles (GAAP) and that the information included in the budget is complete, setting forth all estimated revenues and expenditures of the State Party. The budget will project revenues and expenditures by time period and will include projected cash flow to assure that revenue will be adequate to cover budgeted items.

   c. The Budget Committee will have continuing general oversight authority and shall meet quarterly to review the status of the approved budget to ensure that actual or anticipated expenditures do not exceed actual or anticipated revenues, including reserves. After adoption of the annual budget by the State Committee, supplemental budget requests for any budget item that will exceed the budgeted amount by five percent (5%), shall be prepared by the Budget Committee and submitted to the Executive Committee for approval. The Treasurer's financial report at each Executive Committee meeting and State Committee meeting shall include total receipts and total disbursements, by time period, and any revisions to the approved budget

   d. The Budget Committee shall also perform other duties as the State Committee or the Executive Committee may assign.

D. The State Audit Committee shall consist of the State 2nd Vice Chairman, who shall serve as Committee Chair, the State Treasurer and one (1) member, appointed by the State Chairman, from each of the Congressional Districts.

   a. The Audit Committee shall establish an appropriate system of financial controls, monitor the effectiveness of such controls, select an accounting firm to conduct an annual independent audit of the Party's financial records, supervise the conduct of the audit, and report to the Executive Committee and the State Committee on compliance with established financial controls and practices and these bylaws, the results of the audit and compliance with any policy and procedures established by this Committee. The Audit Committee shall report to the State committee the actions of any officer, employee, or agent of the State Committee which, in its opinion, is in violation of these controls and practices, bylaws or the policies and procedures established by the committee.

   b. The committee shall also perform other duties as the State Committee or the Executive Committee may assign.

E. Expenditure Controls:

a. The Executive Committee shall have the authority to adopt prudent and reasonable controls, policies and procedures for the establishment, approval and expenditure of all special funds and bank accounts of the State Party in compliance with applicable laws and these bylaws. The Executive Committee shall require two signers for checks issued on all bank accounts of the State Party. These provisions extend to any account that bears the State Party's Federal ID number or requires that the State Party assume any liability or fiduciary responsibility (hereinafter "bank account(s)"). Use of a mechanical signature (digital, stamped, etc.) on any check, bank document, tax document or FEC report is prohibited.

b. The Executive Committee may authorize the Executive Director (a) to be a signatory on all bank accounts of the State Party and (b) to supervise and control expenditures from the bank accounts of the State Party. The State Chairman and State Treasurer shall also be authorized as signatories on all bank accounts of the State Party. All signatories on any State Party bank account shall keep in force and effect a fifty thousand dollar ($50,000) Surety Bond. The cost of said bond shall be paid by the State Party. Any person not bondable is immediately disqualified as an account signatory.

c. There shall be no disbursement of State Party funds except in accordance with the approved budget as amended.

d. Any proposed financial transaction between the Republican Party of Arkansas and any entity owned, operated, or represented by an elected officer of the Party, a member of the Executive Committee, Budget Committee or Audit Committee shall be approved by a majority vote of the Executive Committee before the transaction is consummated.

F. Financial Reporting:

a. The Executive Director shall submit to the Executive Committee and the Budget Committee a monthly report, by the 10th of the month following, comparing actual revenue and expenditures to budgeted revenue and expenditures by line item. The Executive Director shall prepare other written reports that the Executive Committee or the Budget Committee may require.

b. Any member of the Executive Committee, the Budget Committee or the Audit Committee shall have full access to the financial records of the State Party during regular business hours. Documents and records may not be removed from the office(s) of the State Party or its designee with the exception that the Chairman of the Audit Committee may make copies of financial records for use by the Audit Committee.

c. The Executive Committee shall cause to be prepared and filed all financial reports required by federal, state and local laws, including payroll tax returns, income tax returns and campaign finance disclosure reports and shall be responsible to assure the accuracy of such reports. The treasurer shall monitor and supervise the preparation of such reports and shall sign reports as a duty of that position.

d. Any State Committee Member may review regular quarterly and annual reports during regular business hours of the State Party office.

G. General Financial Procedures

a. Generally Accepted Accounting Principles (GAAP) shall be employed by the State Party in all daily accounting and bookkeeping functions.

b. No one is empowered to incur indebtedness or financial obligation on the part of the Republican Party of Arkansas unless budgeted and expressly authorized by the State Committee, the Executive Committee or the State Chairman.

H. The Executive Committee may employ a qualified bookkeeper to assist the Executive Director in the preparation of budgets, financial reports and in maintaining all bank accounts of the State Party. The bookkeeper shall assist the Treasurer in preparing all tax reports, campaign disclosure reports, FEC reports, and any other reports required by law. The bookkeeper shall have formal training in FEC regulations, compliance procedures and reporting procedures.

Section 4 – Candidates for Public Office

A. Candidates shall possess those qualifications required by the laws of Arkansas and the United States of America, shall affirm their concurrence with the principles and objectives of the Republican Party of Arkansas, and pay the prescribed filing fees.

1. Candidates for United States, State, and State District offices shall pay fees as required by the State Executive Committee, to the Republican Party of Arkansas as set forth in Article VI.

B. Candidates for county, township, and municipal offices shall pay such filing fees as are required by their County Committee, as set forth in Article VI.

C. When any unopposed candidate for any public office in a Republican Primary Election shall, after the time for filing has expired, die or resign his candidacy, the State Committee in the case of a state or district office, or the County Committee, in the case of a county or township office, may, upon ascertaining such vacancy and provided same does not occur later than thirty (30) days prior to the preferential primary election, permit other candidates to qualify, at such time in such manner as the appropriate committee may determine, and upon such notice as such committee shall direct, and any candidate so qualifying shall be deemed to have regularly qualified as a candidate.

D. Upon vacancy in nomination or office, the State Chairman shall give proper notification as to the method by which the vacancy shall be filled. If the Chairman's intent is to fill the vacancy by a convention of delegates, the State Committee shall be convened as a convention of delegates to fill all statewide races; in a Congressional District, the Congressional District Committee shall be convened as a convention of delegates; in a state legislative or county race, the committee(s) of the county or counties in which the vacancy occurs shall be convened as a convention of delegates.

E. No candidate shall be permitted to resign his or her candidacy subsequent to the noon of the thirtieth (30th) day prior to the primary election, and the names of all who remain candidates after that date, except in the case of death, shall be printed on the ballot in those races where there are two or more candidates.

Section 5 – Primary Elections

A. The Republican Party in each county shall hold a primary election in every even-numbered year.

1. Except for support of candidates in a presidential preferential primary, the State Chairman, National Committeeman, National Committeewoman, County Chairmen, County Election Commissioners, County Committees and State Party employees shall not endorse or otherwise publicly show favoritism to one Republican candidate over another prior to the Republican nominee being selected. State Executive Committee and the respective County Committees, by a two-thirds (2/3) vote of the members present at any regular or duly announced special meeting may vote that a particular candidate is not a recommended candidate.

2. If any of the above named Party Officers should become a candidate in a contested Party Primary election, he or she shall within one (1) business day either resign the Party Office or withdraw from the candidacy.

3. The State Committee, in the case of Federal, State and District candidates, and the County Committee, in the case of all other candidates, shall be responsible for determining the qualifications of candidates seeking nomination by the Republican Party, provide necessary applications for candidacy, accept and process the applications and determine the order of its ballot, in accordance with state law. They shall file all required certifications with the State Secretary, Secretary of the State, and their respective county clerk in a timely fashion, in accordance with state law.

B. The County Chairman shall cause to be published once a week for two (2) consecutive weeks in the newspaper of general circulation within their respective counties, not earlier than forty five (45) days nor later than fourteen (14) days prior to the date of the preferential primary filing period, notice of the name and address of the Secretary of the County Committee with whom all persons desiring to be Republican candidates for public office or County Committeeman/woman and delegates to the County Convention shall pay their filing fees, such notice to state the last day and hour which such candidates may legally qualify.

C. Republican candidates filing for County Committeeman/woman and delegate to the County Convention may file “at large” if their precinct allocation is filled. The number of candidates permitted to file “at large” in any precinct is limited to a number equal to the number of members allocated to that precinct by the formula in Article I, Section 2A or 2B. The total number of candidates filed for County Committeeman/woman and delegate to the County Convention may not exceed the authorized total county membership.

D. For those counties that do not include Early and Absentee Votes in each precinct total the Early and Absentee Votes cast may be allocated back to the precincts on the basis of votes cast in a precinct vs. total votes cast in all precincts (excluding Early and Absentee Votes). The new precinct totals may be used in the calculation of the number of members allocated to each precinct.

Section 6 – State Conventions

A. The Republican Party of Arkansas shall hold a statewide convention each even-numbered year. The membership of the State Convention shall be composed of delegates or alternates from each of the seventy-five (75) counties based upon the following formula:

1. Three (3) delegates from each county.

2. One (1) delegate for each one thousand (1000) votes or majority fraction thereof cast for the Republican candidate for Governor in the immediately preceding gubernatorial election.

3. One (1) delegate for each Republican holding countywide office.

4. One (1) delegate for each Republican holding the office of Justice of the Peace.

5. Each county shall be entitled to one (1) alternate delegate for each delegate. In the absence of any delegate, the roll of the alternates shall be called in the order in which the names are placed upon the roll of the convention.

B. The State Party shall notify each County Chairman and Secretary, at least sixty (60) days before the date of the County Convention, the number of delegates and alternates each county shall be allocated. Delegates and alternates to the State Convention shall be elected by the County Convention.

C. Ninety (90) days prior to the convening of the State Convention, the State Chairman shall, with the approval of the Executive Committee, name at least five (5) persons to each Standing Convention Committee, i.e., Arrangements, Temporary and Permanent Organizations, Credentials, Rules, Memorials, Platforms and Resolutions, and other convention committees deemed necessary.

D. Credentials of each delegate and alternate to the State Convention shall be filed with the Secretary of the State Committee at State Party Headquarters by the Chairman and the Secretary of the County Committee no later than ten (10) days after the County Convention. The Secretary of the State Committee shall then prepare the temporary roll of the delegates and alternates. Fifteen (15) days prior to the date of the State Convention a call, issued by the State Party, shall be mailed to all delegates and alternates for whom credentials were filed with the Secretary of the State Committee within ten (10) days following the County Convention.

E. All contests of election of delegates and alternates to the State Convention shall be heard by the Credentials Committee. Any delegate or alternate rejected by the Credentials committee shall have the right of appeal to the floor. The Credentials Committee shall report its findings to the convention. No delegate or alternate shall be entitled to vote, until such delegate or alternate has been placed on the temporary roll, or seated by the convention. No delegate or alternate shall be permitted to vote upon his or her contest.

F. All proposed rule changes and/or proposed platform provisions shall be filed with the appropriate committee at least 60 days prior to the date of the convention. Those proposed rule changes and/or proposed platform resolutions recommended for adoption at the State Convention shall be mailed by the appropriate committee to each County Chairman 30 days before the date of the convention. It shall be the responsibility of every County Chairman to inform their delegates and alternates to the State Convention of the proposed rules changes and/or proposed platform resolutions. Copies of proposed rules changes and/or proposed platform resolutions will not be mailed to delegates and alternates by the State Party.

G. The convention shall first elect a Temporary Chairman and a Temporary Secretary, and after the report of the Credentials Committee and the hearing of any contests that may be brought before the convention, the convention shall then proceed to organize by the election of a permanent chairman and a permanent Secretary. The convention shall proceed in the order of business prepared by the Rules Committee.

H. A majority of delegation in any five counties may request a roll call vote, on any issue, and in the event a roll call is taken, the counties shall be called in alphabetical order.

I. No person shall be permitted to speak more than once or longer than five (5) minutes on the same question, except by leave of the convention. The person making a motion shall be entitled to speak twice on the motion, initially upon making as well as closing the argument for the motion.

J. Each delegate shall be entitled to one (1) vote which may be cast by an alternate in the absence of the delegate.

K. In the absence of any delegate, a roll of alternates shall be called in the order in which the names were certified by the State Secretary from the respective County Conventions.

L. A convention may, by majority vote, upon a motion duly made and seconded, recess, adjourn to a specified date, adjourn to a call by the chairman, or adjourn *sine die*. When a convention has adjourned *sine die*, it has no further authority.

Section 7 – Delegates to the National Convention

A. The total number of delegates and alternates to the Republican National Convention shall be determined in accordance with the Republican National Convention last held. The election of delegates and alternates to the next Republican National Convention shall be consistent with the rules adopted by the Republican Convention last held and certified as therein provided.

B. Procedures for election of delegates or alternates shall be established by the State Committee in accordance with the applicable laws of the State of Arkansas and the rules of the Republican National Committee. On or before September 1 of the year before the year in which the National Convention is to be held, the State Committee shall adopt rules, procedures, policies, and instructive materials (prepared pursuant to rule number 14(A) of R.N.C. rules) governing the selection of delegates and alternate delegates to the national convention to convene during the following year, and shall certify and file with the Secretary of the Republican National Committee true copies of the same and of all statutes governing the selection of such delegates and alternate delegates. Any subsequent amendments to or changes in such statutes, rules, procedures, policies, and materials shall be filed with Secretary of the Republican National Committee within twenty-one (21) days after the date of the amendment or change.

C. The Arkansas delegation shall elect a Chairman, Vice-Chairman, and a Secretary, and shall adhere to the instructions, if any, of the State Committee.

D. In the absence of any alternate, the position shall be filled by a majority vote of the delegates present in caucus.

Section 8 – Parliamentary Procedures

Robert's Rules of Order Newly Revised (10th edition or later revisions adopted by the Rules Committee) shall apply in all cases not specifically covered by these rules, and in the event of a conflict between these rules and *Robert's Rules of Order*, the former shall apply.

Section 9 – Proxies

Any member of any committee governed by these rules may issue a written proxy for any meeting of the committee except for meetings of the Executive Committee. This proxy must be presented to the Secretary of the committee by a qualified voter from the same county committee, district committee, or allied Republican organization as the person giving the proxy. Republican members of the Arkansas

Legislature may issue a written proxy to any member of the above named committees or any member of an allied Republican organization. No person shall present more than two (2) proxies. No person, including persons holding proxies, may cast more than one vote on any issue or election. Proxies may not be voted in the selection of delegates and alternates to the Republican National Convention. At any meeting proxies shall be counted for quorum purposes.

Section 10 – Election of Electors

The Republican Party of Arkansas will elect a number of Electors for President and Vice President of the United States of America equal to the number of United States Senators and United States Representatives which represent the state in Congress as follows:

> At the Biennial Republican State Convention, the body will accept nominations from the floor and elect one Elector from each Congressional District, who is a qualified voter in and resident of that District, and a number of at-large Electors sufficient to bring the total number of Electors to that number required by law.

Each candidate for Elector must certify in writing to the Republican Party of Arkansas that he/she will vote for the Republican candidate for President and Vice President of the United States of America.

Article II – County Committee

PREAMBLE

Declaration

The express purpose of these rules is to provide for the free and unhampered right of the individual electors of _____ County to participate in the nominations of their choice.

Party Objectives

The Republican Party of _____ County declares its objectives to be:

1. The election of qualified Republican candidates to every public office.

2. The fulfillment of the needs of the citizens of Arkansas in a manner consistent with the beliefs and principles of the Republican Party.

Party Principles

Republicans believe:

1. That the individual citizen is willing and capable of managing his own affairs without government intervention.

2. That the local, state and national governments must pursue policies designed to encourage individual initiative and induce people to be responsible for their own economic, political, and social well-being.

3. That the primary function of government is to protect the life, common liberty and property of the governed, to prevent fraud and misinterpretation, and to invoke a common justice.

4. That when a function is undertaken by government, it should be performed by that government closest to the people which will provide as much direct control by those affected as reason and wisdom require to assure freedom and liberty to all citizens with justice under the law.

5. That our national stability and expansion of the free enterprise system can be best assured by application of the Constitutional principles that unite the American people.

RULES OF THE REPUBLICAN PARTY OF _____ COUNTY

Sections

1. General Provisions
2. Membership and Authority
3. Organization
4. Standing Committees
5. Meetings
6. Order of Business
7. Duties of County Committeemen/women
8. Duties of County Committee
9. Duties of County Officers
10. Election of Officers
11. Vacancies
12. Removal
13. County Convention
14. Filing Fees
15. Parliamentary Procedure
16. Rules of the County Committee
17. Rules Review Committee

Section 1 – General Provisions

A. The organization name shall be the Republican Party of _____ County (RP_C), also referred to as the "County Committee"

B. The purpose of this organization is to assist in the election of qualified Republican candidates to public office and to fulfill the needs of the citizens of _____ County and the State of Arkansas in a manner consistent with the beliefs and principles of The Republican Party.

C. Meeting notices to members of the County Committee may be transmitted by facsimile, email or other electronic means if the member has provided an email address or fax number for this purpose to the Secretary of the County Committee. All members who have not provided such information shall receive meeting notices by U.S. Mail.

Section 2 – Membership and Authority

A. Membership in the Republican Party of _____ County shall be open to all qualified electors. No oath or pledge shall ever be required as a condition.

B. County Committee Members of the Republican Party of _____ County shall be elected through the Republican primary elections held in even-numbered years and shall be composed of one (1) member from each precinct in _____ County as established by the County Board of Election Commissioners and one (1) additional member from each precinct for each 100 votes or major fraction thereof cast in that precinct for Republican nominee for governor in the last gubernatorial election preceding the primary election of the County Committee.

C. As an alternative, the County Committee as elected through the Republican Primary Elections held in even-numbered years may be composed of one (1) member from each precinct for each fifty (50) votes or major fraction thereof cast in the precinct for the Republican nominee for governor in the last gubernatorial election preceding the primary election of the County Committee.

D. The final authority shall be the Biennial County Convention and the Biennial State Convention. The County Convention is deemed to have delegated interim authority to the County Committee necessary to achieve the purpose and objectives of the Republican Party of _____County and the Republican Party of Arkansas.

Primary Elections:

A. The Republican Party of _____ County (RP_C) shall hold a primary election in every even-numbered year in accordance with the election laws of Arkansas.

B. Except support for candidates in a presidential preferential primary, the County Chairman, County Election Commissioner or County Committee shall not endorse or otherwise publicly show favoritism to one candidate over another in a contested Republican primary. The County Committee, by a two-thirds (2/3) vote of the members present at any regular or duly announced special meeting, with a quorum of such committee in attendance, may vote that a particular candidate is not a recommended candidate.

C. If either of the above named Party Officers should become a candidate in a contested Party Primary election, he or she shall, within one (1) business day, either resign the Party Office or withdraw from the candidacy.

D. The County Committee shall be responsible for determining the qualifications of candidates seeking nomination by the Republican Party. Candidates shall possess those qualifications required by the laws of Arkansas and the United States of America, shall affirm their concurrence with the principles and objectives of the Republican Party of Arkansas and pay the prescribed filing fees.

E. The County Chairman and County Secretary are charged with the responsibility to provide candidates all necessary information about the filing process, filing forms and filing fees, receive and process the filing forms and determine the order of the ballot, in accordance with state law. Within each county, the political party primary elections shall be conducted by the county board of election commissioners. [AR Code 7-7-201(b)(1)] The county board of election commissioners shall certify the nomination of all county, township, and municipal officers to the county committee of the political party, state committee of the political party and county clerk. [AR Code 7-7-401(a)]

F. The Chairman of the County Committee shall cause to be published once a week for two (2) consecutive weeks in a newspaper of general circulation within the county, not earlier than forty five (45) days and not later than fourteen (14) days prior to the date of the preferential primary filing period, notice of the name and contact information for the Secretary of the County Committee with whom all persons desiring to be Republican candidates for public office or County Committeeman/woman and delegates to the County Convention shall pay their filing fees, such notice to state the last day and hour which such candidates may legally qualify.

G. Republican candidates filing for County Committeeman/woman and delegate to the County Convention may file "at large" if their precinct allocation is filled. The number of candidates permitted to file "at large" in any precinct is limited to a number equal to the number of members allocated to that precinct by the formula in Section 2.B or 2.C. The total number of candidates filed for County Committeeman/woman and delegate to the County Convention may not exceed the authorized county membership based on the formula in Section 2.B or 2.C.

H. For those counties that do not include Early and Absentee Votes in each precinct total, the Early and Absentee Votes cast may be allocated back to the precincts on the basis of votes cast in a precinct vs. total votes cast in all precincts (excluding Early and Absentee Votes). The new precinct totals may be used in the calculation of the number of members allocated to each precinct.

Section 3 – Organization

A. The _____ County Republican Committee shall be organized at the first meeting of the committee immediately following the Biennial County Convention. In addition to the Order of Business (Section 6) the Committee shall elect a District Committeeman, District Committeewoman and members of the District Committee. District Committee Members shall be elected based on the formula of one (1) District Committee Member for each 2000 votes, or major fraction thereof, cast for the Republican nominee for Governor in the last preceding gubernatorial general election.

B. The Republican Party of _____County shall consist of the following bodies:

1. County Committee
2. Executive Committee
3. Required Standing Committee (s)
4. Optional Standing Committees (as established by the County Committee)
5. Ad-hoc Committees (as established by the County Committee)

Executive Committee

A. The Executive Committee shall consist of:

1. Chairman of the County Committee
2. First Vice-Chairman of the County Committee
3. Second Vice-Chairman of the County Committee
4. Third Vice-Chairman of the County Committee (Optional)

5. Secretary of the County Committee

6. Treasurer of the County Committee

7. State Committeeman (Optional)

8. State Committeewoman (Optional)

9. The immediate past Chairman of the County Committee (Optional)

10. Chairmen of Standing Committees (Optional)

11. Chairmen of Ad-hoc Committees (Optional)

12. Representative of Allied Republican Organizations (Optional)

B. The Executive Committee shall meet at such times as the County Chairman or a majority of the members thereof may deem appropriate or necessary.

C. At least one-half (1/2) of the members of the Executive Committee shall be required to constitute a quorum.

D. Minutes of the meetings of the Executive Committee shall be recorded by the Secretary of the Committee.

E. The Executive Committee shall be responsible for the plans and operations of the County Committee; shall evaluate and recruit qualified Republican candidates for the County, Township and City offices; and shall perform such other duties as the County Committee may delegate.

Section 4 - Standing Committees

The County Chairman shall appoint the Chairman and members of all Standing Committees, with approval of the County Committee, within forty five (45) days following the election of County Committee Officers.

Finance Committee

A. The Finance Committee shall consist of:

1. The Treasurer of the County Committee.

2. The Chairman of the County Committee.

3. The Finance Committee Chairman and additional County Committee members, appointed by the County Chairman and approved by the County Committee.

B. The Finance Committee shall develop a budget for the activities and duties of the County Committee as prescribed in the Rules of the Republican Party of Arkansas.

C. Proposed expenditures, unless budgeted or recommended by the Finance Committee, shall require a two-thirds (2/3) vote of the members present at a meeting of the County Committee.

D. The budget for the calendar year shall be presented at the _____ (month) meeting for approval by the County Committee.

E. The Finance Committee shall have the authority to adopt prudent and reasonable controls, policies and procedures for the establishment, approval and expenditure of all special funds and bank accounts of the County Committee in compliance with applicable state and federal laws and these bylaws. These provisions extend to any account that bears the County Committee's federal ID number or requires that the County Committee assume any liability or fiduciary responsibility (hereinafter "bank accounts(s)". Use of a mechanical signature (digital, stamped, etc.) on any check, bank document, tax document or FEC report is prohibited.

F. Any proposed financial transaction between the Republican Party of _____ County and any entity owned, operated, or represented by an elected officer of the Committee, a member of the Executive Committee, Budget Committee or Audit Committee must be approved by the County Committee before the transaction is consummated

Audit Committee (Optional)

A. The financial books of the County Committee shall be closed at the end of December of even numbered years and audited within thirty (30) days following the election of County Committee Officers by a competent person approved by the Executive Committee.

B. The Audit Committee shall consist of a member of the Executive Committee, who shall serve as Committee Chair, the incoming County Committee Treasurer and one (1) member of the county committee, appointed by the County Chairman.

C. The Audit Committee shall establish an appropriate system of financial controls, monitor the effectiveness of such controls, conduct an audit, report to the Executive Committee the results of the audit and compliance with any policy and procedures established by this Committee. The Audit Committee shall report to the County Committee the actions of any officer, employee, or agent of the County Committee which, in its opinion, is in violation of these controls and practices, bylaws or the policies and procedures established by the committee.

D. The committee shall also perform other duties as the County Committee or the Executive Committee may assign.

General Financial Procedures

1. Generally Accepted Accounting Principles (GAAP) shall be employed by the County Committee in all daily accounting and bookkeeping functions.

2. No one is empowered to incur indebtedness or financial obligation on the part of the Republican Party of _____ County unless budgeted and expressly authorized by the County Committee, and approved by the Executive Committee.

3. The Executive Committee may employ a qualified bookkeeper to assist the Treasurer in the preparation of budgets, financial reports and in maintaining all bank accounts of the County Committee, the campaign disclosure reports, and any other reports required by law. The bookkeeper shall have formal training in compliance procedures and reporting procedures.

4. Any member of the Executive Committee, the Finance Committee, or the Audit Committee shall have full access to the financial records of the County Committee during regular business hours. Documents and records may not be removed from the office(s) of the County Committee or its

designee with the exception that the Chairman of the Audit Committee may make copies of financial records for use by the Audit Committee.

5. Any County Committee Member may review the Treasurer's reports during regular business hours or at regular committee meetings.

Section 5 – Meetings

A. The Republican Party of _____ County shall meet _____ (monthly, bi-monthly, etc.), on the _____ (time of month, first Monday, second Tuesday, etc), at a time and place to be designated by the Chairman and approved by a majority of the County Committee. A minimum of nine (9) meetings shall be conducted each year.

B. One-fourth (1/4) of the total number of members of the County Committee shall constitute a quorum for regularly scheduled meetings. A quorum is required for the transaction of business requiring a vote of the members.

C. Special meetings may be called by one-fourth (1/4) of the total number of members of the committee, provided that in no instance shall any special meeting be called by less than five (5) members. Written notice of the time, place, date and purpose shall be transmitted to each member of the committee at least ten (10) days in advance, unless the total membership of the committee is present at the meeting. Written notice may be transmitted by facsimile, email or other electronic means if the member has provided an email address or fax number to the Secretary of the County Committee for this purpose. All members who have not provided such information shall receive the notice by U.S. Mail. One third (1/3) of the total number of members of the committee shall constitute a quorum at all special meetings.

D. No action shall be taken by the County Committee on proposal to fill vacancies, adopt or amend rules, or elect any officers or assess filing fees unless the proposal shall have been set forth in the written notice calling the meeting. The notice shall be mailed to each member at least (10) days before the meeting date. Electronic means may be employed for notification if a member has provided an email address or fax number to the Secretary of the County Committee for this purpose.

E. Any member of the County Committee may issue a written proxy for any meeting of the County Committee. This proxy must be presented to the Secretary of the Committee by a registered voter from within the county. No person shall present more than two (2) proxies. No person, including persons holding proxies, may cast more than one (1) vote on any issue or election. At any meeting proxies shall be counted for quorum purposes.

Section 6 – Order of Business

The order of business in all committee meetings shall generally proceed as follows:

1. Establish quorum
2. Call to Order (Prayer and Pledge)
3. Recognition of visitors
4. Reading, correcting, and approval of minutes
5. Treasurer's Report
6. Reports of Committees
7. Unfinished business
8. New business
9. Inquiries on all matters of interest to the Republican Committee
10. General Discussion

Section 7 – Duties of County Committeemen/women

Committee members shall be responsible for canvassing and organizing their respective precincts, appointing precinct captains, procuring qualified Republican candidates, raising party funds, identifying qualified election judges and clerks, assisting the officers of the County Committee, and supporting and working to elect Republican candidates.

Section 8 – Duties of County Committee

The County Committee shall make every reasonable effort to accomplish the objectives of the Republican Party of Arkansas, maintain sufficient funds to conduct party activities, procure and elect qualified Republican candidates, and conduct the affairs of the County Committee in such a manner as will result in respect by the electorate.

Section 9 – Duties of County Officers [Note: Duties may vary from County to County as established by the County Committee Rules]

A. County Chairman:
The County Chairman shall preside at all meetings of the County Committee and the County Executive Committee, shall coordinate the political activities of the county, shall assist Republican candidates in organizing, planning, and conducting their respective campaigns in the county, and may serve as a member of the County Election Commission. The County Chairman may take filings in election years in the absence of the Secretary. The County Chairman shall appoint Finance Committee Members and shall serve on the Finance Committee. The County Chairman shall appoint all chairpersons and members to serve on all standing and ad-hoc committees.

B. The First Vice-Chairman shall assume the duties of the County Chairman in presiding over meetings in the absence of the Chairman; shall chair one of the Standing Committees, as well as coordinate the activities of all the standing committees and any other such committees as the Chairman might establish, assist the Chairman in the selection of effective committee chairmen; assure that the committees are performing their activities and keep the County Chairman informed on activities of the various committees.

C. The Second Vice-Chairman shall assume the duties of the County Chairman in the absence of the Chairman and First Vice-Chairman. The Second Vice-Chairman shall chair one of the Standing Committees as well as coordinate the activities of the county committee members, assist the Chairman in the selection of interested and qualified Republicans to fill vacant positions as officers and precinct committeemen, and assist the Chairman in assuring that the Rules of the Republican Party of Arkansas and these rules are observed.

D. The Third Vice-Chairman (Optional) shall chair one of the Standing Committees, as well as coordinate the activities of the county committee members, coordinate county committee activities with Allied Republican Organizations, assist the Chairman in the selection of interested and qualified Republicans to fill vacant positions as officers and precinct committeemen, and assist the Chairman in assuring that the Rules of the Republican Party of Arkansas and these rules are observed.

E. The Secretary shall serve as the chief clerical officer of the County Committee and County Executive Committee. A primary duty is certification to the Secretary of the State of Arkansas the election of the County Chairman and Election Commissioner within ten (10) days of the meeting at which they were elected and reporting the same to the State Republican Committee. Other duties include maintaining mailing lists, sending notices of meetings, agendas for meetings, and recording minutes of the official meetings. The Secretary shall notify the State Party of the roll of

delegates/alternates to the State Convention within ten (10) days following their election at the Biannual County Convention.

Minutes of the immediate past meeting of the County Committee shall be read and approved at each meeting of the County Committee. Minutes of any committee meeting shall be available for viewing by any member of the County Committee at any regular meeting of the County Committee.

The Secretary is also responsible for keeping a current roster of members of the District Committee, and to notify the Secretary of the State Committee, the District Chairman and the District Secretary within ten (10) days after their election to the District Committee.

The Secretary receives filing fees from Republican candidates for county committeeman/committeewoman, municipal, county, and other offices in accordance with the laws of the State of Arkansas and the Rules of the Republican Party of Arkansas.

F. The Treasurer shall receive and account for all funds paid into the county committee treasury, issue an official receipt to each contributor, keep a permanent record of all receipts and disbursements and report the financial condition to the County Chairman and County Committee. The Treasurer shall serve as a member of the Finance Committee.

   The Treasurer shall submit to the Executive Committee, the Finance Committee and the County Committee a monthly report of actual revenue and expenditures by line item. The Treasurer shall prepare other written reports that the Executive Committee or the Finance Committee may require.

   The Treasurer shall cause to be prepared and filed all financial reports required by federal, state and local laws, including payroll tax returns, income tax returns and campaign finance disclosure reports and shall be responsible to assure the accuracy of such reports. The Treasurer shall monitor and supervise the preparation of such reports and shall sign reports as a duty of that position

G. The District Committeeman/Committeewoman and District Committee Members shall attend the District meetings and appropriate political functions, vote on party policy matters and election of District officers, reflecting the will and interest of the County Committee, and inform the County Committee on actions and decisions adopted by the District Committee.

H. The State Committeeman/Committeewoman shall attend State Committee meetings and appropriate political functions, vote on party policy matters and election of state officers, reflecting the will and interests of the County Committee, and inform the County Committee on actions and decisions adopted by the State Committee.

I. The Finance Chairman shall arrange county Republican fund-raising events, solicit financial contributions for County Committee operation expenses. The Finance Committee is responsible for preparing the annual budget and to submit for approval by the Executive Committee and County Committee.

J. The Public Relations Chairman (Optional) shall promote a better understanding of the Republican Party and its objective throughout the community, particularly through the news media; preparing advance notices of meetings and special events for newspaper publication, and ensure that meetings are properly reported in the press.

K. The Membership Chairman (Optional) and the committee shall identify prospective members who are eligible to file as members of the County Committee, and to fill vacancies in accordance with the Rules of the County Committee.

L. The Campaign Chairman (Optional) shall be responsible for recruiting and assisting qualified Republican candidates. The Campaign Chairman, acting as a liaison between candidates and the County Committee, shall assist candidates in organizing their individual campaign, assist in organizing a Campaign Headquarters for county campaign activities, and other duties designated by the County Chairman.

Section 10 – Election of Officers

A. County Committees shall meet in January of odd numbered years to elect a County Chairman, First Vice-Chairman, Second Vice-Chairman who must be of the opposite sex, Third Vice Chairman (Optional), Secretary, Treasurer, Election Commissioner and such other offices as the county rules specify. The meeting at which County Committee Officers are elected may be a regular meeting or a special meeting, called by the Chairman, for the purpose of election of officers. Written notice of the time, place and purpose of the regular or called special meeting shall be mailed to each member of the Committee at least ten (10) days in advance of the meeting date. Electronic means may be employed for notification if a member has provided an email address or fax number to the Secretary of the County Committee for this purpose. The Secretary of the County Committee shall certify the election of the County Chairman and appointment/election of Election Commissioner to the Arkansas Secretary of State within ten (10) days after the election and to the Secretary of the State Committee.

B. Any officer of the County Committee shall not serve as a member of the county board of election commissioners effective no later than January 1, 2012. Exceptions may be granted by the applicable District Chairman on a case-by-case basis after ensuring any county officer understands that Arkansas voting law prohibits an election commissioner from participating in any person's campaign listed on a county's ballot (A.C.A. §7-4-109©(2)(A). Within ten (10) days of the date of election to the county board of election commissioners, the chair or secretary of each county committee shall notify the county clerk in writing of the names and addresses of those selected to serve on the county board. [AR Code 7-4-102(b)(2)]

C. If the County Chairman dies, resigns, is removed, or otherwise vacates the position, the 1st Vice-Chairman shall serve as Chairman and 1st Vice-Chairman and assume the duties of both until a new Chairman is elected at a meeting of the Committee held within 60 days of the occurrence of the vacancy. Written notice of the time, place and purpose of the meeting, called by the 1st Vice-Chairman, shall be mailed to each member of the committee at least fourteen (14) days in advance of said meeting. Electronic means may be employed for notification if a member has provided an email address or fax number to the Secretary of the County Committee for this purpose.

D. If the 1st Vice-Chairman dies, resigns, is removed, or otherwise vacates the position, the Second Vice-Chairman shall serve as 1st Vice Chairman and 2nd Vice Chairman until that position is filled in the same manner as the filling of the vacancy of the county chairman position.

E. Tenure in office – County Chairman currently serving, or elected in the future shall be limited to [two (2)] or [four (4)] (maximum) consecutive two (2) year terms from the time of their initial election.

Section 11 – Vacancies

A. Vacancies existing on the County Committee shall be filled according to the Rules of the Republican Party of Arkansas.

B. A vacancy in the membership of the County Committee shall be deemed to exist under any of the following:

1. When a member tenders his/her resignation in writing to either the Secretary or Chairman of the Committee.

2. When a member tenders his/her resignation orally before the County Committee.

3. In the event of death of a member or permanent change of residence from the political subdivision of the position held.

4. If the member is removed in accordance with the Rules of the Republican Party of Arkansas.

5. If the election of a prospective member would not exceed the total numbers of members authorized for the County Committee.

C. Nominations to fill vacancies in the Republican Party of _____ County may be made at any regular meeting and shall be voted on at the next regular County Committee meeting at which the nominee is present, unless the Committee takes action to defer to a later meeting due to incomplete membership information or forms.

D. Nominees must be presented in person to the members of the County Committee at the time of nomination and shall pay a fee equal to the filing fee. The filing fee may be prorated if a member is nominated twelve or more months following the date of the last biennial county convention.

E. If a candidate is nominated for committee membership for a precinct for which the authorized precinct membership was not filled in the primary election, the last elected "at-large" committee member shall be dropped if the authorized total county membership would be exceeded by the election of the precinct candidate. The new precinct candidate shall be seated on the committee to fill a vacancy in the precinct in which he/she resides.

F. Nominees for membership on the County Committee must affirm their concurrence with the Party Objectives and Principles as stated in the "Preamble" to these Rules.

Section 12 – Removal

A. Any member of the County Committee may be removed for any one of the following reasons:

1. Failing to qualify as an elector.

2. Willful violation of these rules or working against the interest of the Republican Party.

3. Inactivity, neglect, or refusal to perform the duties of the office.

B. An Election Commissioner may be removed for the reasons stated in Section 12(A) and/or for failing to perform duties as specified in the State Board of Election Commissioners (SBEC) Procedures Manual for County Boards of Election Commissioners, or being cited following a SBEC investigation for significant violations of Arkansas voting law.

C. Charges against any member or officer, except the chairman, shall be made to the County Chairman, who shall within ten (10) days appoint three (3) qualified Republican electors within the county to investigate the charges. Within ten (10) days following the appointment, the Investigation Committee shall furnish to the person charged a copy of all charges, setting a time and place for the person charged to be heard. The Investigation Committee shall make a

written report of its findings to the County Chairman, who shall, in the event of removal, notify the person removed in writing. An appeal of the chairman's decision may be made by filing a written notice with the County Secretary within thirty (30) days, upon receipt of which the Secretary shall place the matter on the agenda for the next meeting of the County Committee for final determination.

D. The County Chairman may be removed by the County Committee in a meeting called for that purpose by a least one-third (1/3) of the committee membership. The County Chairman shall be removed by a vote of not less than two-thirds (2/3) of the membership present and voting of the county Committee. In case a meeting is called for this purpose, the County Chairman shall be given at least ten (10) days written notice of the charges and the time and place of the meeting and shall be entitled to be heard.

E. The Executive Committee of the Republican Party of Arkansas may remove a County Chairman for inactivity, neglect or refusal to perform the duties of the office by a 2/3 vote of the Executive Committee present and voting by secret ballot in the following circumstances: (1) where there is no operational county chairman; or (2) when a County Chairman is not functioning or cannot be located.

Section 13 – County Convention

A. Delegates to the County Convention shall be elected in the Republican primary election held in even-numbered years. The number of delegate positions shall be on the same basis as members of the County Committee.

B. Notice of the County Convention shall be mailed to delegates, via U.S. Mail, by the County Chairman at least two (2) weeks prior to the date of the convention. Electronic means may be employed for notification if a member has provided an email address or fax number to the Secretary of the County Committee for that purpose. At least two (2) weeks prior to the convention the County Chairman shall advertise or publish in a county newspaper of general circulation, the time, date, and location of the County Convention.

C. Vacancies existing or occurring in the delegations to the County Convention after the ticket is closed may be filled by the County Committee.

D. The State Committeeman and State Committeewoman shall be elected by the County Convention and ratified by the State Convention.

E. Delegates and alternates to the State Convention shall be elected at the County Convention based upon the following formula:
    1. Three (3) delegates from each county
    2. One (1) delegate for each one thousand (1000) votes or major fraction thereof cast for the Republican candidate for Governor in the immediately preceding gubernatorial election
    3. One (1) delegate for each Republican holding countywide office
    4. One (1) delegate for each Republican holding the office of Justice of the Peace.
    5. Each county shall be entitled to one (1) alternate delegate for each delegate. In the absence of any delegate, the roll of alternates shall be called in the order in which the names are placed upon the roll of the convention.

F. In the event the County Chairman fails to act in compliance with A, B, C, D, or E, the State Chairman of the Republican Party of Arkansas shall initiate action to assure compliance with those provisions.

Section 14 – Filing Fees

The County Committee for each county shall set the filing fees to be required of Republican candidates for county, township, and municipal offices, for County Committeemen/ delegates to the County Conventions, no sooner than the second Monday in January of each even-numbered year and not later than the second Monday in February. The County Secretary shall promptly advise the Chairman and the Secretary of the State Republican Party of each action. In the event of the failure of the County Committee to set filing fees within the time specified, the filing fees established or in effect for the previous election shall apply.

Payment of the filing fee and application shall be endorsed to: Republican Party of_____ County (RP_C) and received by the Secretary or Chairman of the County Committee.

Section 15 – Parliamentary Procedure:

Robert's Rules of Order "Newly Revised" shall apply in all cases not specifically covered by these Rules, and in the event of a conflict between these Rules and Robert's Rules of Order, these Rules shall apply.

Section 16 – Rules of the County Committee

A. No rules shall be established by a County Committee, which are contrary to the rules of the Republican National Committee (RNC) or the Republican Party of Arkansas (RPA), laws of the State of Arkansas, or laws of the United States of America. Any existing rules of any County Committee which are in conflict with federal or state law, RNC Rules or RPA Rules shall be null and void.

B. These rules may be amended by a two-thirds (2/3) vote of the members present at a regular meeting of the county committee, or by simple majority at a County Convention, provided that ten (10) days written notice shall have been given of any proposed amendment, and provided the amendment is not contrary to National or State Rules or Federal and State laws.

C. Any rule may be suspended during any meeting of the county committee by a nine-tenths (9/10) vote of the members present.

D. The Secretary of the County Committee shall forward to the Secretary of the State Committee, on or before the first day of October of each even numbered year, a copy of the current rules of the County Committee.

Section 17 – Rules Review Committee

A. County Committee Members may file a "Request for Review" with the State Chairman if there is evidence of a failure, within the County Committee, to observe RPA Rules and/or Rules of the County Committee. A "Request for Review" may be filed if signed by not less than one-fifth (1/5) of the total membership of the County Committee, provided that in no instance shall a "Request for Review" be filed by less than five (5) members.

B. The "Request for Review" shall be filed, in writing, with the State Party Chairman by U.S. Mail, email or facsimile. The State Party Chairman shall appoint a Review Committee within 15 days of receipt of the "Request for Review" to include the following:

1. The District Chairman for the district in which the County from which the request was received is located. The District Chairman shall serve as Chairman of the Review Committee.

2. The District Representative to the State Executive Committee representing the district in which the County from which the request was received is located.
3. The President of the County Chairman's Association or an additional member of the State Executive Committee who resides in the district in which the County from which the request was received is located.
4. A RPA Staff Member may be appointed to the Review Committee at the discretion of the State Chairman.

C. The Review Committee shall investigate the matter referred, review appropriate documents, receive and review written representations from the parties involved in the dispute. The Review Committee shall hold hearings with member of the County Committee, if it deems necessary, within thirty (30) days of the appointment of the Review Committee. Any hearing should be held at the regular meeting place of the County Committee or at a convenient meeting place within the county at a time that would permit interested parties to attend.

D. The Review Committee shall make a written report to members of the State Executive Committee, with findings and recommendations, within twenty (20)days after the date of the hearings with members of the County Committee or within forty-five (45) days after the date of the appointment of the Review Committee if no hearing is held.

E. At the next meeting of the State Executive Committee, following receipt of the Review Committee Report, the Chairman of the Review Committee shall make a verbal report to the State Executive Committee. A representative from each side of the issue(s) considered by the Review Committee will be permitted to make a five (5) minute presentation to the State Executive Committee. Representatives may provide a written summary prior to the convening of the State Executive Committee Meeting.

F. The State Executive Committee shall consider all reports and presentations and take appropriate action. The decision of the State Executive Committee shall be final.

Note:

- A County Chairman may submit a written "Request for Variance" from these Rules to the Chairman, RPA Rules Committee. The "Request for Variance" will be considered by the Rules Committee within 45 days from the receipt of the Request. The "Request for Variance" will be acted upon unless the request would violate RPA Rules. Any approved "Request for Variance" would apply to all County Committees with equal or fewer authorized members.

ARTICLE III

CONGRESSIONAL DISTRICT COMMITTEE

Sections

1. General Procedure
2. Membership
3. Meetings
4. Order of Business
5. Election of Officers
6. Minorities Representative
7. Vacancies
8. Removal

Section 1 – General Procedure

A. Purpose:

The purpose of the Congressional District Committee is to 1) recruit and elect a Republican Congressman, 2) to serve the counties and assist them to grow and develop and to assist them in the recruitment and election of qualified Republican Candidates and 3) to elect delegates and alternates to the Republican National Convention. The District Chairman shall coordinate party matters within the district and shall represent district interests on the State Executive Committee and the State Committee.

B. Policies:

1. A person shall be a member in good standing of a County Committee within the district to qualify as a candidate for a District Officer.

2. District Chairmen may appoint assistants to the Chair to assist in the duties of the Chair. Non-member assistants shall not have a vote on the District Committee.

A. Voting Procedure:

1. The District Chairman shall be entitled to vote only in case of a tie.

2. Members of the District Committee may not cast more than one (1) vote on any question before the District Committee even though he/she may hold more than one position entitling him/her to membership on the District Committee.

3. Members of the District Committee who are also members of the State Committee may not vote in the District Committee on the election of Delegates/Alternates to the Republican National Committee.

Section 2 – Membership

A. Each District Committee shall be composed of:

1. Elected District Officers

2. The County Chairman of each county in the District. In addition, the First Vice-Chairman of Pulaski County shall be a member.

3. A District Committeeman and District Committeewoman from each county in the district.

4. Each Republican county official and Republican Justices of the Peace from each county in the District.

5. One District Committee member from each county for each 2,000 votes, or major fraction thereof, cast for the Republican nominee for governor in the last preceding gubernatorial general election.

6. A Minority Representative elected, prior to the District election, by a Minority Caucus, called by the District Chairman.

7. The First Vice-Chairman of each College Republican Club at each College or University in the District in good standing with the AFCR.

8. The First Vice-President of each Republican Women's Club in good standing with the AFRW and NFRW.

9. The First Vice-Chairman of each Young Republican Club in the region in good standing with the AFYR.

B. The District Committeeman, the District Committeewoman, and District Committee Members from each county shall be elected at the organizational meeting of the County Committees following the biennial County Convention. District Committee members shall be elected by numbered positions. Newly elected District Committee Members shall begin their term at the first meeting of the District Committee following the biennial County Conventions. The Secretary of each County Committee shall certify the election of District Committee Members to the Secretary of the State Committee and to the District Chairman and District Secretary within ten (10) days following the election. Pulaski County shall apportion its committee members between residents of Pulaski County north of the Arkansas River and residents south of the Arkansas River, according to the votes cast for the Republican nominee for governor at the last preceding gubernatorial general election.

C. Within thirty (30) days after the gubernatorial general election results are certified, the State Chairman shall notify the County Chairman and the County Secretary for each county and the District Chairman and District Secretary of any adjustment to be made in the number of District Committee Members from each county. In the event of a reduction, those District Committee Members with the highest corresponding position numbers shall be declared to be removed from office. In the event of an increase, the respective County Committee shall, within 60 days, elect District Committee Members to fill the new position(s).

Section 3 – Meetings

A. General Procedures

1) District Committees shall meet biennially, in odd numbered years, between February 15 and March 15, for the purpose of election of District Officers, the District Representative to the State Executive Committee, the District Representative to the Appointee Recommendations Committee and four (4) Representatives (or Regional Chairmen) to the State Committee. Following the biennial organization meeting the District Committee shall meet semi-annually and at such times as the District Chairman or State Chairman may direct. The call for all District meetings shall be transmitted to each County Chairman and County Secretary thirty (30) days prior to the meeting date. The County Chairman shall communicate the call to the District Committee Members twenty (20) days in advance of the meeting date. The call for any meeting of the District Committee may be sent by facsimile, e-mail or other electronic means to members who provide prior written approval to receive meeting notices electronically. All members who have not provided such prior approval shall receive meeting notices by U.S. Mail. Minutes of all District Committee Meetings shall be filed with the Secretary of the State Committee within thirty (30) days after the meeting. One-third (1/3) of the total number of members of the committee shall constitute a quorum at all meetings of the District Committee.

2) The State Chairman shall provide each District Chairman and District Secretary with a certified listing of District Committee Members within ninety (90) days following the biennial County Convention. The listing shall be revised following the General Election to reflect changes in Republican County Elected Officials and Republican Justices of the Peace for each county. The revised listing shall be provided no later than December 31 of each even numbered year. Within fifteen (15) days following the biennial election of County Committee Officers the listing shall be revised to reflect the newly elected Chairman of each County Committee and shall be furnished to each District Chairman and District Secretary no later than February 15 of each odd numbered year.

B. Special meetings may be called by one-fourth (1/4) of the total number of members of the District Committee. Notice of the time, place, date and purpose thereof shall be communicated to each member at least fifteen (15) days prior to the meeting date in accordance with the procedure outlined in Section 3.A.1.

C. No action shall be taken by the District Committee on proposals to fill vacancies, adopt or amend rules or elect any officers unless the proposal shall have been set forth in the notice calling the meeting.

Section 4 – Order of Business

A. The order of Business in all committee meetings shall generally proceed as follows:

1. Roll call of members
2. Reading, correcting, and approval of minutes.
3. Report of Committees.
4. Financial report and other financial matters
5. Inquiries on all matters of interest to the Republican Party.
6. Old/unfinished business.
7. New business.

8. General discussion.

Section 5 – Election of Officers

A. Between February 15 and March 15 of odd numbered years each Congressional District Committee shall meet to elect a Chairman, First Vice-Chairman and a Second Vice Chairman who shall be of the opposite sex, Secretary, Treasurer, the District Representative to the State Executive Committee, the District Representative to the Appointee Recommendations Committee and four (4) Representatives (or Regional Chairmen) to the State Committee. The District Representative elected to serve on the State Executive Committee shall be a County Chairman who shall not be a resident of the same county as the District Chairman. Each District Committee, by a vote of the members at a regular or special meeting, may choose to be represented on the State Committee by Regional Chairmen in that District, elected by region, or by four (4) District Representatives to the State Committee, elected by the District Committee Members. If the District Committee Members choose to elect four (4) Representatives to the State Committee, not more than one Representative may reside in the same county except that a Representative may be elected for each region within a county with more than one (1) region. Notice of the time, place and purpose of the meeting, called by the District Chairman, shall be transmitted to each member of the Committee at least fifteen (15) days prior to the date of the meeting in accordance with the procedure outlined in Section 3.A.1.

B. The District Chairman shall call the meeting to order and direct the District Secretary to call the roll. Following a report from the credentials committee confirming the credentials of members the District Chairman shall call for the election of District Officers and Representatives. If the incumbent District Chairman will be a candidate for re-election the ranking District Officer, who will not be a candidate for District Chairman, shall conduct the election for District Chairman. The newly elected District Chairman shall conduct the election for other District Officers and Representatives.

C. If the District Chairman dies, resigns, is removed or otherwise vacates the position, the First Vice-Chairman shall serve as both Chairman and First Vice-Chairman and assume the duties of both Chairman and First Vice-Chairman until a new Chairman is elected at a meeting of the Committee held within sixty (60) days of the occurrence of the vacancy. Notice of the time, place and purpose of the meeting, called by the First Vice-Chairman, shall be transmitted to each member of the Committee at least fifteen (15) days prior to the date of the meeting in accordance with the procedure outlined in Section 3.A.1.

D. If the First Vice-Chairman dies, resigns, is removed or otherwise vacates the position, the Second Vice-Chairman shall serve as First Vice-Chairman and assume the duties of both the First Vice-Chairman and the Second Vice-Chairman for the remainder of the term.

E. Tenure in office – District Officers shall be limited to four (4) consecutive two (2) year terms.

Section 6 – Minorities Representative

A District Minorities Representative shall be elected, by majority vote, at a Minority Caucus, called by the District Chairman, to be held in conjunction with the District organizational meeting. The District Minorities Representative shall represent the District on the State Committee. Members of the Minority Caucus shall include minority members in good standing of any County Committee within the District in attendance at the meeting of the Minority Caucus.

Section 7 – Vacancies

District Committee vacancies shall be filled by the body that originally elected the member.

Section 8 – Removal

A. Any member of the District Committee may be removed for any one of the following reasons:

    1. Failing to qualify as an elector.

    2. Willful violation of these rules or working against the interest of the Republican Party.

    3. Inactivity, neglect, or refusal to perform the duties of the office.

B. Charges against any member or officers, except the chairman, shall be made in writing to the District Chairman, who shall, within ten (10) days appoint three (3) qualified Republican electors within the district to investigate the charges. Within ten (10) days following the appointment, the Investigation Committee shall make a written report of its findings to the District Chairman who shall, in the event of removal notify, in writing within five (5) days, the person removed. The Chairman's decision may be appealed by filing a written notice with the District Secretary within 30 days. Upon receipt of the written notice of appeal the Secretary shall place the matter on the agenda for the next meeting of the District Committee for the final determination.

C. The District Chairman may be removed by the District Committee at a special meeting called for that purpose by written petition to the District Secretary by at least one-third (1/3) of the committee membership. The District Chairman shall be removed by a vote of not less than two-thirds (2/3) of the membership of the District Committee present and voting. One-third (1/3) of the total number of members of the committee shall constitute a quorum. The District Chairman shall be given at least ten (10) days written notice of the time and place of the meeting and shall be entitled to be heard.

ARTICLE IV

STATE COMMITTEE

Sections

1. General Procedure
2. Membership
3. Meetings
4. Order of Business
5. Duties of State Officers
6. National Committee Members
7. Vacancies
8. Removal
9. Amendment of Suspension of Rules

Section 1 – General Procedures

A. The State Chairman shall be entitled to vote only in case of a tie.

B. No member of the State Committee may cast more than one vote on any question before the State Committee even though he may hold more than one position entitling him to membership on the State Committee.

Section 2 – Membership

A. The Republican State Committee shall be composed of the following members:

1. State Chairman, First-Vice Chairman, Second Vice-Chairman, Secretary, Treasurer, National Committeeman, National Committeewoman, District Chairmen.

2. County Chairmen.

3. A State Committeeman and a State Committeewoman from each county.

4. The President of each Arkansas Republican Women's club in good standing with the AFRW and NFRW.

5. The Chairman of each member club of the Arkansas Federation of Young Republicans in good standing with the AFYR.

6. The Chairman of each college Republican club organized at a college or university in Arkansas in good standing with the AFCR.

7. The Assistant Secretary.

8. The Assistant Treasurer.

9. The General Counsel.

10. The Finance Chairman.

11. The Chairman of the Arkansas affiliate of the National Black Republican Association.

12. Any Republican elected and serving as a State Constitutional Officer or elected and serving as a U.S. Senator or U.S. Representative.

13. The Director of Communications.

14. Former Republican elected Governor, U.S. Senator and U.S. Representative.

15. All Republicans presently serving as members of the Arkansas General Assembly.

16. The Assistant General Counsel will serve on the Committee as a voting member in the absence of the General Counsel.

17. The President of the Arkansas Federation of Republican Women.

18. The Chairman of the Arkansas Republican Senior Citizens Committee.

19. The Chairman of the Arkansas Federation of Young Republicans

20. The Chairman of the College Republicans of Arkansas

21. The Chairman of the Teenage Republicans of Arkansas

22. The Chairman of each Regional Committee. (Pulaski County shall have two Regional Chairmen)

23. The Congressional District Minority Chairman.

24. Any Republican serving as a Judicial District Prosecuting Attorney.

25. The Chairman of the Arkansas affiliate of the Republican National Hispanic Assembly.

B. State Committeemen and State Committeewomen shall be elected by the County Conventions and ratified by the State Convention. Each State Committeeman and State Committeewoman shall serve until the next State Convention or until a successor is elected.

Section 3 – Meetings

A. Meetings of the State Committee may be called by any one of the following:

   1. The State Chairman.

   2. The State Executive Committee.

   3. Written request of at least ten percent (10%) of the committee representing at least ten (10) counties, whereupon such notice shall be issued by the Secretary of the State Committee within ten (10) days after receipt. The notice shall call the meeting for a day no less than ten (10) days nor more than twenty (20) days after the date of mailing the notice.

B. No action shall be taken by the State Committee on proposals to fill vacancies, adopt or amend rules, or elect any officers, unless the proposal shall have been set forth in the written notice calling the meeting. The notice must be mailed at least ten (10) days before the meeting.

C. At any meeting called in accordance with Section 3.A, one third (1/3) of the total membership shall constitute a quorum.

Section 4 – Order of Business

1. Roll call of members.

2. Reading, correcting, and approval of minutes.

3. Report of committees.

4. Financial matters.

5. Inquiries on all matters of interest to the Republican Party.

6. Unfinished business.

7. New business.

8. General Discussion.

Section 5 – Duties of Officers

A. The State Chairman shall be the chief executive officer of the Republican Party of Arkansas; shall preside at all meetings of the State Committee and the State Executive Committee; shall coordinate the political activities of the party; shall assist Republican candidates for county, district, and state offices in organizing, planning and conducting their respective campaigns; shall designate party representative on any board, commission, or other body for which the selection is not otherwise specified by these rules; shall appoint such committees of the State Committee or Executive Committee as shall be necessary and shall perform such other duties as may be delegated from time to time between State Conventions by the State Committee or the State Executive Committee.

B. The First Vice-Chairman shall possess the same qualifications as the Chairman. The First Vice-Chairman shall perform the responsibilities delegated by the State Committee, the Executive Committee, or the Chairman. The First Vice-Chairman shall be a working, functioning, and participating officer, who shall be kept abreast of party activities statewide and shall be capable of assuming the responsibilities of the State Chairman at any time. The First Vice-Chairman shall preside at meetings of the State Committee and the State Executive Committee in the absence of the chairman. In the event of the death, resignation, refusal, permanent absence from the state, or removal of the First Vice-Chairman, the Second Vice-Chairman shall serve as First Vice-Chairman and assume the duties of both First and Second Vice Chairman until an election is held at the next meeting of the State Committee to elect the First Vice-Chairman.

C. The Second Vice-Chairman shall possess the same qualifications as the Chairman and the First Vice-Chairman, and shall be of the opposite sex of the First Vice-Chairman. The Second Vice-Chairman shall perform the same responsibilities as the First Vice-Chairman, and shall be capable of assuming the responsibilities of Chairman at any time. The Second Vice-Chairman shall preside at meetings of the State Committee and Executive Committee in the absence of the Chairman and the First Vice-Chairman.

D. The Secretary shall be the chief clerical officer of the State Committee and the Executive Committee. The Secretary shall act as Secretary of each State Convention until a Secretary of the Convention has been chosen. The Secretary shall maintain an updated set of rules of the Republican Party of Arkansas and make available a copy to any party member requesting them.

E. The Treasurer, as a member of the Budget Committee, shall participate in the preparation of the annual budget. The Treasurer shall issue official receipts and disbursements and make timely reports of the same, along with balance statements to the Executive Committee and to the State Committee.

F. The Chairman, First Vice-Chairman, Second Vice-Chairman, the Secretary, and the Treasurer, shall be elected by the State Committee at a meeting called by the Chairman between the general election and the end of the year, and shall hold office until their successors are elected and qualified. Officers other than the Chairman shall be voting members of the State Committee, but shall not have two votes if they represent their county.

G. The Assistant Secretary, the Assistant Treasurer, the Finance Chairman, and General Counsel, shall be appointed by the Chairman, subject to the approval of the Executive Committee.

H. The State Chairman may serve as a volunteer or paid chairman. All candidates shall designate in writing any expectation of compensation detailing the amount and type of compensation expected. The statement of expected compensation shall be submitted to the Secretary of the State Committee twenty (20) days prior to the date of the State Committee Meeting at which the election of the State Chairman will be held. This information shall be included with the agenda for the State Committee Meeting at which the election of the State Chairman will be held. Should a candidate designating paid status be elected, the Executive Committee shall be empowered to establish the salary and conditions of employment for the term of office to which he or she was elected, not to exceed the maximum expected compensation submitted by the candidate.

I. Any officer need not be a member of the State Committee at the time of his election or appointment.

J. Tenure in office – State Chairman, Co-Chairman, Vice-Chairmen, Secretary and Treasurer shall be limited to four (4) consecutive two (2) year terms.

Section 6 – National Committee Members

A. The National Committeeman and the National Committeewoman shall be elected by the State Committee at the State Committee Meeting called to select delegates and alternates to the National Convention.

B. Tenure in office – The National Committeeman and National Committee-woman shall be limited to two (2) consecutive four (4) year terms.

Section 7 – Vacancies

A. Vacancies shall be filled by the same body responsible for the initial election of that member

B. Vacancies in the office of National Committeeman and National Committeewoman shall be filled by the State Committee.

C. If the State Chairman dies, resigns, is removed, or otherwise vacates the position, the First Vice-Chairman shall serve as Chairman and First Vice-Chairman and assume the duties of both Chairman and First Vice-Chairman until a new Chairman is elected at a meeting of the Committee held within sixty (60) days of the occurrence of the vacancy. Written notice of the time, place and purpose of the meeting, called by the First Vice-Chairman, shall be mailed to each member of the Committee at least fourteen (14) days in advance of said meeting.

D. The resignation of an Officer of the State Committee, including National Committeeman and National Committeewoman, shall be submitted, in writing, to the Secretary of the State Committee by electronic mail, facsimile or U.S. Mail. If no effective date of resignation is stated in the letter of resignation, the effective date shall be the date received by the Secretary of the State Committee.

Section 8 – Removal

A. Any member or officer of the State Committee may be removed for any one of the following reasons:

1. Failing to qualify as an elector.

2. Willful violation of the party rules or working against the interests of the Republican Party.

3. Inactivity, neglect, or refusal to perform the duties of the office.

B. Charges against any member or officer, except the Chairman, shall be made in writing to the State Chairman, who shall within ten (10) days, appoint three (3) qualified Republican electors within the state to investigate the charges. Within ten (10) days following appointment, the Investigation Committee shall furnish the person charged a copy of all charges, setting a time and place for the person charged to be heard.

C. The Chairman may be removed by the State Committee at a meeting called for that purpose, by at least one-fourth (1/4) of the committee membership, by a vote of not less than two-thirds (2/3) of the membership present and voting. The State Chairman shall be

given at least ten (10) days written notice of the charges and the time and place of the meeting and shall be entitled to be heard.

Section 9 – Amendment or Suspension of Rules

A. These rules may be amended by a two-thirds (2/3) vote of the members of the State Committee present and voting, provided that ten (10) days written notice shall be given on any proposed amendment.

B. Any rule may be suspended during any meeting of the State Committee by a nine-tenths (9/10) vote of members present and voting.

ARTICLE V

STATE EXECUTIVE COMMITTEE

Sections

1. General purpose
2. Membership
3. Standing Committees
4. Meetings
5. Order of Business
6. Duties of Executive Committee
7. Vacancies
8. Removal

Section 1 – General Procedure

A. The Chairman shall be entitled to vote only in case of a tie.

B. No member of the State Executive Committee may cast more than one vote on any question before the State Executive Committee even though he may hold more than one position entitling him to membership on the State Executive Committee.

C. No member of the State Executive Committee may hold more than one position entitling membership on the State Executive Committee except on a temporary basis per the procedure for the election of the State Chairman (Article IV, Section 7.C) or First Vice-Chairman (Article IV, Section 5.B).

Section 2 – Membership

The Executive Committee shall be composed of:

1. State Chairman
2. First Vice-Chairman
3. Second Vice-Chairman
4. Secretary
5. Assistant Secretary – will serve on the committee as a voting member in the absence of the Secretary.
6. Treasurer

7. Assistant Treasurer – will serve on the committee as a voting member in the absence of the Treasurer.

8. National Committeeman

9. National Committeewoman

10. General Counsel

11. Finance Chairman

12. The Republican leader of the Arkansas Senate. (ex-officio).

13. The Republican Leader of the House of Representatives. (ex-officio).

14. The President of the Arkansas Federation of Republican Women.

15. The Chairman of the College Republicans of Arkansas.

16. The Chairman of the Arkansas affiliate of the National Black Republican Association

17-24. The Chairman and District Representative of each Congressional District Committee.

25. Republican members of the U.S. Senate or U.S. House of Representatives (ex-officio).

26-27. Any Republican elected and serving as a State Constitutional Officer (ex-officio).

28. The president of the Arkansas Republican County Chairman's Association.

29. The Assistant General Counsel will serve on the Committee as a voting member in the absence of the General Counsel.

30. The Chairman of the Arkansas affiliate of the Republican National Hispanic Assembly.

31. The Chairman of the Arkansas Federation of Young Republicans.

Section 3 – Standing Committees

A. The standing committees of the Republican Party of Arkansas shall be:

1. Platform & Resolutions

2. Rules

3. Campaign

4. Scholarship – The chairman shall appoint one (1) member from each Congressional District, one of which will be appointed to chair the Scholarship Committee. Additional members shall be 1) the President of the Arkansas Federation of Republican Women, 2) the Chairman of the Arkansas Federation of Young

Republicans, 3) the Chairman of the Arkansas Federation of College Republicans and 4) the Chairman of the African American Republican Caucus.

Each of the above committees shall consist of a chairman and at least four (4) members, to be appointed by the State Chairman.

B. Appointee Recommendations Committee

1. The Appointee Recommendations Committee shall serve to recruit and evaluate qualified persons, giving preferred recommendation to loyal Republicans when submitting names for appointive positions to the Republican Governor and the Republican President.

2. The Appointee Recommendations Committee shall be composed of seven (7) members, at least one of whom shall be a minority and at least one of whom shall be female. Each Congressional District Committee shall elect one member of the committee after which the State Chairman shall select three (3) members subject to the approval of the Executive Committee.

3. Prior to recommending any applicant for appointment to any appointive position, the name of the applicant shall be submitted to the County Committee in which the applicant resides. The appropriate County Committee shall either approve and recommend, or disapprove and request a substitute recommendation. The Appointee Recommendations Committee may not recommend nor forward the name of the said applicant if not approved and recommended by the County Committee.

C. Personnel - The Executive Committee shall be responsible for hiring and firing of all State Party employees, developing and maintaining job descriptions and setting compensation for all State Party employees.

Section 4 – Meetings

The State Executive Committee shall meet bimonthly and at such times as the Chairman or a majority of the regular (not ex-officio) members may determine necessary. A notice of ten (10) days shall be given for regular meetings. For emergency meetings a notice of three (3) business days shall be given with confirmation that notice was received by three-fourths (3/4) of the regular members, either by telephone, fax or email. An agenda shall be furnished with the notice for regular and emergency meetings. The Executive Committee shall, between meetings of the State Committee, exercise all the powers of the State Committee except the following: election of State Committee Members, election or removal of State Party Officers, adoption of the annual budget or other action specifically required by law or these by-laws to be exercised by a vote of the entire State Committee. The Executive Committee shall carry out the policies and implement the budget as established by the State Committee. One half (1/2) of the total regular membership, in person at a meeting, shall constitute a quorum. Ex-officio members shall not be counted for purposes of determining a quorum at any meeting of the Executive Committee.

Section 5 – Order of Business

A. The order of business in all committee meetings shall generally proceed as follows:

1. Roll call of members

2. Reading, correcting, and approval of minutes.

3. Report of committees.

4. Financial matters.

5. Inquiries on all matters of interest to the Republican Party.

6. Unfinished business.

7. New Business.

8. General Discussion.

B. No action shall be taken by the State Executive Committee on proposals to fill Vacancies, assess filing fees or approve appointment of officers unless the proposal shall have been set forth in the written notice calling the meeting.

Section 6 – Duties of the Executive Committee

A. The State Executive Committees shall be the planning and operations committee of the Republican Party of Arkansas, shall observe and enforce these rules and regulations of the State Committee; shall designate the time and place of the Republican State Convention following the biennial general primary; shall organize, plan, and coordinate a continuos public relations program for the party; shall evaluate and recruit qualified Republican candidates; and shall perform such other duties as the State Committee may delegate. Minutes of Executive Committee meetings shall be mailed by the State Secretary to all County Chairmen within ten (10) days after each meeting.

Section 7 – Vacancies

Vacancies shall be filled by the same body responsible for the initial election of that member.

Section 8 – Removal

Grounds and procedure for the removal in all other cases shall be in accordance with Article IV, Section 8.

ARTICLE VI

FILING FEES

The State Executive Committee shall set the filing fees for Republican candidates for federal, state and district offices and may, at its discretion, set maximum fees which can be required by County Committees for all other public and party offices. Any such action shall be taken no later than the second Monday in January of even-numbered years, and the Secretary of the State Committee shall notify the Chairman and the Secretary of each County Committee of the action of the State Executive Committee. In setting the maximum fees for the County Committees, the State Executive Committee may take into consideration local conditions and circumstances and is not required to set the same maximum fee for any particular office in one county as it may for the same office in another county. In the event of the failure of the State Executive Committee to set filing fees for federal, state, and district offices within the time period specified, the filing fees established for the previous preferential primary election shall apply.