

Republican Party of Arkansas

Rules

Edition 20090627

State Committee Meeting

June 27, 2009

Little Rock, Arkansas

Doyle Webb, Chairman

Rules Committee of the Republican Party of Arkansas

Tom Lundstrum, Chairman

Twila Brown

Jim Burnett

Bobbi Dodge

Reta Hamilton

Joe LeBlanc

Duane Neal

Matthew Sheppard

Chris Stewart

Gordon Warren

Rules of the Republican Party of Arkansas

1		
2		
3	Preamble	2
4		
5	Article I, General Provisions	3
6		
7	Article II, County Committee	13
8		
9	Article III, Congressional District Committee	20
10		
11	Article IV, State Committee	27
12		
13	Article V, State Executive Committee	34
14		
15	Article VI, Filing Fees.....	39

1
2
3 **PREAMBLE**

4
5 **Declaration**

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

8 **Party Objectives**

9
10 The Republican Party of Arkansas declares its objectives to be:

- 11
12 1. The election of qualified Republican candidates to every public office, and
13
14 2. The fulfillment of the needs of the citizens of Arkansas in a manner
15 consistent with the beliefs and principles of the Republican Party.
16

17 **Party Principles**

18
19 **Republicans believe:**

- 20
21 1. That the individual citizens are willing and capable of managing their own
22 affairs without government intervention.
23
24 2. That the local, state and national governments must pursue policies
25 designed to encourage individual initiative and induce people to be
26 responsible for their own economic, political, and social well-being.
27
28 3. The primary function of government is to protect the life, common liberty
29 and property of the governed, to prevent fraud and misinterpretation, and
30 to invoke a common justice.
31
32 4. That when a function is undertaken by government, it should be performed
33 by that government closest to the people which will provide as much
34 direct control by those affected as reason and wisdom require to assure
35 freedom and liberty to all citizens with justice under the law.
36
37 5. That our national stability and expansion of the free enterprise system can
38 be best assured by application of the Constitutional principles that unite
39 the American people.
40

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

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

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.

- 1 C. The Finance Committee, Budget Committee, Audit Committee
2 Congressional District Committees, all allied Republican organizations
3 including: Arkansas Federation of Republican Women, Arkansas
4 Republican County Chairman’s Association, Arkansas Federation of
5 Young Republicans, Arkansas Federation of College Republicans,
6 Teenage Republicans of Arkansas, Minority Caucus, and other
7 Committees of the Republican State Committee.
8
- 9 D. The Republican County Committees and such other subordinate
10 committees as the rules of a County Committee may provide.
11

12 **Section 3 – Finance**

- 13
- 14 A. The State Finance Committee shall include the Finance Chairman, the
15 Treasurer, the Assistant Treasurer, the National Committeeman, the
16 National Committeewoman, the State Chairman, the State 1st Vice-
17 Chairman, and additional members the State Chairman shall appoint. The
18 Finance Committee shall be responsible for developing and implementing
19 an annual fund-raising program to provide funding for the annual budget.
20 Subcommittees of the State Finance Committee for fund-raising shall be
21 chaired by the appointees of the State Chairman.
22
- 23 B. Each County Chairman shall organize a Finance Committee which will
24 include the Treasurer and County Chairman.
25
- 26 C. The State Budget Committee shall include the State 1st Vice Chairman,
27 who shall serve as the Committee Chairman, the State Chairman, the
28 Treasurer, the State 2nd Vice Chairman, the State Finance Chairman, and
29 four (4) additional members appointed by the State Chairman, one (1)
30 member from each Congressional District. All members shall be voting
31 members.
32
- 33 D. The Budget Committee shall meet no later than September 15 of each year
34 for the preparation of the annual operating budget to be submitted to the
35 State Committee Members with the call for the December State
36 Committee Meeting. The budget shall be presented for approval at the
37 December Meeting of the State Committee.

- 1 E. The budget shall be the basic planning document for the Party for the next
2 calendar year, which shall be the fiscal year, and shall include estimates of
3 income amounts and sources, estimated costs of fund-raising activities and
4 proposed expenditures, subdivided into appropriate categories, including
5 the proposed amount to be allocated for candidates. The Budget
6 Committee shall assure that the budget is prepared in accordance with
7 generally accepted accounting principles (GAAP) and that the information
8 included in the budget is complete, setting forth all estimated revenues and
9 expenditures of the State Party. The budget will project revenues and
10 expenditures by time period and will include projected cash flow to assure
11 that revenue will be adequate to cover budgeted items.
12
- 13 F. The Budget Committee will have continuing general oversight authority
14 and shall meet quarterly to review the status of the approved budget to
15 ensure that actual or anticipated expenditures do not exceed actual or
16 anticipated revenues, including reserves. After adoption of the annual
17 budget by the State Committee, supplemental budget requests for any
18 budget item that will exceed the budgeted amount by five percent (5%),
19 shall be prepared by the Budget Committee and submitted to the
20 Executive Committee for approval. The Treasurer's financial report at
21 each Executive Committee meeting and State Committee meeting shall
22 include total receipts and total disbursements, by time period, and any
23 revisions to the approved budget
24
- 25 G. The Budget Committee shall also perform other duties as the State
26 Committee or the Executive Committee may assign.
27
- 28 H. The State Audit Committee shall consist of the State 2nd Vice Chairman,
29 who shall serve as Committee Chair, the State Treasurer and one (1)
30 member, appointed by the State Chairman, from each of the Congressional
31 Districts.
32
- 33 I. The Audit Committee shall establish an appropriate system of financial
34 controls, monitor the effectiveness of such controls, select an accounting
35 firm to conduct an annual independent audit of the Party's financial
36 records, supervise the conduct of the audit, and report to the Executive
37 Committee and the State Committee on compliance with established
38 financial controls and practices and these bylaws, the results of the audit
39 and compliance with any policy and procedures established by this
40 Committee. The Audit Committee shall report to the State committee the
41 actions of any officer, employee, or agent of the State Committee which,
42 in its opinion, is in violation of these controls and practices, bylaws or the
43 policies and procedures established by the committee.
44
- 45 J. The committee shall also perform other duties as the State Committee or
46 the Executive Committee may assign.
47

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45

K. Expenditure Controls:

- 1) 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.
- 2) 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.
- 3) There shall be no disbursement of State Party funds except in accordance with the approved budget as amended.
- 4) 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.

L. Financial Reporting:

- 1) 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.
- 2) 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

1 designee with the exception that the Chairman of the Audit Committee
2 may make copies of financial records for use by the Audit Committee.
3

4 3) The Executive Committee shall cause to be prepared and filed all
5 financial reports required by federal, state and local laws, including
6 payroll tax returns, income tax returns and campaign finance
7 disclosure reports and shall be responsible to assure the accuracy of
8 such reports. The treasurer shall monitor and supervise the preparation
9 of such reports and shall sign reports as a duty of that position.
10

11 4) Any State Committee Member may review regular quarterly and
12 annual reports during regular business hours of the State Party office.
13

14 M. General Financial Procedures

15
16 1) Generally Accepted Accounting Principles (GAAP) shall be employed
17 by the State Party in all daily accounting and bookkeeping functions.
18

19 2) No one is empowered to incur indebtedness or financial obligation on
20 the part of the Republican Party of Arkansas unless budgeted and
21 expressly authorized by the State Committee, the Executive
22 Committee or the State Chairman.
23

24 3) The Executive Committee may employ a qualified bookkeeper to
25 assist the Executive Director in the preparation of budgets, financial
26 reports and in maintaining all bank accounts of the State Party. The
27 bookkeeper shall assist the Treasurer in preparing all tax reports,
28 campaign disclosure reports, FEC reports, and any other reports
29 required by law. The bookkeeper shall have formal training in FEC
30 regulations, compliance procedures and reporting procedures.
31

32 **Section 4 – Candidates for Public Office**

33
34 A. Candidates shall possess those qualifications required by the laws of
35 Arkansas and the United States of America, shall affirm their concurrence
36 with the principles and objectives of the Republican Party of Arkansas,
37 and pay the prescribed filing fees.
38

39 1. Candidates for United States, State, and State District offices shall pay
40 fees as required by the State Executive Committee, to the Republican
41 Party of Arkansas as set forth in Article VI.
42

43 2. Candidates for county, township, and municipal offices shall pay such
44 filing fees as are required by their County Committee, as set forth in
45 Article VI.
46

- 1 B. When any unopposed candidate for any public office in a Republican
2 Primary Election shall, after the time for filing has expired, die or resign his
3 candidacy, the State Committee in the case of a state or district office, or
4 the County Committee, in the case of a county or township office, may,
5 upon ascertaining such vacancy and provided same does not occur later
6 than thirty (30) days prior to the preferential primary election, permit other
7 candidates to qualify, at such time in such manner as the appropriate
8 committee may determine, and upon such notice as such committee shall
9 direct, and any candidate so qualifying shall be deemed to have regularly
10 qualified as a candidate.
11
- 12 C. Upon vacancy in nomination or office, the State Chairman shall give
13 proper notification as to the method by which the vacancy shall be filled. If
14 the Chairman's intent is to fill the vacancy by a convention of delegates,
15 the State Committee shall be convened as a convention of delegates to fill
16 all statewide races; in a Congressional District, the Congressional District
17 Committee shall be convened as a convention of delegates; in a state
18 legislative or county race, the committee(s) of the county or counties in
19 which the vacancy occurs shall be convened as a convention of delegates.
20
- 21 D. No candidate shall be permitted to resign his or her candidacy subsequent
22 to the noon of the thirtieth (30th) day prior to the primary election, and the
23 names of all who remain candidates after that date, except in the case of
24 death, shall be printed on the ballot in those races where there are two or
25 more candidates.
26

27 **Section 5 – Primary Elections**

28

- 29 A. The Republican Party in each county shall hold a primary election in every
30 even-numbered year.
31
- 32 1. Except for support of candidates in a presidential preferential
33 primary, the State Chairman, National Committeeman, National
34 Committeewoman, County Chairmen, County Election
35 Commissioners, County Committees and State Party employees
36 shall not endorse or otherwise publicly show favoritism to one
37 Republican candidate over another prior to the Republican nominee
38 being selected. State Executive Committee and the respective
39 County Committees, by a two-thirds (2/3) vote of the members
40 present at any regular or duly announced special meeting may vote
41 that a particular candidate is not a recommended candidate.
42
- 43 2. If any of the above named Party Officers should become a
44 candidate in a contested Party Primary election, he or she shall
45 within one (1) business day either resign the Party Office or
46 withdraw from the candidacy.
47

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

10
11 B. The County Chairman shall cause to be published once a week for two (2) consecutive
12 weeks in the newspaper of general circulation within their respective counties, not
13 earlier than forty five (45) days nor later than fourteen (14) days prior to the date of the
14 preferential primary filing period, notice of the name and address of the Secretary of
15 the County Committee with whom all persons desiring to be Republican candidates for
16 public office or County Committeeman/woman and delegates to the County
17 Convention shall pay their filing fees, such notice to state the last day and hour which
18 such candidates may legally qualify.

19
20 C. Republican candidates filing for County Committeeman/woman and
21 delegate to the County Convention may file “at large” if their precinct
22 allocation is filled. The number of candidates permitted to file “at large”
23 in any precinct is limited to a number equal to the number of members
24 allocated to that precinct by the formula in Article I, Section 2A or 2B.
25 The total number of candidates filed for County Committeeman/woman
26 and delegate to the County Convention may not exceed the authorized
27 total county membership.

28
29 D. For those counties that do not include Early and Absentee Votes in each
30 precinct total the Early and Absentee Votes cast may be allocated back to
31 the precincts on the basis of votes cast in a precinct vs. total votes cast in
32 all precincts (excluding Early and Absentee Votes). The new precinct
33 totals may be used in the calculation of the number of members allocated
34 to each precinct.

35
36
37 **Section 6 – State Conventions**

38
39 A. The Republican Party of Arkansas shall hold a statewide convention each
40 even-numbered year. The membership of the State Convention shall be
41 composed of delegates or alternates from each of the seventy-five (75)
42 counties based upon the following formula:

43
44 1. Three (3) delegates from each county.
45

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47

- 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

1 responsibility of every County Chairman to inform their delegates and alternates to
2 the State Convention of the proposed rules changes and/or proposed platform
3 resolutions. Copies of proposed rules changes and/or proposed platform
4 resolutions will not be mailed to delegates and alternates by the State Party.
5

6 G. The convention shall first elect a Temporary Chairman and a Temporary Secretary,
7 and after the report of the Credentials Committee and the hearing of any contests that
8 may be brought before the convention, the convention shall then proceed to organize
9 by the election of a permanent chairman and a permanent Secretary. The convention
10 shall proceed in the order of business prepared by the Rules Committee.
11

12 H. A majority of delegation in any five counties may request a roll call vote,
13 on any issue, and in the event a roll call is taken, the counties shall be
14 called in alphabetical order.
15

16 I. No person shall be permitted to speak more than once or longer than five
17 (5) minutes on the same question, except by leave of the convention. The
18 person making a motion shall be entitled to speak twice on the motion,
19 initially upon making as well as closing the argument for the motion.
20

21 J. Each delegate shall be entitled to one (1) vote which may be cast by an
22 alternate in the absence of the delegate.
23

24 K. In the absence of any delegate, a roll of alternates shall be called in the
25 order in which the names were certified by the State Secretary from the
26 respective County Conventions.
27

28 L. A convention may, by majority vote, upon a motion duly made and
29 seconded, recess, adjourn to a specified date, adjourn to a call by the
30 chairman, or adjourn *sine die*. When a convention has adjourned *sine die*,
31 it has no further authority.
32
33

34 **Section 7 – Delegates to the National Convention**

35

36 A. The total number of delegates and alternates to the Republican National
37 Convention shall be determined in accordance with the Republican National
38 Convention last held. The election of delegates and alternates to the next
39 Republican National Convention shall be consistent with the rules adopted by the
40 Republican Convention last held and certified as therein provided.
41

42 B. Procedures for election of delegates or alternates shall be established by the State
43 Committee in accordance with the applicable laws of the State of Arkansas and the
44 rules of the Republican National Committee. On or before September 1 of the year
45 before the year in which the National Convention is to be held, the State
46 Committee shall adopt rules, procedures, policies, and instructive materials

1 (prepared pursuant to rule number 14(A) of R.N.C. rules) governing the selection
2 of delegates and alternate delegates to the national convention to convene during
3 the following year, and shall certify and file with the Secretary of the Republican
4 National Committee true copies of the same and of all statutes governing the
5 selection of such delegates and alternate delegates. Any subsequent amendments
6 to or changes in such statutes, rules, procedures, policies, and materials shall be
7 filed with Secretary of the Republican National Committee within twenty-one (21)
8 days after the date of the amendment or change.
9

10 C. The Arkansas delegation shall elect a Chairman, Vice-Chairman, and a Secretary,
11 and shall adhere to the instructions, if any, of the State Committee.
12

13 D. In the absence of any alternate, the position shall be filled by a majority
14 vote of the delegates present in caucus.
15

16 **Section 8 – Parliamentary Procedures**

17
18 *Robert’s Rules of Order Newly Revised* (10th edition or later revisions adopted by the
19 Rules Committee) shall apply in all cases not specifically covered by these rules, and
20 in the event of a conflict between these rules and *Robert’s Rules of Order*, the former
21 shall apply.
22
23

24 **Section 9 – Proxies**

25
26
27 Any member of any committee governed by these rules may issue a written proxy for
28 any meeting of the committee except for meetings of the Executive Committee. This
29 proxy must be presented to the Secretary of the committee by a qualified voter from
30 the same county committee, district committee, or allied Republican organization as
31 the person giving the proxy. Republican members of the Arkansas Legislature may
32 issue a written proxy to any member of the above named committees or any member
33 of an allied Republican organization. No person shall present more than two (2)
34 proxies. No person, including persons holding proxies, may cast more than one vote
35 on any issue or election. Proxies may not be voted in the selection of delegates and
36 alternates to the Republican National Convention. At any meeting proxies shall be
37 counted for quorum purposes.
38

ARTICLE II
COUNTY COMMITTEE

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39

Sections

1. General Procedure
2. Membership
3. Meetings
4. Order of Business
5. Duties of County Committeeman
6. Duties of County Committee
7. Election of Officers
8. Allied Republican Organizations
9. Vacancies
10. Removal
11. Rules
12. Rules Review Committee
13. County Convention
14. Filing Fees

Section 1 – General Procedures

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

1 **Section 2 – Membership**
2

- 3 A. County Committees of the Republican Party of Arkansas shall be elected
4 through the Republican primary elections held in even-numbered years as
5 set forth in Article 1, Section 5, and shall be composed of one (1) member
6 from each precinct within the respective counties as established by the
7 County Board of Election Commissioners and one (1) additional member
8 from each precinct for each 100 votes or major fraction thereof cast in that
9 precinct for the Republican nominee for governor in the last gubernatorial
10 election preceding the primary election of the County Committee.
11
- 12 B. As an alternative, County Committees of the Republican Party of
13 Arkansas as elected through the Republican primary elections held in
14 even-numbered years as set forth in Article I, Section 5, may be composed
15 of one (1) member from each precinct for each 50 votes or major fraction
16 thereof cast in the precinct for the Republican nominee for governor in the
17 last gubernatorial election preceding the primary election of the County
18 Committee.
19

20 **Section 3 – Meetings**
21

- 22 A. County Committees shall meet at least six (6) times a year, in addition to
23 those meetings required by statute.
24
- 25 B. Special meetings may be called by one-fourth (1/4) of the total number of
26 members of the committee, provided that in no instance shall any special
27 meeting be called by less than five (5) members. Written notice of the
28 time, place, date and purpose shall be mailed to each member of the
29 committee at least ten (10) days in advance, unless the total membership
30 of the committee is present at the meeting. One third (1/3) of the total
31 number of members of the committee shall constitute a quorum at all
32 special meetings.
33
- 34 C. No action shall be taken by the County Committee on proposal to fill
35 vacancies, adopt or amend rules, or elect any officers, or assess filing fees
36 unless the proposal shall have been set forth in the written notice calling
37 the meeting. The notice must be mailed at least ten (10) days before the
38 meeting.
39

1 **Section 4 – Order of Business**

2
3 The order of business in all committee meetings shall generally proceed as follows:

- 4
5 1. Roll call of members
6
7 2. Reading, correcting, and approval of minutes.
8
9 3. Reports of committees.
10
11 4. Financial matters
12
13 5. Inquiries on all matters on interest to the Republican Party.
14
15 6. Unfinished business.
16
17 7. New business
18
19 8. General discussion.
20
21

22 **Section 5 – Duties of County Committeeman**

23
24 County Committee members shall be responsible for canvassing and organizing their
25 respective precincts, appointing block and team captains, procuring qualified
26 Republican candidates, raising party funds, procuring qualified election judges and
27 clerks, assisting the officers of the County Committee, and supporting and working
28 for Republican candidates.
29
30

31 **Section 6 – Duties of County Committee**

32
33 County Committees shall make every reasonable effort to accomplish the state party
34 objectives, maintain sufficient funds to conduct party activities, procure qualified
35 Republican candidates, and conduct the affairs of the County Committee in such a
36 manner as will produce respect by the electorate.
37
38

39 **Section 7 – Election of Officers**

- 40
41 A. County Committees shall meet in January of odd numbered years to elect a
42 County Chairman, a First Vice-Chairman, a Second Vice-Chairman who must
43 be of the opposite sex, a Secretary, a Treasurer, and such other offices as the
44 county rules may allow. The meeting at which County Committee Officers
45 are elected may be a regular meeting or a special meeting called by the
46 Chairman, for the purpose of election of officers. Written notice of the time,
47 place and purpose of the regular or called meeting shall be mailed to each

1 member of the Committee at least ten (10) days in advance of said meeting.
2 The Secretary of the County Committee shall certify the election of the
3 County Chairman or Election Commissioner to the Secretary of State for the
4 State of Arkansas within ten (10) days after the election and likewise to the
5 Secretary of the State Committee. Officers of the County Committee shall be
6 members of the County Committee.
7

8 B. Within ten (10) days after the election the County Chairman shall send a
9 current District Committee Membership list to the District Chairman and to
10 the Secretary of the State Committee. This membership list shall serve as the
11 official roster for District Committee Meetings. The District Chairman shall
12 issue the call to District Committee Meetings to each County Chairman and
13 County Secretary thirty (30) days in advance of the meeting date. The County
14 Chairman shall communicate the call for any meeting of the District
15 Committee to the District Committee Members by facsimile, email or other
16 electronic means twenty (20) days in advance of the meeting date provided the
17 member has provided prior written approval to receive meeting notices
18 electronically. All members who have not provided such prior approval shall
19 receive meeting notices by U.S. Mail.
20

21 C. If the County Chairman dies, resigns, is removed, or otherwise vacates the
22 position, the First Vice-Chairman shall serve as Chairman and First Vice-
23 Chairman and assume the duties of both Chairman and First Vice-Chairman
24 until a new Chairman is elected at a meeting of the Committee held within
25 sixty (60) days of the occurrence of the vacancy. Written notice of the time,
26 place and purpose of the meeting, called by the First Vice-Chairman, shall be
27 mailed to each member of the committee at least fourteen (14) days in
28 advance of said meeting.
29

30 D. If the First Vice-Chairman dies, resigns, is removed, or otherwise vacates the
31 position, the Second Vice-Chairman shall serve as First Vice-Chairman and
32 assume the duties of both First Vice Chairman and second Vice Chairman
33 until that position is filled in the same manner as the filling of the vacancy of
34 the county chairman position.
35

36 E. Tenure in office – County Chairman currently serving, or elected in the future
37 shall be limited to four (4) consecutive two (2) year terms from the time of
38 their initial election.
39

40 41 **Section 8 – Allied Republican Organizations** 42

43 County Chairmen shall cooperate in organizing and establishing Young Republican
44 Clubs, Teenage Republican Clubs, College Republican Clubs, Republican Women
45 Units, Republican Men Clubs, Republican Senior Citizen Clubs, and African-
46 American Republican Caucuses (AARC), and shall keep their respective County
47 Committees informed of all projects and activities.

1 **Section 9 – Vacancies**
2

- 3 A. A County Committee which is duly constituted may fill vacancies on the
4 committee at any regular or special meeting of the committee.
5
- 6 B. Precinct vacancies on the County Committee may be filled following the
7 primary election, through committee election of “at-large” members, not
8 to exceed the authorized county total. Following the primary election, if a
9 candidate applies for committee membership for a precinct for which the
10 authorized precinct membership was not filled in the primary election, the
11 last elected “at-large” committee member shall be dropped if the
12 authorized total county membership would be exceeded by the election of
13 the precinct candidate. The new precinct candidate shall be seated on the
14 committee to fill a vacancy in the precinct in which he/she resides.
15
- 16 C. Where a county chairmanship is vacant and no County Committee is
17 authorized, the State Chairman may appoint a Chairman, with the approval
18 of the Executive Committee, to organize the County Committee.
19
20

21 **Section 10 – Removal**
22

- 23 A. Any member of the County Committee may be removed for any one of the
24 following reasons:
25
- 26 1. Failing to qualify as an elector.
 - 27
 - 28 2. Willful violation of these rules or working against the interest of
29 the Republican Party.
 - 30
 - 31 3. Inactivity, neglect, or refusal to perform the duties of the office.
32
- 33 B. Charges against any member or officer, except the chairman, shall be
34 made to the County Chairman, who shall within ten (10) days appoint
35 three (3) qualified Republican electors within the county to investigate the
36 charges. Within ten (10) days following the appointment the Investigation
37 Committee shall furnish to the person charged a copy of all charges,
38 setting a time and a place for the person charged to be heard. The
39 Investigation Committee shall make a written report of its findings to the
40 County Chairman, who shall, in the event of removal, notify the person
41 removed in writing. An appeal may be taken from the chairman’s
42 decision by filing a written notice with the County Secretary within thirty
43 (30) days, upon receipt of which the Secretary shall place the matter on the
44 agenda for the next meeting of the County Committee for final
45 determination.
46

1 C. The County Chairman may be removed by the County Committee in a
2 meeting called for that purpose by at least one-third (1/3) of the committee
3 membership. The County Chairman shall be removed by a vote of not less
4 than two-thirds (2/3) of the membership present and voting of the County
5 Committee. In case a meeting is called for this purpose, the County
6 Chairman shall be given at least ten (10) days written notice of the charges
7 and the time and place of the meeting and shall be entitled to be heard.
8

9 D. The Executive Committee of the Republican Party of Arkansas may
10 remove a County Chairman under Section 10, A-3, above, by a 2/3 vote
11 of the Executive Committee present and voting by secret ballot in the
12 following circumstances: (1) where there is no operational county
13 chairman; or (2) when a County Chairman is not functioning or cannot be
14 located.
15

16 **Section 11 – Rules of the County Committee**

17

18
19 A. No rules shall be established by a County Committee, which are contrary
20 to the rules of the Republican National Committee, these rules, laws of
21 Arkansas, or the United States of America. Any existing rules of any
22 County Committee which are in conflict with federal or state laws shall be
23 null and void.
24

25 B. The secretary of each County Committee shall forward to the Secretary of
26 the State Committee, on or before the first day of October of each even
27 numbered year, a copy of the rules of the County Committee then in force
28 and effect.
29

30 C. If the Executive Committee should determine that the rules of the County
31 Committee are invalid, it shall promptly notify the Chairman and the
32 Secretary of the County Committee of its determination. If the County
33 Committee desires to challenge the determination of the Executive
34 Committee, it shall, within ten (10) days after receiving notice thereof, file
35 an appeal with the Secretary of the State Committee. The appeal shall be
36 heard at the next regularly scheduled meeting of the State Committee, and
37 the decision of the State Committee shall be final.
38

39 **Section 12 – Rules Review Committee**

40

41 A. County Committee Members may file a “Request for Review” with the
42 State Chairman if there is evidence of a failure, within the County
43 Committee, to observe RPA Rules and/or Rules of the County Committee.
44 A “Request for Review” may be filed by not less than one-fifth (1/5) of
45 the total membership of the County Committee, provided that in no
46 instance shall a “Request for Review” be filed by less than 5 members.
47

- 1 B. The “Request for Review” shall be filed, in writing, with the State Party
2 Chairman by U.S. Mail, email or facsimile. The State Party Chairman
3 shall appoint a Review Committee within 15 days of receipt of the
4 “Request for Review” to include the following:
5
6 1. The District Chairman for the district in which the County from which
7 the request was received is located. The District Chairman shall serve
8 as Chairman of the Review Committee.
9 2. The District Representative of the State Executive Committee
10 representing the district in which the County from which the request
11 was received is located.
12 3. The President of the County Chairman’s Association or an additional
13 member of the State Executive Committee who resides in the district
14 in which the County from which the request was received is located.
15 4. A RPA Staff Member may be appointed to the Review Committee at
16 the discretion of the State Chairman.
17
18 C. The Review Committee shall investigate the matter referred, review
19 appropriate documents, receive and review written representations from
20 the parties involved in the dispute. The Review Committee shall hold
21 hearings with members of the County Committee, if it deems necessary,
22 within thirty (30) days of the appointment of the Review Committee. Any
23 hearing should be held at the regular meeting place of the County
24 Committee or at a convenient meeting place within the county at a time
25 that would permit interested parties to attend.
26
27 D. The Review Committee shall make a written report to members of the
28 State Executive Committee, with findings and recommendations, within
29 Twenty (20) days after the date of the hearing with members of the
30 County Committee or within forty-five (45) days after the date of the
31 appointment of the Review Committee if no hearing is held.
32
33 E. At the next meeting of the State Executive Committee, following receipt
34 of the Review Committee Report, the Chairman of the Review Committee
35 shall make a verbal report to the State Executive Committee. A
36 representative from each side of the issue(s) considered by the Review
37 Committee will be permitted to make a five (5) minute presentation to the
38 State Executive Committee. Representatives may provide a written
39 summary prior to the convening of the State Executive Committee
40 Meeting.
41
42 F. The State Executive Committee shall consider all reports and presentations
43 and take appropriate action. The decision of the State Executive
44 Committee shall be final.
45
46
47

1 **Section 13 – County Convention**
2

- 3 A. Delegates to the County Convention shall be elected in the Republican
4 primary election held in even-numbered years. The number of delegate
5 positions shall be on the same basis as members of the County Committee.
6
- 7 B. Notice of the County Convention shall be mailed to delegates by the
8 County Chairman at least two (2) weeks prior to the date of the
9 convention. At least two (2) weeks prior to the convention the County
10 Chairman shall advertise or publish in a county newspaper of general
11 circulation, the time, date, and location of the County Convention.
12
- 13 C. Vacancies existing or occurring in the delegations to the County
14 Convention after the ticket is closed may be filled by the County
15 Committee.
16
- 17 D. Candidates for delegate to the County Convention may also be candidates
18 for County Committeemen/women.
19
- 20 E. In the event the County Chairman fails to act in compliance with A, B, C,
21 or D, the State Chairman of the Republican Party of Arkansas shall initiate
22 action in compliance with those provisions.
23

24
25 **Section 14 – Filing Fees**
26

27 The County Committee for each county shall set the filing fees to be required of
28 Republican candidates for county, township, and municipal offices, for County
29 Committeemen, and delegates to the County Conventions, no sooner than the second
30 Monday in January of each even-numbered year and not later than the second
31 Monday in February of the said year. The County Secretary shall promptly thereafter
32 advise the Chairman and the Secretary of the State Republican Party of each action.
33 In the event of the failure of the County Committee to set filing fees within the time
34 specified, the filing fees established or in effect for the previous election shall apply.
35

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23

ARTICLE III

CONGRESSIONAL DISTRICT COMMITTEE

24
25

Sections

- 26 1. General Procedure
- 27 2. Membership
- 28 3. Meetings
- 29 4. Order of Business
- 30 5. Election of Officers
- 31 6. Minorities Representative
- 32 7. Vacancies
- 33 8. Removal

34
35

Section 1 – General Procedure

36
37

A. Purpose:

38
39
40
41
42
43
44
45
46

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.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

C. 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 AFRC.
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.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

- 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

1 meeting notices electronically. All members who have not provided such prior
2 approval shall receive meeting notices by U.S. Mail. Minutes of all District
3 Committee Meetings shall be filed with the Secretary of the State Committee
4 within thirty (30) days after the meeting. One-third (1/3) of the total number
5 of members of the committee shall constitute a quorum at all meetings of the
6 District Committee.

7
8 2) The State Chairman shall provide each District Chairman and District Secretary
9 with a certified listing of District Committee Members within ninety
10 (90) days following the biennial County Convention. The listing shall
11 be revised following the General Election to reflect changes in
12 Republican County Elected Officials and Republican Justices of the
13 Peace for each county. The revised listing shall be provided no later
14 than December 31 of each even numbered year. Within fifteen (15)
15 days following the biennial election of County Committee Officers the
16 listing shall be revised to reflect the newly elected Chairman of each
17 County Committee and shall be furnished to each District Chairman
18 and District Secretary no later than February 15 of each odd numbered
19 year.

20
21 B. Special meetings may be called by one-fourth (1/4) of the total number of
22 members of the District Committee. Notice of the time, place, date and purpose
23 thereof shall be communicated to each member at least fifteen (15) days prior to
24 the meeting date in accordance with the procedure outlined in Section 3.A.1.

25
26 C. No action shall be taken by the District Committee on proposals to fill
27 vacancies, adopt or amend rules or elect any officers unless the proposal
28 shall have been set forth in the notice calling the meeting.

29
30
31 **Section 4 – Order of Business**

32
33 A. The order of Business in all committee meetings shall generally proceed
34 as follows:

- 35
36 1. Roll call of members
37
38 2. Reading, correcting, and approval of minutes.
39
40 3. Report of Committees.
41
42 4. Financial report and other financial matters
43
44 5. Inquiries on all matters of interest to the Republican Party.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

- 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

1 the occurrence of the vacancy. Notice of the time, place and purpose of the
2 meeting, called by the First Vice-Chairman, shall be transmitted to each member of
3 the Committee at least fifteen (15) days prior to the date of the meeting in
4 accordance with the procedure outlined in Section 3.A.1.

5
6 D. If the First Vice-Chairman dies, resigns, is removed or otherwise vacates
7 the position, the Second Vice-Chairman shall serve as First Vice-
8 Chairman and assume the duties of both the First Vice-Chairman and the
9 Second Vice-Chairman for the remainder of the term.

10
11 E. Tenure in office – District Officers shall be limited to four (4) consecutive
12 two (2) year terms.

13
14
15 **Section 6 – Minorities Representative**

16
17 A District Minorities Representative shall be elected, by majority vote, at a Minority
18 Caucus, called by the District Chairman, to be held in conjunction with the District
19 organizational meeting. The District Minorities Representative shall represent the
20 District on the State Committee. Members of the Minority Caucus shall include
21 minority members in good standing of any County Committee within the District in
22 attendance at the meeting of the Minority Caucus.

23
24
25 **Section 7 – Vacancies**

26
27 District Committee vacancies shall be filled by the body that originally elected the
28 member.

29
30
31 **Section 8 – Removal**

32
33 A. Any member of the District Committee may be removed for any one of
34 the following reasons:

- 35
36 1. Failing to qualify as an elector.
37
38 2. Willful violation of these rules or working against the interest of
39 the Republican Party.
40
41 3. Inactivity, neglect, or refusal to perform the duties of the office.

42
43 B. Charges against any member or officers, except the chairman, shall be
44 made in writing to the District Chairman, who shall, within ten (10) days
45 appoint three (3) qualified Republican electors within the district to

1 investigate the charges. Within ten (10) days following the appointment,
2 the Investigation Committee shall make a written report of its findings to
3 the District Chairman who shall, in the event of removal notify, in writing
4 within five (5) days, the person removed. The Chairman's decision may
5 be appealed by filing a written notice with the District Secretary within 30
6 days. Upon receipt of the written notice of appeal the Secretary shall
7 place the matter on the agenda for the next meeting of the District
8 Committee for the final determination.
9

- 10 C. The District Chairman may be removed by the District Committee at a
11 special meeting called for that purpose by written petition to the District
12 Secretary by at least one-third (1/3) of the committee membership. The
13 District Chairman shall be removed by a vote of not less than two-thirds
14 (2/3) of the membership of the District Committee present and voting.
15 One-third (1/3) of the total number of members of the committee shall
16 constitute a quorum. The District Chairman shall be given at least ten (10)
17 days written notice of the time and place of the meeting and shall be
18 entitled to be heard.

1
2
3
4

ARTICLE IV
STATE COMMITTEE

5 **Sections**

- 6
7 1. General Procedure
8
9 2. Membership
10
11 3. Meetings
12
13 4. Order of Business
14
15 5. Duties of State Officers
16
17 6. National Committee Members
18
19 7. Vacancies
20
21 8. Removal
22
23 9. Amendment of Suspension of Rules
24

25
26 **Section 1 – General Procedures**

- 27
28 A. The State Chairman shall be entitled to vote only in case of a tie.
29
30 B. No member of the State Committee may cast more than one vote on any
31 question before the State Committee even though he may hold more than
32 one position entitling him to membership on the State Committee.
33

34
35 **Section 2 – Membership**

- 36
37 A. The Republican State Committee shall be composed of the following
38 members:
39
40 1. State Chairman, First-Vice Chairman, Second Vice-Chairman,
41 Secretary, Treasurer, National Committeeman, National
42 Committeewoman, District Chairmen.
43
44 2. County Chairmen.
45
46 3. A State Committeeman and a State Committeewoman from each county.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47

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.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49

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.

- 1 6. Unfinished business.
- 2
- 3 7. New business.
- 4
- 5 8. General Discussion.
- 6
- 7

8 **Section 5 – Duties of Officers**

- 9
- 10 A. The State Chairman shall be the chief executive officer of the Republican
- 11 Party of Arkansas; shall preside at all meetings of the State Committee and
- 12 the State Executive Committee; shall coordinate the political activities of
- 13 the party; shall assist Republican candidates for county, district, and state
- 14 offices in organizing, planning and conducting their respective campaigns;
- 15 shall designate party representative on any board, commission, or other
- 16 body for which the selection is not otherwise specified by these rules; shall
- 17 appoint such committees of the State Committee or Executive Committee
- 18 as shall be necessary and shall perform such other duties as may be
- 19 delegated from time to time between State Conventions by the State
- 20 Committee or the State Executive Committee.
- 21
- 22 B. The First Vice-Chairman shall possess the same qualifications as the
- 23 Chairman. The First Vice-Chairman shall perform the responsibilities
- 24 delegated by the State Committee, the Executive Committee, or the
- 25 Chairman. The First Vice-Chairman shall be a working, functioning, and
- 26 participating officer, who shall be kept abreast of party activities statewide
- 27 and shall be capable of assuming the responsibilities of the State Chairman
- 28 at any time. The First Vice-Chairman shall preside at meetings of the
- 29 State Committee and the State Executive Committee in the absence of the
- 30 chairman. In the event of the death, resignation, refusal, permanent
- 31 absence from the state, or removal of the First Vice-Chairman, the Second
- 32 Vice-Chairman shall serve as First Vice-Chairman and assume the duties
- 33 of both First and Second Vice Chairman until an election is held at the
- 34 next meeting of the State Committee to elect the First Vice-Chairman.
- 35
- 36 C. The Second Vice-Chairman shall possess the same qualifications as the
- 37 Chairman and the First Vice-Chairman, and shall be of the opposite sex of
- 38 the First Vice-Chairman. The Second Vice-Chairman shall perform the
- 39 same responsibilities as the First Vice-Chairman, and shall be capable of
- 40 assuming the responsibilities of Chairman at any time. The Second Vice-
- 41 Chairman shall preside at meetings of the State Committee and Executive
- 42 Committee in the absence of the Chairman and the First Vice-Chairman.
- 43
- 44 D. The Secretary shall be the chief clerical officer of the State Committee and
- 45 the Executive Committee. The Secretary shall act as Secretary of each
- 46 State Convention until a Secretary of the Convention has been chosen.
- 47 The Secretary shall maintain an updated set of rules of the Republican

1 Party of Arkansas and make available a copy to any party member
2 requesting them.
3

4 E. The Treasurer, as a member of the Budget Committee, shall participate in
5 the preparation of the annual budget. The Treasurer shall issue official
6 receipts and disbursements and make timely reports of the same, along
7 with balance statements to the Executive Committee and to the State
8 Committee.
9

10 F. The Chairman, First Vice-Chairman, Second Vice-Chairman, the
11 Secretary, and the Treasurer, shall be elected by the State Committee at a
12 meeting called by the Chairman between the general election and the end
13 of the year, and shall hold office until their successors are elected and
14 qualified. Officers other than the Chairman shall be voting members of
15 the State Committee, but shall not have two votes if they represent their
16 county.
17

18 G. The Assistant Secretary, the Assistant Treasurer, the Finance Chairman,
19 and General Counsel, shall be appointed by the Chairman, subject to the
20 approval of the Executive Committee.
21

22 H. The State Chairman may serve as a volunteer or paid chairman, provided,
23 however, all candidates shall designate in writing whether he or she
24 intends to serve with or without salary. Should a candidate designating
25 paid status be elected, the Executive Committee shall be empowered to
26 establish the salary and conditions of employment for the term of office to
27 which he or she was elected.
28

29 I. Any officer need not be a member of the State Committee at the time of
30 his election or appointment.
31

32 J. Tenure in office – State Chairman, Co-Chairman, Vice-Chairmen,
33 Secretary and Treasurer shall be limited to four (4) consecutive two (2)
34 year terms.
35

36
37 **Section 6 – National Committee Members**
38

39 A. The National Committeeman and the National Committeewoman shall be
40 elected by the State Committee at the State Committee Meeting called to
41 select delegates and alternates to the National Convention.
42

43 B. Tenure in office – The National Committeeman and National Committee-
44 woman shall be limited to two (2) consecutive four (4) year terms.
45
46
47

1 **Section 7 – Vacancies**

- 2
- 3 A. Vacancies shall be filled by the same body responsible for the initial
- 4 election of that member
- 5
- 6 B. Vacancies in the office of National Committeeman and National
- 7 Committeewoman shall be filled by the State Committee.
- 8
- 9 C. If the State Chairman dies, resigns, is removed, or otherwise vacates the
- 10 position, the First Vice-Chairman shall serve as Chairman and First Vice-
- 11 Chairman and assume the duties of both Chairman and First Vice-
- 12 Chairman until a new Chairman is elected at a meeting of the Committee
- 13 held within sixty (60) days of the occurrence of the vacancy. Written
- 14 notice of the time, place and purpose of the meeting, called by the First
- 15 Vice-Chairman, shall be mailed to each member of the Committee at least
- 16 fourteen (14) days in advance of said meeting.
- 17

18

19 **Section 8 – Removal**

- 20
- 21 A. Any member or officer of the State Committee may be removed for any
- 22 one of the following reasons:
- 23
- 24 1. Failing to qualify as an elector.
- 25
- 26 2. Willful violation of the party rules or working against the interests
- 27 of the Republican Party.
- 28
- 29 3. Inactivity, neglect, or refusal to perform the duties of the office.
- 30
- 31 B. Charges against any member or officer, except the Chairman, shall be
- 32 made in writing to the State Chairman, who shall within ten (10) days,
- 33 appoint three (3) qualified Republican electors within the state to
- 34 investigate the charges. Within ten (10) days following appointment, the
- 35 Investigation Committee shall furnish the person charged a copy of all
- 36 charges, setting a time and place for the person charged to be heard.
- 37
- 38 C. The Chairman may be removed by the State Committee at a meeting
- 39 called for that purpose, by at least one-fourth (1/4) of the committee
- 40 membership, by a vote of not less than two-thirds (2/3) of the membership
- 41 present and voting. The State Chairman shall be given at least ten (10)
- 42 days written notice of the charges and the time and place of the meeting
- 43 and shall be entitled to be heard.
- 44
- 45
- 46
- 47

1 **Section 9 – Amendment or Suspension of Rules**

2
3
4
5
6
7
8
9

- 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.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

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

- 1 3. Second Vice-Chairman
- 2
- 3 4. Secretary
- 4
- 5 5. Assistant Secretary – will serve on the committee as a voting member in
- 6 the absence of the Secretary.
- 7
- 8 6. Treasurer
- 9
- 10 7. Assistant Treasurer – will serve on the committee as a voting member in
- 11 the absence of the Treasurer.
- 12
- 13 8. National Committeeman
- 14
- 15 9. National Committeewoman
- 16
- 17 10. General Counsel
- 18
- 19 11. Finance Chairman
- 20
- 21 12. The Republican leader of the Arkansas Senate. (ex-officio).
- 22
- 23 13. The Republican leader of the Arkansas House of Representatives. (ex-officio).
- 24
- 25 14. The President of the Arkansas Federation of Republican Women.
- 26
- 27 15. The Chairman of the College Republicans of Arkansas.
- 28
- 29 16. The Chairman of the Arkansas affiliate of the National Black Republican
- 30 Association
- 31
- 32 17-24. The Chairman and District Representative of each Congressional
- 33 District Committee.
- 34
- 35 25. Republican members of the U.S. Senate or U.S. House of Representatives
- 36 (ex-officio).
- 37
- 38 26-27. Any Republican elected and serving as a State Constitutional Officer (ex-officio)._
- 39
- 40 28. The president of the Arkansas Republican County Chairman’s Association.
- 41
- 42 29. The Assistant General Counsel will serve on the Committee as a voting
- 43 member in the absence of the General Counsel.
- 44
- 45 30. The Chairman of the Arkansas affiliate of the Republican National
- 46 Hispanic Assembly.
- 47

1 31. The Chairman of the Arkansas Federation of Young Republicans.
2
3

4 **Section 3 – Standing Committees**
5

6 A. The standing committees of the Republican Party of Arkansas shall be:
7

- 8 1. Platform & Resolutions
9
10 2. Rules
11
12 3. Campaign
13
14 4. Scholarship – The chairman shall appoint one (1) member from
15 each Congressional District, one of which will be appointed to
16 chair the Scholarship Committee. Additional members shall be 1)
17 the President of the Arkansas Federation of Republican Women, 2)
18 the Chairman of the Arkansas Federation of Young Republicans,
19 3) the Chairman of the Arkansas Federation of College
20 Republicans and 4) the Chairman of the African American
21 Republican Caucus.
22

23 Each of the above committees shall consist of a chairman and at least four
24 (4) members, to be appointed by the State Chairman.
25

26 B. Appointee Recommendations Committee
27

- 28 1. The Appointee Recommendations Committee shall serve to recruit
29 and evaluate qualified persons, giving preferred recommendation
30 to loyal Republicans when submitting names for appointive
31 positions to the Republican Governor and the Republican
32 President.
33
34 2. The Appointee Recommendations Committee shall be composed
35 of seven (7) members, at least one of whom shall be a minority and
36 at least one of whom shall be female. Each Congressional District
37 Committee shall elect one member of the committee after which
38 the State Chairman shall select three (3) members subject to the
39 approval of the Executive Committee.
40
41 3. Prior to recommending any applicant for appointment to any
42 appointive position, the name of the applicant shall be submitted to
43 the County Committee in which the applicant resides. The
44 appropriate County Committee shall either approve and
45 recommend, or disapprove and request a substitute
46 recommendation. The Appointee Recommendations Committee
47 may not recommend nor forward the name of the said applicant if
48 not approved and recommended by the County Committee.

- 1
2 C. Personnel - The Executive Committee shall be responsible for hiring and
3 firing of all State Party employees, developing and maintaining job
4 descriptions, and setting compensation for all State Party employees.
5
6
7
8

9 **Section 4 – Meetings**

10
11 The State Executive Committee shall meet bimonthly and at such times as the
12 Chairman or a majority of the regular (not ex-officio) members may determine
13 necessary. A notice of ten (10) days shall be given for regular meetings. For
14 emergency meetings a notice of three (3) business days shall be given with
15 confirmation that notice was received by three-fourths (3/4) of the regular members,
16 either by telephone, fax or email. An agenda shall be furnished with the notice for
17 regular and emergency meetings. The Executive Committee shall, between meetings
18 of the State Committee, exercise all the powers of the State Committee except the
19 following: election of State Committee Members, election or removal of State Party
20 Officers, adoption of the annual budget or other action specifically required by law or
21 these by-laws to be exercised by a vote of the entire State Committee. The Executive
22 Committee shall carry out the policies and implement the budget as established by the
23 State Committee. One half (1/2) of the total regular membership, in person at a
24 meeting, shall constitute a quorum. Ex-officio members shall not be counted for
25 purposes of determining a quorum at any meeting of the Executive Committee.
26
27

28 **Section 5 – Order of Business**

- 29
30 A. The order of business in all committee meetings shall generally proceed as
31 follows:
32
33 1. Roll call of members
34
35 2. Reading, correcting, and approval of minutes.
36
37 3. Report of committees.
38
39 4. Financial matters.
40
41 5. Inquiries on all matters on interest to the Republican Party.
42
43 6. Unfinished business.
44
45 7. New Business.
46
47 8. General Discussion.
48

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35

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 continuous 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.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18

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.