

**The By-laws  
of the Pinellas County Young Republicans**

**Article I  
Name and Purpose**

**Section 1.** The name of this club shall be the Pinellas County Young Republicans, hereinafter referred to as the Club.

**Section 2.** These by-laws are intended to supplement the Constitution and BY-Laws of the Florida Federation of Young Republicans, of which this Club shall be affiliated.

**Article II  
Club Objectives**

The objectives of this Club shall be:

- A. To develop and maintain an active county-wide Young Republican organization.
- B. To attract young people into the Republican Party, providing for them an opportunity to achieve political expression and recognition, more effectively participate in the election process and better develop and uphold the principles of the Republican Party as a service to the United States of America, the State of Florida, Pinellas County and its political subdivisions.
- C. To support the principles and objectives of the Republican Party and to secure the election of all qualified candidates.

**Article III  
Membership**

**Section I.** This Club shall recognize the following three (3) classes of membership;

- A. **Active-** An active member shall be defined as any individual who is an American Citizen, or non-citizen who has made application for American Citizenship; is a registered Republican; is not less than eighteen (18) nor more than forty (40) years of age, inclusive; is a resident of the State of Florida; and has personally signed an application and paid for membership with said Club.
- B. **Associate-** An associate member shall be defined as an individual who does not qualify for active status. Associate members may exercise all the rights and privileges of Federation membership, but may not vote nor hold an office.
- C. **Honorary-** Honorary members shall be those people designated for a single honor by a three-fourths (3/4) vote of the Executive Board. All qualifications for active membership shall apply to this class of membership.

**Section 2.** Annual dues will be due and payable annually according to the following procedure:

A. **Active Members** - Annual dues for active members shall be as follows: 1) \$25 per year, or \$40 every two years, for undergraduate students; and 2) \$40 per year, or \$70 every two years for graduate students and professionals.

B. **Associate Members:** \$40 per annum.

The Board of directors shall have the right to waive the payment of dues for any Associate members below the age of eighteen (18) years old.

Any increase in the annual dues shall be approved by the Board of Directors and a majority of the active members present at a regular monthly membership meeting.

**Section 3.** Applicants for membership shall automatically become members at the close of the next monthly meeting.

## **Article IV Board of Directors**

**Section 1.** The Board of Directors, hereinafter referred to as the Board, shall officers of the Club as listed below.

A. **Officers-** The officers of this Club shall be the President, Vice-President, Treasurer, Program Director, Membership Director, Treasurer, Secretary, Vice-Secretary, and Past President. Their duties shall include the following:

1. **President-** The President shall preside at all Club functions and shall be the chief executive officer of the Club. The President shall have the power to remove committee chairmen, with the approval of the Board. The President shall perform such duties as usually pertain to the office of President, including responsibility for all communications between the club and the Florida federation of Young Republicans and the national Federation of Young Republicans.

2. **Vice President-** The Vice-President shall act as assistant to the President, shall coordinate and oversee all community service activities and shall be responsible for obtaining criteria from the FFYR award's Chairperson and present this information to the Board for the purpose of determining the Club's schedule and functions. The Vice-President shall also inform the membership of all awards available through the FFYR and to disseminate all information with regard thereto. The Vice-President shall also be responsible to coordinate the submission of each reward to ensure it is presented in a timely fashion in accordance with all rules established therefore and shall perform such duties as the Board shall designate. The Vice-President shall act as the Club's chief executive officer in the absence or at the request of the President.

3. **Treasurer-** The Treasurer shall collect all monies paid to the Club or any of its committees and shall deposit same in a two (2) signature checking account. The Treasurer shall disperse said monies in accordance with the approved budget. Any other expenditures, in excess of twenty-five dollars (\$25), must be approved by the President and one other officer. Unauthorized expenditures will not be reimbursed unless approved by a majority of the Board. All contributions and debts shall be deposited or said to conform to Federal and State laws. The treasurer shall ensure that up-to-date financial records are kept of all Club funds and that a report of same is made at all board and general meetings. The Treasurer shall, upon taking office, meet with the immediate Past Treasurer and the President and establish a budget for the upcoming fiscal year to be approved by the Board at the April Board

meeting. The Treasurer shall submit a review of said budget at the October Board meeting along with any changes and/or additions for the second half of the fiscal year.

4. **Program Director** - The Program Director should plan monthly programs for the club (including guest speakers, education programs, community service projects, social events).

5. **Membership Director** - The Membership Director is responsible for membership: recruitment, communication, records, mailing list, etc. The Membership Director should be responsible for coordinating an annual membership drive. The Membership Director should work with a committee to contact new members, recruit prospective members, greet members at meetings, and coordinate with the Treasurer for dues payments

6. **Secretary**- The Secretary shall be responsible for all Club correspondence, attend and keep written minutes of all the Board and full membership meetings and shall keep a file of same. The Secretary shall have charge of all Club records and papers, shall be responsible for membership lists, and performing all such duties that are incident to his/her office. In the absence or disability of the Secretary, his/her duties shall be performed by the Vice-Secretary.

7. **Vice-Secretary**- The Vice-Secretary shall act as assistant to the Secretary. The Vice Secretary shall take over the duties of the Secretary whenever the Secretary is not present. The Vice-Secretary shall be permitted to attend every Executive Board meeting but shall only have the power to vote as a Proxy for the Secretary when the Secretary is not present at Board meetings. Should neither the Secretary nor the Vice-Secretary be present at a Board or General meeting, any Club member in good standing that is appointed by the President may temporarily take over the duties.

8. **Past President**- The Past President shall be the President from the preceding fiscal year if he or she is willing and able and not holding an elected position. The Past President shall not have any specified duties or responsibilities. The Past President should be available to give guidance and to aid the current President when need, as available. The Past President shall not count for or against the Board meetings' quorum but shall have a vote if present. The Past President shall not be subject to the attendance requirements of regular Officers. The Past President may age out of the Club during his or her service as Past President but remain able to vote at Board meetings but not at general meetings.

C. **Standing Committee Chairperson**- Committee chairpersons of the standing committees shall perform those duties of a committee chairperson with respect of their committee leadership roles and the fulfillment of the duties of their respective committees. Standing committee chairpersons are advised to establish subcommittees and members. An officer of the Club may not concurrently serve as a standing committee chairperson.

**Section 2.** The Board shall meet monthly to coordinate and manage the Club's political, financial and social activities. Notification of these meetings shall be mailed electronically no less than 7 (seven) days prior to said meeting indicating time, place and proposed agenda as determined by the president. Board actions may be appealed by any three (3) dissenting Directors at any regular monthly membership meeting. A simple majority of active members present at the regular monthly membership meeting shall be necessary to overturn a Board of Directors' action, provided that a majority, or quorum, of all active members are present. All decisions by the Board shall be reported to the membership in the Secretary's report at the next monthly membership meeting.

**Section 3.** Two-thirds of the voting members of the Board present shall constitute a quorum at all Board meetings. A majority of those Directors present at the meeting shall be required for approval of any

proposed Directorship action. The President shall have the right to call special emergency meetings of the Board. Notice of said meetings must be made verbally or in writing at least 48 (forty-eight) hours in advance. Any deadlock resulting from a tie in the voting shall require a telephone poll of absent director(s), by the secretary, to break the deadlock.

**Section 4.** The Board shall approve the use of the Club's name being used. If there is time, the active membership should be allowed to vote on such approval.

**Section 5.** Any Directors proposal which would: (a) require an expenditure of more than Two Hundred dollars (\$200.00) or twenty-five percent (25%) of the Club's net assets, whichever is less; (b) necessitate a significant time commitment by any active members of the Club; (c) increase the annual dues; or (d) result in foreseeable change in the composition or structure of the Club, shall be considered a "major decision", the passage and implementation of which shall require the majority approval of active members present at a regular monthly meeting.

## **Article V Nominations and Elections**

**Section 1.** All officers and chairpersons of the club shall be active members of the Club, and have been a member of the Club during the previous fiscal year. Said officers and chairpersons shall be between the ages of eighteen (18) and forty (40), inclusive, at the time of election, as well as being registered Republicans.

**Section 2.** A Nominating committee of not less than three (3) active members, chaired by the current President, shall be appointed by the Board at least three (3) months prior to the November general election. No member of the committee shall be eligible to run for an office during the applicable general election. If the current President is running for re-election, the chairperson of the committee shall be appointed by the Board by a majority vote.

**Section 3.** An Elections Committee of not less three (3) active members shall be appointed by the Board at least one (1) month prior to the November general elections. This committee shall assist the Secretary in providing election materials and shall act as tellers for the election.

**Section 4.** Nominations for all offices shall be made from the floor at the November general meeting. First, the nominating committee shall nominate a slate of candidates for the six elected offices of the Club. Thereafter, any member not nominated by the nominating committee may be nominated for a particular office of the Club and thus, opposing a candidate nominated by the nominating committee. If more than one (1) candidate exists for any particular office, the election for that office shall be performed by closed written ballot at the November meeting.

**Section 5.** For each contested office the nominated candidates shall be granted three (3) minutes to address the meeting prior to elections being held for the respective office.

**Section 6.** To be elected as an officer, a candidate must receive a majority of those votes cast. In the event that nay ballot cast does not show a majority for nay nominee, there shall be further ballots, with the nominee having the fewest votes each ballot being dropped from succeeding ballots until a nominee received a majority of all votes cast.

**Section 7.** Vacant positions may be filled by a 2/3 vote of the Executive Board if there remains less than 9 months in the unexpired term. Otherwise, vacant positions must be filled by a majority vote of the membership. In the event that the office of President becomes vacant, the Vice-President shall become

Acting President and shall call for an election for the office of President. Upon the election of a new President, the Vice-President shall resume his/her duly elected role, unless an existing officer has been elected to the position of President in which case a new special election shall be called to replace the vacant office.

**Section 8.** All election, general or special, must be announced at the meeting prior to the meeting at which elections are to be held. Seven (7) days notice, written electronically to all active members shall be required before elections can be held. This notice shall include the date, time and place of the election.

**Section 10.** All officers of this Club shall serve a term of one (1) year commencing November 8 following their election and continuing through to the November general meeting of the following year.

## **Article VI Committees**

**Section 1.** The standing committees of this Club may include Membership, Fundraising, Political Activities, Program, and Newsletter.

**Section 2.** The President may establish additional Committees of an ad hoc nature, as deemed necessary or advisable.

**Section 3.** The Chairperson of each committee shall be responsible for a report to the Board at each meeting, the members at each general meeting or at the call of the President of the Club. Each committee shall keep written minutes, if applicable, of its meetings and present them to the Secretary at the next regular or special meeting.

## **Article VII Revenues and Finances**

**Section 1.** The fiscal year shall run from April 1 through the end of the following March.

**Section 2.** The Treasurer shall be responsible for keeping a list of names of donors and amounts contributed and any other information required by the Federal and State election laws.

**Section 3.** All disbursements from club funds shall be made by check over the signature of any two (2) of the Treasurer, President and the Vice-President, or in accordance with Federal and State election laws.

**Section 4.** Liquidation of assets of the club shall require approval of a majority of the Board of Directors.

**Section 5.** The books of the outgoing treasurer shall be subject to audit by a committee appointed by the Board of Directors at the meeting whereby elections of officers are held. The incoming treasurer shall be a member of this Committee

## **Article VIII- General Meetings**

**Section 1.** The Club shall hold a regular meeting on second Tuesday of each month. A meeting may be postponed for not more than eight (8) days upon approval of a majority of the Board.

**Section 2.** All members of the club must be informed of the location, time and general nature of business of the meeting by written or electronic notice at least five (5) days prior to the meeting.

**Section 3.** A special meeting may be called with the approval of a majority of the Board upon written or electronic notice at least (5) postal delivery days before the meeting date. The notice shall contain the date, time and place of the meeting.

**Section 4.** An agenda of all business to be conducted shall be published in the monthly Newsletter presented to each member or at regular or special meeting.

**Section 5.** A quorum for the transaction of business at regular or special meetings shall be (51%) of the total number of active members. Once a quorum for a regular special meeting has been established, it shall remain until the adjournment of that meeting.

**Section 6.** When voting on motions or in elections, at regular or special meetings, active members shall be present; proxy votes will not be accepted.

**Section 7.** Election of officers shall be by closed written ballot. All other membership votes will be by acclamation.

## **Article IX Removal**

**Section 1.** Any officer who fails to attend three (3) consecutive or any six (6) meetings (Board and regular) or fails to fulfill the obligations of his/her position, during the one (1) year term, shall be automatically removed from office.

**Section 2.** Any member of the Club may, by providing the Board with a written petition signed by 20% of the active membership, seek to expel from the Club any member for any act deemed directly contrary to the best interest of the Club. If the Board approves the petition by a 2/3 majority, and the accused member is notified by certified mail of the Board's decision at least one week prior to the next general or special meeting, and such member is allowed to appear in person to conduct a defense, the active membership present at the meeting must vote with a 2/3 majority to expel the member.

## **Article X State Conventions**

**Section 1.** Nominations for delegates to the State Convention shall be taken from the floor at least one (1) meeting prior to the State Convention. This delegate-alternate slate must be presented to the active members at a meeting prior to the State Convention for approval.

**Section 2.** The President of the Club shall automatically serve as a delegate. The election of delegates shall be held at the last meeting that is prior to the due date for the submission of club credentials to the State Credentials Committee. For this election, each active member present shall cast the number of votes equal to the number of delegate positions to be filled.

**Section 3.** The Club president shall serve as chairperson of the delegation or shall designate a person from the elected delegation to serve.

## **Article XI Parliamentary Authority**

**Section 1.** “Robert’s Rules of Order,” in its latest edition, shall govern the Club where applicable. The President may relax the formality of these rules, unless an objection is raised from the floor and passed by a majority of those active members present at the meeting.

**Section 2.** The President may appoint a Parliamentarian to serve at both the Board and regular meetings in the advisory capacity.

## **Article XII Amendments**

**Section 1.** Proposed amendments must be approved by the Board and a summary presented in writing to all active members at least five (5) days prior to the regular meeting at which they are voted on.

**Section 2.** These By-Laws may be amended by a two-thirds (2/3) majority of those active members present at a meeting.

## **Article XIII Ratification**

These By-Laws shall take effect upon adoption this 11th day of November, 2011.

## **Article XIV Severability Clause**

If any part of these by-Laws is found to be in conflict with Constitution or By-Laws of the YRNF, FFYR or the Constitution or the laws of the United States or the State of Florida, it shall not affect any other part of these By-Laws and is declared severable.