

# **BY-LAWS OF THE REPUBLICAN PARTY OF DALLAS COUNTY**

Adopted October 10, 1973  
Amended November 22, 1983  
Amended January 30, 1986  
Amended February 26, 2009  
Amended August 27, 2015  
Amended February 23, 2017  
Amended August 26th, 2021  
Amended July 27, 2023

## **ARTICLE I OFFICERS**

**Section 1.** The Officers of the Dallas County, Iowa Republican Party Central Committee shall serve at the pleasure of the County Central Committee (herein referred to as “the Central Committee” or “the Committee”) and shall discharge the duties described below:

- a. The chairman shall preside at the meetings of the Central Committee and serve as its spokesman. The chairman shall provide the leadership and direction necessary for the fulfillment of the purpose of the Central Committee, subject to the provisions of the bylaws and the concurrence of the Central Committee in matters of policy. The chairman, after consultation with the co-chairman, may establish special committees and appoint all committee members.
- b. The co-chairman shall assist the chairman in the fulfillment of his/her duties and assume those duties in the absence of the chairman.
- c. The secretary shall keep all records, including minutes of all meetings of the Central Committee and the executive committee. The secretary shall perform such other duties as may pertain to the office, and as specified in these by-laws.
- d. The treasurer shall maintain all financial records for the Central Committee and prepare and file records required by federal and state laws. No money shall be expended by the treasurer unless said expenditure has been approved by the chairman or the co-chairman in the absence of the chairman.

E. The Executive Board shall consist of the above named officers.

**Section 2.** The officers shall be elected by a majority of the present and voting members of the Central Committee at the first Central Committee meeting held in the year following a general

election for Governor or President. The officers shall serve at the pleasure of the County Central Committee. In the event of a vacancy in the office of the chairman, the co chairman shall call a meeting of the Central Committee for the election of a new chairman. In the event of a vacancy in the office of co-chairman, secretary, or treasurer, the chairman shall call a meeting of the Central Committee for the purpose of filling such vacancy. If the offices of chairman and co-chairman are both vacant, the secretary, or in his/her absence, the treasurer, shall call a special meeting of the Central Committee for the purpose of filling any vacancies. In the event that all offices are vacant or in the event of a vacancy in any one office for the period of more than 30 days, a meeting for the purpose of filling vacancies may be called by the chairman of the district executive committee.

**Section 3.** The Central Committee shall be notified at least ten days in advance of any meeting at which it is proposed to fill a vacancy in the position of chairman or co-chairman.

**Section 4.** Term: Officers elected at a general election shall assume office upon adjournment of the meeting when elected. Officers elected to fill a vacancy shall assume office immediately following their election.

## **ARTICLE II**

### **MEMBERSHIP ON COUNTY CENTRAL COMMITTEE**

**Section 1.** The County Central Committee shall be comprised of at least two persons from each voting precinct, elected at precinct caucuses or as otherwise provided by law, the Dallas County Republican Party Constitution, or these bylaws. However, any precinct which casts 300 or more votes in either the last general election for the Republican candidate for Governor or the last general election for the Republican candidate for President shall have one additional committeeperson; and if 800 or more votes were cast in the precinct for the Republican candidate in either election, the precinct shall have two additional committeepersons. The precinct committeepersons shall be registered as Republicans and residents of the precinct from which they were elected.

**Section 2.** Vacancies on the County Central Committee shall be filled by the County Central Committee. Persons wishing to fill vacancies on the Committee shall be nominated by two (2) members of the County Central Committee. Notice of a vote to fill a vacancy on the Committee shall be provided to current Central Committee members at least ten (10) days in advance of the meeting at which such vote will be taken. Persons nominated to fill vacancies on the Committee must receive a simple majority of the votes of the Central Committee members attending the meeting and voting in the election at which the vote is taken, assuming a quorum of Central Committee members is present at such meeting. If elected, such persons shall serve until the next biennial precinct caucuses or until his or her successor is elected and qualified, unless the member is sooner removed by the County Central Committee for inattention to duty, incompetence, or failure to support the ticket nominated by the Party.

**Section 3.** The County Central Committee may appoint up to ten (10) persons to serve as at-large members of the Committee. However, in no case shall the appointment of at-large Committee members result in any precinct having more than two committee persons in addition

to the number of committee persons the precinct would be entitled to in accordance with the above provisions. Persons wishing to be appointed as at-large members of the Committee shall be nominated by two (2) members of the County Central Committee. Notice of a vote to appoint one or more at-large members to the Committee shall be provided to current Central Committee members at least ten (10) days in advance of the meeting at which such vote will be taken. Persons nominated to be appointed as at-large members of the Committee must receive a simple majority of the votes of the Central Committee members attending the meeting and voting in the election at which the vote is taken, assuming a quorum of Central Committee members is present at such meeting. If elected, such persons shall serve until the next biennial precinct caucuses, unless the member is sooner removed by the County Central Committee for inattention to duty, incompetence, or failure to support the ticket nominated by the Party.

### **ARTICLE III** **COMMITTEES**

**Section 1.** The standing committees of the Central Committee may be empowered by the Central Committee, and in appropriate circumstances by the chairman, after consultation with the co-chairman, to make a determination, make recommendations, or implement action consistent with the purposes and the policies of the Central Committee.

The standing committees are:

- a. The Fundraising/Events Committee, which shall plan and implement fundraising activities, and identify event speakers;
- b. The Ground Game Committee, which shall be responsible for developing the precinct organization, identifying voters, organizing parades, event booths, and similar voter awareness events, and develop and implement plans to increase the Republican vote in Dallas County;
- c. The Communications Committee, will develop news/information content and coordinate media channels to publicize Republican activities.
- d. The Candidate Recruitment Committee, will work to identify and encourage Republican candidates for local offices throughout Dallas County including non-partisan city council and school board elections.
- e. The Caucus to Convention Committee, will organize the biannual Dallas County precinct caucus events by securing precinct locations, host the biannual Dallas County Convention, and assist in the election of District Convention delegates.
- f. The Platform Committee, will gather suggested platform planks from the biannual Republican precinct caucus, meet to discuss and decide which plank suggestions should be incorporated into the official Dallas County Platform document, and present recommended changes to biannual Dallas County Convention for vote.
- g. The Precinct Development committee, will recruit new members, develop intra-committee membership infrastructure,

h. Get-Out-The-Vote (GOTV) Committee, will coordinate door-knocking, phone banking, sign distribution and all other GOTV related activities for all elections;

The above list of tasks is not exhaustive, and after consultation with the Chair, committees may be tasked with other duties as assigned.

**Section 2.** Special committees may be established for a specified time by the Central Committee or the chairman, after consultation with the co-chairman, to perform specific tasks.

**Section 3.** Committee chairmen shall be appointed and removed by the Central Committee chairman, after consultation with the co-chairman.

**Section 4.** The chairman and co-chairman shall be ex officio members of all standing and special committees.

## **ARTICLE IV** **MEETINGS**

**Section 1.** Regular meetings of the Central Committee shall be held at least semi-annually and be called by the chairman or co-chairman or thirty percent (30%) of the duly elected and serving members of the County Central Committee. A serving member is defined as having met or exceeded the minimum performance requirements stated in Article VII,

**Section 2.** Meetings shall be convened on written calls of the chairman, co-chairman, or thirty percent (30%) of the duly elected and serving members of the County Central Committee.

**Section 3.** Notice of each meeting shall be provided by U.S. mail, electronic mail, or similar means to each Central Committee member prior to the meeting date.

**Section 4.** Unless otherwise indicated in the Constitution or these by-laws, a quorum for the conduct of business shall consist of thirty percent (30%) or more of the duly elected and serving members of the Central Committee. There shall be no absentee or proxy voting on any matter considered by the Central Committee.

**Section 5.** Robert's Rules of Order Revised shall prevail at all meetings of the Committee except as shall be altered by the Code of Iowa, the Republican Party Constitution, or by the Constitution or by-laws of this Committee.

## **ARTICLE V** **PROPERTY RECORDS AND PERSONAL RESPONSIBILITY**

**Section 1.** All records and property purchased or acquired by the Committee or any of its employees in connection with the conduct of the affairs of the Committee shall be the property of the Committee. At the completion of their term, all Committee members shall return any property in their possession belonging to the Committee to the Committee Chair.

**Section 2.** Contracts – checks – loans – deposits–debit cards –Iowa Ethics Commission reporting – audit

- a. Contracts – The Committee may authorize the chairman or treasurer to enter into any contract or execute and deliver any instrument in the name of and on behalf of said Committee.
  - b. Loans – No loans shall be contracted on behalf of the Committee and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of said Committee. No credit card may be issued in the name of the Central Committee.
  - c. Checks, drafts, etc. – All checks, drafts, or other orders for the payment of money, notes, or other evidence of indebtedness issued in the name of the Committee shall be signed by the treasurer of the committee or his or her designee and in such manner as may be determined by resolution of the Committee. Reimbursement checks payable to any officer with check writing privileges shall not be signed by that same officer.
  - d. Deposits – All funds under the control of the Committee shall be deposited to the credit of said Committee in such banks, trust companies, savings and loan associations, or other depositories as the Committee may select. All funds of the Central Committee shall be segregated from any personal funds of the officers, members, or associates of the Central Committee.
  - e. Debit Cards–A debit card may be issued to the chairman and/or treasurer for the payment of expenses incurred in the name of the Central Committee from the Committee financial account funds.
  - f. Iowa Ethics Commission Reporting – The Treasurer shall make all required financial transaction entries to the Iowa Ethics Commission online database (IECDB) and balance the monthly bank statement(s) to the summary total of the IECDB on a periodic basis.
- The Treasurer shall file an annual report with the Iowa Ethics Commission by the required date in a non-election year and required quarterly reports in an election year.
- g. Audit – Upon a change in the Central Committee Chairman or Treasurer position, an audit should be undertaken to determine if financial accounts and reporting are up-to-date and correct. The new Chairman will designate the person to perform the audit and the results will be presented to the Central Committee.

At least two Central Committee members who are familiar with Iowa Ethics

Commission reporting and have experience with IEC reporting should be designated by the chairman to review that annual/quarterly reports are in balance with the bank statement(s) each time a report is filed and report results to the Central Committee.

If two qualified Central Committee members are not available, one of them may be substituted with a past committee member from Dallas County, or an adjacent county providing they have, in the opinion of the executive board, sufficient experience with the IECDB reporting system.

**Section 3.** No member of the Central Committee shall be liable personally for any obligations of the Central Committee, except that each individual is responsible personally for the prompt transmittal of funds collected by him or her to the treasurer, and for the accurate accounting as to funds and property in his or her custody on behalf of the Committee.

## **ARTICLE VI**

### **MINIMUM PERFORMANCE**

**Section 1.** Minimum performance by Central Committee members includes attending at least half of the meetings held by the Central Committee; organization of precinct caucuses; cooperation with Central Committee fundraising activities in his or her precinct; cooperation with organizational activities in his or her precinct, such as county registration or canvass activities; organization of election day activities in his or her precinct; and active support of the candidates of the Republican Party.

**Section 2.** Any member of the Central Committee who misses three consecutive meetings of the Central Committee, or does not reside in the precinct that he or she was elected to represent, or has a voter registration other than Republican may, at the discretion of the Executive Committee, be deemed to have submitted his or her resignation as a committeeperson. The chairman shall notify the member of such deemed resignation. At the next meeting of the Central Committee following his or her deemed resignation, the member may petition the Central Committee for reinstatement, which the Central Committee may grant by majority vote of those present and voting. In the absence of reinstatement, the Central Committee may proceed to fill the vacancy as provided by these by-laws.

**Section 3.** A member of the Central Committee may be removed by a majority vote of the Central Committee if the member fails to properly carry out his or her duties. Notice of the removal motion must be given to said member before the meeting at which the removal action will be considered. The member shall be given an opportunity to be heard when the removal question is before the Central Committee.

## **ARTICLE VII**

### **CONFLICT WITH STATUTES**

No provision hereof shall supersede or abrogate any of the provisions of the statutes of the State of Iowa, the Constitution of the Republican Party of Iowa, or the rules of the Republican National Convention which are in conflict herewith.

## **ARTICLE VIII**

### **REPRESENTATION ON CONGRESSIONAL EXECUTIVE COMMITTEE**

Consistent with the Republican Party of Iowa's determination, the Central Committee, shall, at the first meeting following the County Caucuses shall elect the allotted amount of representatives to the Congressional District Executive Committee (DEC). These members shall be elected by a majority of those members present and voting, assuming a quorum exists. The DEC member(s) shall serve for a two year term. If at any time, a member ceases to be a member of the Central committee, their appointment to the DEC shall be revoked, and an election shall occur at the next meeting of the Central Committee.

## **ARTICLE IX**

### **AMENDMENTS TO BY-LAWS**

These by-laws may be amended by a two-thirds vote of the members of the Central Committee present and voting at any meeting of the County Committee at which a quorum exists. Written notice and a full copy of the proposed amendment shall be forwarded to the members of the committee at least ten (10) days before the meeting at which said amendment is to be presented for consideration and vote.

NOTE: A copy of these By-Laws, as amended in 1983 and 1986 was filed with the county and state commissioners of election on May 30, 1989.

NOTE: A copy of these By-Laws, as amended in 2009, was filed with the county and state commissioners of election on April 20, 2010.

NOTE: A copy of these By-Laws, as amended in 2015, was filed with the county and state commissioners of election on November 17, 2015.

NOTE: A copy of these By-Laws, as amended in 2017, was filed with the county and state commissioners of election on April 7, 2017.

NOTE: A copy of these By-Laws, as amended in 2021, was filed with the county and state commissioners of election on July XX, 2021.