

## **Alexandria Young Republicans Bylaws**

(as last revised/approved by the membership on 1/3/05)

### **Article I. Name**

The name of the organization shall be the Alexandria Young Republicans Club (“Club”).

### **Article II. Objectives**

The objectives of the Club shall be:

1. To develop and maintain an active Young Republican Club in the city of Alexandria, Virginia;
2. To bring young people into the Republican Party, provide training in the political process, and provide a practical means by which they may contribute to the development and betterment of the Party through service to the United States of America, the Commonwealth of Virginia, and its political subdivisions;
3. To support the principles and objectives of the Republican Party of Virginia;
4. To work for the election of all duly-nominated Republican candidates for political offices that represent the city of Alexandria, Virginia, and the immediate vicinity;
5. To provide a club where young people with similar political interests can meet, network, and participate in social activities together.

### **Article III. Membership**

Section 1: Active Member. Any person who is at least eighteen years of age but not over forty years of age, has a home mailing address of “Alexandria,” supports the Republican Party, and pays the annual Active Member dues, is eligible for Active Membership in the Club.

Section 2: Associate Member. Any person not meeting the requirements of an Active Member, or anyone who is a member of another Young Republicans club, and pays the annual Associate Member dues, is eligible for Associate Membership in the Club. Associate Members can participate in all Club activities except that they can not hold office nor participate in voting for Club officers.

Section 3: Honorary Member. Honorary Members shall be those persons designated by a two-thirds vote of those members present at any Regular meeting of the Club. Honorary Members can participate in all Club activities except that they can not vote or hold office. The purpose of Honorary Membership is purely symbolic and in no way confers any privileges or benefits to the honoree. No dues are required for Honorary Membership.

Section 4: Annual Dues. Annual dues maintain an individual’s membership for at least twelve months from the month the dues were received. Annual dues maintain an individual’s membership for twelve months, but membership does not expire until the end of the last month of the quarter (March, June, September, or December) in which they were originally received. Active Member annual dues are \$15 and Associate Member annual dues are \$10.

Section 5: Expulsion. The membership may, by a three-fourths vote of those present at a Regular meeting, expel from the Club any member for any act or conduct deemed unfriendly or hostile to the best interests of the Club; provided that the Executive Committee has reviewed such proposed action and has made a consensus recommendation to expel, and that such member has been notified of the recommendation of the Executive Committee at least one week prior to the meeting, and that such member has had the right to present a defense, either by himself or through a representative. Notice of the charges against a member and recommendation of the Executive Committee must be included in the call of the meeting, and must be sent to the membership at least two days prior to the beginning of the meeting.

### **Article IV. Officers**

Section 1: Designation. Club officers voted in by the membership shall be Chairman (“Chairman”), Vice Chairman, Treasurer, and Secretary. The term is for one year, but officers shall hold office until successors are elected and take office. No officer may serve more than two consecutive full terms in the same office. Officers who fill a vacancy during the year are not considered to have held a full term. Officers shall serve without compensation and must be Active Members.

Section 2: Vacancies. A vacancy in an elective office shall be filled by an election by the membership at the next Regular meeting if more than six months of the unexpired term remain. If fewer than six months remain, the vacancy shall be appointed by the Chairman, with the consent of the Executive Committee.

#### **Article V. Election of Officers**

Section 1: Eligibility of Candidates. Any Active Member is eligible to run for office. Candidates can nominate themselves or be nominated by other Club members. Self-nominated candidates do not need their nominations seconded. Declaration of Intent to run for a specific office must be received by the Elections Committee Chairman in writing no later than midnight on the day of the Regular meeting in December. Any item that is time-stamped and is able to be printed qualifies as a submission in writing.

Section 2: Nominations of Candidates. Formal calls for nominations shall be made at the Regular meetings in November and December. Elections shall be held at the Regular meeting in January. The Elections Committee shall present the list of candidates and the candidates shall be given a chance to speak if desired. Any candidate(s) running unopposed may be confirmed by acclamation prior to the call to vote in any contested race(s).

Section 3: Voting for Candidates. Voting shall be done by secret ballot in contested races; there shall be one ballot that includes all contested races. Candidates must receive a plurality of the vote to be elected. Members must be present to cast a vote during the election; no proxies and no write-in votes shall be allowed. If there is a tie, run-offs shall occur between those candidates who received the same highest number of votes until one candidate has received a plurality. If quorum requirement for the meeting is met, then the election is valid and newly elected officers’ terms shall commence immediately after the Regular meeting at which they are elected is adjourned. If a quorum is not present, then current officers remain in office until a valid election and the election shall be the first item on agenda of the Regular meeting in February.

#### **Article VI. Elections Committee**

Section 1: Eligibility of Committee Chairman. Any Club member who is not a candidate for office is eligible to be Elections Committee Chairman (“Committee Chairman”). The Committee Chairman shall be appointed by the Chairman, with the consent of the Executive Committee, prior to the end of the Regular meeting in October and shall not formally support or oppose any candidate while conducting their official duties.

Section 2: Duties of Committee Chairman. The Committee Chairman shall ensure the distribution of the following information via the AYR listserv and Web site [if the current Chairman is a candidate for office, the distributed information must be clearly identified as being from the Committee Chairman]: a) no later than two weeks after the Regular meeting in November, distribute to members the nomination rules, the officer position descriptions, the formal opening of nominations, and the deadline for nominations; b) no later than two weeks after the Regular meeting in December, distribute to members collective information about all candidates, as determined by the Elections Committee; c) no later than 48 hours before the Regular meeting in January, distribute to members the election rules and the official list of candidates for each office; and, d) no later than 48 hours after the elections, distribute to the members the winners of the elections. The Committee Chairman shall maintain the list of current Active Members at midnight on the day of the Regular meeting in December as those eligible to vote in elections at the Regular meeting in January; preside over the Regular meeting in January once the Chairman calls for elections as the last item at that meeting and until the election results are announced; preside over the elections and the counting of votes; and, announce the winners before the end of that meeting.

Section 3: Eligibility of Committee Members. Any Club member who is not a candidate for office is eligible to be a committee member. Committee members shall be appointed by the Committee Chairman, with the consent

of the Executive Committee, no later than two weeks after the Regular meeting in October and shall not formally support or oppose any candidate while conducting their official duties.

Section 4: Duties of Committee Members. Committee members shall approve rules for the elections to be held at the Regular meeting in January, support and assist the Committee Chairman during the elections at the Regular meeting in January, and perform such other duties as designated by the Committee Chairman.

## **Article VII. Responsibilities and Duties of Officers**

Section 1: Chairman. The Chairman shall preside at all meetings of the Club and Executive Committee; appoint committee/task force chairmen, committee/task force members, and other non-elected officers as deemed necessary; supervise the activities of the Club; approve official Club correspondence, and perform all other duties incidental to the office.

Section 2: Vice Chairman. The Vice Chairman shall, in the absence of the Chairman, perform the duties of the Chairman and perform such other duties as designated by the Chairman.

Section 3: Treasurer. The Treasurer shall collect and pay out all Club funds as directed by the Executive Committee. The Treasurer shall deposit such funds in a depository designated by the Executive Committee and shall keep accounts thereof open at all times to inspection. The Treasurer shall render accounts of the transactions and of the financial condition of the Club at each monthly meeting and submit an annual written report at the January meeting.

Section 4: Secretary. The Secretary shall be responsible for taking minutes at all Club meetings and perform other administrative duties as assigned by the Chairman.

## **Article VIII. Executive Committee**

Section 1: Duties. The Executive Committee shall consist of the elected officers of the Club and shall be responsible for the management of Club activities, subject to the approval of the membership. Chairs of committees/task forces or other appointed officers shall also be included in Executive Committee meetings when the agenda involves activities under their purview.

Section 2: Meetings. Executive Committee meetings shall be held at such times and places as the Chairman decides. Each Executive Committee member shall receive at least two days notice from the Chairman unless said notice is waived by a majority of the Executive Committee members.

Section 3: Quorum. A quorum shall consist of a majority of the Executive Committee members.

Section 4: Attendance. Any member of the Executive Committee who misses three consecutive Executive Committee or Regular meetings, and does not show cause within two weeks, shall be considered to have resigned from his or her office.

## **Article IX. Meetings**

Section 1: Regular Meetings. Meetings shall be held the first Monday of every month at 7:30 PM at a suitable location in Alexandria. The location of the meetings shall be chosen by the Executive Committee and announced to the general membership at least two days in advance of the meeting.

Section 2: Special Meetings. Other meetings of the Club shall be called by the Chairman or by signed petition of twenty percent of the Active Members. Notice must be given to the membership at least one week in advance of such a special meeting. The notice shall contain a summary of the matters to be considered and only such matters shall be discussed. Special meetings shall be conducted only if the matters to be discussed require timely resolution and can not wait for the next regular meeting.

Section 3: Quorum. A quorum shall consist of twenty percent of the Active Members.

Section 4: Agendas. Agendas shall be distributed at least two days prior to all meetings. Except for items requiring formal notification as noted in these bylaws, changes can be made and a final agenda distributed at the start of the meeting, when necessary.

Section 5: Parliamentary Authority. Robert's Rules of Order, Newly Revised, shall be the parliamentary authority for the Club.

## **Article X. Candidate Endorsement**

Section 1: Endorsement. Neither the Club, nor the Executive Committee, nor any officers in their official capacities, shall formally endorse or oppose the candidacy of any Republican in a primary election.

Section 2: Penalty. Violation of this article shall constitute grounds for a vote for removal from office by the membership following the notification and voting procedures of Article III, Section 5.

#### **Article XI. State Affiliation**

Section 1: Affiliation. The Club is a member of the Young Republican Federation of Virginia (YRFV) and shall be subject to the YRFV bylaws.

Section 2: Convention. A YRFV convention is held annually. Any Active Member is eligible to attend the YRFV convention and vote, but the YRFV bylaws limit the total number of votes by congressional district. [See the YRFV bylaws for details.]

#### **Article XII. Amendments and Bylaws**

Section 1: Submission. A proposed amendment to these bylaws shall be submitted in writing to the Secretary at any Regular meeting to be presented to the members. It shall be placed as an agenda item for the next Regular meeting and voted upon at that time.

Section 2: Notice. At least two days prior to the next Regular meeting following submission, a draft of the proposed amendment shall be distributed to the membership along with notice that it will be voted upon at that meeting.

Section 3: Vote. An amendment to these bylaws shall pass if receiving two-thirds vote of those Active Members at the Regular meeting following its submission.