



By-laws of the Livingston County Republican Party

Article I – Name and Purpose

Section 1.1 – Name:

The organization shall be known as the Livingston County Republican Party (LCRP).

Section 1.2 – Mission Statement:

The Livingston County Republican Party will perform activities promoting Republican values and the Republican Party Platform or statement of Republican values (as defined in Section 1.4), support Republican candidates and assist Republican elected officials in representing Livingston County.

Section 1.3 – Authority:

The LCRP shall conduct its business according to the laws of the State of Michigan and the bylaws of the Michigan Republican Party (MRP) and the LCRP.

Section 1.4 – Platform: The LCRP Executive Committee may review the platform of the Republican National Committee (RNC) and vote whether to support it in whole or in part. Alternatively, the LCRP Executive Committee may adopt a Statement of Values expressing the LCRP's core values.

Article II – Membership

Section 2.1 – Purpose:

To support the mission of this organization, donations, sponsorships, and annual memberships in the LCRP will be made available, at a price and in a manner to be determined by the Executive Committee. Donations are contributions to the LCRP for non-specified purposes; sponsorships are funds payable to the LCRP to host a table or other fundraising function; and annual memberships are recurring donations, whether monthly or yearly, in support of the LCRP and its mission.

Section 2.2 – Membership

Membership in the LCRP does not authorize nor does it imply any individual has the authority to speak on behalf of, represent or act on behalf the LCRP unless they receive express consent from the LCRP Chair. This includes, but is not limited to, all social media, electronic communications, print communications, websites, airwave media, or print media. Any individual member who is given express authority to speak on behalf of, represent or act on behalf of the LCRP that authority shall expire January 1 of the first odd numbered year after the authority was granted.

Section 2.3 – Membership Denial:

The LCRP has the right to deny the membership of any individual who submits an application by a majority vote of the party officers and three-fifths (3/5) of the Executive Committee members present. Any vote to deny membership must be taken at a regularly scheduled Executive Committee meeting or at a Special Meeting as described in Section 5.5; however, can be done in a closed session with only voting Executive Committee members present.

Section 2.4 – Membership Revocation:

Any member may be removed from the LCRP if a majority of the officers and three-fifths (3/5) of the Executive Committee members present vote for removal from the LCRP for any reason. Any vote to deny membership must be taken at a regularly scheduled Executive Committee meeting or at a Special Meeting as described in Section 5.5; however, can be done in a closed session with only voting Executive Committee members present.

Article III – County Conventions

Section 3.1 – Scheduling and Business:

The Chair of the LCRP shall schedule and conduct County Conventions in accordance with directives from the MRP and applicable state law. When convention business includes election of representatives to state convention, the Chair shall form a nominating committee not less than 60 days prior to the convention. The nominating committee shall recommend the manner of delegate selection (ballot, slate, floor nominations, etc.), which shall be in keeping with standard Roberts' Rules of Order, Newly Revised, no later than the regularly scheduled Executive Committee meeting immediately prior to the convention. The manner of delegate selection shall be approved by the Executive Committee as a whole. Any vetting process for delegate candidates shall also be approved by the Executive Committee.

Section 3.2 – Convention Rules

The LCRP shall publish the proposed convention rules on the LCRP website at least six (6) weeks prior to the convention. LCRP recommended rules shall include using a secret ballot for delegate selection.

Section 3.3 – Eligible Voters:

Precinct Delegates, the Statutory Members of the Executive Committee, and approved At-Large Delegates may vote on Convention business.

Section 3.4 – Candidates as Convention Delegates (At-Large):

Per MRP by-laws all incumbent members of the state legislature and the Michigan Congressional Delegation shall be entitled to attend a county or district convention as delegates at-large of the county or district convention where such legislator resides. The most recent person nominated as a Republican candidate from state legislature or county office shall also be a delegate at-large to the county or district convention where such nominee resides. In addition to the proportionate number of delegates allocated to each county or district to be elected to attend a State Convention, all incumbent members of the state

legislature and the Michigan Congressional Delegation shall be entitled to attend a State Convention as delegates atlarge of the congressional district in which he or she resides.

Section 3.5 – Precinct Delegates:

Vacant Precinct Delegate positions may be filled from a list of activists and supporters nominated by Executive Committee members at the preceding Executive Committee meeting. Additional nominations may be offered in writing by others, provided such candidate names and addresses are provided and published to members of the Executive Committee no less than two (2) weeks prior to the County Convention. Such nominees may be elected by a majority vote of eligible Delegates at the conclusion of that County Convention (newly elected Precinct Delegates may not vote on Convention business in the Convention in which they are elected).

Article IV – Executive Committee

Section 4.1 – Purpose:

An Executive Committee of the LCRP shall be established as provided by these by-laws.

Section 4.2 – Duties:

The duties of the Executive Committee shall be to establish general policy to conduct the affairs of the LCRP in keeping with its mission statement and Party Platform or Statement of Values as adopted in Article 1. The Executive Committee shall foster, promote, recognize and aid organizations in Livingston County and cooperate with other Republican organizations. Delegate-Appointed members shall volunteer to serve on at least one (1) special committee, volunteer at least one (1) fundraising dinner, and shall assist in promoting ticket sales to the LCRP's fundraising dinners.

Section 4.3 – Term:

The term of office of a county Executive Committee commences at the adjournment of the post-election County Convention and terminates at the adjournment of the next even numbered year post-election County Convention.

Section 4.4 – Membership:

The membership of the Executive Committee shall consist of an equal number of Statutory Members and Delegate-Appointed Members as prescribed by the MRP by-laws. Statutory Members shall be the persons nominated as Republican candidates for the following offices in the last election: County Clerk, Treasurer, Sheriff, Register of Deeds, Drain Commissioner, County Commissioners, Prosecutor, State Representative(s), and State Senator(s). Vacancies will be filled by the new nominee for the office vacated. Statutory Members will be a paid member of the LCRP in good standing.

When a new nomination is made for an office, the new nominee shall replace the former nominee as a member of the Executive Committee. If a vacancy occurs in the position of a

nominee member of the Executive Committee, the vacancy may only be filled by the person who is the new nominee for the office in question.

Candidate and Election Support - Statutory Members, Republican candidates and members running in non-partisan races in good standing as of July 31st will be eligible for candidate support from the LCRP.

Delegate-Appointed Members are equal in number to the Statutory Members. Delegate-Appointed Members must be paid members of the LCRP by August 31st of the year of the Convention or have made a donation(s) or sponsorship(s) in an amount equal to or exceeding \$500 by August 31st of the year of the Convention. Delegate-Appointed members must also be registered voters and have their primary residence in Livingston County.

Delegate-Appointed members are elected at the fall county convention held in even-numbered years, in the manner specified by the MRP and in keeping with these by-laws, applicable state laws, and accepted parliamentary procedures. The LCRP Chair shall form a nominating committee not less than 60 days prior to the convention. The nominating committee shall recommend the manner of Executive Committee nominations (ballot, slate, floor nominations, etc.), which shall be in keeping with standard Roberts' Rules of Order, Newly Revised, no later than the regularly scheduled Executive Committee meeting prior to the convention. The manner of candidate selection shall be approved by the Executive Committee as a whole. Any vetting process for Delegate-Appointed members shall also be approved by the Executive Committee.

Ex-Officio Members – Past Chairs of the LCRP in good standing shall be named Ex-Officio Members of the Executive Committee. Ex-Officio members shall have a vote in all local matters pertaining to LCRP business. For issues related to MRP business, only duly elected Delegate-Appointed and Statutory members of the Executive Committee shall have a vote. Ex-Officio members shall be sent notice of Executive Committee meetings in the same manner as regular members of the Executive Committee.

Section 4.5 – Delegate-Appointed Attendance:

Any Delegate-Appointed member who is absent at three (3) meetings of the Executive Committee in a calendar year shall be considered to have resigned from the committee and his or her position on the committee shall be filled as provided in Section 4.6.

Section 4.6 – Delegate-Appointed Member Vacancy:

If a vacancy occurs, it shall be announced at a regularly scheduled meeting of the Executive Committee and an election to fill the vacancy shall be placed on the agenda for the next regularly scheduled meeting. Individuals nominated to fill a vacant Delegate-Appointed position must be a paid member of the LCRP by the first day of the month prior to the announcement of the vacancy, a registered voter and have their primary residence in Livingston County.

Section 4.7 – Filling County Office Vacancies:

The Executive Committee shall nominate candidates to fill vacancies that occur in county wide offices, township offices, city offices, or any other office (including state legislative or

congressional offices where the Executive Committee picks the nominee), the electoral district of which is entirely within the boundaries of the county. If the office to be filled is comprised of more than one county or parts of more than one county, the Executive Committee of such counties shall nominate candidates to fill these vacancies. Only duly elected Delegate-Appointed and Statutory members of the Executive Committee may vote for candidate nominations.

Article V – Executive Committee Meetings

Section 5.1 – Meetings:

Regular meetings of the Executive Committee shall be held as frequently as required to carry out its duties at times and places to be determined by the LCRP Chair, except that the Executive Committee shall meet at least six (6) times each calendar year.

Section 5.2 – Quorum:

A quorum for all meetings of the Executive Committee shall be one third (1/3) of the voting membership of the Executive Committee represented in person as provided in Section 5.3. This section does not apply to election of officers as provided by state statute.

Section 5.3 – Proxies:

Voting by proxy shall not be permitted for any official LCRP business.

Section 5.4 – Meeting Notices:

The Secretary shall provide ten (10) day's notice of each meeting time and place to all members of the Executive Committee, by email to the last e-mail address provided to the Secretary.

Section 5.5 – Special Meetings:

Special meetings of the Executive Committee, not subject to the requirements of Section 5.4, may be called by the LCRP Chair if requested by fifteen (15) Executive Committee members. No less than 24-hour notice of such meeting must be provided to the full LCRP Executive Committee.

Article VI – Executive Committee Officers

Section 6.1 – Offices:

The officers of the Executive Committee shall be a Chair, Vice-Chair, Secretary, Treasurer, Youth Vice-Chair and other such officers as may be deemed necessary by the Chair, with the approval of the Executive Committee by majority vote of the members present. These officers need not be members of the Executive Committee, but must meet the eligibility requirements for Delegate-Appointed Members. Officers that were not duly elected Executive Committee members shall have a vote on the Executive Committee in all local matters pertaining to LCRP business, except elections or removal of officers. For issues related to MRP business,

only duly elected Delegate Appointed and Statutory members of the Executive Committee shall have a vote. The Youth-Vice Chair shall be 25 years of age or younger at the time of the election.

Section 6.2 – Election of Officers:

The Chair, Vice-Chair, Secretary, Treasurer, and Youth Vice-Chair shall be elected by the Executive Committee within 30 days following the Fall County Convention held in even numbered years. The LCRP Chair shall appoint a Deputy Treasurer with the approval of the Executive Committee. The term of office for LCRP Chair, Vice-Chair, Secretary, Treasurer, and Youth Vice-Chair shall be for two (2) years commencing January 1 of odd numbered years. The term of office of such other offices as may be deemed necessary and election to those offices shall be determined by the Executive Committee by a majority vote of the members present.

Section 6.3 – Vacancies:

If a vacancy occurs in any office, that position will be filled by election at a meeting of the Executive Committee. If a vacancy occurs in the office of the Chair, the powers and duties of the Chair shall be assumed immediately and automatically by the Vice-Chair until a new Chair is elected by the Executive Committee (by a majority vote of the members present). If a vacancy occurs in the office of the Treasurer or Secretary, the Chair may appoint an interim officer until a new officer can be elected by the Executive Committee (by a majority vote of members present at a regularly scheduled meeting).

Section 6.4 – Removal:

Any officer may be removed by a three-fifths (3/5) vote of the Executive Committee for any reason. Any vote to remove an officer must be taken at a regularly scheduled Executive Committee meeting or at a Special Meeting as described in Section 5.5.

Section 6.5 – Restricted Activities:

Officers shall not grant an endorsement of a candidate in a Republican primary election in conjunction with their title, unless it is a race that is voted on state-wide. Officers shall reveal to the Executive Committee any political involvement including, but not limited to, work done – either voluntary or paid – on behalf of a candidate for local, state or federal office where a primary for that position appears on the August primary ballot in Livingston County. Officers shall reveal to the Executive Committee any political involvement including, but not limited to, work done – either voluntary or paid – on behalf of a candidate for local, state or federal office where the Republican Party candidate for that position is selected at a nominating convention held by the MRP. Officers shall inform the Executive Committee of any decision to run for public office or form an exploratory committee to run for public office during their tenure. The Executive Committee may, by a three-fifths (3/5) vote of the Executive Committee, ask the officers to take a leave of absence, or ask for the officer's resignation if the Executive Committee feels the campaign will create a conflict of interest or otherwise impinge on the officer's ability to perform his/her duties.

Section 6.6 – Authority of the Officers:

Any authority granted to the Chair, Vice-Chair, Treasurer, Secretary, Youth Vice-Chair and Deputy Treasurer shall only be for two (2) years commencing January 1 of odd numbered years. Upon the end of their term, their resignation or their removal all authority granted to the Chair, Vice-Chair, Treasurer, Secretary, Youth Vice-Chair and Deputy Treasurer under these by-laws shall end.

Article VII – Duties of Officers

Section 7.1 – Chair:

The duties of the LCRP Chair shall include, but not be limited to, the following: The LCRP Chair shall set the agenda and preside at all meetings of the Executive Committee. Shall appoint and remove all committee chairs and committee members. The LCRP Chair shall be an ex-officio member of all LCRP special committees. The LCRP Chair shall direct the day-to-day administration of the LCRP. The LCRP Chairperson shall propose an annual budget for review and approval to the Finance Committee prior to the February meeting of the Executive Committee. The LCRP Chair shall not authorize a contract for a time past the end of the Chair's term in office, without the affirmative approval of the Finance Committee. The LCRP Chair shall not expend more than \$500 on an un-budgeted item without the affirmative approval of the Finance Committee. The LCRP Chair shall keep the Executive Committee informed of Republican Party programs and activities and shall act as official spokesperson for the LCRP and may delegate such responsibility if desired. The LCRP Chair shall assign to other officers, committees, and members such duties as may be necessary. Upon leaving office, the LCRP Chair shall turn over to the successor all funds, books, accounts, files, letters, records, papers and other property pertaining to or associated with the affairs of the LCRP.

Section 7.2 – Vice-Chair:

The Vice-Chair shall preside at meetings of the Executive Committee in the absence of the LCRP Chair, or at the request of the LCRP Chair. The Vice-Chair shall perform the duties assigned by the Chair. In the event the Chair is unable to act, the powers and duties of the LCRP Chair shall be exercised by the Vice-Chair until such disability be removed or until the LCRP Chair shall again take up the duties of the office. In addition, the Vice-Chair shall be an ex-officio member of all committees of the Executive Committee.

Upon leaving office, the Vice-Chair shall turn over to the successor all funds, books, accounts, files, letters, records, papers and other property pertaining to or associated with the affairs of the LCRP.

Section 7.3 – Secretary:

The Secretary shall perform the duties normally incident to the office of Secretary and keep a permanent record of the minutes and the attendance at all the Executive Committee meetings, make these records available for inspection and copying by any member of the Executive Committee; furnish a copy of the minutes of the most recent meeting to any

member of the Executive Committee; and to see that all notices are duly given in accordance with these bylaws.

The Secretary shall keep a list of all special committees formed by the LCRP Chair and a list of the committee members appointed by the LCRP Chair.

Upon leaving office, the Secretary shall turn over to the successor all funds, books, accounts, files, letters, records, papers and other property pertaining to or associated with the affairs of the LCRP.

Section 7.4 – Treasurer:

The Treasurer shall have the care and custody of all moneys paid to the LCRP and deposit such funds in the name of the LCRP in a bank designated by the Executive Committee and shall pay all bills charged to the LCRP as authorized by the Executive Committee. The Treasurer shall be responsible for the proper and timely filing of all financial reports required by law, including but not limited to campaign finance reports.

The Treasurer shall keep an accurate account, in permanent record, of all receipts and disbursements of funds, using proper and orderly methods of keeping records; and said records, upon reasonable request, shall be open to inspection and examination by any member of the Executive Committee. The Treasurer shall render monthly and year to date statement of the revenues, expenditures, outstanding obligations, and cash balances of the LCRP, and submit such reports at each regular Executive Committee meeting.

Upon leaving office, the Treasurer shall turn over to the successor all funds, books, account, files, letters, records, papers and other property pertaining to or associated with the affairs of the LCRP.

Section 7.5 – Youth Vice-Chair:

The Youth Vice-Chair shall be responsible for organizing the LCRP Teenage Republican Club and associated chapters; and for carrying out other such duties as shall be assigned by the Chair.

Section 7.6 – Deputy Treasurer:

The Deputy Treasurer shall assume the powers and duties of the Treasurer, as defined in Section 7.4, during the absence or inability of the Treasurer.

Article VIII –Committees

Section 8.1 – Finance Committee:

There shall be a Finance Committee, which shall consist of the Committee Chair (appointed by the LCRP Chair), the Treasurer, the Deputy Treasurer, the County Chair, and at least three (3) other persons to be appointed by the LCRP Chair with the approval of the Executive Committee. The LCRP Chair may appoint herself to serve as the Finance Committee Chair.

The Finance Committee shall review and approve, or modify by majority vote, the proposed annual budget, which shall be submitted by the LCRP Chair. The Finance Committee shall

submit the reviewed and recommended budget summary by the March meeting of the Executive Committee for review and approval.

As defined, the Committee Chair will also serve as the Committee Secretary to record all motions, votes, and changes to the proposed budget and to compile a final version of the budget. The Committee Chair submit to the LCRP Secretary the minutes of each committee meeting for the official record.

The Finance Committee shall be responsible for all major fundraisers hosted by the LCRP, including any annual Lincoln Day dinners and/or annual Reagan Day Dinners.

The Finance Committee shall meet at least once every other month.

The Finance Committee may recommend such changes and alterations in the budget as are necessary. Recommendations of the Finance Committee with reference to the budget shall be presented to the Executive Committee for approval at the next Executive Committee meeting.

Section 8.2 – Elections Committee:

There shall be an elections committee, which shall consist of the Committee Chair (appointed by the LCRP Chair) and at least four (4) other persons to be appointed by the County Chair with the approval of the Executive Committee.

Every effort shall be made to have one resident from each and any state legislative district that occupies any portion of Livingston County appointed to the Elections Committee.

The Committee Chair shall submit to the LCRP Secretary a summary of each committee meeting for the official record.

The Elections Committee shall be charged with evaluating and making recommendations to the LCRP Executive Committee and the LCRP Officers on potential candidate endorsements for local and state level races.

Section 8.3 – Other Committees:

Other committees shall be created and appointed as needed by the LCRP Chair. Any special committees created, and any members appointed to a special committee by the Chair shall be announced to the Executive Committee at the next Executive Committee meeting. Committee Chairs shall report to the Executive Committee as requested by the LCRP Chair.

Section 8.4 – Structure of Committees:

The LCGOP Chair shall appoint an odd number of members to the Finance Committee, the Elections Committee, and other special committees created and appointed as needed by the LCRP chair.

Section 8.5 – Committee Expiration and Appointments

All special committees created by the LCRP Chair, all committee chairs appointed by the LCRP Chair and all committee members appointed by the LCRP Chair shall expire every two (2) years commencing January 1 of odd numbered years. Should the LCRP Chair create a

“Convention Committee” that committee shall expire after the Winter Convention held in January or February in the odd numbered year every two (2) years.

Section 8.6 – Restricted Activities:

Committee Chairs shall not grant an endorsement of a candidate in a Republican primary election in conjunction with their title, unless it is a race that is voted on state-wide.

Article IX – Resolutions

Section 9.1 – Adoption:

Resolutions adopted on behalf of the LCRP must be approved at a regularly scheduled Executive Committee meeting by a simple majority vote of the members present.

Section 9.2 – Notice of Resolutions:

Draft resolutions must be distributed to all Executive Committee members at least fourteen (14) days prior to the next regularly scheduled Executive Committee meeting. Any resolution brought forth without the required notice period shall be tabled until the next regularly scheduled Executive Committee meeting, unless a committee of the whole suspends said rule by two-thirds vote.

Article X – Adoption of By-laws

Section 10.1 – Adoption:

These by-laws shall be adopted when approved by a majority of the Executive Committee present at the meeting when they are presented.

Section 10.2 – Authority:

These by-laws shall remain in force and govern the conduct of the Executive Committee and its officers and committees upon adoption by the Executive Committee, with or without amendment.

Section 10.3 – Revision:

These by-laws may be amended by a majority vote of the Executive Committee members present at two consecutive meetings, provided the topic is on the agenda for both meetings.

Article XI – Miscellaneous Provisions

Section 11.1 – Precinct Delegate Allotment Changes:

Any changes to the total allotment of precinct delegates within our county at or less than the one (1) percent level shall be at the discretion of the County Chair. Other changes within + or – five (5) percent of the current level of the total allotment shall require a simple majority

approval of the Executive Committee at the regularly scheduled meeting conducted within 30 to 60 days prior to the April 1 deadline specified in current MCL 168.623a(1), or as the statutory deadline may be amendment or superseded by other law. Changes greater than this threshold shall require a 60 percent supermajority of statutory and delegate appointed member of the Executive Committee present at the aforementioned meeting.

Section 11.2 – Approval Failure:

Failing to achieve approval of a proposed change by the Executive Committee, the precinct delegate total allotment shall not change from current levels. Section 11.3 – Allotment Submission: The Chair of the county shall deliver to the County Board of Commissioners or to the proper authorities, the allotment document two (2) week prior to the April 1st deadline currently specified in MCL 169.623a(1), or as this statute may be amended or superseded by other law. Failing to do this, the LCRP Secretary shall deliver the allotment document one (1) week prior to the statutory deadline.

Original Adoption Date: November 9, 1998

Amended: July 10, 2014

Amended: October 6, 2016

Amended: September 6, 2018

Amended: May 2, 2019

Amended: March 3, 2023