



Bylaws

Revised Bylaws Adopted on 01/19/17 as amended on 10/18/18

Article I - Name

The name of this club will be Gallatin County Republican Women (GCRW).

Article II - Objectives

The objectives of this organization will be:

- To promote an informed public through political education and activity;
- To increase the effectiveness of women in the cause of good government through active participation;
- To promote Republican Party principles and ideals;
- To promote integrity, virtue, and honesty in government;
- To work for the election of Republican Party nominees; and
- To promote the principles of freedom, equality, and justice on which the government of this country is founded.

Article III - Membership

Section 1. Membership in this organization is voluntary upon application.

Section 2. Any woman of voting age who believes in the principles of the Republican Party, is willing to support its candidates, and pays annual club dues is eligible for membership.

Section 3. Individual Membership: A member in good standing is one whose current dues of \$45 are paid. If she chooses for 1/2 of her dues (\$17.50) to be sent to MFRW and NFRW, she may vote on GCRW issues and



serve as an officer. A member will be counted from one club only for the purpose of delegate representation to a regional, state, or national federation meeting or convention. She may not serve as a delegate or alternate from any other club.

- Section 4. Associate Membership: In addition to her official club membership, a woman, upon payment of required annual dues, may affiliate with other clubs as an associate member. She may attend meetings, but may not make motions, have a voice or vote, hold office or be counted for the purpose of determining the number of delegates to a regional, state, or national meeting or convention.
- Section 5. Sustaining Member: Persons may become sustaining members by donating \$50 per year to the GCRW.
- Section 6. "Friends of GCRW": Men, women and children may become "Friends of GCRW" by paying annual dues of \$45, all of which stays in the GCRW treasury to support local events supporting Republican principles. "Friends" may attend meetings, but may not have a voice, vote, hold office, or be counted for any purpose.
- Section 7. A former member rejoining the club after a period of one year or more will be considered a new member for club records and any award applications used by the club.
- Section 8. Individual guests may attend the GCRW general meeting by paying a meeting fee of \$10 per meeting, unless otherwise determined by the Board, all of which stays in the GCRW treasury to support local events supporting Republican principles.

Article IV - Officers and Their Duties

- Section 1. The elected officers of this club will be: president, first vice president, second vice president, third vice president, secretary, treasurer, and three (3) directors.



- Section 2. The term of the president, vice presidents, secretary, and treasurer will be two (2) years. The term of each of the three directors is three (3) years, with one (1) new director to be elected every year.
- Section 3. No elected officer will hold the same office for more than two (2) consecutive terms.
- Section 4. All elected officers will pay dues during their term of office. Dues will be current at the time of nomination.
- Section 5. In case of a vacancy in the office of president, the office will be filled by the first vice president and the second and third vice presidents will move up in order.
- Section 6. The president will:
- Preside at all meetings of the club and the Executive Board.
 - Oversee the general operation of the club • Call meetings of the club and the Executive Board.
 - Appoint a chaplain, a parliamentarian, committee chairmen, and special committees with the approval of the Executive Board.
 - Make appointments to vacated offices and to a Nominating Committee with the approval of the Executive Board.
 - Prepare a budget with the assistance of the treasurer and/or the past treasurer; the Executive Board will approve the budget prior to its being submitted to the club for approval.
 - Serve on the Board of Directors of the Montana Federation of Republican Woman and the Gallatin County Central Committee Executive Board.
 - Represent the club at all times or designate someone, an Executive Board member if available, as a representative in her absence or inability to do so.
- Section 7. The first vice president will:
- Perform the duties of the president in her absence or inability to serve.
 - Serve as chair of the Program Committee.



Section 8. The second vice president will:

- Perform the duties of the president in the absence of both the president and the first vice president.
- Serve as chair of the Membership Committee.

Section 9. The third vice president will:

- Perform the duties of the president in the absence of the president, the first vice president, and the second vice president.
- Serve as chair of the Meeting Logistics and Reservations Committee.

Section 10. The secretary will:

- Record the business and present the minutes of all meetings of the club and Executive Board.
- Be the club's correspondent internally and externally.
- Notify members of Executive Board meetings.

Section 11. The treasurer will:

- Be custodian of all club funds and keep accurate accounts of receipts and disbursements.
- Pay all bills approved by the Executive Committee or the club.
- See that state dues and state and national service fees are paid.
- Be responsible for complying with state and national campaign finance laws and filing the proper reports.
- Send a list monthly of paid memberships to the president and the membership chair.
- Prepare monthly and annual financial reports of the club's financial activities.

Section 12. There will be an independent financial review of the books at the end of each year or before the books are turned over to the new treasurer.

Section 13. The directors will: • Assist and advise the Executive Board and the president.



Article V - Executive Committee and Executive Board

- Section 1. The elected officers together with the chair or vice chair of the Gallatin County Central Committee, whichever is a woman, and the immediate past president of GCRW, will constitute an Executive Board. This Executive Board will assist the president in transacting business between club meetings, approve bills in an emergency, do the overall planning for club activities, and formulate general policies and procedures for the club's approval. The Executive Board's approval is needed to fill a vacancy in an elected office except for president, and for the selection of a Nominating Committee.
- Section 2. The quorum for the transaction of business of the Executive Committee and Executive Board will be five (5) members.

Article VI - Committees

- Section 1. The club will have the following standing committees: Campaign, Fund Raising, Membership, Nominating, Program, Public Relations, Telephone, Bylaws, and Achievement Awards.
- Section 2. Special Committees, such as Legislative, Newsletter, Courtesy, and any others, may be created by the president.
- Section 3. The chair of any standing or special committee will be appointed by the president and must pay dues during the term of their chairmanship.

Article VII - Nominations and Elections

- Section 1. A Nominating Committee of not less than three (3) members will be appointed by the president with the approval of the Executive Board.



- Section 2. The Nominating Committee will present to the club at the November meeting a slate of one (1) candidate for each office to be filled. Consent to serve will be secured from these candidates before their names are presented.
- Section 3. Nominations may be made from the floor provided the one nominated has given her consent.
- Section 4. All nominees must have paid their current dues.
- Section 5. In case of more than one nomination for any office, there will be a written ballot.
- Section 6. Election of officers will be held in November and election will be by a majority of attending members voting for the candidate.
- Section 7. New officers assume their duties in January.

Article VIII - Meetings

- Section 1. Meetings will be held on the third Thursday of the month, or at the call of the president, with the approval of the Executive Board.
- Section 2. There will be no fewer than six (6) meetings each year.
- Section 3. The quorum for regular meetings will be seven (7) members.

Article IX - Dues and Service Charges

- Section 1. Club dues will be \$45.00 per capita payable on January 1st and will be delinquent February 15th.



- Section 2. Dues to the State Federation will be the amount assessed by the state, per capita for individual members and are payable beginning January 1st of each year.
- Section 3. Only memberships paid forty days before a state convention will count toward representation at that meeting.
- Section 4. An annual state service charge of the amount assessed by the state will be sent to the State Treasurer by March 1st of each year as payment for mailings and other services.
- Section 5. An annual national service charge of the amount assessed by the national organization will be sent to the State Treasurer by April 1st of each year. She will record this payment and forward the money to the National Federation of Republican Women for payment to mailing and other services.
- Section 6. Any woman who becomes a first time member after October 1st of any year will have all the privileges of membership for the remaining portion of said year, but her dues will be applied to the succeeding year, and are to be considered as having been received on January 1st of said succeeding year.

Article X - Conventions

This club, if in good standing, will be entitled to representation at conventions of the Montana Federation of Republican Women as follows: The president and two (2) delegates or two (2) alternates for each twenty-five (25) members, or fraction thereof, as provided by the state bylaws.

Article XI - Parliamentary Authority Robert's Rules of Order Newly Revised will be the guide in matters not covered by these bylaws.



Article XII - Amendments

- Section 1. The by-laws may be amended by a majority vote of the members voting at any regular meeting.
- Section 2. Proposed amendments must be presented in writing and approved by the Executive Board before the club votes.
- Section 3. Proposed amendments will be submitted in writing or by email to the club one month before they are voted upon.



Standing Rules

1. All officers will be given a copy of the club by-laws and one copy will be included in the minute book. Copies of the by-laws will also be sent to the state president, district director, and state by-laws chair. Copies of the by-laws will be made available to all members.
2. This club does not endorse candidates for office.
3. When the president, or her proxy, attends a state or national meeting or convention on behalf of the club, the club will pay her registration fee, including her meals, during the convention. The club will also pay the IRS rate for charitable travel per mile in-state transportation. Transportation out-of-state will be paid at the tourist rate for air travel. She will also be paid for a single hotel room during the meeting, unless it is in Bozeman. This allocation must be approved by the Executive Board prior to the meeting or Convention.

These revised by-laws for GCRW were adopted on 1/19/2017

Kyndall Hinkle, President 12/19/2017

Anita Milanovich, Secretary 12/19/2017