

# **BREVARD FEDERATED REPUBLICAN WOMEN BYLAWS**

## **ARTICLE I - NAME**

The name of this organization shall be Brevard Federated Republican Women (BFRW) hereinafter referred to as NOC or Club. This Club is affiliated with the Florida Federation of Republican Women (FFRW) and with the National Federation of Republican Women (NFRW). The IRS has classified NFRW and all its affiliates as 527 Political Organizations. We are not 501 (c) (3) not for profit.

## **ARTICLE II - OBJECTIVES**

The objectives of this organization shall be to:

- Promote and inform the electorate through political education and activities,
- Disseminate information to all members,
- Increase the effectiveness of women in the cause of good government through active Participation,
- Facilitate cooperation among Republican Women's Clubs in the State of Florida:
- Foster loyalty to the Republican Party and to promote its principles and Candidates in all elections including non-partisan elections,
- Support the objectives and policies of the (NFRW), The Republican National Committee (RNC), the Republican Party of Florida (RPOF) and to work for the election of the Republican Party's nominees.

## **ARTICLE III - MEMBERSHIP**

**Section I.** Any woman believing in the principles of the Republican Party and intending to support its candidates is eligible for membership in a Club.

- a. Active Members: Active Members of Clubs shall be registered Republican women with dues currently paid. Only Active Members as defined in these Bylaws shall be

eligible to:

- I. hold office in a Club or serve as Chairs of Standing Committees or as Members of the Nominating Committee,
  - II. make motions, debate and vote in any election of the Club or for any business of the Club, and
  - III. serve as delegates or alternates to National and State Federation meetings or conventions.
- b. Associate Members: Clubs may have Associate Members. Associate Members shall be persons who are voting Members of any other Federated Republican Women's Club and registered Republican men. Republican men who are Associate Members do not become Members of FFRW or NFRW.
  - c. Student Associate Members: Clubs may offer Student Associate Memberships to Republican female undergraduate or post-graduate college students. Such students must offer annual proof of enrollment in a college or university (current class schedule or student identification card). Student Associates may attend meetings but may neither make motions, speak in debate vote nor hold office.
  - d. Only Active Members shall be counted for the purpose of determining the number of delegates to NFRW and FFRW meetings or conventions.
  - e. Only a Club may remove an individual from Membership. All Clubs making provision for removal of individuals as Members must define the due process for such removal in their Bylaws. Such action must be reported to FFRW within 30 days.

**Section 2.** This organization shall be a member of the Florida Federation of Republican Women and of the National Federation of Republican Women.

**Section 3.** Only Active Members in good standing shall be eligible to hold office in this Club. serve as Chair of Standing Committees, or as members of the Nominating Committee. Only Active members in good standing shall be eligible to vote in any election of the Club or on business of the Club.

**Section 4.** Members shall be removed from membership for supporting candidates who are

not Republicans or for working against the objectives of the Florida and National Federations.

#### **ARTICLE IV - OFFICERS AND THEIR DUTIES**

**Section 1.** The officers of this Club shall be President. Vice President(s). Recording Secretary. Corresponding Secretary. Treasurer (and optional Assistant Treasurer).

**Section 2.** Duties of the President shall be:

- a. Preside at all meetings of the Club and Executive Board and have general supervision of the work and activities of the organization.
- b. Appoint all committees to be approved by the Executive Board.
- c. Serve as ex-officio member of all committees, except the Nominating Committee.
- d. Authorized signer on bank account.

Additional duties may include:

- a. Appoint a Parliamentarian, Historian and Chaplain.
- b. Appoint a Budget Committee.
- c. Appoint an Audit Committee.

**Section 3.** The Vice President(s) shall perform the duties of the President in her absence or inability to serve and shall fill a vacancy in the office of the President in their order. The Vice President(s) shall perform such other duties as may be assigned by the President.

**Section 4.** The Recording Secretary shall keep the minutes of all meetings of the Club and have them available at all meetings. She shall be custodian of all records and papers of the Club.

except those that pertain to some other office or committee and shall perform such other duties as may be assigned to her by the President.

**Section 5.** The Corresponding Secretary shall conduct the correspondence of the Club and perform such other duties as may be assigned by the President.

**Section 6.** The duties of the Treasurer shall be:

- a. The Treasurer shall receive and be custodian of all funds of the Club and pay all bills authorized by the Club. The Treasurer shall keep an account of monies received and distributed by her and shall report in full at all regular meetings. She shall keep an up-to-date roster of the membership of the Club and send out notices of unpaid dues before January.
- b. Prior to January 15 of each year, the Treasurer shall forward the required dues and fees for the FFRW and NFRW to the Treasurer of the Florida Federation as required by the Bylaws of the Federation Treasurer. The Treasurer shall also forward the proceeds of the Club's Special Project as required by the FFRW Bylaws.
- c. The books of the Treasurer shall be reviewed by a Committee consisting of three members to be appointed by the President, subject to the approval of the Executive Board. They shall be appointed prior to the annual meeting.
- d. Authorized signer on bank account.

**Section 7.** All officers and Committee Chairmen shall hand over to their successors all books: papers and records of whatever kind in her possession belonging to the Club.

## **ARTICLE V - EXECUTIVE COMMITTEE**

**Section 1.** The Executive Committee shall consist of the elected officers of this Club and Immediate Past President.

**Section 2.** The Executive Committee shall have authority to transact any necessary business between Club meetings; change a meeting date in an emergency; make recommendations as to policies of the Club; advise the President and fill vacancies other than the office of the President.

**Section 3.** The Executive Committee shall meet at the Call of the President or upon request of a majority of the members of the Executive Board.

## **ARTICLE VI - NOMINATIONS AND ELECTIONS**

**Section 1.** A Nominating Committee of three members shall be elected by the Active Members at a Club meeting prior to the Club's Election Meeting. This Committee shall elect its own chairman from one of its own members. They shall report one nominee for each office at the election meeting after which nominations from the floor shall be allowed. No one shall serve on the Nominating Committee for more than two (2) consecutive terms nor be considered for office while serving on same.

**Section 2.** No one shall be nominated for office whose consent to serve has not been previously obtained.

**Section 3.** Officers shall be elected for a term of two years and shall take office after the installation.

**Section 4.** Election shall be by ballot, except when there is but one candidate for office in which the election may be by voice. A majority shall elect.

**Section 5.** Only members in good standing prior to November 1<sup>st</sup> of the election year shall be eligible to vote.

**Section 6.** The Nominating Committee shall provide all election materials and shall act as tellers for the election.

## **ARTICLE VII - DUES**

**Section 1.** Dues are payable upon application for membership and thereafter annually as of

January 1<sup>st</sup>.

**Section 2.** Dues received before October 1<sup>st</sup> shall be sent to the FFRW Treasurer. After that date, members shall pay for the balance of the calendar year and through the following year.

**Section 3.** The fiscal year of the Club shall be January 1<sup>st</sup> to and including December 31<sup>st</sup>.

**Section 4.** Membership dues become delinquent February 1<sup>st</sup>

### **ARTICLE VIII - MEETINGS**

**Section 1.** Annual meetings of the Club shall be the installation meeting and shall be for the purpose of receiving reports of officers and committees and for any other business that may arise.

**Section 2.** The Club will meet at the date, time, and location specified as determined by a majority vote- of the organization.

**Section 3.** Special meetings may be held at the Call of the President or shall be called upon the request of forty percent of the active members.

### **ARTICLE IX - COMMITTEES**

**Section 1.** The Standing Committees of this organization shall include, but not limited to: Achievement Awards, Bylaws, Campaign Activities, Fund Raising, Legislation, Membership, Program, Public Relations.

**Section 2.** The duties of the Standing Committee shall be those as set forth by the State and National Federation for such committees and any additional duties. which may be designated by the Executive Board.

**Section 3.** Special Committees may be appointed by the President as deemed advisable. subject to the approval of the Executive Board. Chairmen of Special Committees shall not be members of the Executive Board by virtue of their appointment.

**Section 4.** All committees may file written reports with the Recording Secretary and give verbal reports when requested by the President.

### **ARTICLE X - DELEGATES AND ALTERNATES**

**Section 1.** Delegates and Alternates to all State or National Federation Conventions shall consist of the President of the Club, or in her absence, an elected Officer in respective order and as many other as are provided for in the Bylaws of the FFRW and NFRW.

**Section 2.** Delegates and Alternates shall be Active Members and shall be nominated from the floor and duly elected at the regular monthly meeting of the Club or Special Meeting called for that purpose held at a meeting date prior to the Convention as specified by the FFRW and NFRW.

**Section 3.** The President, or in her absence. an elected Officer in respective order shall represent the Club at the State Federation Conferences.

### **ARTICLE XI- PARLIAMENTARY AUTHORITY**

The latest edition of Robert's Rules of Order Newly Revised shall govern all proceedings except where inconsistent with the provisions and Bylaws of the organization.

### **ARTICLE XII - AMENDMENTS**

**Section 1. Bylaws:** These Bylaws may be amended by a two-thirds (2/3) vote of members present at any meeting of the Club, or at a special meeting called for that purpose. Provided

Notice of the proposed amendment has been given in writing to all members at two (10) days prior to the meeting.

**Section 2. Standing Rules:** The Standing Rules may be amended at any Club membership meeting without previous notice and by a simple majority of members present.

### **ARTICLE XIII - ENDORSEMENT POLICY**

The Club as a whole and its President shall not publicly endorse any candidate or public office in contested Republican primaries, runoff elections, and special elections. And/or non-partisan elections when more than one Republican is in the race. Individual members of this organization may work for the candidate of their choice in contested Republican primaries, but not in the name of the club or Federation.

### **ARTICLE XIV - DISSOLUTION**

This Club may be dissolved by a two-thirds vote of the members in attendance at any regular or special meetings of the Club, provided that notice of the dissolution has been submitted in writing at least thirty days prior and has been sent to all members of the Club. In the event of dissolution, the Executive Committee shall, after payment of all liabilities of the Club, distribute any remaining assets to the FFRW. No funds shall be distributed to any member or officer of the Club. The right to use the name of a dissolved Club shall revert to the FFRW.

Bylaws Adopted December 4, 2002

Amended December 5, 2007. September 3, 2014, and February 13, 2018

Standing Rule No.10 adopted February 11, 2019

**STANDING RULES**

**BREVARD FEDERATED REPUBLICAN WOMEN**

Rule 1: Dues: membership shall be \$50.00 for Active Members and renewing membership shall be \$45.00 paid annually and shall include the per capita dues for the Florida and National Federations of Republican Women. New memberships are those who were not a member the previous year. New Associate memberships shall be \$50.00 and renewing Associate membership shall be \$45.00 paid annually.

Rule 2: The Club pays the hotel transportation and registration for the President to attend FFRW Board meetings and conventions.

Rule 3: An annual appreciation gift of \$50.00 will be presented to the President at the December meeting.

Rule 4: A monthly President's allowance of \$25.00 per month will be paid to help with traveling expenses for her attendance at various political functions representing the Club.

Rule 5: In the event of death of member or member's spouse, memorial of \$25.00 will be made in their honor.

Rule 6: The Club name will be changed to Brevard Federated Republican Women per NFRW Charter of February 8, 2012.

Rule 7: To be eligible for election to the Brevard Federated Republican Women Executive Committee, the current member must have attended a majority (6+1) of the current year's general meetings, and serve as an active participation of a committee or chair a committee for a minimum of six months.

Rule 8: The Club pays the hotel, transportation and registration for the Treasurer to attend the FFRW Board meetings and conventions

Rule 9: The Club checking account shall have available three signors: President, Treasurer, and Recording Secretary.

Rule 10: No videos or voice recordings of meetings to be posted on social media without consent of President or her appointed representative.

Standing Rule No.1 amended September 7, 2019

Standing Rule No.2 and 3 amended December 5, 2007

Standing Rule No.4 and 5 as adopted December 2, 2009

Standing Rule No.6 adopted February 2, 2012

Standing Rule No.7 adopted June 6, 2012

Standing Rule No.8 adopted March 5, 2014

Standing Rule No.9 adopted December 10, 2018